

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

**REGULAR MEETING**

**6:00 P.M.**

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

**PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS**

1. February recycling award recipient is Ann Merritt who will receive \$30.00 for her recycling efforts, with funding made possible by a grant from Washington County.
- 2.

**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. "Bayport in Bloom" Update – Lynn Vernon
- 2.

**CONSENT AGENDA**

**TAB #**

Consider a resolution adopting items 1 through 13

- |   |    |
|---|----|
| 1. February 3, 2014 City Council regular meeting minutes  | 1  |
| 2. February 3, 2014 City Council special closed meeting minutes   | 2  |
| 3. February payables and receipts (check numbers 1136829-1136937)   | 3  |
| 4. February building, plumbing and mechanical permits report  | 4  |
| 5. Special event application for BCAL Easter Egg Hunt at Barker's Alps Park on April 19, 2014                           | 5  |
| 6. Special event application for BCAL Ice Cream Social at Lakeside Park on June 11, 2014                                | 6  |
| 7. Special event application for BCAL Farmer's Market at Perro Park, June 16-October 22, 2014                           | 7  |
| 8. Special event application for BCAL Derby Days/Taste of Bayport at Perro Park and Lakeside Park on September 20, 2014 | 8  |
| 9. Fireworks display permit for Derby Days on Saturday, September 20, 2014  | 9  |
| 10. Special event application for BCAL Lighting of the Green at Village Green Park on December 3, 2014                  | 10 |
| 11. Renewal of boat trailer parking agreement with Andersen Corporation   | 11 |
| 12. Special event application for Kinnicroix Girl Scout Troop retreat at Lakeside Park on July 17 – July 20, 2014       | 12 |
| 13. Preparation of plans and specifications and authorization to solicit bids for 2014 Sealcoating Project              | 13 |

**PUBLIC HEARINGS**

**CITY COUNCIL LIAISON REPORTS**

**STAFF/CITY ADMINISTRATOR REPORTS**

14

**UNFINISHED BUSINESS**

**NEW BUSINESS**

1. Consider a cooperative agreement with Washington County for construction cost and maintenance of the County State Aid Highway (CSAH) 21 and Pickett Avenue connection 15
2. Consider land acquisition options for potential Fire Station project 16

**CITY COUNCIL ITEMS AND ANNOUNCEMENTS**

- 1.
- 2.

**ADJOURNMENT**

**RESOLUTION NO. 14-**

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA HELD MARCH 3, 2014**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 3<sup>rd</sup> day of March 2014 at 6:00 p.m.

The following members were present:

The following members were absent:

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

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-13 FROM THE  
MARCH 3, 2014 CITY COUNCIL AGENDA**

1. February 3, 2014 City Council regular meeting minutes
2. February 3, 2014 City Council special closed meeting minutes
3. February payables and receipts (check numbers 1136829-1136937)
4. February building, plumbing and mechanical permits report
5. Special event application for BCAL Easter Egg Hunt at Barker's Alps Park on April 19, 2014
6. Special event application for BCAL Ice Cream Social at Lakeside Park on June 11, 2014
7. Special event application for BCAL Farmer's Market at Perro Park, June 16-October 22, 2014
8. Special event application for BCAL Derby Days/Taste of Bayport at Perro Park and Lakeside Park on September 20, 2014
9. Fireworks display permit for Derby Days on Saturday, September 20, 2014
10. Special event application for BCAL Lighting of the Green at Village Green Park on December 3, 2014
11. Renewal of boat trailer parking agreement with Andersen Corporation
12. Special event application for Kinnicroix Girl Scout Troop retreat at Lakeside Park on July 17 – July 20, 2014
13. Preparation of plans and specifications and authorization to solicit bids for 2014 Sealcoating 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 –  
Connie Carlson –  
Michele Hanson –

Dan Goldston –  
Patrick McGann –

**WHEREUPON**, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 3<sup>rd</sup> day of March 2014.

ATTEST:

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

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

**CITY OF BAYPORT  
CITY COUNCIL MEETING MINUTES  
COUNCIL CHAMBERS  
FEBRUARY 3, 2014  
6:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of February 3, 2014 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

**ROLL CALL**

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

Members Absent: None

Staff Present: City Administrator Logan Martin, Police Chief Laura Eastman, Public Works Supervisor Mel Horak, City Engineer Barry Peters, 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 Goldston to approve the February 3, 2014 City Council agenda. Motion carried 5-0.

**PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS**

1. The January recycling award recipients are Tom and Carol Dusbabek who will receive \$30.00 for their recycling efforts, with funding made possible by a grant from Washington County.
2. Fire Captain Josh Eisinger received a Lifesaving Award for his CPR efforts on December 21, 2013, that saved the life of a non-responsive newborn.
3. Lifesaving Awards were presented to Andersen Corporation employees Carey Preuss, Logan Misura and Dawn Holldorf for their quick actions that saved the life of Bayport Planning Commission Chairperson Joe Ritzer who suffered a heart attack while working at Andersen Corporation. Joe expressed his gratitude to the people who responded to his medical emergency.

**OPEN FORUM**

1. Marion Coffman and Wayne Peterson, representing Bayport American Legion Post 491, stated the Legion is making a \$15,000.00 commitment for improvements to the ball field at Perro Creek Park and would also provide funding for the annual maintenance of the field. Marion explained the monies expended by the Legion for charitable giving come from local recreational gaming proceeds, especially the new electronic gaming. The Legion was thanked for their generous donation.

**CONSENT AGENDA**

Mayor St. Ores read items 1-8 on the consent agenda.

Councilmember Carlson introduced the following resolution and moved its adoption:

**Resolution 14-02**

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE  
FEBRUARY 3, 2014 CITY COUNCIL AGENDA**

1. January 6, 2014 City Council meeting minutes
2. January payables and receipts (check numbers 1136728-1136828)
3. January building, plumbing and mechanical permits report
4. Monetary commitment of \$15,000.00 from the Bayport American Legion for upgrades to the Perro Park ball field
5. Donation of \$50.00 to the Fire Department and \$50.00 to the Police Department from Susan and Alex Mollidrem
6. PERA declaration for part-time police officer Dustin Purpur (*Resolution 14-02A*)
7. City liability insurance waiver
8. Special event application for American Cancer Society Bark for Life fundraiser at Barker's Alps Park on Saturday, May 17, 2014

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

**SWEARING IN OF POLICE OFFICER DUSTIN PURPUR**

Mayor St. Ores administered the Oath of Office to Dustin Purpur, the Police Department's new part-time officer who is filling the position vacated by Officer Jered Deal. Officer Purpur was welcomed to the department.

**PUBLIC HEARINGS - None**

**COUNCIL LIAISON REPORTS**

Councilmember McGann reported the city has 3-4 residents interested in the two open seats on the Planning Commission.

Councilmember Carlson reviewed the January Library Board meeting, noting the library's strategic planning process has begun. The next meeting is scheduled for Thursday, February 20, 2014, 6:00 p.m. at the Bayport Library.

Mayor St. Ores reviewed the January meeting of the Middle St. Croix Watershed Management Organization (MSCWMO) where the main topic was ensuring that the holding ponds created by the new bridge meet all MSCWMO requirements. She stated the MSCWMO Board is satisfied with the MnDOT plans for the holding pond improvements. Mayor St. Ores, Councilmember McGann and Administrator Martin met with Congresswoman McCollum to discuss financing ideas for a new fire station, and staff also met recently with Representative Lohmer about a new fire station. Councilmember McGann was recognized for leading the effort to get government officials involved with the project.

**STAFF/CITY ADMINISTRATOR REPORTS**

Fire Chief Swenson reported he spent considerable time during the past month speaking with the communities served by the Bayport Fire Department to discuss extending their contracts to 15 years as Bayport considers options for the construction of a new fire station. He stated that the response area boundaries are being corrected with the Stillwater Fire Department after new GIS mapping indicated a discrepancy along Highway 36. Chief Swenson reminded everyone of the February 15 annual fundraiser dance at the Eagle's Club in Oak Park Heights.

Police Chief Eastman reviewed her update and noted five new reserve officers will receive training on March 1 and 2. She reported the number of department reports/calls for service increased from 3,297 in 2012 to 3,366 in 2013. Felony drug arrests are on the rise; however the majority of these arrests are associated with traffic stops. Councilmember McGann commented on the nuisance caused by the number of deer in the city and questioned whether there was an increase in deer-vehicle collisions. Chief Eastman believes deer-vehicle incidents are down and recommended that residents refrain from feeding the deer.

Mel Horak, Public Works Supervisor, reviewed his written report and noted the department has begun hauling snow away from the business areas and intersections. Councilmember Goldston inquired about the use of a trailer-mounted snow melting system. Supervisor Horak believes this option may be cost prohibitive, but he will check on pricing. He indicated his department has seen an increased number of deer, especially in the center of the city. Mayor St. Ores thanked the Public Works crew for their extra efforts during a recent water main break.

Assistant City Administrator/Planner Taylor reported the city has received positive comments on the Perro Park skating rink improvements and the rinks/warming house are scheduled to be open through February, weather depending. She thanked the Bayport American Legion for their \$15,000.00 commitment for upgrades to Perro Park and noted a workshop is being planned to prioritize the park improvements for 2014. Pet licenses for 2014 were due February 1 and she encouraged pet owners to register their animals as soon as possible. She thanked the Bayport Community Action League (BCAL) for sponsoring a Valentine's dance at the American Legion on February 8 from 6:00-8:00 p.m.

Administrator Martin stated staff continues to work collaboratively with local, state and federal agencies regarding construction of a new fire station and he anticipates presenting land and financing options at the March City Council meeting. Staff is working with the city attorney to update code enforcement ordinances that will provide fair and consistent enforcement throughout the city, as well as streamline processes.

#### **UNFINISHED BUSINESS – None**

#### **NEW BUSINESS**

Consider quotes to complete the replacement of the well house #2 pump motor starter: Public Works Supervisor Horak explained the need to replace the pump motor starter for well house #2 after a partial failure last fall. Councilmember Goldston had questions about the variable frequency drive (VFD) components and compatibility, and Supervisor Horak stated the project specifications were reviewed by multiple parties to ensure a thorough installation. He added the project does not include a bypass on the VFD in the event it fails and it is a special order; however, he stated the city has redundancy with the other two wells should the unit fail and need to be replaced. A \$4,000.00 Xcel Energy rebate is available for the project and will be returned to the city, per the project specifications. Councilmember McGann questioned the wide range of quotes, from approximately \$14,000.00 to \$36,000.00. Staff explained that the two low quoters most likely get a volume discount on the equipment, and companies that do not need the work sometimes submit a high quote with the possibility of getting the job.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to approve the purchase and installation of a new variable frequency drive motor control unit for well house #2 from Automatic Systems Company, St. Paul, Minnesota, for the quoted amount of \$13,972.00, with funding available in the Water/Sewer Capital Improvement Fund. Motion carried 5-0.

Consider an amendment to Chapter 54 – Traffic and Vehicles of the Bayport City Code of Ordinances related to on-street parking: Administrator Martin reviewed a minor amendment to the ordinance related to on-street parking that will help Public Works staff make snowplowing more efficient. Current code prohibits parking a vehicle for a period of more than 24 consecutive hours on any public street, with the exception of continuous parking allowed in front of the vehicle owner’s residence. Instead of creating special winter parking requirements, the code amendment would remove the exemption for vehicles parked at the owner’s residence and enable city crews to remove all remaining snow the day after a snowplowing event. Mayor St. Ores voiced her support of the amendment but questioned how the change would be communicated to residents so they are not surprised by the new regulation. Administrator Martin stated the city will use its normal communication methods and that the Police Department will not be aggressively ticketing or towing offending vehicles. Chief Eastman stated vehicles that don’t move after a snowfall also create a safety hazard and can restrict passage for emergency vehicles. She stated officers will generate a report on vehicles in violation and note the attempts made to have the vehicle moved. Residents who do not respond may be ticketed. Attorney Pratt stated failure to move a vehicle would be ticketed as a petty misdemeanor, with up to a \$100.00 fine. Councilmember Carlson questioned the need for amending the ordinance year round and Administrator Martin noted a uniform year round ordinance would assist with other traffic concerns, e.g., abandoned vehicles, and assist with street sweeping efforts. Mayor St. Ores reiterated that city staff utilizes multiple communication strategies when a vehicle needs to be moved and it is not the city’s intention to ticket vehicles. She requested that staff proactively notify residents via email, city website, etc., of dates that city crews plan to conduct maintenance on streets. Administrator Martin added that staff would utilize the ordinance when needed, and Councilmember Carlson would like staff to communicate the intent and flexibility of the amendment during the off season. Chief Eastman encouraged residents to sign up for the city’s email blast as another tool to receive emergent news from city staff.

Councilmember Hanson introduced the following ordinance and moved its adoption:

**Ordinance #840**

**AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,  
AMENDING CHAPTER 54, TRAFFIC AND VEHICLES OF THE BAYPORT CITY CODE**

The motion for adopting the foregoing ordinance 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

Consider upgrades to the city’s computer network and server system: Administrator Martin explained the limitations and issues with the city’s current computer network and server system, noting the city has been utilizing portable USB storage for the past 6 months to meet its storage needs and does not have backup hosting on an outside source. The city’s IT consultant, TR Computers, is recommending that the current 1 terabyte (TB) server be replaced with a 2.4TB server with a 2TB backup storage capability. The new system would also archive emails which would assist in complying with public data requests and state mandated retention requirements. Funding for this tax-free expenditure is allocated in the 2014 Capital Improvement Plan and will be taken out of the Office Automation Fund. Councilmember Hanson questioned the need for a second quote for the labor and installation. Administrator Martin stated that TR Computers has been the city’s technology consultant for a number of years and is knowledgeable about the city’s specific computer networking needs, which is why only one quote was secured. Administrator Martin also referenced that state law requires quotes for purchases over \$25,000.00, which would not apply in this situation due to the cost of the project. Councilmembers

acknowledged the need for a backup system and Councilmember McGann noted the price was reasonable based on recent experience at his office. The quote package includes an onsite backup system and there was discussion on the option of an offsite “cloud” backup system. Administrator Martin will verify that the backup system quoted utilizes the “cloud” technology and check on additional options, if necessary.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to approve upgrades to the city’s network and server system, as presented, in an amount not to exceed \$13,000.00, with funds available from the Office Automation Fund. Motion carried 5-0.

#### **CITY COUNCIL ITEMS AND ANNOUNCEMENTS**

1. Councilmember Hanson reported the May 17 “Bark for Life” fundraiser at Barker’s Alps is open to the public and participants can preregister or register onsite the day of the event.
2. Mayor St. Ores recognized and thanked Susan and Alex Molldrem for the Police and Fire Department donations, the Fred C. and Katherine B. Andersen Foundation for the hockey rink donation, and the Bayport American Legion for their support of the Perro Park ball field.
3. Mayor St. Ores reminded residents of the BCAL’s Valentine’s dance on February 8 and the Fire Department’s fund raiser on February 15.

#### **ADJOURNMENT**

It was moved by Councilmember Goldston and seconded by Councilmember McGann to adjourn the meeting at 7:16 p.m. Motion carried 5-0.

---

City Administrator/Clerk

**CITY OF BAYPORT  
CITY COUNCIL MEETING SUMMARY  
BAYPORT CITY HALL  
February 3, 2014**

**CALL TO ORDER**

The meeting was called to order by Mayor St. Ores at 7:20 p.m.

**ROLL CALL**

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

**Staff Present:** City Administrator Logan Martin and City Attorney Pratt

**BUSINESS**

Mayor St. Ores indicated the purpose of the meeting was to conduct a six month performance evaluation on Administrator Martin. Attorney Pratt noted that the meeting will be conducted in a closed session, pursuant to Minnesota Statutes, Section 13D.05, Subdivision 3(a).

Councilmember Carlson moved to enter into closed session as indicated by the Mayor and the City Attorney, which was seconded by Councilmember Hanson. Motion carried 5-0.

[Portion of meeting conducted in closed session pursuant to the Minnesota Open Meeting Law.]

**ADJOURNMENT**

Councilmember Hanson moved for adjournment of the closed session, which was seconded by Councilmember Carlson. Motion carried 5-0. Attorney Pratt indicated that the City Council's conclusions regarding the evaluation of Administrator Martin will be summarized at the Council's next open meeting.

Councilmember Carlson moved and Councilmember McGann seconded to adjourn the special meeting at 7:55pm. Motion carried 5-0.

# CITY OF BAYPORT

## \*Budget Control Summary

Current Period: FEBRUARY 2014

Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 %
<b>FUND 101 GENERAL</b>				
<b>Revenue Accounts</b>				
DEPT 00000 GENERAL GOVERNMENT	\$2,099,823.00	\$257,809.39	\$1,842,013.61	87.72%
DEPT 41200 MAYOR & COUNCIL	\$0.00	-\$10,947.00	\$10,947.00	0.00%
DEPT 41240 RECYCLING	\$5,500.00	\$2,200.00	\$3,300.00	60.00%
DEPT 41600 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$119,800.00	\$27,467.83	\$92,332.17	77.07%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$91,720.00	\$5,823.00	\$85,897.00	93.65%
DEPT 42200 FIRE PROTECTION	\$395,450.00	\$50.00	\$395,400.00	99.99%
DEPT 43100 STREET MAINT	\$5,000.00	\$35.00	\$4,965.00	99.30%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$28,150.00	-\$983.16	\$29,133.16	103.49%
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$5,000.00	-\$5,000.00	0.00%
DEPT 43300 CEMETERY	\$10,000.00	\$6,305.00	\$3,695.00	36.95%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue Accounts</b>	<b>\$2,755,443.00</b>	<b>\$292,760.06</b>	<b>\$2,462,682.94</b>	<b>89.38%</b>
<b>Expenditure Accounts</b>				
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41100 ELECTIONS	\$4,800.00	\$470.00	\$4,330.00	90.21%
DEPT 41200 MAYOR & COUNCIL	\$190,462.00	\$23,165.86	\$167,296.14	87.84%
DEPT 41240 RECYCLING	\$7,176.00	\$453.05	\$6,722.95	93.69%
DEPT 41400 ADMINISTRATION	\$158,118.00	\$16,869.52	\$141,248.48	89.33%
DEPT 41601 ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41603 SO MN STREET UTILITY PROJ	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41605 INFLOW/INFILTRATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41607 2011 STREET PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41900 CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41903 DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$231,305.00	\$29,127.05	\$202,177.95	87.41%
DEPT 41940 MUNICIPAL BUILDINGS	\$139,050.00	\$5,135.35	\$133,914.65	96.31%
DEPT 42100 POLICE	\$758,692.00	\$79,950.99	\$678,741.01	89.46%
DEPT 42200 FIRE PROTECTION	\$521,831.00	\$59,662.12	\$462,168.88	88.57%
DEPT 42201 FIRE STATION	\$0.00	\$1,407.47	-\$1,407.47	0.00%
DEPT 43100 STREET MAINT	\$552,703.00	\$23,204.44	\$529,498.56	95.80%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43160 STREET LIGHTING	\$30,000.00	\$2,518.52	\$27,481.48	91.60%
DEPT 43200 PARKS	\$73,831.00	\$78,033.21	-\$4,202.21	-5.69%
DEPT 43300 CEMETERY	\$37,475.00	\$1,080.00	\$36,395.00	97.12%
DEPT 44100 PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
<b>Total Expenditure Accounts</b>	<b>\$2,755,443.00</b>	<b>\$321,077.58</b>	<b>\$2,434,365.42</b>	<b>88.35%</b>

CITY OF BAYPORT

02/25/14 2:30 PM

Page 1

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

FEBRUARY 2014

	2014 YTD Budget	FEBRUARY MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
<b>FUND 101 GENERAL</b>					
Revenue	\$2,755,443.00	\$54,902.35	\$292,760.06	\$2,462,682.94	10.62%
Expenditure	\$2,755,443.00	\$167,230.23	\$321,077.58	\$2,434,365.42	11.65%
		<u>-\$112,327.88</u>	<u>-\$28,317.52</u>		
<b>FUND 102 STREET RECONSTRUCTION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 103 G O TIF BD FUND 1990 CAP PROJ</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 106 TIF ECON DEV DIST 2</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 107 TIF REDEVELOPMENT DISTRICT 2-1</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 200 FIRE EQUIPMENT REPLACEMENT FUN</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 201 D.A.R.E.</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 202 DRUG FORFEITURE</b>					
Revenue	\$0.00	\$55.00	\$55.00	-\$55.00	0.00%
Expenditure	\$0.00	\$37.25	\$930.56	-\$930.56	0.00%
		<u>\$17.75</u>	<u>-\$875.56</u>		
<b>FUND 203 PUBLIC WORKS EQUIPMENT REPL</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 204 RECREATION CAP EQUIP &amp; MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 205 TAX STABILIZATION FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

02/25/14 2:30 PM

Page 2

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

FEBRUARY 2014

	2014 YTD Budget	FEBRUARY MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 206 WATER/SEWER IMPROVEMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 207 PARK IMPROVEMENT FUND</b>					
Revenue	\$0.00	\$4,000.00	\$4,000.00	-\$4,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$4,000.00	\$4,000.00		
<b>FUND 208 PRISON SEWER PROJECT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 209 DEVELOPER REIMBURSED PROJECTS</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 210 K-9 UNIT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$110.00	\$110.00	-\$110.00	0.00%
		-\$110.00	-\$110.00		
<b>FUND 211 LIBRARY</b>					
Revenue	\$294,950.00	\$473.98	\$1,436.98	\$293,513.02	0.49%
Expenditure	\$294,740.00	\$21,380.88	\$33,088.50	\$261,651.50	11.23%
		-\$20,906.90	-\$31,651.52		
<b>FUND 303 GO TIF BOND 1990 DEBT SERVICE</b>					
Revenue	\$0.00	\$0.00	\$556.04	-\$556.04	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$556.04		
<b>FUND 311 GO IMPROV BONDS OF 1992 DEBT S</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 413 POLICE EQUIPMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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

	2014 YTD Budget	FEBRUARY MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
		\$0.00	\$0.00		
<b>FUND 414 OFFICE AUTOMATION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 415 MUNICIPAL BLDGS MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 416 PERRO CREEK OUTLET</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 601 WATER</b>					
Revenue	\$332,750.00	\$11,078.30	\$11,725.09	\$321,024.91	3.52%
Expenditure	\$495,764.00	\$40,481.57	\$123,374.38	\$372,389.62	24.89%
		-\$29,403.27	-\$111,649.29		
<b>FUND 602 SEWER</b>					
Revenue	\$618,000.00	\$3,200.00	\$3,200.00	\$614,800.00	0.52%
Expenditure	\$691,889.00	\$12,526.89	\$82,673.09	\$609,215.91	11.95%
		-\$9,326.89	-\$79,473.09		
<b>FUND 800 INVESTMENTS-POOLED</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 803 P &amp; Z ESCROWS</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$1,367.51	\$3,312.00	-\$3,312.00	0.00%
		-\$1,367.51	-\$3,312.00		
<b>FUND 851 NON EXP TRUST</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>Report Total</b>		-\$169,424.70	-\$250,832.94		

**CITY OF BAYPORT**  
**REVENUE SUMMARY YTD THRU 02/28/2014**

FUND	FUND Descr	2014 Budget	2014 YTD Amt	2014 % of Budget	2014 % of Budget Remain
FUND 101	GENERAL	\$2,755,443.00	\$292,760.06	10.62%	89.38%
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	\$55.00	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	\$4,000.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$294,950.00	\$1,436.98	0.49%	99.51%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$556.04	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	\$332,750.00	\$11,725.09	3.52%	96.48%
FUND 602	SEWER	\$618,000.00	\$3,200.00	0.52%	99.48%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	\$0.00	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$4,001,143.00	\$313,733.17	7.84%	92.16%

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

02/25/14 2:32 PM

Page 1

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
<b>FUND 101 GENERAL</b>					
101	02/20/14	\$300.00	4012	LIQUOR - CLUB CK # 28932	R 101-00000-32100 BUSINES
101	02/20/14	\$2,000.00	4012	LIQUOR - ON SALE CK # 12345	R 101-00000-32100 BUSINES
101	02/20/14	\$200.00	4012	LIQUOR - SUNDAY CK # 12345	R 101-00000-32100 BUSINES
101	02/20/14	\$2,000.00	4012	LIQUOR - ON SALE CK # 10153	R 101-00000-32100 BUSINES
101	02/20/14	\$250.00	4012	TOBACCO CK # 886040	R 101-00000-32100 BUSINES
101	02/20/14	\$200.00	4012	LIQUOR - SUNDAY CK # 18043	R 101-00000-32100 BUSINES
101	02/20/14	\$240.00	4012	LIQUOR - OFF SALE CK # 18043	R 101-00000-32100 BUSINES
101	02/20/14	\$200.00	4012	LIQUOR - SUNDAY CK # 28932	R 101-00000-32100 BUSINES
101	02/20/14	\$200.00	4012	LIQUOR - SUNDAY CK # 10153	R 101-00000-32100 BUSINES
101	02/20/14	\$140.00	4012	LIQUOR - OFF SALE CK # 5395	R 101-00000-32100 BUSINES
101	02/20/14	\$300.00	4012	LIQUOR - CLUB CK # 5394	R 101-00000-32100 BUSINES
101	02/20/14	\$2,000.00	4012	LIQUOR - ON SALE CK # 5394	R 101-00000-32100 BUSINES
101	02/20/14	\$2,000.00	4012	LIQUOR - ON SALE CK # 4548	R 101-00000-32100 BUSINES
101	02/20/14	\$200.00	4012	LIQUOR - SUNDAY CK # 4548	R 101-00000-32100 BUSINES
101	02/20/14	\$240.00	4012	LIQUOR - OFF SALE CK # BLANK	R 101-00000-32100 BUSINES
101	02/20/14	\$240.00	4012	LIQUOR - OFF SALE CK # 12642	R 101-00000-32100 BUSINES
101	02/20/14	\$2,000.00	4012	LIQUOR - ON SALE CK # 12642	R 101-00000-32100 BUSINES
101	02/20/14	\$2,000.00	4012	LIQUOR - ON SALE CK # 18043	R 101-00000-32100 BUSINES
101	02/24/14	\$925.63	4040	GAMBLING PROCEEDS CK # 9979	R 101-00000-32204 GAMBLIN
101	02/25/14	\$69.25	4049	GAMBLING PROCEEDS CK # 7723	R 101-00000-32204 GAMBLIN
101	02/04/14	\$100.00	3997	ADMINISTRATIVE FEES BCAL #2279	R 101-00000-33100 ADMINIS
101	02/20/14	\$28.00	4037	ASSESSMENT SEARCH CK # 2344	R 101-00000-34105 USER FEE
101	02/20/14	\$28.00	4038	ASSESSMENT SEARCH CK # 465513515	R 101-00000-34105 USER FEE
101	02/05/14	\$2,485.00	3999	SAC-2014	G 101-20102 S A C CHARGES
101	02/05/14	\$9,940.00	4000	SAC-2014	G 101-20102 S A C CHARGES
101	02/05/14	\$2,485.00	4002	SAC-2014	G 101-20102 S A C CHARGES
101	02/05/14	\$2,485.00	4003	SAC-2014	G 101-20102 S A C CHARGES
101	02/05/14	\$2,485.00	4004	SAC-2014	G 101-20102 S A C CHARGES
101	02/03/14	\$5.00	3992	PLUMBING SURCHARGE - COMMERCIAL T	G 101-20104 STATE SURCHA
101	01/31/14	\$5.00	3994	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/05/14	\$192.25	3999	BUILDING SURCHARGE DR Horton #0598	G 101-20104 STATE SURCHA
101	02/05/14	\$72.50	4000	BUILDING SURCHARGE J. Kaemmer #183	G 101-20104 STATE SURCHA
101	02/05/14	\$206.15	4002	BUILDING SURCHARGE DR Horton #6028	G 101-20104 STATE SURCHA
101	02/05/14	\$209.50	4003	BUILDING SURCHARGE DR Horton #6019	G 101-20104 STATE SURCHA
101	02/05/14	\$200.00	4004	BUILDING SURCHARGE DR Horton #6028	G 101-20104 STATE SURCHA
101	02/25/14	\$15.50	4042	BUILDING SURCHARGE Randall's Home I	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4044	PLUMBING SURCHARGE - RESIDENTIAL Si	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4044	PLUMBING SURCHARGE - RESIDENTIAL	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4044	PLUMBING SURCHARGE - RESIDENTIAL	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4050	MECHANICAL SURCHARGE - COMMERCIA	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4051	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4051	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4051	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4052	PLUMBING SURCHARGE - RESIDENTIAL A	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4053	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4053	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4053	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/25/14	\$5.00	4055	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/25/14	\$39.64	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	02/05/14	\$0.12	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	02/12/14	\$3.21	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	02/05/14	\$88.02	4009	HEALTH PARTNERS CK # 0094974391	G 101-27109 HEALTH PARTN

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

02/25/14 2:32 PM  
Page 2

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	02/05/14	\$88.02	4009	HEALTH PARTNERS CK # 0094974391	G 101-27109 HEALTH PARTN
101	02/05/14	\$58.34	4009	HEALTH SAVING ACCT. CK # 0094974391	G 101-27122 H S A
101	02/05/14	\$58.34	4009	HEALTH SAVING ACCT. CK # 0094974391	G 101-27122 H S A
101	01/31/14	\$50.00	3994	CONTRACTOR LICENSE - SPECIALTY Aero	R 101-41910-32100 BUSINES
101	02/11/14	\$50.00	4008	CONTRACTOR LICENSE - SPECIALTY Spec	R 101-41910-32100 BUSINES
101	02/20/14	\$50.00	4030	CONTRACTOR LICENSE - SPECIALTY AND	R 101-41910-32100 BUSINES
101	02/24/14	\$50.00	4041	CONTRACTOR LICENSE - SPECIALTY Alte	R 101-41910-32100 BUSINES
101	02/25/14	\$50.00	4055	CONTRACTOR LICENSE - SPECIALTY Sch	R 101-41910-32100 BUSINES
101	02/25/14	\$50.00	4055	CONTRACTOR LICENSE - SPECIALTY	R 101-41910-32100 BUSINES
101	02/04/14	\$15.00	3997	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/04/14	\$15.00	3997	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/04/14	\$15.00	3997	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/04/14	\$15.00	3997	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/04/14	\$15.00	3997	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/04/14	\$15.00	3997	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/18/14	\$15.00	4024	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	02/18/14	\$64.60	4027	SIGN PERMIT - PERMANENT Spectrum Sig	R 101-41910-32200 NONBUSI
101	02/05/14	\$1,798.39	3999	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/05/14	\$2,766.75	3999	BUILDING PERMIT DR Horton #0598561	R 101-41910-32210 BUILDIN
101	02/05/14	\$862.39	4000	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/05/14	\$1,326.75	4000	BUILDING PERMIT J. Kaemmer #1831	R 101-41910-32210 BUILDIN
101	02/05/14	\$318.75	4000	BUILDING PERMIT	R 101-41910-32210 BUILDIN
101	02/05/14	\$1,907.59	4002	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/05/14	\$2,934.75	4002	BUILDING PERMIT DR Horton #602871	R 101-41910-32210 BUILDIN
101	02/05/14	\$2,970.75	4003	BUILDING PERMIT DR Horton #601907	R 101-41910-32210 BUILDIN
101	02/05/14	\$1,930.99	4003	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/05/14	\$2,856.75	4004	BUILDING PERMIT DR Horton #602872	R 101-41910-32210 BUILDIN
101	02/05/14	\$1,856.89	4004	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/11/14	\$95.88	4018	PLAN REVIEW Paul Weirtz #1072	R 101-41910-32210 BUILDIN
101	02/25/14	\$310.38	4042	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/25/14	\$477.50	4042	BUILDING PERMIT Randall's Home Improv	R 101-41910-32210 BUILDIN
101	02/03/14	\$75.00	3992	PLUMBING PERMIT - COMMERCIAL Thoen	R 101-41910-32220 PLUMBIN
101	02/25/14	\$75.00	4044	PLUMBING PERMIT - RESIDENTIAL	R 101-41910-32220 PLUMBIN
101	02/25/14	\$75.00	4044	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	02/25/14	\$75.00	4044	PLUMBING PERMIT - RESIDENTIAL	R 101-41910-32220 PLUMBIN
101	02/25/14	\$75.00	4052	PLUMBING PERMIT - RESIDENTIAL A.J. Al	R 101-41910-32220 PLUMBIN
101	01/31/14	\$75.00	3994	MECHANICAL PERMIT - RESIDENTIAL	R 101-41910-32230 MECHANI
101	02/25/14	\$75.00	4050	MECHANICAL PERMIT - COMMERCIAL And	R 101-41910-32230 MECHANI
101	02/25/14	\$75.00	4051	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	02/25/14	\$75.00	4051	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	02/25/14	\$75.00	4051	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	02/25/14	\$75.00	4053	MECHANICAL PERMIT - RESIDENTIAL Sab	R 101-41910-32230 MECHANI
101	02/25/14	\$75.00	4053	MECHANICAL PERMIT - RESIDENTIAL Sab	R 101-41910-32230 MECHANI
101	02/25/14	\$75.00	4053	MECHANICAL PERMIT - RESIDENTIAL Sab	R 101-41910-32230 MECHANI
101	02/25/14	\$75.00	4055	MECHANICAL PERMIT - RESIDENTIAL	R 101-41910-32230 MECHANI
101	02/18/14	\$500.00	4026	VACANT BUILDING REGISTRATION Farka	R 101-41910-34100 P & Z PE
101	02/24/14	\$253.55	4048	BUILDING INSPECTIONS (LAKELAND) CK	R 101-41910-34103 LAKELAN
101	02/24/14	\$415.03	4047	POLICE - SPECIAL DUTIES CK # 356799	E 101-42100-103 SPECIAL DU
101	02/24/14	\$1,153.60	4047	POLICE - SPECIAL DUTIES CK # 356799	E 101-42100-103 SPECIAL DU
101	01/31/14	\$133.59	3996	REFUND - TOWING REIMBURSEMENT/PO	E 101-42100-220 OPERATING
101	01/31/14	\$10.00	3995	PET LICENSE - SPAY/NEUT Parent #8029	R 101-42100-32240 ANIMAL F
101	02/04/14	\$10.00	3998	PET LICENSE - SPAY/NEUT Kiesow, Jr. - C	R 101-42100-32240 ANIMAL F
101	02/05/14	\$10.00	4006	PET LICENSE - SPAY/NEUT Julia Kaemmer	R 101-42100-32240 ANIMAL F
101	02/10/14	\$40.00	4007	PET LICENSE - SPAY/NEUT Aronson #335	R 101-42100-32240 ANIMAL F
101	02/10/14	\$10.00	4015	PET LICENSE - SPAY/NEUT B. Hogberg #1	R 101-42100-32240 ANIMAL F

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

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	02/10/14	\$20.00	4016	PET LICENSE - NO SPAY/NEUT K. Warner	R 101-42100-32240 ANIMAL F
101	02/18/14	\$25.00	4020	SM BIRD/FOWL LICENSE Richtmann #309	R 101-42100-32240 ANIMAL F
101	02/18/14	\$10.00	4021	PET LICENSE - SPAY/NEUT Drucker #409	R 101-42100-32240 ANIMAL F
101	02/13/14	\$20.00	4023	PET LICENSE - SPAY/NEUT CASH - CROW	R 101-42100-32240 ANIMAL F
101	02/18/14	\$10.00	4025	PET LICENSE - SPAY/NEUT Norman - Cash	R 101-42100-32240 ANIMAL F
101	02/18/14	\$10.00	4025	PET LICENSE - SPAY/NEUT McQuillan - Ca	R 101-42100-32240 ANIMAL F
101	02/19/14	\$20.00	4028	PET LICENSE - NO SPAY/NEUT CASH - HO	R 101-42100-32240 ANIMAL F
101	02/19/14	\$10.00	4029	PET LICENSE - SPAY/NEUT O'Toole #5624	R 101-42100-32240 ANIMAL F
101	02/19/14	\$10.00	4032	PET LICENSE - SPAY/NEUT Siegfried #684	R 101-42100-32240 ANIMAL F
101	02/20/14	\$10.00	4035	PET LICENSE - SPAY/NEUT Williams - CAS	R 101-42100-32240 ANIMAL F
101	02/25/14	\$10.00	4054	PET LICENSE - SPAY/NEUT BURTON - CAS	R 101-42100-32240 ANIMAL F
101	02/06/14	\$20.00	4013	POLICE ADMINISTRATIVE FEES CASH - H	R 101-42100-33100 ADMINIS
101	01/31/14	\$1.75	3991	POLICE REPORTS Olufson - CASH	R 101-42100-34201 POLICE A
101	02/25/14	\$2,223.88	16753	JAN 2014 TRAIL COURT/POLICE DEPT.	R 101-42100-35101 COURT FI
101	02/20/14	\$7,486.53	4039	FIRE DEPT. CAPTIAL OUTLAY(REFUNDS &	E 101-42200-530 CAPITAL AS
101	02/12/14	\$25.00	4014	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	02/13/14	\$50.00	4019	PARK FIELD-COURT RENTAL FEE Stillwate	R 101-43200-34780 PARK FEE
101	02/13/14	\$100.00	4022	PARK FIELD-COURT RENTAL FEE	R 101-43200-34780 PARK FEE
101	02/13/14	\$100.00	4022	PARK FIELD-COURT RENTAL FEE St. Croix	R 101-43200-34780 PARK FEE
101	02/24/14	\$100.00	4036	PARK FIELD-COURT RENTAL FEE VAA #1	R 101-43200-34780 PARK FEE
101	02/24/14	\$100.00	4036	PARK FIELD-COURT RENTAL FEE VAA #1	R 101-43200-34780 PARK FEE
101	02/24/14	\$50.00	4036	PARK FIELD-COURT RENTAL FEE VAA #1	R 101-43200-34780 PARK FEE
101	02/05/14	\$46.64	4010	STREETS REFUND & REIMBURSEMENTS C	R 101-43200-36240 REFUNDS
101	02/05/14	\$17.22	4010	STREETS REFUND & REIMBURSEMENTS C	R 101-43200-36240 REFUNDS
101	02/05/14	\$24.32	4011	STREETS REFUND & REIMBURSEMENTS C	R 101-43200-36240 REFUNDS
101	02/05/14	\$5,000.00	3989	PERRO PARK HOCKEY RINK GRANT CK #	R 101-43201-36233 GRANTS
101	02/06/14	\$300.00	4005	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
101	02/06/14	\$500.00	4005	CEMETERY - HEADSTONE DEPOSIT	R 101-43300-34940 CEMETER
101	02/12/14	\$500.00	4017	CEMETERY - HEADSTONE DEPOSIT	R 101-43300-34940 CEMETER
101	02/12/14	\$700.00	4017	CEMETERY - OPEN/CLOSE GRAVE- CASKE	R 101-43300-34940 CEMETER
101	02/12/14	\$75.00	4017	CEMETERY - MARKING HEADSTONE LOCA	R 101-43300-34940 CEMETER
101	02/12/14	\$500.00	4017	CEMETERY - WINTER CASKET BURIAL	R 101-43300-34940 CEMETER
101	02/19/14	\$800.00	4033	CEMETERY - GRAVE Wayne Sampson #11	R 101-43300-34940 CEMETER
101	02/19/14	\$500.00	4033	CEMETERY - WINTER CASKET BURIAL	R 101-43300-34940 CEMETER
101	02/19/14	\$700.00	4033	CEMETERY - OPEN/CLOSE GRAVE- CASKE	R 101-43300-34940 CEMETER
101	02/19/14	\$500.00	4033	CEMETERY - HEADSTONE DEPOSIT	R 101-43300-34940 CEMETER
101	02/19/14	\$700.00	4034	CEMETERY - OPEN/CLOSE GRAVE- CASKE	R 101-43300-34940 CEMETER
101	02/19/14	\$500.00	4034	CEMETERY - WINTER CASKET BURIAL	R 101-43300-34940 CEMETER

**FUND 101 GENER** \$85,272.69

**FUND 202 DRUG FORFEITURE**

202	02/05/14	\$55.00	4001	DRUG FORFEITURE CASH - BENZINGER	R 202-42102-36249 DRUG FO
-----	----------	---------	------	----------------------------------	---------------------------

**FUND 202 DRUG** \$55.00

**FUND 206 WATER/SEWER IMPROVEMENT FUND**

206	02/12/14	\$41.55	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	02/12/14	\$224.22	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/06/14	\$13.70	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/14	\$34.39	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	02/06/14	\$4.29	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/05/14	\$175.02	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/05/14	\$315.13	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/06/14	\$28.46	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/06/14	\$23.48	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN

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

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
206	02/12/14	\$112.63	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/14	\$5.49	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/19/14	\$2.19	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/25/14	\$111.29	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/14	\$5.40	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/25/14	\$8.10	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	02/25/14	\$54.64	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/19/14	\$5.40	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/25/14	\$19.06	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	02/19/14	\$3.30	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/25/14	\$9.43	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	02/12/14	\$1.86	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/19/14	\$2.85	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/12/14	\$2.10	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
<b>FUND 206 WATE</b>		<b>\$1,203.98</b>			
<b>FUND 207 PARK IMPROVEMENT FUND</b>					
207	02/05/14	\$1,000.00	3999	PARK DEDICATION	R 207-00000-34780 PARK FEE
207	02/05/14	\$1,000.00	4002	PARK DEDICATION	R 207-00000-34780 PARK FEE
207	02/05/14	\$1,000.00	4003	PARK DEDICATION	R 207-00000-34780 PARK FEE
207	02/05/14	\$1,000.00	4004	PARK DEDICATION	R 207-00000-34780 PARK FEE
<b>FUND 207 PARK I</b>		<b>\$4,000.00</b>			
<b>FUND 211 LIBRARY</b>					
211	02/24/14	\$27.99	4043	LIBRARY SERVICE CHARGE CK # 7262	R 211-45500-34760 LIBRARY
211	02/24/14	\$8.00	4043	LIBRARY SERVICE CHARGE CK # 9239	R 211-45500-34760 LIBRARY
211	02/24/14	\$4.00	4043	LIBRARY SERVICE CHARGE CK # 4631	R 211-45500-34760 LIBRARY
211	02/24/14	\$8.00	4043	LIBRARY SERVICE CHARGE CK # 7285	R 211-45500-34760 LIBRARY
211	02/24/14	\$72.00	4043	LIBRARY SERVICE CHARGE CK # 383	R 211-45500-34760 LIBRARY
211	02/24/14	\$160.00	4043	LIBRARY SERVICE CHARGE CASH	R 211-45500-34760 LIBRARY
211	02/24/14	\$49.99	4043	LIBRARY SERVICE CHARGE CK # 3079	R 211-45500-34760 LIBRARY
211	02/24/14	\$8.00	4043	LIBRARY SERVICE CHARGE CK # 8258	R 211-45500-34760 LIBRARY
211	02/24/14	\$100.00	4045	LIBRARY GRANTS CK # 106585490	R 211-45500-36233 GRANTS
211	02/24/14	\$36.00	4046	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
<b>FUND 211 LIBRA</b>		<b>\$473.98</b>			
<b>FUND 601 WATER</b>					
601	02/25/14	\$1,654.65	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/19/14	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/19/14	\$67.12	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/19/14	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/05/14	\$135.99	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/25/14	\$97.52	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	02/25/14	\$42.96	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/05/14	\$71.73	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/12/14	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/19/14	\$4.24	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/19/14	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/19/14	\$221.14	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/25/14	\$3.18	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	02/25/14	\$5.00	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	02/25/14	\$24.01	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/12/14	\$91.28	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/06/14	\$7.81	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	02/06/14	\$10.20	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/06/14	\$275.94	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/06/14	\$3.23	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/12/14	\$1.59	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/12/14	\$3,500.20	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/12/14	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/06/14	\$431.49	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/12/14	\$67.12	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/12/14	\$5.86	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/12/14	\$104.82	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/05/14	\$4,238.69	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/12/14	\$3.18	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	02/06/14	\$12.24	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/12/14	\$48.67	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	02/12/14	\$448.10	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	02/12/14	\$8.86	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	02/12/14	\$11.27	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	02/25/14	\$7.75	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	02/05/14	\$1,200.00	3999	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	02/05/14	\$4,800.00	4000	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	02/05/14	\$1,200.00	4002	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	02/05/14	\$1,200.00	4003	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	02/05/14	\$1,200.00	4004	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	02/05/14	\$350.00	3999	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	02/05/14	\$350.00	4002	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	02/05/14	\$350.00	4003	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	02/05/14	\$350.00	4004	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	02/06/14	\$0.01	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/12/14	\$0.14	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/05/14	\$16.43	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/25/14	\$61.72	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
<b>FUND 601 WATE</b>		<b>\$22,693.91</b>			

**FUND 602 SEWER**

602	02/19/14	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/14	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/05/14	\$1,944.48	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/05/14	\$107.18	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/14	\$1,232.68	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/19/14	\$22.15	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/25/14	\$108.35	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/25/14	\$5.00	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/12/14	\$62.65	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/25/14	\$615.45	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/14	\$18.10	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/06/14	\$47.81	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/06/14	\$9.80	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/06/14	\$149.60	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/25/14	\$29.42	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/06/14	\$2.57	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/25/14	\$158.80	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
602	02/19/14	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/14	\$8.86	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/12/14	\$78.92	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING

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

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
602	02/25/14	\$19,259.47	0	UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	02/19/14	\$30.25	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/14	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/12/14	\$506.37	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/05/14	\$800.00	3999	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
602	02/05/14	\$800.00	4002	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
602	02/05/14	\$800.00	4003	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
602	02/05/14	\$800.00	4004	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
<b>FUND 602 SEWER</b>		<u>\$27,607.91</u>			
		<u>\$141,307.47</u>			

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 02/28/2014**

02/25/14 2:34 PM  
Page 1

02 Month = 16.68

DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
<b>FUND 101 GENERAL</b>					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$4,800.00	\$470.00	\$4,330.00	90.21%
41200	MAYOR & COUNCIL	\$190,462.00	\$23,165.86	\$167,296.14	87.84%
41240	RECYCLING	\$7,176.00	\$453.05	\$6,722.95	93.69%
41400	ADMINISTRATION	\$158,118.00	\$16,869.52	\$141,248.48	89.33%
41601	ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%
41603	SO MN STREET UTILITY PROJEC	\$0.00	\$0.00	\$0.00	0.00%
41605	INFLOW/INFILTRATION	\$0.00	\$0.00	\$0.00	0.00%
41607	2011 STREET PROJECT	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$231,305.00	\$29,127.05	\$202,177.95	87.41%
41940	MUNICIPAL BUILDINGS	\$139,050.00	\$5,135.35	\$133,914.65	96.31%
42100	POLICE	\$758,692.00	\$79,950.99	\$678,741.01	89.46%
42200	FIRE PROTECTION	\$521,831.00	\$59,662.12	\$462,168.88	88.57%
42201	FIRE STATION	\$0.00	\$1,407.47	-\$1,407.47	0.00%
43100	STREET MAINT	\$552,703.00	\$23,204.44	\$529,498.56	95.80%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43160	STREET LIGHTING	\$30,000.00	\$2,518.52	\$27,481.48	91.60%
43200	PARKS	\$73,831.00	\$78,033.21	-\$4,202.21	-5.69%
43300	CEMETERY	\$37,475.00	\$1,080.00	\$36,395.00	97.12%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
<b>FUND 101 GENERAL</b>		<b>\$2,755,443.00</b>	<b>\$321,077.58</b>	<b>\$2,434,365.42</b>	<b>88.35%</b>
<b>FUND 208 PRISON SEWER PROJECT</b>					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 208 PRISON SEWER PROJECT</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 209 DEVELOPER REIMBURSED PROJECTS</b>					
41911	BAYTOWN 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%
<b>FUND 209 DEVELOPER REIMBURSED PROJ</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 210 K-9 UNIT</b>					
42103	K - 9 UNIT	\$0.00	\$110.00	-\$110.00	0.00%
<b>FUND 210 K-9 UNIT</b>		<b>\$0.00</b>	<b>\$110.00</b>	<b>-\$110.00</b>	<b>0.00%</b>
<b>FUND 211 LIBRARY</b>					
45500	LIBRARY	\$294,740.00	\$33,088.50	\$261,651.50	88.77%
<b>FUND 211 LIBRARY</b>		<b>\$294,740.00</b>	<b>\$33,088.50</b>	<b>\$261,651.50</b>	<b>88.77%</b>
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
43300	CEMETERY	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 02/28/2014**

02 Month = 16.68

DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	\$0.00	0.00%
FUND 413	POLICE EQUIPMENT FUND				
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	OFFICE AUTOMATION				
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
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%
44151	TCE WATER MAIN IMPROVEME	\$0.00	\$3,049.08	-\$3,049.08	0.00%
46110	WATER-PUMPHOUSE	\$47,450.00	\$3,108.12	\$44,341.88	93.45%
46120	WATER	\$448,314.00	\$117,217.18	\$331,096.82	73.85%
FUND 601	WATER	\$495,764.00	\$123,374.38	\$372,389.62	75.11%
FUND 602	SEWER				
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$291,889.00	\$21,531.93	\$270,357.07	92.62%
46990	SEWER - NON-OPERATING	\$400,000.00	\$61,141.16	\$338,858.84	84.71%
FUND 602	SEWER	\$691,889.00	\$82,673.09	\$609,215.91	88.05%
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%

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 02/28/2014**

02 Month = 16.68

DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
80008	CHARLES LUTZ STREET VACATI	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41	\$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	\$3,312.00	-\$3,312.00	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%
FUND 803 P & Z ESCROWS		\$0.00	\$3,312.00	-\$3,312.00	0.00%
		\$4,237,836.00	\$563,635.55	\$3,674,200.45	86.70%

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 1136829-1136937**

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>FUND 101 GENERAL</b>									
<b>DEPT 41100 ELECTIONS</b>									
WASHINGTON COUNTY	101	02/25/14	\$470.00	E	41100	416	ANNUAL ELECTION EQUI	REPAIR/MAINT OF	1136933
			\$470.00						
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>									
ECKBERG, LAMMERS, BRI	101	02/25/14	\$21.75	E	41200	300	GROUP 41 LITIGATION	PROF SER-LEGAL	1136895
ECKBERG, LAMMERS, BRI	101	02/25/14	\$200.00	E	41200	300	ATTEND CC MTG	PROF SER-LEGAL	1136895
ECKBERG, LAMMERS, BRI	101	02/25/14	\$72.50	E	41200	300	CITY ADMINISTRATOR R	PROF SER-LEGAL	1136895
ECKBERG, LAMMERS, BRI	101	02/25/14	\$43.50	E	41200	300	BUILDING OFFICIAL APP	PROF SER-LEGAL	1136895
ECKBERG, LAMMERS, BRI	101	02/25/14	\$935.25	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	1136895
S E H	101	02/25/14	\$78.60	E	41200	301	PREPARE & ATTEND CC	PROF SER-ENGIN	1136919
S E H	101	02/25/14	\$504.47	E	41200	301	PLAN REVIEW STAGECO	PROF SER-ENGIN	1136919
S E H	101	02/25/14	\$538.07	E	41200	301	STAFF MTGS	PROF SER-ENGIN	1136919
COMPLETE HEALTH ENVI	101	02/19/14	\$350.00	E	41200	306	MAINT PLAN - JAN 2014	PROF SER-OTHER	1136894
ECM PUBLISHERS, INC.	101	02/19/14	-\$6.34	E	41200	350	A905 CREDIT/PRINT & P	PRINTING & PUBL	1136896
ECM PUBLISHERS, INC.	101	02/19/14	\$39.50	E	41200	350	ORDINANCE NO 840	PRINTING & PUBL	1136896
WASHINGTON COUNTY	101	02/25/14	\$218.99	E	41200	350	2014 TRUTH IN TAXATIO	PRINTING & PUBL	1136933
MUNICIPAL CODE CORPO	101	02/19/14	\$2,763.20	E	41200	350	SUPPLEMENT PAGES	PRINTING & PUBL	1136911
BAYPORT PRINTING HOU	101	02/25/14	\$728.00	E	41200	351	NEW LETTER DECEMBER	NEWS LETTER PRI	1136891
US INTERNET	101	02/19/14	\$50.60	E	41200	416	ANTI-VIRUS SERVICE - 2	REPAIR/MAINT OF	1136932
LEAGUE OF MINNESOTA C	101	02/18/14	\$3,500.00	E	41200	433	2013-2014 MEMBERSHIP	DUES & MEMBERS	1136868
			\$10,038.09						
<b>DEPT 41240 RECYCLING</b>									
MERRITT, ANN	101	02/19/14	\$30.00	E	41240	370	FEB 2014 MTHLY RECYCL	RECYCLING INCE	1136906
			\$30.00						
<b>DEPT 41400 ADMINISTRATION</b>									
LEAGUE OF MINNESOTA C	101	02/25/14	\$20.00	E	41400	402	SAFETY & LOSS CONTRO	CONFERENCES &	1136904
TR COMPUTER SALES LLC	101	02/25/14	\$9.37	E	41400	416	REMOTE ACCESS ON SU	REPAIR/MAINT OF	1136929
LOFFLER BUSINESS SYST	101	02/19/14	\$172.29	E	41400	416	COPIER COLOR/B\W COP	REPAIR/MAINT OF	1136905
TR COMPUTER SALES LLC	101	02/25/14	\$30.00	E	41400	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1136929
MN GFOA	101	02/04/14	\$60.00	E	41400	433	2014 MEMBERSHIP DUES	DUES & MEMBERS	1136840
			\$291.66						
<b>DEPT 41910 PLANNING &amp; ZONING</b>									
HOLIDAY FLEET	101	02/04/14	\$217.63	E	41910	212	JAN 2014 FUEL SERVICE	MOTOR FUELS & L	1136835
S E H	101	02/25/14	\$504.47	E	41910	301	LAKESIDE SITE PLAN RE	PROF SER-ENGIN	1136919
S E H	101	02/25/14	\$168.15	E	41910	301	COPIES OF PLANS FOR S	PROF SER-ENGIN	1136919
S E H	101	02/25/14	\$840.76	E	41910	301	SURRVEY INSPIRATION	PROF SER-ENGIN	1136919
LOFFLER BUSINESS SYST	101	02/19/14	\$143.58	E	41910	416	COPIER COLOR/B\W COP	REPAIR/MAINT OF	1136905
TR COMPUTER SALES LLC	101	02/25/14	\$25.00	E	41910	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1136929
TR COMPUTER SALES LLC	101	02/25/14	\$7.81	E	41910	416	REMOTE ACCESS ON SU	REPAIR/MAINT OF	1136929
			\$1,907.40						
<b>DEPT 41940 MUNICIPAL BUILDINGS</b>									
MENARDS-STILLWATER	101	02/18/14	\$31.81	E	41940	220	BLG SUPPLIES	OPERATING SUPP	1136870
OFFICE OF ENT TECHNOL	101	02/20/14	\$479.33	E	41940	321	PHONES/CITY HALL	COMMUNICATION	1136915
XCEL	101	02/04/14	\$881.73	E	41940	380	JAN 2014 ELECTRIC & G	ELECTRIC SERVIC	1136848
XCEL	101	02/04/14	\$428.57	E	41940	381	JAN 2014 ELECTRIC & G	FUEL FOR HEAT	1136848
SCHMIDT MECHANICAL	101	02/25/14	\$227.00	E	41940	420	POLICE DEPT HEAT	R & M BLDGS, ST	1136920
ELECTRO WATCHMAN, IN	101	02/25/14	\$120.00	E	41940	420	CITY HALL/FIRE DEPT.	R & M BLDGS, ST	1136897
MN DEPT OF LABOR AND	101	02/25/14	\$100.00	E	41940	420	ELEVATOR ANNUAL OPE	R & M BLDGS, ST	1136910
PLUNKETT S PEST CONTR	101	02/25/14	\$712.50	E	41940	420	FEB 2014/JAN 2015 CITY	R & M BLDGS, ST	1136916

CITY OF BAYPORT

02/25/14 2:36 PM

Page 2

MONTHLY EXPENSES 1136829-1136937

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
SUMMIT FIRE PROTECTIO	101	02/19/14	\$260.00	E	41940	420	ANNUAL FIRE SPRINKLE	R & M BLDGS, ST	1136924
MINNESOTA ELEVATOR	101	02/19/14	\$150.04	E	41940	420	FEB 2014 MTHLY SERV/C	R & M BLDGS, ST	1136909
JOHNSON, CHAD	101	02/25/14	\$325.00	E	41940	420	FEB 2014 CLEANING SER	R & M BLDGS, ST	1136901
<b>DEPT 41940 MUNICIPAL BUILDING</b>			<b>\$3,715.98</b>						
<b>DEPT 42100 POLICE</b>									
STREICHERS	101	02/04/14	\$129.99	E	42100	208	UNIFORMS - JACKSON	UNIFORMS - JAY	1136842
HOLIDAY FLEET	101	02/04/14	\$6.41	E	42100	212	JAN 2014 FUEL SERVICE	MOTOR FUELS & L	1136835
WASHINGTON COUNTY S	101	02/18/14	\$2,520.92	E	42100	212	JAN 2013 FUEL/POLICE	MOTOR FUELS & L	1136884
CMI, INC.	101	02/18/14	\$79.00	E	42100	220	OPERATING SUPPLIES/P	OPERATING SUPP	1136856
BAYPORT PRINTING HOU	101	02/04/14	\$640.00	E	42100	220	OPERATING SUPPLIES/P	OPERATING SUPP	1136831
BAYPORT PRINTING HOU	101	02/18/14	\$44.00	E	42100	220	2013 TAX DUE/POLICE D	OPERATING SUPP	1136851
ECKBERG, LAMMERS, BRI	101	02/18/14	\$2,369.10	E	42100	300	JAN 2014 PROSECUTION	PROF SER-LEGAL	1136861
STILLWATER MEDICAL GR	101	02/25/14	\$156.00	E	42100	306	DUSTIN PURPUR/POLICE	PROF SER-OTHER	1136923
STILLWATER TOWING IN	101	02/18/14	\$150.00	E	42100	306	302 MAINE N / POLICE D	PROF SER-OTHER	1136879
BCA	101	02/18/14	\$15.00	E	42100	306	BACKGROUND/KORPELA/	PROF SER-OTHER	1136853
VERIZON WIRELESS	101	02/18/14	\$105.03	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	1136883
VERIZON WIRELESS	101	02/18/14	\$132.60	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	1136883
THOMAS REUTERS - WES	101	02/18/14	\$130.90	E	42100	321	WEST INFORMATION/PO	COMMUNICATION	1136880
TR COMPUTER SALES LLC	101	02/25/14	\$25.00	E	42100	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1136929
LOFFLER BUSINESS SYST	101	02/19/14	\$143.58	E	42100	416	COPIER COLOR/B\W COP	REPAIR/MAINT OF	1136905
TR COMPUTER SALES LLC	101	02/25/14	\$7.81	E	42100	416	REMOTE ACCESS ON SU	REPAIR/MAINT OF	1136929
<b>DEPT 42100 POLICE</b>			<b>\$6,655.34</b>						
<b>DEPT 42200 FIRE PROTECTION</b>									
U S BANK VISA	101	02/04/14	\$287.69	E	42200	201	NORTHWEST TERRITORI	OFFICE SUPPLIES	1136844
ASPEN MILLS INC	101	02/04/14	\$144.85	E	42200	202	OPERATING MATERIAL -	UNIFORMS - MISC	1136830
HOLIDAY FLEET	101	02/04/14	\$21.40	E	42200	212	JAN 2014 FUEL SERVICE	MOTOR FUELS & L	1136835
HOLIDAY FLEET	101	02/04/14	\$1.08	E	42200	212	JAN 2014 FUEL SERVICE	MOTOR FUELS & L	1136835
HOLIDAY FLEET	101	02/04/14	\$1,247.19	E	42200	212	JAN 2014 FUEL SERVICE	MOTOR FUELS & L	1136835
MUNICIPAL EMERGENCY	101	02/25/14	\$448.00	E	42200	240	OPERATING SUPPLY/FIR	SMALL TOOLS-EQ	1136912
ECKBERG, LAMMERS, BRI	101	02/25/14	\$319.00	E	42200	300	FIRE CONTRACTS	PROF SER-LEGAL	1136895
VERIZON WIRELESS	101	02/04/14	\$176.24	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	1136847
XCEL	101	02/04/14	\$439.96	E	42200	380	JAN 2014 ELECTRIC & G	ELECTRIC SERVIC	1136848
XCEL	101	02/04/14	\$964.73	E	42200	381	JAN 2014 ELECTRIC & G	FUEL FOR HEAT	1136848
VERIZON WIRELESS	101	02/04/14	\$80.04	E	42200	391	PHONES/FIRE DEPT.	SHARED AUTOMA	1136847
U S BANK VISA	101	02/04/14	\$525.00	E	42200	402	ALEX TC COLL TUITION	CONFERENCES &	1136844
EISINGER, JOSH	101	02/18/14	\$228.45	E	42200	402	OFFICER SCHOOL REIMB	CONFERENCES &	1136862
JOHNSON, BRANDON	101	02/18/14	\$214.28	E	42200	402	OFFICERS SCHOOL REIM	CONFERENCES &	1136867
SEVERSON, JASON	101	02/18/14	\$190.40	E	42200	402	OFFICERS SCHOOL REIM	CONFERENCES &	1136877
U S BANK VISA	101	02/04/14	\$9.00	E	42200	412	FLEETIO	REP & MAINT VEH	1136844
CARQUEST OF STILLWAT	101	02/25/14	\$72.41	E	42200	412	PARTS/FIRE DEPT.	REP & MAINT VEH	1136892
NAPA AUTO PARTS ACCT	101	02/25/14	\$3.04	E	42200	412	CONNECTOR/FIRE DEPT.	REP & MAINT VEH	1136914
CARQUEST OF STILLWAT	101	02/25/14	\$46.59	E	42200	412	PARTS/FIRE DEPT.	REP & MAINT VEH	1136892
CARQUEST OF STILLWAT	101	02/04/14	\$18.32	E	42200	412	EQUIP MATERIAL/FIRE D	REP & MAINT VEH	1136833
BAYPORT TRANSMISSION	101	02/18/14	\$50.00	E	42200	412	2009 CHEV/POLICE DEPT	REP & MAINT VEH	1136852
CARQUEST OF STILLWAT	101	02/04/14	\$27.10	E	42200	412	EQUIP MATERIAL/FIRE D	REP & MAINT VEH	1136833
BAYPORT TRANSMISSION	101	02/04/14	\$25.00	E	42200	412	2002 VW/POLICE DEPT.	REP & MAINT VEH	1136832
BAYPORT TRANSMISSION	101	02/04/14	\$25.00	E	42200	412	2011 TAHOE/POLICE DE	REP & MAINT VEH	1136832
CARQUEST OF STILLWAT	101	02/25/14	\$14.32	E	42200	412	PARTS/FIRE DEPT.	REP & MAINT VEH	1136892
U S BANK VISA	101	02/04/14	\$21.42	E	42200	419	MISTER CAR WASH	REPAIR & MAINT	1136844
SUMMIT FIRE PROTECTIO	101	02/25/14	\$265.00	E	42200	420	ANNUAL FIRE INSPECTIO	R & M BLDGS, ST	1136924
JOHNSON, CHAD	101	02/25/14	\$175.00	E	42200	420	CLEANING SERVICE/FIRE	R & M BLDGS, ST	1136901
JOHNSON, CHAD	101	02/04/14	\$175.00	E	42200	420	JAN 2014 CLEANING SER	R & M BLDGS, ST	1136837
U S BANK VISA	101	02/04/14	\$189.00	E	42200	433	MN STATE FIRE CHIEFS	DUES & MEMBERS	1136844

CITY OF BAYPORT

MONTHLY EXPENSES 1136829-1136937

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
THANE HAWKINS POLAR	101	02/25/14	\$31,782.35	E	42200	530	2014 CHEV TAHOE/FIRE	CAPITAL ASSETS	1136926
ANCOM COMMUNICATION	101	02/04/14	\$1,077.00	E	42200	530	EQUIP NEW TAHOE/FIRE	CAPITAL ASSETS	1136829
EXTENDO BED COMPANY,	101	02/04/14	\$3,667.00	E	42200	530	EQIP NEW TAHOE/FIRE	CAPITAL ASSETS	1136834
<b>DEPT 42200 FIRE PROTECTION</b>			<u>\$42,930.86</u>						
<b>DEPT 42201 FIRE STATION</b>									
ECKBERG, LAMMERS, BRI	101	02/25/14	\$145.00	E	42201	300	FIRE STATION LAND	PROF SER-LEGAL	1136895
S E H	101	02/25/14	\$526.77	E	42201	301	FIRE STATION	PROF SER-ENGIN	1136919
<b>DEPT 42201 FIRE STATION</b>			<u>\$671.77</u>						
<b>DEPT 43100 STREET MAINT</b>									
CAMERON, RILEY	101	02/18/14	\$20.00	E	43100	050	RINK ATTEND/PARK DEP	SEASONAL/PART	1136854
HOLIDAY FLEET	101	02/04/14	\$1,802.83	E	43100	212	JAN 2014 FUEL SERVICE	MOTOR FUELS & L	1136835
FASTENAL	101	02/19/14	\$50.81	E	43100	220	SIGN HARDWARE/STREE	OPERATING SUPP	1136898
NORTH AMERICAN SALT C	101	02/18/14	\$2,076.82	E	43100	225	ROAD SALT SUPPLY	SALT & SAND PUR	1136873
AGGREGATE INDUSTRIES	101	02/25/14	\$66.25	E	43100	225	OPERATING SUPPLIES/S	SALT & SAND PUR	1136888
AGGREGATE INDUSTRIES	101	02/18/14	\$71.25	E	43100	225	WINTER ROAD SAND/ST	SALT & SAND PUR	1136850
AGGREGATE INDUSTRIES	101	02/19/14	\$75.85	E	43100	225	ROAD SAND/STREET DEP	SALT & SAND PUR	1136888
CARQUEST OF STILLWAT	101	02/18/14	\$16.70	E	43100	240	FILTER WRENCH/STREET	SMALL TOOLS-EQ	1136855
PROFESSIONAL WIRELESS	101	02/18/14	\$724.14	E	43100	240	REPLACE 2 TRUCK RADI	SMALL TOOLS-EQ	1136876
ZIEGLER INC.	101	02/19/14	\$859.12	E	43100	412	CUTTING EDGE-LOADER/	REP & MAINT VEH	1136937
CARQUEST OF STILLWAT	101	02/24/14	\$9.46	E	43100	412	PARTS/STREET DEPT.	REP & MAINT VEH	1136892
TRI STATE BOBCAT INC	101	02/19/14	\$38.82	E	43100	412	VEH MAINT./STREET DE	REP & MAINT VEH	1136930
CARQUEST OF STILLWAT	101	02/19/14	\$26.63	E	43100	412	OPERATING MATERIAL/S	REP & MAINT VEH	1136892
CARQUEST OF STILLWAT	101	02/24/14	\$26.34	E	43100	412	PARTS-TOOL CAT/STREE	REP & MAINT VEH	1136892
TR COMPUTER SALES LLC	101	02/25/14	\$5.00	E	43100	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1136929
TR COMPUTER SALES LLC	101	02/25/14	\$1.56	E	43100	416	REMOTE ACCESS ON SU	REPAIR/MAINT OF	1136929
LOFFLER BUSINESS SYST	101	02/19/14	\$28.71	E	43100	416	COPIER COLOR/B\W COP	REPAIR/MAINT OF	1136905
ACTION RENTAL	101	02/19/14	\$68.00	E	43100	431	TRAILER RENTAL/STREE	RENTAL OF EQUIP	1136886
TRI STATE BOBCAT INC	101	02/19/14	\$429.50	E	43100	431	BOBCAT RENTAL/STREET	RENTAL OF EQUIP	1136930
<b>DEPT 43100 STREET MAINT</b>			<u>\$6,397.79</u>						
<b>DEPT 43160 STREET LIGHTING</b>									
XCEL	101	02/04/14	\$2,511.52	E	43160	380	JAN 2014 ELECTRIC & G	ELECTRIC SERVIC	1136848
<b>DEPT 43160 STREET LIGHTING</b>			<u>\$2,511.52</u>						
<b>DEPT 43200 PARKS</b>									
HOLIDAY FLEET	101	02/04/14	\$580.66	E	43200	212	JAN 2014 FUEL SERVICE	MOTOR FUELS & L	1136835
T. R. F. SUPPLY	101	02/24/14	\$492.20	E	43200	220	TRASH CAN LINERS/PAR	OPERATING SUPP	1136925
TR COMPUTER SALES LLC	101	02/25/14	\$5.00	E	43200	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1136929
TR COMPUTER SALES LLC	101	02/25/14	\$1.56	E	43200	416	REMOTE ACCESS ON SU	REPAIR/MAINT OF	1136929
LOFFLER BUSINESS SYST	101	02/19/14	\$28.71	E	43200	416	COPIER COLOR/B\W COP	REPAIR/MAINT OF	1136905
AIR FRESH PORTABLE TOI	101	02/19/14	\$78.75	E	43200	425	RIVERSIDE - 2/12/14-3/1	SATILLITIES	1136889
AIR FRESH PORTABLE TOI	101	02/19/14	\$78.75	E	43200	425	TENNIS CT - 2/14/14-3/1	SATILLITIES	1136889
<b>DEPT 43200 PARKS</b>			<u>\$1,265.63</u>						
<b>DEPT 43300 CEMETERY</b>									
LANDSCAPES BY MARK	101	02/19/14	\$500.00	E	43300	310	GRAVE OPENING-BERGE	GRAVE OPENINGS	1136903
LANDSCAPES BY MARK	101	02/24/14	\$500.00	E	43300	310	GRAVE OPENING-ELFSTR	GRAVE OPENINGS	1136903
RANDYS OUTDOOR POWE	101	02/24/14	\$80.00	E	43300	412	MOWER REPAIR/PARKS	REP & MAINT VEH	1136917
<b>DEPT 43300 CEMETERY</b>			<u>\$1,080.00</u>						
<b>FUND 101 GENERAL</b>			<u>\$77,966.04</u>						
<b>FUND 202 DRUG FORFEITURE</b>									
<b>DEPT 42101 DARE EXPENDITURES</b>									
EASTMAN, LAURA	202	02/18/14	\$20.75	E	42101	449	TITLE TRANSFER FOR/P	DRUG FORFITURE	1136860

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 1136829-1136937**

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
DEPARTMENT OF FINANC	202	02/18/14	\$5.50	E	42101	449	CASE # 113501293/POLI	DRUG FORFITURE	1136859
WASHINTON COUNTY AT	202	02/18/14	\$11.00	E	42101	449	CASE # 113501293/POLI	DRUG FORFITURE	1136885
<b>DEPT 42101 DARE EXPENDITURES</b>			\$37.25						
<b>FUND 202 DRUG FORFEITURE</b>			\$37.25						
<b>FUND 210 K-9 UNIT</b>									
<b>DEPT 42103 K - 9 UNIT</b>									
UNITED STATES POLICE C	210	02/19/14	\$60.00	E	42103	402	NARCOTIC - J JACKSON/	CONFERENCES &	1136931
UNITED STATES POLICE C	210	02/18/14	\$50.00	E	42103	433	2014 REGION 18 MEMBE	DUES & MEMBERS	1136881
<b>DEPT 42103 K - 9 UNIT</b>			\$110.00						
<b>FUND 210 K-9 UNIT</b>			\$110.00						
<b>FUND 211 LIBRARY</b>									
<b>DEPT 45500 LIBRARY</b>									
BAKER & TAYLOR	211	02/25/14	\$132.62	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	1136890
BAKER & TAYLOR	211	02/25/14	\$382.52	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	1136890
BAKER & TAYLOR	211	02/25/14	\$97.65	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	1136890
BAKER & TAYLOR	211	02/25/14	\$73.07	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	1136890
BAKER & TAYLOR	211	02/25/14	\$24.89	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	1136890
BAKER & TAYLOR	211	02/25/14	\$145.41	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	1136890
BAKER & TAYLOR	211	02/25/14	\$337.28	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	1136890
INNOVATIVE OFFICE SOL	211	02/24/14	\$152.66	E	45500	220	SUPPLIES/LIBRARY	OPERATING SUPP	1136900
SHARON SIPPEL	211	02/24/14	\$1,425.00	E	45500	302	CLEANING SERVICE/LIBR	CONTRACT SERVI	1136921
KINDER MELODIES	211	02/25/14	\$600.00	E	45500	302	JAN/FEB STORYTIME-LIB	CONTRACT SERVI	1136902
OFFICE OF ENT TECHNOL	211	02/24/14	\$74.78	E	45500	321	PHONES/LIBRARY	COMMUNICATION	1136915
XCEL	211	02/04/14	\$1,092.88	E	45500	380	JAN 2014 ELECTRIC & G	ELECTRIC SERVIC	1136848
XCEL	211	02/04/14	\$1,032.73	E	45500	381	JAN 2014 ELECTRIC & G	FUEL FOR HEAT	1136848
WASHINGTON COUNTY LI	211	02/24/14	\$80.69	E	45500	391	4TH QTR POSTAGE/LIBR	SHARED AUTOMA	1136934
WASHINGTON COUNTY LI	211	02/24/14	\$32.00	E	45500	391	4TH QTR 2013 LOST DA	SHARED AUTOMA	1136934
WASHINGTON COUNTY LI	211	02/24/14	\$230.28	E	45500	391	MICROSOFT LICEN/LIBR	SHARED AUTOMA	1136934
TOSHIBA BUSINESS SOLU	211	02/24/14	\$31.45	E	45500	416	PARTS,LABOR,TONER/LI	REPAIR/MAINT OF	1136928
MN DEPT OF LABOR AND	211	02/24/14	\$100.00	E	45500	420	ELEVATOR ANNUAL OPE	R & M BLDGS, ST	1136910
ELECTRO WATCHMAN, IN	211	02/25/14	\$90.00	E	45500	420	LIBRARY	R & M BLDGS, ST	1136897
MINNESOTA ELEVATOR	211	02/24/14	\$157.23	E	45500	420	FEB MTHLY INSPECTION	R & M BLDGS, ST	1136909
THOENNES PLUMBING &	211	02/24/14	\$741.00	E	45500	420	2013 LIBRARY SERVICE	R & M BLDGS, ST	1136927
THOENNES PLUMBING &	211	02/24/14	\$160.00	E	45500	420	2013 LIBRARY SERVICE	R & M BLDGS, ST	1136927
SUMMIT FIRE PROTECTIO	211	02/24/14	\$295.00	E	45500	420	ANNUAL FIRE INSPECTIO	R & M BLDGS, ST	1136924
<b>DEPT 45500 LIBRARY</b>			\$7,489.14						
<b>FUND 211 LIBRARY</b>			\$7,489.14						
<b>FUND 601 WATER</b>									
<b>DEPT 44151 TCE WATER MAIN IMPROVEMENTS</b>									
S E H	601	02/25/14	\$1,872.00	E	44151	301	TCE WATER MAIN IMPR	PROF SER-ENGIN	1136919
<b>DEPT 44151 TCE WATER MAIN IMP</b>			\$1,872.00						
<b>DEPT 46110 WATER-PUMPHOUSE</b>									
XCEL	601	02/04/14	\$2,035.82	E	46110	380	JAN 2014 ELECTRIC & G	ELECTRIC SERVIC	1136848
XCEL	601	02/04/14	\$310.58	E	46110	381	JAN 2014 ELECTRIC & G	FUEL FOR HEAT	1136848
MN DEPT OF NATURAL RE	601	02/18/14	\$140.65	E	46110	382	2013 WATER USE FEE/W	PUMPAGE FEES	1136872
<b>DEPT 46110 WATER-PUMPHOUSE</b>			\$2,487.05						
<b>DEPT 46120 WATER</b>									
GARDNER, TIM	601	02/18/14	\$36.91	E	46120	203	UNIFORMS REIMBURSEM	UNIFORMS - TIM	1136863
HOLIDAY FLEET	601	02/04/14	\$460.79	E	46120	212	JAN 2014 FUEL SERVICE	MOTOR FUELS & L	1136835

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 1136829-1136937**

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
HAWKINS WATER	601	02/18/14	\$40.00	E	46120	216	WATER TREATMENT-CHL	CHEMICALS AND	1136864
STATE OF MINNESOTA DE	601	02/19/14	\$100.00	E	46120	216	WELL # 4 - CHLORINE/W	CHEMICALS AND	1136922
HAWKINS WATER	601	02/19/14	\$4,947.27	E	46120	216	WATER TREATMENT/WA	CHEMICALS AND	1136899
MVTL	601	02/25/14	\$54.00	E	46120	216	COLIFORM COLILERT/W	CHEMICALS AND	1136913
STATE OF MINNESOTA DE	601	02/19/14	\$100.00	E	46120	216	WELL # 3 - CHLORINE/W	CHEMICALS AND	1136922
STATE OF MINNESOTA DE	601	02/19/14	\$100.00	E	46120	216	AIR STRIPPER - CHLORI	CHEMICALS AND	1136922
HAWKINS WATER	601	02/19/14	\$41.57	E	46120	216	WATER TREATMENT/WA	CHEMICALS AND	1136899
WASHINGTON COUNTY P	601	02/19/14	\$60.00	E	46120	220	HAZARDOUS WASTE GEN	OPERATING SUPP	1136935
S E H	601	02/25/14	\$168.15	E	46120	301	INFORMATION SUNDE L	PROF SER-ENGIN	1136919
S E H	601	02/25/14	\$840.76	E	46120	301	WATER/SEWER MAP UPD	PROF SER-ENGIN	1136919
PLUNKETT S PEST CONTR	601	02/18/14	\$60.04	E	46120	302	ANNUAL SERVICE NOV-O	CONTRACT SERVI	1136875
ONE CALL CONCEPTS	601	02/18/14	\$40.70	E	46120	307	LOCATES/WATER DEPT.	GOPHER STATE O	1136874
COMCAST	601	02/19/14	\$68.39	E	46120	321		COMMUNICATION	1136893
PROFESSIONAL WIRELESS	601	02/18/14	\$698.63	E	46120	323	REPLACE RADIO-CITY HA	RADIOS-REPAIR &	1136876
XCEL	601	02/04/14	\$908.84	E	46120	380	JAN 2014 ELECTRIC & G	ELECTRIC SERVIC	1136848
XCEL	601	02/04/14	\$2,408.84	E	46120	381	JAN 2014 ELECTRIC & G	FUEL FOR HEAT	1136848
STILLWATER MOTORS	601	02/18/14	\$40.85	E	46120	412	SERVICE 2011 CHEV/WA	REP & MAINT VEH	1136878
TRI STATE BOBCAT INC	601	02/19/14	\$403.26	E	46120	412	TOOLCAT REPAIR/WATE	REP & MAINT VEH	1136930
TR COMPUTER SALES LLC	601	02/25/14	\$5.00	E	46120	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1136929
TR COMPUTER SALES LLC	601	02/25/14	\$1.56	E	46120	416	REMOTE ACCESS ON SU	REPAIR/MAINT OF	1136929
LOFFLER BUSINESS SYST	601	02/19/14	\$28.71	E	46120	416	COPIER COLOR/B\W COP	REPAIR/MAINT OF	1136905
ROETTGER WELDING	601	02/19/14	\$240.00	E	46120	419	1 PIPE THAWING/WATER	REPAIR & MAINT	1136918
ROETTGER WELDING	601	02/19/14	\$150.00	E	46120	419	1 PIPE THAWING/WATER	REPAIR & MAINT	1136918
MILLER EXCAVATING	601	02/18/14	\$2,044.50	E	46120	419	REPAIR WATER MAIN BR	REPAIR & MAINT	1136871
ROETTGER WELDING	601	02/19/14	\$150.00	E	46120	419	1 PIPE THAWING/WATER	REPAIR & MAINT	1136918
ROETTGER WELDING	601	02/19/14	\$150.00	E	46120	419	1 PIPE THAWING/WATER	REPAIR & MAINT	1136918
ROETTGER WELDING	601	02/19/14	\$150.00	E	46120	419	1 PIPE THAWING/WATER	REPAIR & MAINT	1136918
ROETTGER WELDING	601	02/19/14	\$150.00	E	46120	419	1 PIPE THAWING/WATER	REPAIR & MAINT	1136918
ROETTGER WELDING	601	02/19/14	\$450.00	E	46120	419	3 PIPE THAWING/WATER	REPAIR & MAINT	1136918
DEANS MOBILE WELDING,	601	02/18/14	\$290.00	E	46120	419	655 N 2ND THAW WATE	REPAIR & MAINT	1136857
ROETTGER WELDING	601	02/19/14	\$150.00	E	46120	419	1 PIPE THAWING/WATER	REPAIR & MAINT	1136918
ROETTGER WELDING	601	02/19/14	\$250.00	E	46120	419	1 PIPE THAWING/WATER	REPAIR & MAINT	1136918
SUMMIT FIRE PROTECTIO	601	02/19/14	\$295.00	E	46120	420	ANNUAL FIRE SPRINKLE	R & M BLDGS, ST	1136924
ADVANCE SPECIALTIES C	601	02/18/14	\$156.00	E	46120	420	DRAIN GRATE PANELS/W	R & M BLDGS, ST	1136849
ADVANCE SPECIALTIES C	601	02/19/14	\$980.00	E	46120	420	FLOOR DRAIN GRATES/	R & M BLDGS, ST	1136887
ELECTRO WATCHMAN, IN	601	02/25/14	\$90.00	E	46120	420	PUBLIC WORKS	R & M BLDGS, ST	1136897
WATER CONSERVATION S	601	02/25/14	\$279.68	E	46120	421	LEAK LOCATE 472 2ND A	REPAIR & MAINT	1136936
MINNESOTA DEPT OF HEA	601	02/25/14	\$1,294.00	E	46120	434	1ST QTR. 2014 SERVICE	STATE FEES FOR	1136908
<b>DEPT 46120 WATER</b>			<b>\$18,733.45</b>						
<b>FUND 601 WATER</b>			<b>\$23,092.50</b>						
<b>FUND 602 SEWER</b>									
<b>DEPT 46200 SEWER - OPERATING</b>									
AIR FRESH PORTABLE TOI	602	02/19/14	\$70.00	E	46200	302	EXTRA PUMPING - INSPI	CONTRACT SERVI	1136889
MIDWEST OVERHEAD CRA	602	02/19/14	\$334.68	E	46200	302	GRANE INSPECTIONS/SE	CONTRACT SERVI	1136907
LOFFLER BUSINESS SYST	602	02/19/14	\$28.75	E	46200	416	COPIER COLOR/B\W COP	REPAIR/MAINT OF	1136905
TR COMPUTER SALES LLC	602	02/25/14	\$1.58	E	46200	416	REMOTE ACCESS ON SU	REPAIR/MAINT OF	1136929
TR COMPUTER SALES LLC	602	02/25/14	\$5.00	E	46200	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1136929
<b>DEPT 46200 SEWER - OPERATING</b>			<b>\$440.01</b>						
<b>FUND 602 SEWER</b>			<b>\$440.01</b>						
<b>FUND 803 P &amp; Z ESCROWS</b>									
<b>DEPT 80045 DRH-INSPIRATION PHASE II PLAT</b>									
S E H	803	02/25/14	\$1,367.51	E	80045	301	INSPIRATION PHASE 3A	PROF SER-ENGIN	1136919

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 1136829-1136937**

02/25/14 2:36 PM  
Page 6

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>DEPT 80045 DRH-INSPIRATION PH</b>			\$1,367.51						
<b>FUND 803 P &amp; Z ESCROWS</b>			\$1,367.51						
			\$110,502.45						

## City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

---

### Building Permit Log

For: February, 2014

Printed:2/26/2014

Page1 of 3

---

**Permit Number:** BP2014-10  
**Parcel Address:** 963 INSPIRATION PARKWAY N. BAYPORT, MN 55003  
**Applicant:** RANDALLS HOME IMPROVEMENT  
RANDALLS HOME IMPROVEMENT RESIDENTIAL  
**Construction Value:** \$31,000.00  
**Filing Date:** 2/19/2014  
**Applicant Phone:** 651-428-3301  
**Total Fees:** \$803.38

---

**Permit Number:** MC2014-11  
**Parcel Address:** 429 7TH St. N.  
**Applicant:** AEROTEK HEATING, COOLING &  
AEROTEK HEATING, COOLING & DUCT CLEANING  
**Construction Value:** \$5,000.00  
**Filing Date:** 2/3/2014  
**Applicant Phone:** 651-493-8324  
**Total Fees:** \$80.00

---

**Permit Number:** MC2014-12  
**Parcel Address:** 516 8TH St. N.  
**Applicant:** SCHWANTES HEATING & AIR INC  
SCHWANTES HEATING & AIR INC MECHANICAL  
**Construction Value:** \$7,200.00  
**Filing Date:** 2/25/2014  
**Applicant Phone:** 651-439-3331  
**Total Fees:** \$80.00

---

**Permit Number:** MC2014-13  
**Parcel Address:** 174 3RD St. S.  
**Applicant:** ANDERSON HEATING, INC.  
ANDERSON HEATING, INC. MECHANICAL  
**Construction Value:** \$6,328.00  
**Filing Date:** 2/25/2014  
**Applicant Phone:** 715-549-6297  
**Total Fees:** \$80.00

---

**Permit Number:** MC2014-14  
**Parcel Address:** 422 PRAIRIE WAY S.  
**Applicant:** SABRE PLUMBING HEATING & AC  
SABRE PLUMBING HEATING & AC  
**Construction Value:** \$9,700.00  
**Filing Date:** 2/25/2014  
**Applicant Phone:** 763-473-2267  
**Total Fees:** \$80.00

---

---

**Building Permit Log**

For: February, 2014

Printed:2/26/2014

Page2 of 3

---

**Permit Number:** MC2014-15  
**Parcel Address:** 445 PRAIRIE WAY S.  
**Applicant:**FIRESIDE HEARTH & HOME  
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.  
**Construction Value:**\$1,000.00  
**Filing Date:** 2/25/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-633-1042  
**Total Fees:** \$80.00

---

**Permit Number:** MC2014-16  
**Parcel Address:** 416 PRAIRIE WAY S.  
**Applicant:**FIRESIDE HEARTH & HOME  
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.  
**Construction Value:**\$1,000.00  
**Filing Date:** 2/25/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-633-1042  
**Total Fees:** \$80.00

---

**Permit Number:** MC2014-17  
**Parcel Address:** 452 PRAIRIE WAY S.  
**Applicant:**FIRESIDE HEARTH & HOME  
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.  
**Construction Value:**\$1,000.00  
**Filing Date:** 2/25/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-633-1042  
**Total Fees:** \$80.00

---

**Permit Number:** MC2014-18  
**Parcel Address:** 413 PRAIRIE WAY S.  
**Applicant:**SABRE PLUMBING HEATING & AC  
SABRE PLUMBING HEATING & AC  
**Construction Value:**\$11,944.00  
**Filing Date:** 2/25/2014  
**Applicant Phone:** 763-473-2267  
**Total Fees:** \$80.00

---

**Permit Number:** MC2014-19  
**Parcel Address:** 455 PRAIRIE WAY S.  
**Applicant:**SABRE PLUMBING HEATING & AC  
SABRE PLUMBING HEATING & AC  
**Construction Value:**\$12,557.00  
**Filing Date:** 2/25/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 763-473-2267  
**Total Fees:** \$80.00

---

**Permit Number:** PL2014-4  
**Parcel Address:** 963 INSPIRATION PARKWAY N.  
**Applicant:**A J ALBERTS PLUMBING  
A J ALBERTS PLUMBING Plumber  
**Construction Value:**\$2,800.00  
**Filing Date:** 2/25/2014  
BAYPORT, MN 55003  
**Applicant Phone:** 651-738-0580  
**Total Fees:** \$80.00

---

---

## Building Permit Log

For: February, 2014

Printed:2/26/2014

Page3 of 3

---

<b>Permit Number:</b> PL2014-5	<b>Filing Date:</b> 2/25/2014
<b>Parcel Address:</b> 445 PRAIRIE WAY S.	BAYPORT, MN 55003
<b>Applicant:</b> SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	<b>Applicant Phone:</b> 651-319-4103
<b>Construction Value:</b> \$11,100.00	<b>Total Fees:</b> \$80.00

---

<b>Permit Number:</b> PL2014-6	<b>Filing Date:</b> 2/25/2014
<b>Parcel Address:</b> 416 PRAIRIE WAY S.	BAYPORT, MN 55003
<b>Applicant:</b> SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	<b>Applicant Phone:</b> 651-319-4103
<b>Construction Value:</b> \$13,000.00	<b>Total Fees:</b> \$80.00

---

<b>Permit Number:</b> PL2014-7	<b>Filing Date:</b> 2/25/2014
<b>Parcel Address:</b> 452 PRAIRIE WAY S.	BAYPORT, MN 55003
<b>Applicant:</b> SILVER TREE PLUMBING & SILVER TREE PLUMBING & HEATING, LLC	<b>Applicant Phone:</b> 651-319-4103
<b>Construction Value:</b> \$8,550.00	<b>Total Fees:</b> \$80.00

---

<b>Permit Number:</b> SG2014-1	<b>Filing Date:</b> 2/6/2014
<b>Parcel Address:</b> 102 3RD St. N.	BAYPORT, MN 55003
<b>Applicant:</b> SPECTRUM SIGN SYSTEMS, INC. SPECTRUM SIGN SYSTEMS, INC. Sign	<b>Applicant Phone:</b> 763-432-7447
<b>Construction Value:</b>	<b>Total Fees:</b> \$64.60

---



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

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

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

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

<b>Applicant Information</b>	<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:	<i>BEAL</i>	
Main Phone Number:	<i>(651) 379-3212 (w)</i>	Alternate Phone Number: <i>(651) 439-8894 (H)</i>
Address:	<i>P.O. Box 133</i>	
City/State/Zip:	<i>Bayport, MN 55003</i>	
Email Address:	<i>bobj@mirinc.com</i>	

<b>Event Information</b>			
Start Date:	<i>April 19th, 2014</i>	End Date:	<i>April 19th, 2014</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>8:30 a.m. - 10:30 a.m.</i> <i>(includes set-up time)</i>
Description of event, activities, location and proposed alteration of city property: <i>Easter Egg Hunt.</i>			

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

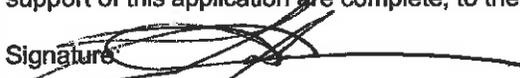
- Clean up dog waste on flat area of park (soccer field) and up hill.
- Police presence

**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.

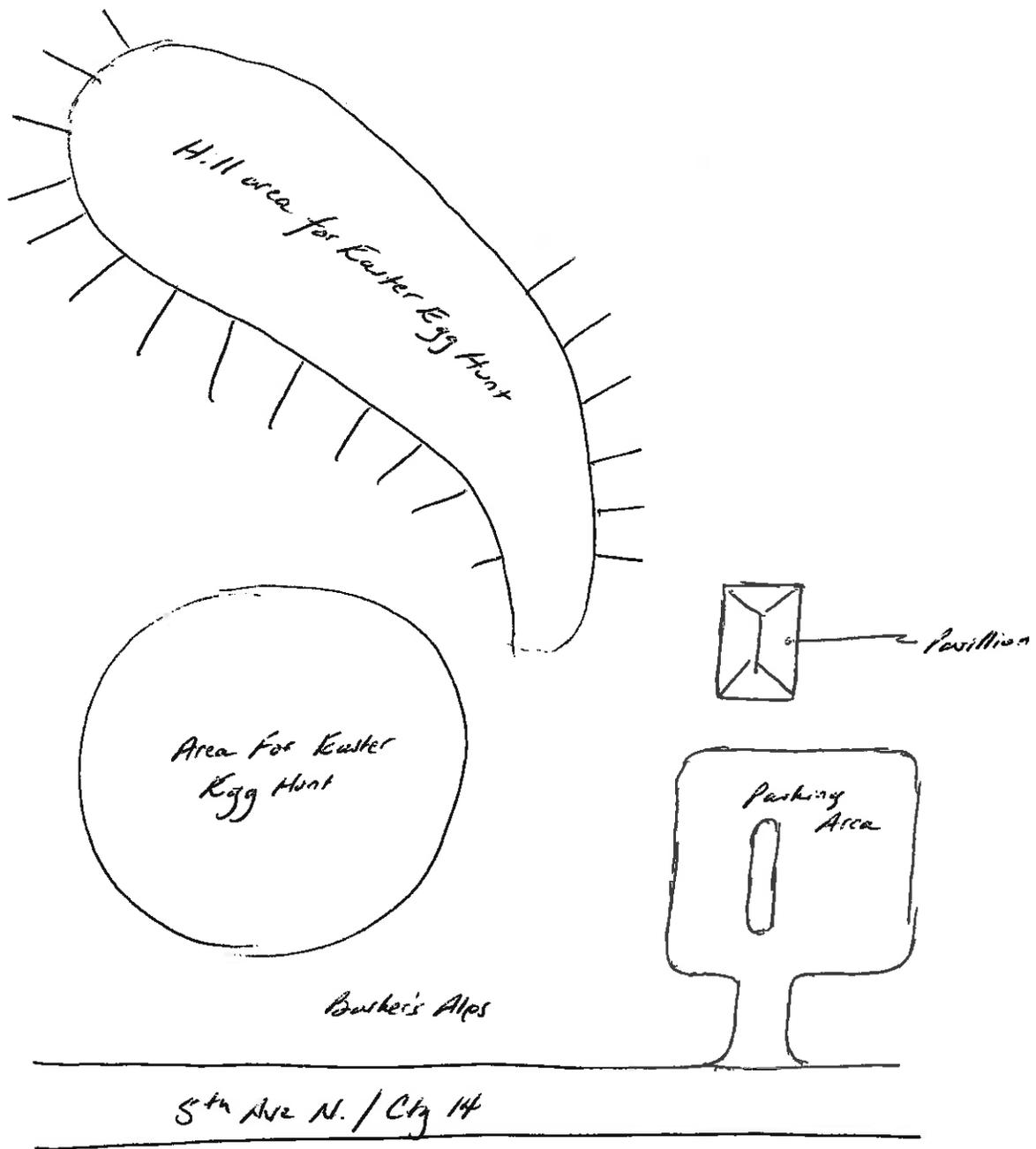
**Applicant Acknowledgement and Signature**

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: 1/27/14

Official 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: 2/3/14	<input type="checkbox"/> Cash #2275 <input checked="" type="checkbox"/> Check SCAL	Kjh
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: N/A	<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: 2/5/14				





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

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

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

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

<b>Applicant Information</b>	<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: <i>BEAL</i>		
Main Phone Number: <i>(651) 379-3212 (w)</i> Alternate Phone Number: <i>(651) 439-8894 (h)</i>		
Address: <i>P.O. Box 133</i>		
City/State/Zip: <i>Bayport, MN 55003</i>		
Email Address: <i>bobje@mirinc.com</i>		

<b>Event Information</b>	
Start Date: <i>June 11<sup>th</sup>, 2014</i>	End Date: <i>June 11<sup>th</sup>, 2014</i>
Day(s): <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input checked="" type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Sunday <input type="checkbox"/> Saturday	
Weekday Hours: <i>6:30-8:30 p.m.</i>	Weekend Hours:
Description of event, activities, location and proposed alteration of city property: <i>Ice Cream Social to be held at the Beach House at Lakeside Park. Open to the public</i>	

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

- Access to freezer in Beach House
- Turn on power to freezer the morning of June 11<sup>th</sup>
- Position garbage receptacles near Beach House - Extra garbage bags
- Police presence
- Place picnic tables in grassy area by pavilions and playground.

**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.

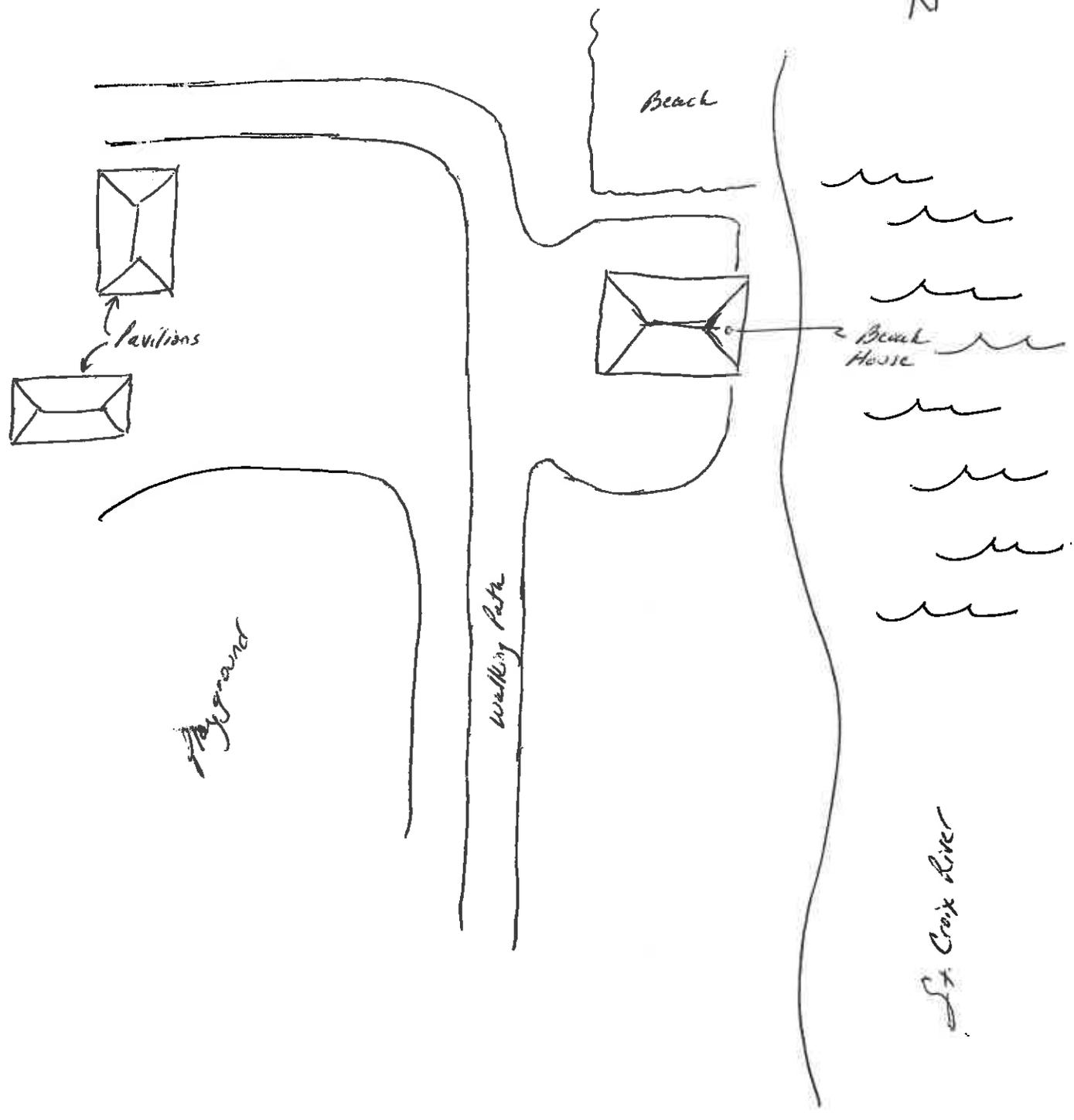
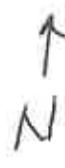
**Applicant Acknowledgement and Signature**

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: 1/27/14

Office/Use Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 2/3/14	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 2276 BCAC	kg
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: N/A	<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: 2/5/14				





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

## City of Bayport SPECIAL EVENT APPLICATION

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

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

<b>Applicant Information</b>	<input type="checkbox"/> Individual/For-profit organization	<input type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: <i>Bob Johnson</i>		
Organization/Business Name: <i>BCAL</i>		
Main Phone Number: <i>(651) 379-3212 (w)</i> Alternate Phone Number: <i>(651) 439-8894 (h)</i>		
Address: <i>P.O. Box 133</i>		
City/State/Zip: <i>Bayport, MN 55003</i>		
Email Address: <i>bob.jc@mirinc.com</i>		

<b>Event Information</b>	
Start Date: <i>June 16<sup>th</sup>, 2014</i>	End Date: <i>October 22nd, 2014</i>
Day(s): <input checked="" type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Sunday <input type="checkbox"/> Saturday	
Weekday Hours: <i>1:00 - 8:00 p.m.</i>	Weekend Hours: _____
Description of event, activities, location and proposed alteration of city property:  <i>- Farmer's Market located in baseball diamond and outfield area of Perro Park</i> <i>- This event takes place on Mondays only.</i>	

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

- 2-3 Trash cans
- Power turned on to Petro Park (if available)
- Occasional police presence

**Application Requirements and Fees**

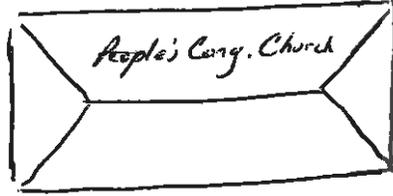
- A diagram of the premises, including proposed activities and equipment, as well as the application processing fee, must be submitted with this form to City Hall (see below for fees).
- If the event involves requested use of a park building, picnic shelter, field, or court, a separate park reservation 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.

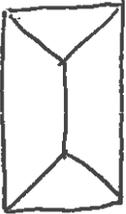
Signature:  Date: 1/27/14

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received 2/3/14	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 2277 BCAL	Kjh
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: N/A	<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: 2/5/14				

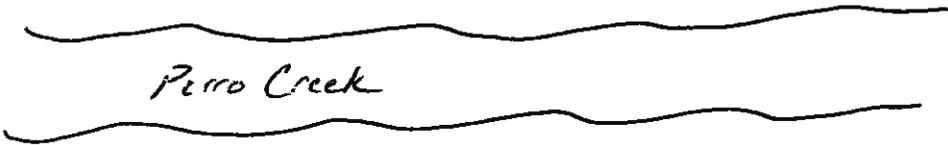


Area for  
Buyport Farmers  
Market

Warming  
House



Highway 95





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

## City of Bayport SPECIAL EVENT APPLICATION

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

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

<b>Applicant Information</b>	<input type="checkbox"/> Individual/For-profit organization	<input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: <i>Bob Johnson</i>		
Organization/Business Name: <i>BCAL</i>		
Main Phone Number: <i>(651) 379-3212 (w)</i>		Alternate Phone Number: <i>(651) 439-8894 (h)</i>
Address: <i>P.O. Box 133</i>		
City/State/Zip: <i>Bayport, MN 55003</i>		
Email Address: <i>bobj@mirinc.com</i>		

<b>Event Information</b>	
Start Date: <i>September 20, 2014</i>	End Date: <i>September 20, 2014</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>8:00 a.m. - 10:00 p.m.</i>
Description of event, activities, location and proposed alteration of city property: <i>Derby Days / Taste of Bayport at Perro Creek Park and Lakeside Park</i>	

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

PERRO PARK - Trim both sides of Perro Creek prior to event date  
 - Turn on Perro Creek by 9:00 a.m. on event date for Deck Run at noon.

LAKESIDE PARK - Turn on power to all outlets in pavilions and posts

- Trash cans with extra garbage bags
- Barricades to block off parking area by pavilions
- Access to freezer in Beach House for ice cream social later in evening
- Police/Fire presence
- Reserve horseshoe pits and baseball diamond
- Turn off area for fire trucks

**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: 1/28/14

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 2/3/14	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 2208 BCAL	Kjh
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes:	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received: 2/5/14				

**BAYPORT**  
**SEPTEMBER 20<sup>th</sup>, 2014**  
**DERBY DAYS/TASTE**  
**CITY SERVICES REQUEST**

<b>EVENT</b>	<b>TIME</b>	<b>LOCATION</b>	<b>CITY SERVICES REQUIRED</b>
5K Run/Walk	TBD	Bayport Marina/City	TBD
Community Breakfast	9:00-11:00 a.m.	Legion (?)	None
Medallion Hunt	10:00 a.m. - ?	Legion/City	None
Duck Derby	12:00-1:00 p.m.	Perro Park/Creek	- Trim creek both sides -Turn on creek at 9:00 a.m.
Pet Parade	1:00-2:00 p.m.	Lakeside Park	None
General Activities	2:00-4:00 p.m.	Lakeside Park	-Reserve baseball diamond, Horseshoe pits, pavilions. -Extra trash cans throughout Park. Barricade upper Parking area near pavilions.
Musical Entertainment	4:00-9:30 p.m.	Lakeside Park	-Power turned on to all Receptacles at Beach House, Pavilions #3 & #4 And outlets on flat area Below pavilions for band.
"Taste" of Bayport	6:00-8:00 p.m.		-Power turned on to all Pavilions, trash receptacles, Extra picnic tables near Pavilions
Fireworks	8:30-9:00 p.m.		-Police, Fire, EMT presence
General	Additional services may be required. Will notify if needed.		



City of Bayport  
 294 North Third Street  
 Bayport, MN 55003  
 Phone: 651-275-4404  
 Fax: 651-275-4411

## Application for Outdoor Fireworks Display Permit

Date 9/20/14

Permit No. \_\_\_\_\_

Date and Time of Display	<u>Saturday, September 20, 2014 8:30 - 9:00 p.m.</u>
Name of Event	<u>Derby Days</u>
Display address/Location	<u>Lake side Park</u>

Applicant: Municipality \_\_\_\_\_ Fair Association/Organization

Property Owner of Display Address	Name/Company <u>City of Bayport</u>	Phone No. _____
	Address _____	
Municipality, Fair Association, or Organization	Organization <u>BCAL</u>	Phone No. <u>(651) 379-3212</u>
	Contact Person (Print) <u>Bob Johnson</u>	Phone No. <u>(651) 379-3212</u>
	Address <u>P.O. Box 133</u>	
	City <u>Bayport</u>	State <u>MN</u> Zip <u>55003</u>
Operator qualified to supervise fireworks display	Name/Company <u>Nightlighter Fireworks</u>	Phone No. <u>(612) 281-7976</u>
	Address <u>8316 3 220<sup>th</sup> St.</u>	
	City <u>Maywood</u>	State <u>MN</u> Zip <u>56043-4040</u>

**Note: A detailed site sketch with the proposed fireworks launching location must accompany this application.**

The undersigned hereby represents upon all of the penalties of the law, for the purpose of including the City of Bayport to take the action herein requested, that all statements are true, and that all work herein will be done in accordance with the ordinances of the City of Bayport and the State of Minnesota.

[Signature] 1/20/14  
 Applicant's Signature Date

\_\_\_\_\_  
 Property Owner's Signature Date

Office Use - Dept. Review	Inspection	Date	Inspector	FEE INFO	Date Paid	
Fire Department	<input checked="" type="checkbox"/> Site Inspection <input type="checkbox"/> Operator Investigation	<u>2/4/14</u>		Permit - \$100.00	<u>2/3/14</u>	<input type="checkbox"/> CASH
Police Department	<input checked="" type="checkbox"/> General	<u>2/4/14</u>				<input checked="" type="checkbox"/> CHECK
Administration	<input type="checkbox"/> General				CHECK #	<u>2279</u>

Approval requires submission of liability insurance for  
 Permit Approved By: fireworks' provider (pending) Date Approved: \_\_\_\_\_

Mark P S Chief

2-6-14

BCAL



Lakeside Park  
Beach

Beach  
House



St. Croix River

Pavillion

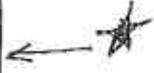
Pavillion

Playground

Pavillion

Bike Path

Fireworks  
Set-up and  
Display Area  
as per previous  
years.





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

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

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

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

<b>Applicant Information</b>	<input type="checkbox"/> Individual/For-profit organization <input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: <i>Bob Johnson</i>	
Organization/Business Name: <i>BCAL</i>	
Main Phone Number: <i>(651) 379-3212 (w)</i> Alternate Phone Number: <i>(651) 439-8894</i>	
Address: <i>P.O. Box 133</i>	
City/State/Zip: <i>Bayport, MN 55003</i>	
Email Address: <i>bob.j@mitinc.com</i>	

<b>Event Information</b>	
Start Date: <i>December 3rd, 2014</i>	End Date: <i>December 3rd, 2014</i>
Day(s): <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input checked="" type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Sunday <input type="checkbox"/> Saturday	
Weekday Hours: <i>6:30 - 8:00pm.</i>	Weekend Hours:
Description of event, activities, location and proposed alteration of city property: <i>"Lighting of the Green" ceremony on the Village Green.</i>	

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

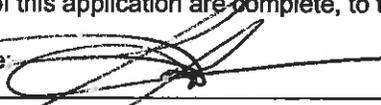
- String Christmas lights on the trees and shrubs on Village Green and those surrounding the Airport "Welcome" Sign
- All power turned on to Village Green
- Large "switch" to throw to turn on lights
- Fire wood and ring for burning. Light fire at 6:15 pm
- "Santa" to appear on Airport Fire Department Truck at 7:15 pm
- Set up cones to block off parking area for Fire Truck/Santa
- 3 Trash cans
- Mayor Susan St. Ores to give short speech to all in attendance.
- Police presence.

**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: 1/27/14

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 2/3/14	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 2280 BCAL	Ksh
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: N/A	<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: 2/5/14				

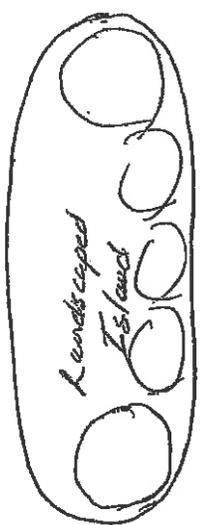
School Playground Fence

Service Bldg.

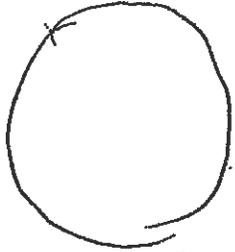
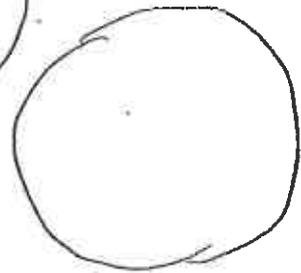
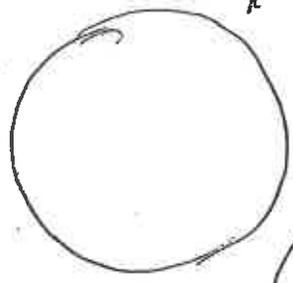
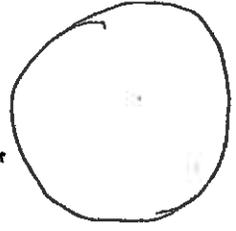
Light Switch for Turning on lights

Fire Ring

Cover for Fire Truck Parking



String Lights in Village Green Trees



← Hwy 95

Hwy 95



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

---

Date: February 24, 2014

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 2014. City staff has reviewed the draft to ensure consistency with the terms agreed upon last year. Primarily, the proposed changes relate to dates reflecting the term of the agreement and date of adoption. As such, staff recommends renewal of the agreement, as proposed.

***RECOMMENDATION***

Staff recommends the City Council adopt a motion renewing the boat trailer parking license agreement with Andersen Corporation for 2014.

## PARKING LICENSE AGREEMENT

**THIS PARKING LICENSE AGREEMENT** ("Agreement") is made effective as of this \_\_\_\_ day of \_\_\_\_\_, 2014, 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 4<sup>th</sup> 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 4<sup>th</sup> 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, 2014 and expire as of September 30, 2014 (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 4<sup>th</sup> 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 4<sup>th</sup> 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 4<sup>th</sup> 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 4<sup>th</sup> Avenue if such dumping becomes an issue in Andersen's reasonable judgment.
8. **Parking.** The City police will patrol 4<sup>th</sup> 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 4<sup>th</sup> 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 4<sup>th</sup> 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 4<sup>th</sup> 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 4<sup>th</sup> 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  
General Counsel  
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  
General Counsel  
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**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF BAYPORT**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

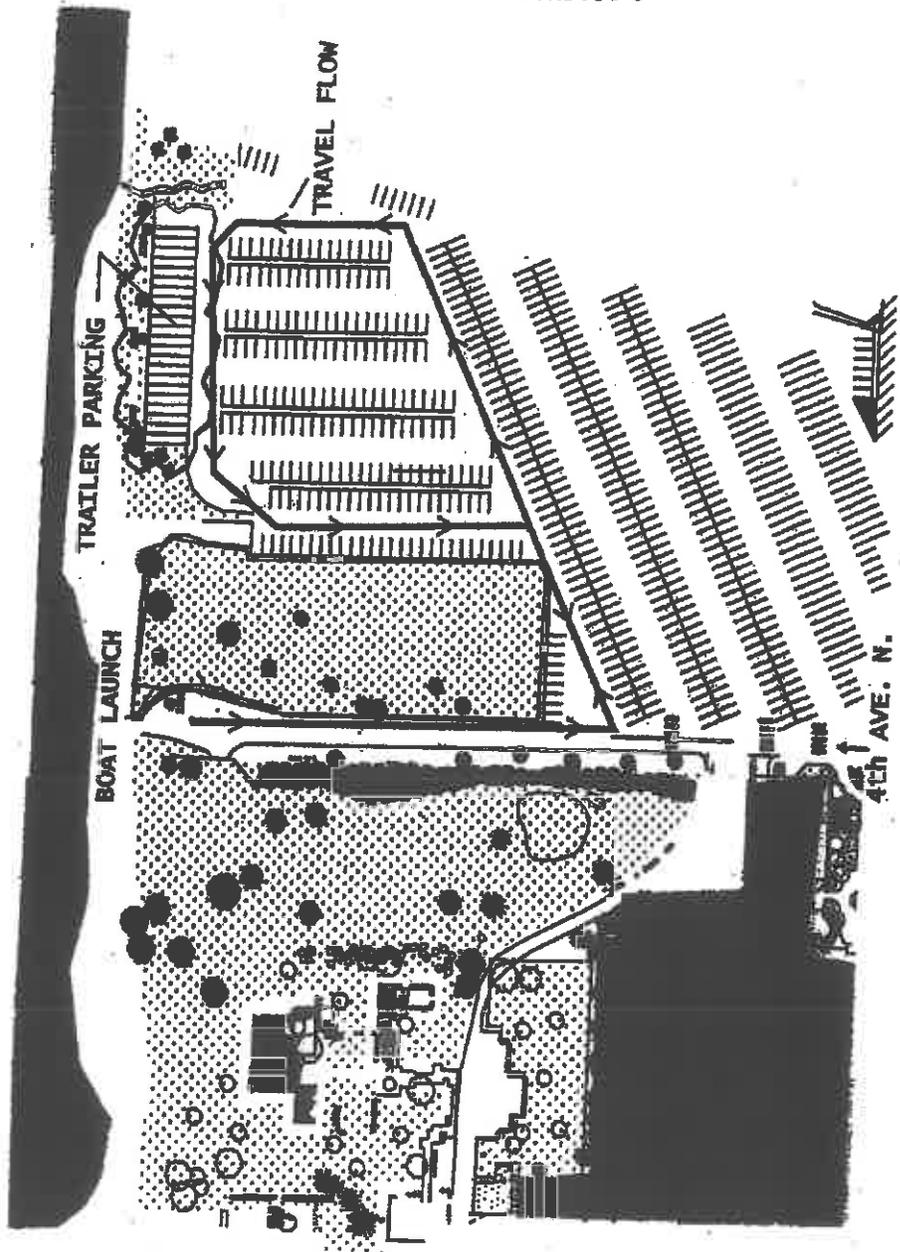
Title: \_\_\_\_\_

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  
 www.ci.bayport.mn.us

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

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

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

<b>Applicant Information</b>	<input type="checkbox"/> Individual/For-profit organization	<input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: Kelly Don		
Organization/Business Name: Kinnickwix Girl Scouts / Girl Scouts of MN+WI River Valleys		
Main Phone Number: 715 381 0209	Alternate Phone Number: 651 338 0940	
Address: 737 Evergreen Circle		
City/State/Zip: Hudson, WI 54016		
Email Address: kinnickwixgs@gmail.com		

<b>Event Information</b>	
Start Date: July 17, 2014	End Date: July 20, 2014
Day(s): <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input checked="" type="checkbox"/> Thursday <input checked="" type="checkbox"/> Friday <input checked="" type="checkbox"/> Sunday <input checked="" type="checkbox"/> Saturday	
Weekday Hours: 5-9	Weekend Hours: 9am Sat until 12:00 <sup>pm</sup> Sunday
Description of event, activities, location and proposed alteration of city property: Girls between 5-18 will be working in groups, participating in camping activities and overnighing in tents on Saturday night. We need to accommodate about 75 people in various tents.	

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

*Extra police patrol  
Parking overnight in park*

**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: *Kelly Boren*

Date: *1/29/14*

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: <i>2/12/14</i>	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <i>2015</i>	<i>Kjinst</i>
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes: <i>N/A, per city administrator</i>	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received: <i>2/10/14</i>				

Possible  
tent sites

Shelter  
2

Shelter  
#1

shed

Camp  
Sagata

fire  
pit





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

---

**Date:** February 21, 2014  
**To:** Honorable Mayor and City Council  
**From:** Logan Martin, City Administrator  
Barry Peters, City Engineer  
**Re:** Preparation of plans and specifications and authorization to solicit bids for 2014 Sealcoating Project

### ***BACKGROUND***

Each year, the City completes a sealcoating project in specified areas throughout the community in order to extend the life of the City's infrastructure. In order to begin that project, it is necessary for the City Council to authorize the preparation of plans and specifications for the project, as well as authorize the bidding process.

As referenced in the attached letter from City Engineer Peters, the City has the opportunity again this year to jointly bid this project with other communities in the region. This partnership will potentially lead to cost savings for the bid amount, as the contractor is able to better plan to be in the region for the project dates.

A total of \$60,000 was allocated in 2014 Budget for this project. Bids would be due on April 9, with the City Council accepting a bid amount at its May 5, 2014 meeting.

### ***RECOMMENDATION***

Staff recommends the City Council adopt a motion authorizing the preparation of plans and specifications and to solicit bids for 2014 Sealcoating Project.

### ***ATTACHMENTS***

Background letter from City Engineer Peters



Building a Better World  
for All of Us®

February 19, 2014

RE: Bayport, Minnesota  
2014 Sealcoat Improvements  
SEH No. BAYPO 122136 14.00

Honorable Mayor and City Council  
City of Bayport  
292 North Third Street  
Bayport, MN 55003

Attn: Logan Martin, City Administrator:

The City of Bayport currently has approximately 14.2 miles of paved roads that are maintained by City Public Work crews. One of the maintenance methods utilized is seal coating, which is the application of oil and aggregate to extend the life of the bituminous surface. The City has typically completed a seal coat project every year and has budgeted \$60,000 for a project in 2014.

Like last year, we have discussed with other Valley communities that SEH serves, about a combined project which may lower costs based on a larger scale of quantities. Lakeland is interested and has already authorized their project. To minimize costs for preparing cooperative agreements setting up cost sharing and making payments, we are recommending that the Cities prepare separate bid packets, but combine the bidding on the same day, time and location. This gives each city the most flexibility, and allows each to control their costs. It's believed that combining the date and time should encourage contractors to bid more competitively on each since they can plan on a larger project area.

We would recommend that the City of Bayport at the March 3, 2014 Council meeting, authorize preparation of plans and specifications, and authorize bidding for a 2014 Seal Coat Improvement project. We would recommend that a bid opening be set for April 9, 2014. Lakeland would be able to consider award at their April 15<sup>th</sup> and Bayport to consider at the May 5<sup>th</sup> meeting. Construction schedule would be flexible to meet the City's and the contractor's schedules, but would occur during the summer.

Sincerely,

A handwritten signature in black ink that reads 'Barry C. Peters'.

Barry C. Peters, PE  
City Engineer

bcp

c: Mel Horak, Public Works Director

s:\ael\b\baypo\122136\2014\2014 sealcoat\2014-02-19 authorization ltr.docx



# **Bayport Fire Department**

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

February 26, 2014

February memo from Chief Swenson:

The annual fire dance fundraiser was held on February 15 at the Eagles Club in Oak Park Heights and was a huge success yet again. The money is still coming in and we are at \$14,500 to date, so we will be able to purchase fire prevention materials for our open houses and tours. The department's call volume is rising as expected, with medical emergencies continuing to comprise a majority of the increase. The heavy snow also led to an increase in vehicle accidents on Interstate 94.

Administrator Martin and I have been busy meeting with our local and federal representatives regarding the new fire station project, and we have received positive support from all parties. This month I will also be making a plan for addressing the confined space requirements that we are lacking. I will be meeting with each city, Xcel Energy, and Andersen Corporation to see what the expectation is for us as the backup for confined space permits.

The new duty officer vehicle was delivered on February 25 and we will have it in operation by March 1. The truck committee that helped order our new engine will be doing inspections on the build during the coming weeks. If any City Councilmember wishes to tour the facility in Wyoming, Minnesota that is making this piece of equipment, please let me know.

Mark

**Mark Swenson**  
**Fire Chief**  
**Bayport Fire Department**

294 North 3rd St.

Bayport, MN 55003

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

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



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



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

Laura Eastman  
Chief of Police

Date: February 26, 2014  
To: Mayor and City Council  
City Administrator Martin  
From: Police Chief Laura Eastman  
Subject: Police Reports and Updates

### **UPCOMING EVENTS**

March 19<sup>th</sup> @ 1:30 pm – Bayport Legion/Senior Center, Women in History – Chief Eastman

### **PAST EVENTS**

February 10<sup>th</sup> community presentation to the Cub Scouts at Bethlehem Lutheran Church – Officer Willmarth

### **Ongoing Community Policing Activity/Information**

- Reminder: If you are going to be away from your home for a few days, it is best to have someone pick up your mail. There have been ongoing mail thefts in Washington County.
- An update will be provided at the City Council meeting on how to contact the Police or Public Works departments when City Hall is closed.

### **End of January Call Coad (continued)**

01/27 - Business checks, alarm, medical L1 x 3, speed 43/30, request for reports,

01/28 - Medical L2, background for reserve officer position x 2, abandoned veh., assist PW, w/w/ x3 , w/w stop sign, medical L1, assist main h20 break, DAR/revoked plates,

01/29 – Assist PW, school X-ing, w/w speed, records req., debris in road, council packet, speed 47/30, medical L-1, fail to change DL/w/w speed, speed 55/40,

01/30 – susp. veh., pw –icy roads, school x-ing x2, pw call out, parking questions, lockout, assault report, animal concern, veh. accident.

01/31 - felony warrant arrest, crosswalks x 2, veh. off the road, veh. lockout, custody issues, aoa/gun call.

### **February Call load**

02/01 – DAS/speed, NPI, fail transf. title, phone scam, traffic detail, injured deer/tag, w/w speed.

02/02 – Speed 56/40, 911 hang-up, aoa/off. Questions, speed 55/40, assist city hall, medical L-1, warm house/park assist.

02/03 – Aoa/OPH, school x-ing, assist city hall, officer assist.

02/04 – AOA/aud. Alarm, aoa/AW security, school x-ing x 2, K9 assist, damage to uniform, csc report, drug sniff, ordinance questions, noise complaint, medical L1.

02/05 – school x-ing, medical L1, handgun permit, parking cit. susp. vac. check, assist PW, -0nh Speed 59/40, open door crime prevention, 911 misdial.

02/06 – Crosswalks, medical L 3, W/W speed, susp. situation, w/w speed, finger prints, med. L1.

02/07 – susp. activity/aoa, public assist, speed 55/40, speed 61/40, w/w speed, civil assist, debris in road, unwanted female/detox, school x-ing x 2, speed 55/40 x2.

02/08 – w/w speed x 4, speed 59/40, vac. form call, alarm, parking on ice road x 2, veh. lock out, speed 61/40, harassment, speed 56/40.

02/09 – Med. L1, veh. lockout, speed 59/40, public assist, w/w speed x2, speed 52/40, assist PW.

02/10 – Handgun permit to purchase, drug para, wrong way driver, crosswalks, civil assist, reserve application, theft report, employment background, crosswalks, fire alarm, community policing presentation, aoa/domestic.

02/11 – Welfare check, burglar alarm, small bird application, informational, crosswalks, aoa/SWAT call out, speed 55/40, speed 54/40, speed 55/40.

02/12 – Medical L-1, employment background, accident DK driver, parking complaint, vacation checks completed, dog bite report, w/w speed, crosswalks,

02/13 – crosswalks, bank alarm check, welfare check, injured deer.

02/14 – Officer information, crosswalks, slumper, DWI/open bottle, DAR, fingerprints, crosswalks, intox. driver.

02/15 – AOA/noise complaint, veh. in ditch, public works call out, 911 abandon, co alarm, PW concern, Theft report.

02/16 – AOA/damage to property, vandalism report, domestic, susp. activity extra patrol request.

02/17 – extra patrols, assists city hall x 2, school x-ing, welcome packet x2, vehicle lockout, public works issue, school x-ing, advised PW of road conditions, public assist.

02/18 – 911 x 2, school x-ing, medical L 2, AOA/prison staff/no MN DL, w/w speed.

02/19 – Extra patrol, school x-ing, 10-50, medical L3, public assist and welfare concern, school x-ing, dog at large, public assist, w/w speed.

02/20 – school x-ing, w/w speed x 2, w/w equipment, 10-50, public works concern- water leak, DAR, NPI, water main break.

02/21 – Stalled Veh., public assist, dog bite report, broken water alarm, informational RR crossing arms not working, aoa/susp. veh.

02/22 – Burg. Alarm, stuck veh., susp. noise, power line hanging low, burg alarm/glass break, check welfare, domestic, public assist, city ord., 10-50/DWI arrest.

02/23 – PW concern, found property, custody exchange, welcome packet x2, intox. Female, public works issue, page out, out of control female/assault 2<sup>nd</sup> degree, terroristic threats, domestic assault, suicidal male 72 hour hold.

02/24 – School x-ing x 2, theft/DAR/warrant arrest, medical L1, a domestic, hit and run report, medical L1, Vacation checks, 2 hour parking violation, illegal dumping, flat tire in PW, Public assist. veh. stuck, DAS, w/w illegal turn, unknown situation, welfare concern.

02/25 – 02/28 N/A

**Acronym/code:** W/W = Written warning, LOCK OUT = vehicle keys locked in car, DAR = Driving after revocation, DAS= Driving after suspension, NPI/ NO POI = No proof of insurance, DOC = Disorderly conduct, 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-14	Speed	Seatbelt	Child seat	DAS,R,C	Underage D&D	UAC	Open Bottle	No Insurance	No POI	Warrants	W/W
501 Chief Eastman											
503 Aaron Slinger	4			2					2		2
505 Quinn Winmarth	1										12
506 Chad Johnson											
507 Dustin Purpur	2										1
508 Capt Hutchinson											
509 Jay Jackson	2		1								4
510 John Miller	4			1					1		5
512 Zach Lund	4			2				1	1		5
513 Keith Frank	1										
Monthly Total	18	0	1	5	0	0	0	1	4	0	29
Year Total	18	0	1	5	0	0	0	1	4	0	29
Officer	Drugs	MJ in MV	Dac-IPS	Stop Sigr	Drug Para	DWI	Distracted	City Ord	Ted Foss	Careless	Other
501 Chief Eastman		2			2						
503 Aaron Slinger											1
505 Quinn Winmarth											
506 Chad Johnson											
507 Dustin Purpur								3			1
508 Capt Hutchinson											
509 Jay Jackson		2			2						1
510 John Miller		1			1	2					
512 Zach Lund						1					2
513 Keith Frank											
Monthly Total	0	5	0	0	5	3	0	3	0	0	5
Year Total	0	5	0	0	5	3	0	3	0	0	5

Notes : Chief Eastman and Officer Jackson - 2 Search Warrants (Stolen gun) (Domestic, GM interfere 911, Arson, Poss Pistol)  
Officer Frank - Felony CSC Warrant Arrest (Poss drug para x2 & MJ x2)  
Officer Lund - GM Insurance arrest Officer Miller - DWI w/ Obstruction of Legal Process



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

---

Date: February 24, 2014

To: Mayor and City Council  
Logan Martin, City Administrator

From: Mel Horak, Public Works Supervisor

Re: **Public Works Department Update**

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

1. Plowing snow numerous times, including clearing and hauling snow from the business areas
2. Repairing a water main break and thawing multiple frozen water lines
3. Flooding and maintaining both ice skating rinks at Perro Park, as time and weather permits
4. Completing three winter burials in Hazelwood Cemetery
5. Completing ongoing maintenance and repairs to equipment
6. Installing multiple new water meters and completing several new sewer-water service inspections
7. Performing ongoing operation of water and sewer systems, which includes daily inspections of facilities, water tests, water reports, and attending to system malfunctions

# Bayport Public Library

---



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

**Date:** February 24, 2014

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

**From:** Mark Blando, Bayport Public Library Director

**Re:** Bayport Library Update

The Strategic Planning process is underway. The planning committee has met twice and are now ironing out details for a day long retreat which will be the main idea session for the Strategic Plan.

We will also have some exciting news concerning our Summer Reading Program. We have a great list of programs shaping up and I should have a complete list by next month.

The weather prevented us from having our February 20<sup>th</sup> board meeting. We have rescheduled the meeting for Thursday, March 6<sup>th</sup> at 6pm.

Finally, to help beat Spring Break boredom, the library will be showing the movie "Frozen" on Thursday, March 20<sup>th</sup> at 1:30pm. Popcorn, lemonade and fun will all be provided.

Thanks to you all,

Mark

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 25, 2014  
**To:** Mayor and City Council  
Logan Martin, City Administrator  
**From:** Sara Taylor, Assistant City Administrator/Planner  
**Re:** **Department Update – March City Council meeting**

### **PLANNING COMMISSION**

We are pleased to report that we are progressing on filling the two vacant seats on the Planning Commission. Unfortunately, a lack of applicants delayed the process significantly, but we have now completed three applicant interviews. Due to difficulties with scheduling, we have not yet been able to interview the fourth applicant, but hope to do so soon. The Planning Commission will not meet in March, so we are using the next few weeks to complete the interviews and prepare a recommendation for City Council consideration at an upcoming meeting.

### **INSPIRATION**

Phase II of Inspiration, which is the parcel platted for 75 multi-family/condominium units, continues to generate developer interest. No concept submittals have been made to the city to date, but a joint Planning Commission and City Council work session to review a concept plan for the site may be scheduled in the near future, if plans are submitted.

### **ALLIED WASTE CHANGES TO REPUBLIC SERVICES**

This week, the city was made aware that its designated residential waste hauler, Allied Waste, has officially updated their name to Republic Services, to be consistent with the company name they use nationally. There will not be any changes in services or scheduled pick-up. However, residents can expect to see the new name updated on their trucks, invoices, and customer service correspondence. We have not yet received confirmation on whether the current Allied Waste residential refuse and recycling carts will be exchanged, but residents should continue to use their existing carts until otherwise notified.

### **CODE ENFORCEMENT PROCESS AND ORDINANCE REVISIONS**

At the March 3 workshop, staff will review proposed updates to the city's code enforcement process and potential ordinance revisions. The goal is to create a fair and consistent process to enforce ordinances via efficient monitoring and recording, so we can resolve complaints and achieve code compliance in our neighborhoods. A clear and consistent process will help keep residents informed on the status of outstanding complaints and enforcement actions. Staff has also put together a list of ordinances that may benefit from some revisions or updates, which relate to ongoing complaints and frequent code violations. Based on discussion and consensus of the City Council at the workshop, staff will research and draft applicable ordinance revisions for consideration at a future meeting.



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

---

**Date:** February 26, 2014  
**To:** Honorable Mayor and City Council  
**From:** Logan Martin, City Administrator  
**Re:** **Administration Department Update – March City Council meeting**

### **FROZEN WATER PIPES**

The City has experienced numerous water line freeze-ups throughout the community, requiring the heating and thawing of the lines to avoid further service disruptions or breaks. We have notified residents in areas of freezing to continuously run a pencil-thin stream of water in one faucet to prevent freezing. Any resident that notices a drop in water temperature or a disruption in water flow is encouraged to run continuous water in one faucet. Residents choosing to do this should notify City Hall to be placed on a list for adjustment to their water bill to avoid paying overages.

A water main break did occur at Highway 95 and 7<sup>th</sup> Avenue, causing some traffic issues in that area. The significant snowfall occurred in the midst of this break, so the issue was compounded by heavy snow and a rapid drop in temperatures. Crews repaired the break on February 26, which required one-lane traffic and brief service disruptions in the area. Fortunately the repair was completed by noon on the 26<sup>th</sup>, minimizing the water outage in the affected area.

### **ST. CROIX CROSSING OPEN HOUSE**

MnDOT is offering a public open house on Wednesday, March 12 from 11am – 1pm, and 4:30pm – 7pm at Oak Park Heights City Hall to provide an update on the bridge project. Staff will be present to discuss the St. Croix Crossing 2014 construction schedule, which includes work on Highway 36/95, frontage road reconstruction, utility installation and trail construction. Information about the Wisconsin approach and St. Croix Crossing bridge work also will be available. Representatives from the city of Oak Park Heights and Washington County will be present to share information about additional local road construction projects occurring in the area in 2014.

During 2014 construction, Highway 36 and Highway 95 will remain open and access to businesses and residences will be available at all times. Highway 36 will be single lane in each direction between Washington/Norell Avenue and Highway 95 for the entirety of the 2014 construction season. Complete information is available at [mndot.gov/stcroixcrossing](http://mndot.gov/stcroixcrossing)

### **UPCOMING MEETINGS AND EVENTS**

March 1	Stillwater Home & Garden Show	10am – 3pm	Rutherford Elementary
March 3	City Council workshop	4:30pm	City Hall
March 3	City Council meeting	6:00pm	City Hall
April 7	City Council meeting	6:00pm	City Hall



Building a Better World  
for All of Us®

## MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Barry Peters, P.E.

DATE: February 25, 2014

RE: 56th Street, Pickett Avenue and Stagecoach Trail Improvements  
SEH No. BAYPO 122136 14.00

Washington County is in the process of completing plans for the reconstruction of 56<sup>th</sup> Street (CSAH 21), Stagecoach Trail (CSAH 23) and Pickett Avenue in Bayport and Oak Park Heights. The project area includes Stagecoach Trail from approximately 300 feet south of 56<sup>th</sup> Street to approximately 1,400 feet north of 56<sup>th</sup> Street, 56<sup>th</sup> Street from Stagecoach Trail to a new connection with TH 95 and Pickett Avenue from new 56<sup>th</sup> Street to approximately 700 feet to the south. 56<sup>th</sup> Street and Stagecoach Trail are county roads and improvements are required to meet strict State Aid standards and receive State Aid approvals. As a part of the review process, Washington County is required to obtain approvals for the work within the various communities, to minimize street widths and set restrictions on parking along the roads. Also, County policy for road improvements includes cost participation by the communities for parts of the construction and agreements on future maintenance. Attached for approval from Bayport are:

- Cooperative Agreement for Construction Cost participation
- Cooperative Agreement for Maintenance
- A resolution approving the project within Bayport
- A resolution restricting parking on a portion of Pickett Avenue

The improvement project includes street reconstructions, storm sewers, and trails. 56<sup>th</sup> Street will generally be constructed to a 51 foot width and will have a 10 foot trail along the north side. The alignment will be slightly revised with a portion of the road shifted to the south so that all of the road will be located within Bayport, and to the north at the connection of Pickett Avenue. Approximately 700 feet of Pickett Avenue will be reconstructed to a 32 foot width with a 10 foot trail along the east side for the northerly 300 feet. Storm sewer improvements will be included along the total length of 56<sup>th</sup> Street and along a portion of the new Pickett Avenue. I have reviewed the plans and they meet or exceed City standards and are acceptable.

The Cooperative Agreement for Construction Cost participation is for the new trail to be constructed along the north side of 56<sup>th</sup> Street. County policy for trail improvements has the communities paying for 50 percent (50%) of the bituminous paving and gravel base construction cost within their jurisdiction. The estimated construction cost for the trail improvements along 5<sup>th</sup> Street is \$30,112. Bayport and Oak Park Heights are responsible for 50% of this estimated cost or \$15,056. Bayport's responsibility for the trail within City limits is **\$2,053** and Oak Park Heights is responsible for \$13,003. Actual construction cost will be determined at the conclusion of the project, based on bid prices and actual quantities. Ten percent (10%) will be due following Contract Award. During construction, the City will be invoiced estimated costs for the partial work performed and at substantial completion, the balance will become due. I recommend that the City approve the Cooperative Agreement for Construction Cost participation.

Engineers | Architects | Planners | Scientists

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

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

The Cooperative Agreement for Maintenance indicates portions of the project that the City of Bayport will be responsible for. Bayport's maintenance responsibilities include:

- Pickett Avenue constructed under this project
- The trail along Pickett Avenue
- Storm sewer pipes and structures along Pickett Avenue
- Permanent signing installed along Pickett Avenue

Bayport will also control parking regulation along Pickett Avenue. I recommend that the City approve the Cooperative Agreement for Maintenance.

Attached is a resolution approving the county project within Bayport's municipal corporate limits. I have reviewed the plans and they meet or exceed City standards and are acceptable to me. I recommend that the City approve the Resolution related to the project.

Lastly, street widths for state aid improvements vary depending on traffic volumes, speeds and whether parking will be allowed. To minimize street widths, all of the roads, including Pickett Avenue, are to be constructed to state aid approved widths that do not allow parking. Washington County has provided a Resolution to the City that bans parking on Pickett Avenue for the northerly 700 feet constructed under this improvement. I do not see a problem with this restriction and recommend the City approve and sign the Resolution related to parking.

A representative of Washington County will be at the March 3, 2014 meeting to answer questions you may have. Staff recommends the following actions:

- A motion approving the Cooperative Agreement for Construction Cost of County State Aid Highway 21 and Pickett Ave connection
- A motion approving the Cooperative Agreement for Maintenance of County State Aid Highway 21 and Pickett Ave connection
- A resolution approving the County State Aid Highway 21 and Pickett Ave connection project within Bayport
- A resolution approving restricting parking on a portion of Pickett Avenue related to the County State Aid Highway 21 and Pickett Ave connection project

bcp

Attachments

c: Logan Martin, City Administrator  
Sara Taylor, Assistant City Administrator  
Mel Horak, Public Works Supervisor

**COOPERATIVE AGREEMENT BETWEEN  
THE CITY OF BAYPORT AND WASHINGTON COUNTY  
FOR CONSTRUCTION COST OF  
COUNTY STATE AID HIGHWAY (CSAH) 21 (56<sup>TH</sup> STREET) &  
PICKETT AVENUE CONNECTION**

<b>WASHINGTON COUNTY</b>	
CONTRACT NO.	_____
DEPT.	PUBLIC WORKS
DIVISION	TRANSPORTATION
TERM	_____

**THIS AGREEMENT**, by and between the City of Bayport, a municipal corporation, herein after referred to as the "City", and Washington County, a political subdivision of the State of Minnesota, hereinafter referred to as the "County", shall consist of this agreement and Exhibits A and B attached hereto.

**WITNESSETH:**

WHEREAS, the County intends to construct and maintain the County State Aid Highway (CSAH) 21 (56<sup>th</sup> Street) & Pickett Avenue Connection to TH 95; and

WHEREAS, the City and County desire to construct the multi-purpose trail along CSAH 21 to the St. Croix River Crossing trail network (Exhibit A, Project Map). Said Project is located in the City and in the County; and

WHEREAS, items included in the construction contract require City cost participation in accordance with County DRAFT "Cost Participation Policy for Projects Constructed in Washington County Using County State Aid Funds or Local Tax Levy Dollars" dated November 22, 2010; and

WHEREAS, the City desires to use local funds for these improvements; and

WHEREAS, a cooperative effort between the City and County is the appropriate method to facilitate the construction of these transportation improvements; and

WHEREAS, this Agreement is made pursuant to statutory authority contained in Minnesota Statute 162.17 sub.1 and Minnesota Statute 471.59.

**NOW THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:**

**A. PURPOSE**

The purpose of this agreement is set forth in the above whereas clauses which are all incorporated by reference as if fully set forth herein.

**B. PLANS AND SPECIFICATION PREPARATION**

1. The County shall be responsible for the preparation of the necessary plans and specifications, including compliance with all applicable standards and policies and obtaining all approvals required in arriving at the bid specifications for this project.
2. The following County project numbers have been assigned to the project: SAP 82-621-28 (CSAH 21) and SAP 82-623-07 (CSAH 23).

**C. RIGHT OF WAY AND EASEMENTS**

1. The County shall acquire all permanent rights-of-way, permanent easements, and temporary slope easements and shall be responsible for all land related costs. All permanent rights-of-way, permanent easements, and temporary easements will be acquired in the name of the County.
2. Any rights-of-way, permanent easements, and temporary slope easements that cannot be obtained through negotiation will be acquired by the County through eminent domain proceedings.

**D. ADVERTISEMENT AND AWARD OF CONTRACT**

1. After plans and specifications have been approved, all permits and approvals obtained, and acquisition of necessary rights-of-way and easements, the County shall advertise for construction bids and award the contract to the lowest responsible bidder.

**E. CONSTRUCTION ADMINISTRATION, OBSERVATION, AND TESTING**

The County shall be responsible for the construction administration, inspection, and for the observation and testing for all construction items.

**F. COST PARTICIPATION ITEMS AND ESTIMATED COSTS**

1. The County has prepared a construction cost estimate and a cost participation breakdown. The cost estimate is attached as Exhibit B.
2. The estimated total project cost for construction is \$3,440,312 as indicated in Exhibit B. The City will pay to the County 50 percent of the cost to construct the portion of the CSAH 21 (56<sup>th</sup> Street) trail built within the City limits. The cost participation breakdown is detailed in Exhibit B and summarized in Table F.3 of this agreement.
3. The total estimated amount the City will pay to the County is summarized in the following table:

Table F.3 CITY OF BAYPORT COST SUMMARY Based on EXHIBIT B - ENGINEERS ESTIMATE	
ITEM	EST COST
50% CONSTRUCTION OF CSAH 21 (56 <sup>th</sup> ST) TRAIL (within city limits)	\$2,053
<b>TOTAL ESTIMATED COST</b>	<b>\$2,053</b>

4. Actual construction costs shall be determined at the conclusion of the project and will be based on the contractor's unit prices and the quantities constructed.

**G. PAYMENT**

1. The County shall, when a construction contract is awarded, prepare a revised estimate and cost participation breakdown based on the contract unit prices and submit a copy to the City. The City shall pay to the Treasurer of Washington County an amount equal to 10 percent of the City's estimated construction cost.
2. During construction the County shall submit to the City an estimated cost of the partial work performed by the Contractor. Upon receipt of this estimated cost, the City shall pay to the County its share of the cost of the partial work performed as determined in Section F of this Agreement.
3. Upon substantial completion of the work the County shall prepare an updated revised estimate of cost participation breakdown which will be based upon the contract unit prices and the actual units of work performed and submit a copy to the City. The County shall add to the City's estimated final construction costs the costs of supplemental agreements, if any, make necessary adjustments for liquidated damages, if any, and deduct City funds previously advanced for the project by the City. The City agrees to pay to the County any amounts due, if more than the amount of the total of the partial payments made by the City pursuant to Section G.2.
4. In the event the calculations show that the City has advanced funds in greater amount than is due the County, the County shall refund without interest the amount to the City.
5. The City shall pay invoices to the County net 30 days.

## **H. CONTRACT CHANGES**

1. Any modifications or additions to the final approved plans and/or specifications shall be made part of the construction contract by a contract change, but only after concurrence by the City, and shall be paid for as set forth in Section F of this Agreement.
2. Through written request, the City may request changes to the final approved plans and/or specifications. Any city utility or facility which is subsequently modified or added to the final approved plans and specifications shall be made by a written amendment to this Agreement, shall be made part of the construction contract by change order or supplemental agreement, and shall be paid for in accordance with the County Cost Participation Policy as summarized in Section F of this Agreement.

## **I. LIQUIDATED DAMAGES**

Any liquidated damage assessed the contractor in connection with the work performed on the project shall be shared by the City and the County in the following proportion: The respective total share of construction work to the total construction cost without any deduction for liquidated damages.

## **J. CONDITIONS**

The City shall not assess or otherwise recover any portion of its cost for this project through levy on County-owned property.

## **K. CIVIL RIGHTS AND NON-DISCRIMINATION**

The provisions of Minn. Stat. 181.59 and of any applicable ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set further herein, and shall be part of any Agreement entered into by the parties with any contractor subcontractor, or material suppliers.

## **L. WORKERS COMPENSATION**

It is hereby understood and agreed that any and all employees of the County and all other persons employed by the County in the performance of construction and/or construction engineering work or services required or provided for under this agreement shall not be considered employees of the City and that any and all claims that may or might arise under the Worker's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said County employees while so engaged on any of the construction and/or construction engineering work or services to be rendered herein shall in no way be the obligation or responsibility of the City.

## **M. INDEMNIFICATION**

1. The City agrees that it will defend, indemnify and hold harmless the County against any and all liability, loss, damages, costs and expenses which the County may hereafter sustain, incur or be required to pay by reason of any negligent act by the City, its agents, officers or employees during the performance of this agreement.
2. The County agrees that it will defend, indemnify and hold harmless the City against any and all liability, loss, damages, costs and expenses which the City may hereafter sustain, incur or be required to pay by reason of any negligent act by the County, its agents, officers or employees during the performance of this agreement.
3. To the fullest extent permitted by law, actions by the parties to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall



**COOPERATIVE AGREEMENT BETWEEN  
THE CITY OF BAYPORT AND WASHINGTON COUNTY  
FOR MAINTENANCE OF  
COUNTY STATE AID HIGHWAY (CSAH) 21 (56<sup>TH</sup> STREET) &  
PICKETT AVENUE CONNECTION**

<b>WASHINGTON COUNTY</b>	
CONTRACT NO.	_____
DEPT.	<u>PUBLIC WORKS</u>
DIVISION	<u>TRANSPORTATION</u>
TERM	_____

**THIS AGREEMENT**, by and between the City of Bayport, a municipal corporation, herein after referred to as the "City", and Washington County, a political subdivision of the State of Minnesota, hereinafter referred to as the "County", shall consist of this agreement and Exhibit A attached hereto.

**WITNESSETH:**

WHEREAS, the County intends to construct and maintain the County State Aid Highway (CSAH) 21 (56<sup>th</sup> Street) & Pickett Avenue Connection to TH 95; and

WHEREAS, the City and County desire to construct and maintain the multi-purpose trail along CSAH 21 to the St. Croix River Crossing trail network (Exhibit A, Project Map). Said Project is located in the City and in the County; and

WHEREAS, a cooperative effort between the City and County is the appropriate method to facilitate the maintenance of these transportation improvements; and

WHEREAS, this Agreement is made pursuant to statutory authority contained in Minnesota Statute 162.17 sub.1 and Minnesota Statute 471.59

**NOW THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:**

**A. PURPOSE**

The purpose of this agreement is set forth in the above whereas clauses which are all incorporated by reference as if fully set forth herein.

**B. MAINTENANCE/OWNERSHIP**

1. Pickett Ave. Upon completion of the project, the City shall own, operate and maintain the portion of Pickett Avenue constructed as part of this project; as shown in Exhibit A.
2. Multi-purpose Trails; The City will operate and maintain the portion of Pickett Trail adjacent to Pickett Avenue as previously defined in Agreement No. 01431 between MnDOT and the City and shown on Exhibit A
3. Storm Sewer; Upon completion of the project, the County shall own and maintain the storm sewer pipe, catch basins and culverts on its County road right-of-way including drains servicing pond or basins constructed under this project. The City shall own and maintain the storm sewer pipe and catch basins on Pickett Avenue constructed as part of this project.
4. Infiltration Basin; The County shall own and maintain the infiltration basin constructed under this project.
5. Parking and Other Regulations; Upon completion of the project, all parking and other regulations on County roads will be controlled by the County. All parking and other regulations on City streets will be controlled by the City.
6. Signing; All permanent signing on County roads will be maintained by the County. All permanent signing on City streets will be maintained by the City.

**C. LIQUIDATED DAMAGES**

Any liquidated damage assessed the contractor in connection with the work performed on the project shall be shared by the City and the County in the following proportion: The respective total share of construction work to the total construction cost without any deduction for liquidated damages.

**D. CONDITIONS**

The City shall not assess or otherwise recover any portion of its cost for this project through levy on County-owned property.

**E. CIVIL RIGHTS AND NON-DISCRIMINATION**

The provisions of Minn. Stat. 181.59 and of any applicable ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set further herein, and shall be part of any Agreement entered into by the parties with any contractor subcontractor, or material suppliers.

**F. WORKERS COMPENSATION**

It is hereby understood and agreed that any and all employees of the County and all other persons employed by the County in the performance of construction and/or construction engineering work or services required or provided for under this agreement shall not be considered employees of the City and that any and all claims that may or might arise under the Worker's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said County employees while so engaged on any of the construction and/or construction engineering work or services to be rendered herein shall in no way be the obligation or responsibility of the City.

**G. INDEMNIFICATION**

1. The City agrees that it will defend, indemnify and hold harmless the County against any and all liability, loss, damages, costs and expenses which the County may hereafter sustain, incur or be required to pay by reason of any negligent act by the City, its agents, officers or employees during the performance of this agreement.
2. The County agrees that it will defend, indemnify and hold harmless the City against any and all liability, loss, damages, costs and expenses which the City may hereafter sustain, incur or be required to pay by reason of any negligent act by the County, its agents, officers or employees during the performance of this agreement.
3. The parties to this Agreement are not liable for the acts or omissions of another party to this Agreement except to the extent they have agreed in writing to be responsible for the acts or omissions of the other parties.

IN TESTIMONY WHEREOF the parties have duly executed this agreement by their duly authorized officers.

**WASHINGTON COUNTY**

**CITY OF BAYPORT**

Autumn Lehrke, Chair  
Board of Commissioners

Date

Mayor

Date

\_\_\_\_\_  
Molly O'Rourke  
County Administrator

Date

\_\_\_\_\_  
City Administrator

Date

Approved as to form:

Recommended for approval:

\_\_\_\_\_  
Assistant County Attorney

Date

\_\_\_\_\_  
Director of Public Works

Date

Approved as to form:

\_\_\_\_\_  
City Attorney

Date

DRAFT

R:\22103 CSAH 21 & Pickett\2012 Project Agreements & Resolutions\Bayport\Bayport Coop Agrmt Maintv2.docx

EXHIBIT A

THE FOLLOWING STANDARD PLATES, APPROVED BY THE FEDERAL HIGHWAY ADMINISTRATION, SHALL APPLY TO THIS PROJECT.

PLATE NO.	STANDARD PLATES	DESCRIPTION
2000K	REINFORCED CONCRETE PIPE (8 SHEETS)	
2000L	GLASS JOINT FOR R.C. PIPE (2 SHEETS)	
2007E	SHARP REINFORCEMENT FOR PRECAST DRAINAGE STRUCTURES	
2007F	PRECAST CONCRETE SAFETY APRON (3 SHEETS)	
2100K	CONCRETE APRON FOR REINFORCED CONCRETE PIPE ARCH	
2100L	SECTIONAL CONCRETE APRON FOR REINFORCED CONCRETE PIPE ARCH	
2100M	WIPAPAP AT PRECIPITATION	
2100N	CONCRETE PIPE ON PRECAST BOX CULVERT TIES	
2100O	MANHOLE OR CATCH BASIN PRECAST - DESIGNS G AND H	
2100P	PRECAST MECHANICAL JOINT BIGHT MANHOLE	
2100Q	MANHOLE OR CATCH BASIN	
2100R	FOR USE WITH OR WITHOUT TRAFFIC LOADS (2 SHEETS)	
2100S	RING CASTING FOR MANHOLE OR CATCH BASIN	
2100T	ADJUSTING RINGS FOR CATCH BASINS AND MANHOLES	
2100U	COVER CASTING FOR MANHOLE (FOR USE IN ALL TRAFFIC AREAS) - CASTING NO. 715 AND 716	
2100V	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 715 AND 716	
2100W	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 801	
2100X	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 802	
2100Y	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 803	
2100Z	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 804	
2100A	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 805	
2100B	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 806	
2100C	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 807	
2100D	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 808	
2100E	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 809	
2100F	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 810	
2100G	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 811	
2100H	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 812	
2100I	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 813	
2100J	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 814	
2100K	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 815	
2100L	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 816	
2100M	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 817	
2100N	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 818	
2100O	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 819	
2100P	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 820	
2100Q	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 821	
2100R	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 822	
2100S	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 823	
2100T	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 824	
2100U	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 825	
2100V	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 826	
2100W	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 827	
2100X	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 828	
2100Y	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 829	
2100Z	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 830	
2100A	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 831	
2100B	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 832	
2100C	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 833	
2100D	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 834	
2100E	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 835	
2100F	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 836	
2100G	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 837	
2100H	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 838	
2100I	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 839	
2100J	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 840	
2100K	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 841	
2100L	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 842	
2100M	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 843	
2100N	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 844	
2100O	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 845	
2100P	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 846	
2100Q	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 847	
2100R	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 848	
2100S	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 849	
2100T	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 850	
2100U	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 851	
2100V	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 852	
2100W	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 853	
2100X	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 854	
2100Y	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 855	
2100Z	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 856	
2100A	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 857	
2100B	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 858	
2100C	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 859	
2100D	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 860	
2100E	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 861	
2100F	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 862	
2100G	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 863	
2100H	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 864	
2100I	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 865	
2100J	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 866	
2100K	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 867	
2100L	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 868	
2100M	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 869	
2100N	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 870	
2100O	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 871	
2100P	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 872	
2100Q	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 873	
2100R	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 874	
2100S	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 875	
2100T	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 876	
2100U	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 877	
2100V	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 878	
2100W	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 879	
2100X	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 880	
2100Y	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 881	
2100Z	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 882	
2100A	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 883	
2100B	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 884	
2100C	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 885	
2100D	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 886	
2100E	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 887	
2100F	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 888	
2100G	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 889	
2100H	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 890	
2100I	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 891	
2100J	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 892	
2100K	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 893	
2100L	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 894	
2100M	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 895	
2100N	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 896	
2100O	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 897	
2100P	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 898	
2100Q	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 899	
2100R	CATCH BASIN FRAME CASTING (FOR SQUARE GRATE) - CASTING NO. 900	

NO.	SHEET	DESCRIPTION
1	A	STATEMENT OF ESTIMATED QUANTITIES
2	B	EARTHWORK TABULATION
3	C	CONCRETE TABULATION
4	D	REINFORCEMENT TABULATION
5	E	MECHANICAL JOINTS TABULATION
6	F	SELECTIONS & DIMENSIONS
7	G	ADJUSTMENTS
8	H	ADJUSTMENTS
9	I	ADJUSTMENTS
10	J	ADJUSTMENTS
11	K	ADJUSTMENTS
12	L	ADJUSTMENTS
13	M	ADJUSTMENTS
14	N	ADJUSTMENTS
15	O	ADJUSTMENTS
16	P	ADJUSTMENTS
17	Q	ADJUSTMENTS
18	R	ADJUSTMENTS
19	S	ADJUSTMENTS
20	T	ADJUSTMENTS
21	U	ADJUSTMENTS
22	V	ADJUSTMENTS
23	W	ADJUSTMENTS
24	X	ADJUSTMENTS
25	Y	ADJUSTMENTS
26	Z	ADJUSTMENTS
27	AA	ADJUSTMENTS
28	AB	ADJUSTMENTS
29	AC	ADJUSTMENTS
30	AD	ADJUSTMENTS
31	AE	ADJUSTMENTS
32	AF	ADJUSTMENTS
33	AG	ADJUSTMENTS
34	AH	ADJUSTMENTS
35	AI	ADJUSTMENTS
36	AJ	ADJUSTMENTS
37	AK	ADJUSTMENTS
38	AL	ADJUSTMENTS
39	AM	ADJUSTMENTS
40	AN	ADJUSTMENTS
41	AO	ADJUSTMENTS
42	AP	ADJUSTMENTS
43	AQ	ADJUSTMENTS
44	AR	ADJUSTMENTS
45	AS	ADJUSTMENTS
46	AT	ADJUSTMENTS
47	AU	ADJUSTMENTS
48	AV	ADJUSTMENTS
49	AW	ADJUSTMENTS
50	AX	ADJUSTMENTS
51	AY	ADJUSTMENTS
52	AZ	ADJUSTMENTS
53	BA	ADJUSTMENTS
54	BB	ADJUSTMENTS
55	BC	ADJUSTMENTS
56	BD	ADJUSTMENTS
57	BE	ADJUSTMENTS
58	BF	ADJUSTMENTS
59	BG	ADJUSTMENTS
60	BH	ADJUSTMENTS
61	BI	ADJUSTMENTS
62	BJ	ADJUSTMENTS
63	BK	ADJUSTMENTS
64	BL	ADJUSTMENTS
65	BM	ADJUSTMENTS
66	BN	ADJUSTMENTS
67	BO	ADJUSTMENTS
68	BP	ADJUSTMENTS
69	BQ	ADJUSTMENTS
70	BR	ADJUSTMENTS
71	BS	ADJUSTMENTS
72	BT	ADJUSTMENTS
73	BU	ADJUSTMENTS
74	BV	ADJUSTMENTS
75	BW	ADJUSTMENTS
76	BX	ADJUSTMENTS
77	BY	ADJUSTMENTS
78	BZ	ADJUSTMENTS
79	CA	ADJUSTMENTS
80	CB	ADJUSTMENTS
81	CC	ADJUSTMENTS
82	CD	ADJUSTMENTS
83	CE	ADJUSTMENTS
84	CF	ADJUSTMENTS
85	CG	ADJUSTMENTS
86	CH	ADJUSTMENTS
87	CI	ADJUSTMENTS
88	CJ	ADJUSTMENTS
89	CK	ADJUSTMENTS
90	CL	ADJUSTMENTS
91	CM	ADJUSTMENTS
92	CN	ADJUSTMENTS
93	CO	ADJUSTMENTS
94	CP	ADJUSTMENTS
95	CQ	ADJUSTMENTS
96	CR	ADJUSTMENTS
97	CS	ADJUSTMENTS
98	CT	ADJUSTMENTS
99	CU	ADJUSTMENTS
100	CV	ADJUSTMENTS
101	CW	ADJUSTMENTS
102	CX	ADJUSTMENTS
103	CY	ADJUSTMENTS
104	CZ	ADJUSTMENTS
105	DA	ADJUSTMENTS
106	DB	ADJUSTMENTS
107	DC	ADJUSTMENTS
108	DD	ADJUSTMENTS
109	DE	ADJUSTMENTS
110	DF	ADJUSTMENTS
111	DG	ADJUSTMENTS
112	DH	ADJUSTMENTS
113	DI	ADJUSTMENTS
114	DJ	ADJUSTMENTS
115	DK	ADJUSTMENTS
116	DL	ADJUSTMENTS
117	DM	ADJUSTMENTS
118	DN	ADJUSTMENTS
119	DO	ADJUSTMENTS
120	DP	ADJUSTMENTS
121	DQ	ADJUSTMENTS
122	DR	ADJUSTMENTS
123	DS	ADJUSTMENTS
124	DT	ADJUSTMENTS
125	DU	ADJUSTMENTS
126	DV	ADJUSTMENTS
127	DW	ADJUSTMENTS
128	DX	ADJUSTMENTS
129	DY	ADJUSTMENTS
130	DZ	ADJUSTMENTS
131	EA	ADJUSTMENTS
132	EB	ADJUSTMENTS
133	EC	ADJUSTMENTS
134	ED	ADJUSTMENTS
135	EE	ADJUSTMENTS
136	EF	ADJUSTMENTS
137	EG	ADJUSTMENTS
138	EH	ADJUSTMENTS
139	EI	ADJUSTMENTS
140	EJ	ADJUSTMENTS
141	EK	ADJUSTMENTS
142	EL	ADJUSTMENTS
143	EM	ADJUSTMENTS
144	EN	ADJUSTMENTS
145	EO	ADJUSTMENTS
146	EP	ADJUSTMENTS
147	EQ	ADJUSTMENTS
148	ER	ADJUSTMENTS
149	ES	ADJUSTMENTS
150	ET	ADJUSTMENTS
151	EU	ADJUSTMENTS
152	EV	ADJUSTMENTS
153	EW	ADJUSTMENTS
154	EX	ADJUSTMENTS
155	EY	ADJUSTMENTS
156	EZ	ADJUSTMENTS
157	FA	ADJUSTMENTS
158	FB	ADJUSTMENTS
159	FC	ADJUSTMENTS
160	FD	ADJUSTMENTS
161	FE	ADJUSTMENTS
162	FF	ADJUSTMENTS
163	FG	ADJUSTMENTS
164	FH	ADJUSTMENTS
165	FI	ADJUSTMENTS
166	FJ	ADJUSTMENTS
167	FK	ADJUSTMENTS
168	FL	ADJUSTMENTS
169	FM	ADJUSTMENTS
170	FN	ADJUSTMENTS
171	FO	ADJUSTMENTS
172	FP	ADJUSTMENTS
173	FQ	ADJUSTMENTS
174	FR	ADJUSTMENTS
175	FS	ADJUSTMENTS
176	FT	ADJUSTMENTS
177	FU	ADJUSTMENTS
178	FV	ADJUSTMENTS
179	FW	ADJUSTMENTS
180	FX	ADJUSTMENTS
181	FY	ADJUSTMENTS
182	FZ	ADJUSTMENTS
183	GA	ADJUSTMENTS
184	GB	ADJUSTMENTS
185	GC	ADJUSTMENTS
186	GD	ADJUSTMENTS
187	GE	ADJUSTMENTS
188	GF	ADJUSTMENTS
189	GG	ADJUSTMENTS
190	GH	ADJUSTMENTS
191	GI	ADJUSTMENTS
192	GJ	ADJUSTMENTS
193	GK	ADJUSTMENTS
194	GL	ADJUSTMENTS
195	GM	ADJUSTMENTS
196	GN	ADJUSTMENTS
197	GO	ADJUSTMENTS
198	GP	ADJUSTMENTS
199	GQ	ADJUSTMENTS
200	GR	ADJUSTMENTS
201	GS	ADJUSTMENTS
202	GT	ADJUSTMENTS
203	GU	ADJUSTMENTS
204	GV	ADJUSTMENTS



EXHIBIT B

ITEM NUMBER	NOTE	ITEM DESCRIPTION	UNIT	UNIT PRICE	TOTAL ESTIMATED COST		MATERIAL		LABOR		EQUIPMENT		SUBTOTAL		TOTAL	
					QUANTITY	COST	QUANTITY	COST	QUANTITY	COST	QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
2004.315		BRICK	EA	\$1.75	10	\$17.50	10	\$17.50	3	\$5.25			13	\$22.75		
2004.316		CEMENT	EA	\$2.00	8	\$16.00	8	\$16.00					8	\$16.00		
2004.317		CONCRETE	CU YD	\$120.00	1	\$120.00	1	\$120.00					1	\$120.00		
2004.318		REINFORCING BARS	EA	\$1.50	10	\$15.00	10	\$15.00	3	\$4.50			13	\$19.50		
2004.319		ROOFING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.320		PAINT	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.321		GLASS	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.322		INSULATION	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.323		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.324		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.325		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.326		DOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.327		WINDOW	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.328		ROOF	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.329		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.330		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.331		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.332		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.333		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.334		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.335		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.336		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.337		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.338		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.339		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.340		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.341		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.342		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.343		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.344		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.345		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.346		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.347		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.348		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.349		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.350		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.351		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.352		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.353		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.354		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.355		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.356		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.357		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.358		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.359		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.360		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.361		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.362		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.363		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.364		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.365		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.366		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.367		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.368		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.369		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.370		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.371		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.372		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.373		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.374		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.375		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.376		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.377		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.378		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.379		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.380		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.381		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.382		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.383		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.384		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.385		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.386		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.387		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.388		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.389		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.390		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.391		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.392		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.393		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.394		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.395		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.396		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.397		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.398		WALL	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.399		FLOOR	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		
2004.400		CEILING	EA	\$1.00	10	\$10.00	10	\$10.00					10	\$10.00		

SUB-TOTAL	\$1,403,372	\$169,689	\$1,573,061	\$183,740	\$2,456,801	\$2,837,541	\$2,837,541	\$2,837,541	\$2,837,541	\$2
-----------	-------------	-----------	-------------	-----------	-------------	-------------	-------------	-------------	-------------	-----



STATE AID FOR LOCAL TRANSPORTATION  
 RESOLUTION – Approving County Project within Municipal Corporate Limits

April 2007

WHEREAS, plans for State Aid Project No. 82-621-28 and 82-623-07 showing proposed alignment, profiles grades and cross-sections for the construction, reconstruction and improvement of County State-Aid Highway No. 21, County State-Aid Highway No. 23 and Pickett Avenue within the limits of the City of Bayport as a State Aid Project have been prepared and presented to the City.

NOW, THEREFORE, BE IT RESOLVED: That said plans be in all things approved.

Dated this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_\_.

CERTIFICATION

State of Minnesota

County of \_\_\_\_\_

City of \_\_\_\_\_

I hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the City Council of \_\_\_\_\_ at a meeting therefor held in the City of \_\_\_\_\_, Minnesota, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, as disclosed by the records of said City in my possession.

\_\_\_\_\_  
 City Clerk

(Seal)

**RESOLUTION**

**RELATING TO PARKING RESTRICTIONS**

Washington County Project:

SAP 82-621-28 (CSAH 21) from 288 feet south of 56<sup>th</sup> Street to Trunk Highway 95 including approximately 700 feet of Pickett Avenue and SAP 82-623-07 (CSAH 23) from 56<sup>th</sup> Street to 1200 feet north of 56<sup>th</sup> Street in the Cities of Bayport and Oak Park Heights

WHEREAS, THIS RESOLUTION, was passed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by the City of Baport in Washington County, Minnesota.

WITNESSETH:

WHEREAS, Washington County and the City of Bayport have planned the improvement of County State Aid Highway (CSAH) 21 and Pickett Avenue, in the City of Bayport, Minnesota; and

WHEREAS, Washington County and the City of Bayport will be expending County State Aid Highway Funds, and local funds on the improvement of these roadways; and

WHEREAS, these improvements do not provide adequate width for parking; and approval of the proposed construction as a County State Aid Highway project must therefore be conditioned upon certain parking restrictions.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

The City of Bayport shall ban parking of motor vehicles on Pickett Avenue for 700 feet south of 56th Street, at all times.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

City of Bayport, Minnesota

\_\_\_\_\_  
City Clerk

BY

\_\_\_\_\_  
Mayor



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

---

Date: February 24, 2014  
To: Honorable Mayor and City Council  
From: Logan Martin, City Administrator  
Mark Swenson, Fire Chief  
Re: **Authorization of Land Acquisition Options for potential Fire Station project**

### ***BACKGROUND***

At its December 2 meeting, the City Council directed staff to continue investigating land options for a potential fire station project. As such, staff has been completing due diligence requirements for the desired location at 5<sup>th</sup> Avenue and Stagecoach Trail at the southwest corner of the correctional facility property. The purpose of this memo is to update the Council on the progress made on that investigation, and to explore two options for land acquisition.

The site being considered for acquisition is 4.2 acres in size and is owned by the State of Minnesota, Department of Corrections (see attached map). This is considered an ideal location for a future fire station for a number of reasons, including its position as a corner parcel providing for two driveways for emergency vehicle traffic, its central location in the service district, the ease of access to major thoroughfares from the site, and its ownership by the State.

#### Due Diligence Completed

All due diligence requirements have been completed for this site, and there are no concerns that would impede the City's purchase of the property. A collection of five soil borings were completed throughout the building pad site of a potential building, and no issues were discovered. Typical levels of soil correction and stabilization will be required, but no major issues were revealed that would hinder construction. Further, a historical site assessment was completed (known as a Phase I ESA) to investigate the presence or assumed presence of hazardous waste, contamination, or other environmental concerns that could lead to costly remediation during the construction process. This report confirmed that no known contamination exists on the site. Lastly, a title search has been completed under the watch of City Attorney Pratt, and no concerns were found in the chain of title.

#### State Surplus Land Process

At the request of the City, the Department of Corrections has certified this site as surplus land that they no longer have a need for and have submitted the parcel to the State to initiate the land sale process. State Statute requires that surplus state-owned land be offered to State agencies initially for four weeks, at which point it is offered to local governments for a second four-week period. No State agencies claimed this property when offered, thus the City expects it to be offered to us within the next two weeks.

State Statute also requires that local governments pay fair market value for surplus land, as established by a real estate appraisal ordered by the State. We have been unofficially informed that the appraisal established the land value at approximately \$100,000. (This value has not been formally confirmed by the State, however we will receive the official price when the parcel is offered to the City.)

#### Special Legislation Process

After further investigating this process, staff determined that State Statute allows for the passage of special legislation to convey surplus lands to local governments at a reduced, or free, cost. As such, we have had meetings with Representative Kathy Lohmer and Senator Karin Housley about their support for this endeavor

and their willingness to co-author special legislation on our behalf. Both Rep. Lohmer and Sen. Housley are very supportive of the project and have initiated steps needed to begin this process. Staff will be working with House and Senate staff to draft legislation needed, and we will be present at committee meetings and hearings to ensure that our story is fully shared with the Legislature. The passage of this legislation could save the City up to \$150,000, so this is an extremely high priority project.

#### Pursuit of Dual-Track Options

Because the 2014 Legislative Session is scheduled to go until at least the end of April, the City will be pursuing both land acquisition options simultaneously if approval is received by the City Council. Further, the City will only have four weeks to respond to a land sale offer from the State, so it is important to be prepared with Council approval when that offer is presented.

The State has confirmed that any purchase agreement on the surplus land can include a delay period to allow for the City's pursuit of special legislation. Senator Housley and Representative Lohmer do not expect major roadblocks for the City's special legislation, however the environment at the Capitol can be volatile and difficult to predict. Ultimately, City Council approval would indicate support for the acquisition of this parcel utilizing either method, with a total not to exceed \$150,000. (Approval of a higher than expected land sale amount allows for flexibility once the final appraised value is presented.)

#### ***FINANCIAL IMPLICATIONS***

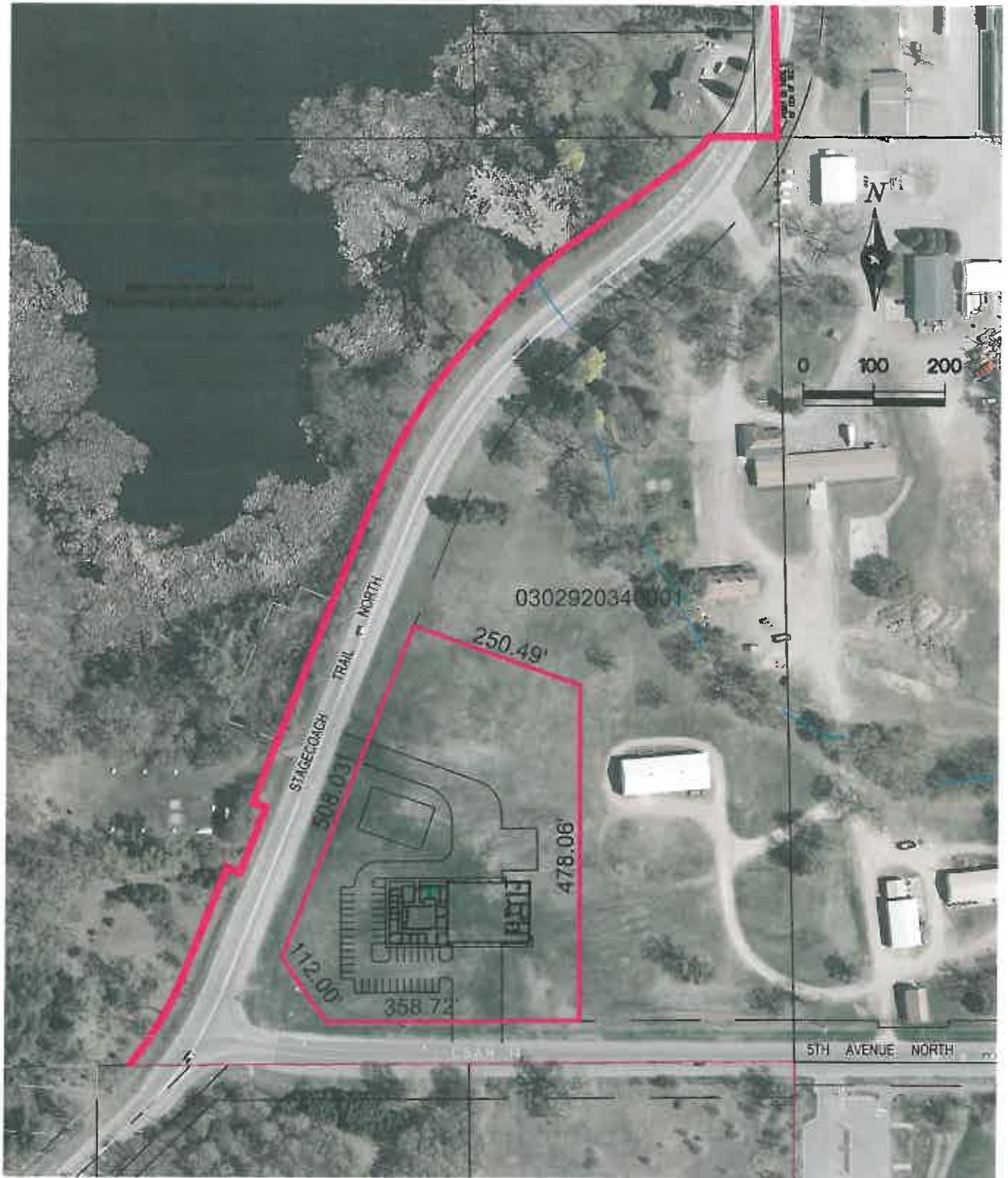
The proposed land acquisition would cost an amount not to exceed \$150,000, with funds being charged against the Fire Station Project fund. This fund would be reimbursed by a combination of bond sales and contributions from cost-share arrangements if the project moves forward.

#### ***RECOMMENDATION***

Staff recommends the City Council authorize the acquisition of 4.2 acres of land at 5<sup>th</sup> Ave. and Stagecoach Trail for the purposes of a future fire station site, for an amount not to exceed \$150,000, with the pursuit of special legislation to acquire the land for a reduced rate.

#### ***ATTACHMENTS***

Site Plan – Surplus Land for Potential Fire Station



AREA - 4.2+/- AC.



PHONE: (651) 490-2000  
 3535 VADNAIS CENTER DR.  
 ST. PAUL, MN 55110

FILE NO.  
 BAYPO 126101

DATE:  
 10/29/13

**SITE PLAN**  
**5TH AVE. FIRE STATION**  
**BAYPORT, MINNESOTA**

**EXHIBIT**  
**NO. 2**