

**CITY OF BAYPORT  
CITY COUNCIL MEETING  
Council Chambers, 294 North 3<sup>rd</sup> Street  
May 4, 2015**

**REGULAR MEETING**

**6:00 P.M.**

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

**PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS**

1. April recycling award recipient is Mark Hilde who will receive \$30.00 for his 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. Michael Beer – Update on St. Croix Crossing bridge project
- 2.

**CONSENT AGENDA**

Consider a resolution adopting items 1 through 9

- |   | <u><b>TAB #</b></u> |
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| 1. April 6, 2015 City Council workshop minutes  | 1                   |
| 2. April 6, 2015 City Council regular meeting minutes   | 2                   |
| 3. April 20, 2015 City Council special meeting minutes  | 3                   |
| 4. April payables and receipts (check numbers 005615-005751)  | 4                   |
| 5. April building, plumbing and mechanical permits report   | 5                   |
| 6. Special Event Application from Bayport American Legion Post 491 for Memorial Day Parade on May 25, 2015                                | 6                   |
| 7. Monetary donation request from Bayport American Legion Post 491 for Memorial Day Parade  | 7                   |
| 8. Special event application from Run Stillwater, Inc. for running race on Saturday, July 25, 2015  | 8                   |
| 9. Off-site gambling application from Bayport American Legion Post 491 for Dane's Place fundraiser at Village Green Park on June 27, 2015 | 9                   |

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**CITY COUNCIL ITEMS AND ANNOUNCEMENTS**

- 1.
- 2.

**ADJOURNMENT**

**RESOLUTION NO. 15-**

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA HELD MAY 4, 2015**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 4<sup>th</sup> day of May 2015 at 6:00 p.m.

The following members were present:

The following members were absent:

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

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-9 FROM THE  
MAY 4, 2015 CITY COUNCIL AGENDA**

1. April 6, 2015 City Council workshop minutes
2. April 6, 2015 City Council regular meeting minutes
3. April 20, 2015 City Council special meeting minutes
4. April payables and receipts (check numbers 005615-005751)
5. April building, plumbing and mechanical permits report
6. Special Event Application from Bayport American Legion Post 491 for Memorial Day Parade on May 25, 2015
7. Monetary donation request from Bayport American Legion Post 491 for Memorial Day Parade
8. Special event application from Run Stillwater, Inc. for running race on Saturday, July 25, 2015
9. Off-site gambling application from Bayport American Legion Post 491 for Dane's Place fundraiser at Village Green Park on June 27, 2015

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 4<sup>th</sup> day of May 2015.

ATTEST:

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

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

**CITY OF BAYPORT  
CITY COUNCIL WORKSHOP MINUTES  
COUNCIL CHAMBERS  
April 6, 2015  
5:00 P.M.**

**CALL TO ORDER**

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

**ROLL CALL**

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

Staff Present: City Administrator Logan Martin, Assistant City Administrator/Planner Sara Taylor, and City Attorney Andy Pratt

**DISCUSS POTENTIAL OPPORTUNITIES FOR ECONOMIC DEVELOPMENT PROJECTS IN 2015**

Administrator Martin stated that city staff has been investigating potential economic development projects that could be funded with a portion of the city's tax increment finance (TIF) funds. Specifically, he noted that potential redevelopment of the vacant and blighted properties at 169 3<sup>rd</sup> St. N. using TIF funds has been discussed as a City Council priority over the past several years. Administrator Martin noted that city staff recently obtained a land survey of the property, in order to facilitate discussion on potential acquisition and create a possible redevelopment/concept plan for this area. Two conceptual redevelopment plans for a municipal parking lot were reviewed and it was noted that while much analysis and investigation is still needed, the demolition, site grading, and new parking lot work is estimated to cost approximately \$150,000. Discussion followed on the status of available TIF funds and options to consider if the city were to pursue a purchase offer for the property. Following discussion, it was the consensus of the City Council to continue investigating available TIF funds for this potential redevelopment project, for consideration at a future workshop or meeting.

**ADJOURNMENT**

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the workshop at 5:52 p.m.

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

**CALL TO ORDER**

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of April 6, 2015 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, City Engineer John Parotti, City Attorney Andy Pratt, Fire Chief Mark Swenson, and Assistant City Administrator/Planner Sara Taylor

**APPROVAL OF AGENDA**

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to approve the April 6, 2015 City Council agenda. Motion carried 5-0.

**PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS**

1. The March recycling award recipient is Antonia Kunz who will receive \$30.00 for her recycling efforts, with funding made possible by a grant from Washington County.
2. Police Chief Eastman recognized Captain Jerry Hutchinson's retirement on March 12. On behalf of the entire department, she thanked him for nearly nine years of service to the Bayport Police Department, serving as the department's investigator and second-in-command.

**OPEN FORUM**

1. Stillwater Area Public Schools Director of Operations Dennis Bloom reviewed the May 12 Special Election to consider a bond referendum that would improve facilities across the district. He noted the bond request is for \$97.5 million and can be achieved without a tax increase. He also thanked city staff for their assistance with the remodeling project at Andersen Elementary School last year.
2. Aaron Prichard, 602 South Minnesota Street, voiced concern that motorists regularly fail to stop when a school bus is loading/unloading students at the bus stop near his home, despite surveillance by the Bayport Police Department. He requested that the city install a school bus sign in the area to alert motorists. Administrator Martin said staff is working with the school district to have the bus drivers record license plates of offending motorists and/or alert their dispatch. Councilmember Hanson echoed Mr. Prichard's safety concerns and recommended the school district avoid placing bus stops on the busy state highway whenever possible. City staff was directed to continue to work on the issue.

**CONSENT AGENDA**

Mayor St. Ores read items 1-12 on the consent agenda.

1. March 2, 2015 City Council workshop minutes

2. March 2, 2015 City Council regular meeting minutes
3. March payables and receipts (005510-005614)
4. March building, plumbing and mechanical permits report
5. Temporary on-sale liquor license for St. Charles Church, 409<sup>3rd</sup> Street North, on March 27, 2015
6. Temporary on-sale liquor license for Greater Stillwater Chamber for Rockin' Ribs on the River at Lakeside Park on June 19 and 20, 2015
7. Donation of \$1,000.00 to the Fire Department from Bayport American Legion Post 491
8. Donation of "Legion Field" signage for Perro Park ball field from American Legion Post 491
9. Authorization to hire Dustin Vincent as volunteer paid on-call personnel for the Fire Department
10. Special Event Application from Anderson Race Management for Ragnar Relay Race exchange point at Perro Park on Saturday, August 15, 2015
11. Purchase of a cab and chassis for the Public Works Department tank truck replacement project
12. Donation of \$2,000.00 to the Fire Department from Xcel Energy for medical equipment

Mayor St. Ores questioned whether the Ragnar Relay exchange point at Perro Park (item #10) would damage the new turf at the park. Staff indicated Anderson Race Management will work with the Public Works Department on placement of the satellite toilets to avoid damage to the park.

Councilmember Hanson introduced the following resolution and moved its adoption:

**Resolution 15-07**

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-12 FROM THE  
APRIL 6, 2015 CITY COUNCIL AGENDA**

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

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

**PUBLIC HEARINGS**

**COUNCIL LIAISON REPORTS**

Councilmember McGann reported the Planning Commission recommended approval of a revised Planned Unit Development (PUD) General Development Plan and Preliminary Plat for Inspiration Phase III-B at the March 16, 2015 meeting. Staff continues to work with the applicant on changes to a roundabout in Phase III-B, which will be heard by the Planning Commission at their next meeting. A variance for the property owner at 207 6<sup>th</sup> Street North was also recommended for approval.

Councilmember Carlson was unable to attend the March Library Board meeting, but reported there was a good turnout for the Old Fashioned Egg Roll on March 31, as well as the movies shown during spring break.

Mayor St. Ores stated the Middle St. Croix Watershed Management Organization's next meeting is scheduled for May. Earlier today, Mayor St. Ores and city staff attended the official ribbon cutting ceremony for Andersen Corporation's newly renovated manufacturing facility. One hundred new jobs were added with the Andersen 100 Series of windows now being manufactured at the Bayport plant. The ceremony was attended by Governor Dayton and many regional government officials. She thanked Andersen Corporation for their commitment to Bayport and wished them well with their expansion plans.

## **STAFF/CITY ADMINISTRATOR REPORTS**

Fire Chief Swenson thanked Xcel Energy for their donation that helped the department purchase a new piece of equipment that measures the amount of carbon monoxide (CO) in the blood system and stated the department also hopes to purchase a cyanide gas detector. CO and cyanide poisoning cause many firefighter fatalities each year and he appreciates the partnership with Xcel Energy. He reviewed tornado preparedness and noted the civil defense siren at the current fire station will need to be replaced in the next few years. Fire Department staff is working with Washington County emergency personnel on grants for this replacement project.

Police Chief Eastman reviewed her written report and reminded residents that everyone is welcome to attend the quarterly Community Watch meetings held at Croixdale and the Bayport Senior Center. She reported that on March 14, Sergeant Jackson and his canine partner Keylo received a score of 198/200 points at the annual regional narcotic certification, and had the fastest indoor search time of the nearly 60 teams that participated. She stressed the importance of keeping garage doors closed and car doors locked to avoid a crime of opportunity. There was a recent attempted garage burglary during the day when the homeowner left the garage door open.

Administrator Martin shared the Public Works message of the month related to a number of higher than usual utility readings during the first quarter. The most likely causes this time of year are leaky toilets or a malfunctioning water softener. Toilet test strips are available at City Hall to check for a leak. Quarterly reports from the Building and Finance Departments were also reviewed.

Assistant City Administrator/Planner Taylor said Mattamy Homes has been refining their preliminary plat submittals for Inspiration Phase III-B prior to City Council consideration and working on the engineering of the proposed roundabout near the second entrance of the development. As an alternative to the roundabout, Mattamy Homes is proposing a traditional four-way intersection with landscape features. Because staff considers this to be a substantial change to the plan recommended by the Planning Commission in March, the developer has been asked to seek input from the neighborhood and prepare a revised submittal that will be considered by the Planning Commission on April 20. If approved, the City Council would consider the Phase III-B submittals at the May 4 meeting. She noted the Master Gardeners in Washington County will be putting on a free gardening workshop at the library on Saturday, April 18, 10:30 a.m.-12:30 p.m., to help inspire participation in the upcoming Bayport in Bloom front entry garden contest. She recognized the assistance of the election judges who will be working at the Special Election on May 12, and noted polls will be open 7:00 a.m.-8:00 p.m. at City Hall. She also reviewed upcoming city events and said additional information is available on the city's website. The Bayport Community Action League was thanked for their sponsorship of the recent Easter Egg Hunt and other events throughout the year.

Administrator Martin provided an update on railroad traffic blockages on Point Road. The Police Department continues to track the number and length of blockages to build the city's record of excessive railroad infractions of the 10-minute rule. State and federal elected officials have indicated their support to assist as needed. Bids for the new fire station will be opened April 7, and Administrator Martin said there may be a need to hold a special City Council meeting to approve some of the preliminary bids, e.g., earthwork, if the total bid package is within the project budget. Further approval of the fire station project and awarding of remaining bids will be considered at the May City Council meeting. The project's construction manager, Kraus Anderson, reported the bid package has been downloaded by multiple contractors and expects a good response.

## **UNFINISHED BUSINESS**

## NEW BUSINESS

Consider a Special Event Application for a Cystic Fibrosis Foundation fundraiser at Lakeside Park on Sunday, July 19, 2015: Due to the size and scope of the proposed use of Lakeside Park in this special event application, staff felt this item should be considered separately from those on the consent agenda. Administrator Martin said staff has met with the applicant who has coordinated other successful fundraising events for the Cystic Fibrosis Foundation in the Twin Cities. They are proposing a daylong outdoor music festival and family carnival that will end by 9:00 p.m. If approved, staff will work with the group to effectively manage traffic, parking, security, etc.

Rob Olson, representing Breathe Easy for Cystic Fibrosis Foundation, said he has two boys with cystic fibrosis and is passionate about fundraising to find a cure. As a business owner, his goal is to put on a professional and fun event. He stated this is the 6<sup>th</sup> year he has put on the fundraiser and is excited about returning to an outdoor venue with family activities. Chief Eastman said she will be working with Mr. Olson to address public safety concerns. The applicant will be hiring security personnel, in addition to the required Bayport Police Department presence.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to approve the special event application for a Breathe Easy for Cystic Fibrosis Foundation fundraiser at Lakeside Park on July 19, 2015, subject to the terms and conditions deemed appropriate by the city. Motion carried 5-0.

Consider a resolution for a variance to allow an attached garage and addition to the existing single-family home on the property located at 207 6<sup>th</sup> Street North: Assistant City Administrator/Planner Taylor reviewed a variance application to allow alterations to this legally non-conforming property located in the R-2 zoning district. The applicant is proposing an addition on the north side of the house for a master bedroom and an addition on the east side for a bathroom, laundry area and mudroom that would connect the house to a new attached 3+ stall garage. She noted the proposed improvements will increase the footprint of the house but will not increase its non-conformity with city code because the addition and attached garage will meet the current setback, height and impervious coverage requirements. On March 16, the Planning Commission held a public hearing on this variance and no public comment was received. The Planning Commission voted to recommend approval of the variance, subject to the conditions listed in the staff report. Staff finds the applicant's request reasonable and is recommending approval of the variance. Planner Taylor said the exterior of the new addition would be required to match the existing house, and applicant Kyle Carlson has indicated he plans to reside the existing house to be consistent with the addition.

Councilmember Hanson introduced the following resolution and moved its adoption:

### Resolution 15-08

**RESOLUTION FOR A VARIANCE TO ALLOW AN ATTACHED GARAGE AND ADDITION TO THE EXISTING LEGALLY NON-CONFORMING, SINGLE-FAMILY HOME ON THE PROPERTY LOCATED AT 207 6<sup>TH</sup> STREET NORTH, LEGALLY DESCRIBED AS LOTS 5 AND 6 OF BLOCK 53, BAYPORT, WASHINGTON COUNTY, MINNESOTA IN ACCORDANCE WITH THE ATTACHED SITE PLAN OF PROPOSED CONDITIONS**

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

Susan St. Ores – aye

Michele Hanson – aye

Dan Goldston – aye

Patrick McGann – aye

Councilmember Carlson abstained from the vote.

Consider a resolution to hold a public hearing at the June 1, 2015 City Council meeting on the proposed adoption of a modification to the Tax Increment Finance Plan for Tax Increment Finance District No. 1 and to consider a resolution to authorize an interfund loan for the advance of certain costs in connection with Tax Increment Finance District No. 1: Administrator Martin said the city has been exploring options to redevelop the vacant and blighted property at 169 3<sup>rd</sup> Street North and is in the preliminary stages of acquiring the property, for possible reuse as a city parking lot. He explained there are Tax Increment Finance (TIF) funds available for this project, generated by TIF District No. 1 that was established in 1990 to support an Andersen Corporation development project. In order to use these excess TIF funds, a public hearing is required to amend the District No. 1 TIF plan because this project was not included when the plan was initially created. If approved, the public hearing would be held at the June City Council meeting, at which time an updated plan and budget would be available. He noted that amending the TIF plan does not obligate the city to complete the project, but is a required administrative task that provides the opportunity to use the excess TIF funds, if the City Council chooses to move forward with the parking lot project. Another administrative task is approval of a second resolution establishing an interfund loan that will allow any qualified investigative fees incurred prior to amending the TIF plan to be repaid to the city with TIF funds.

Administrator Martin summarized the City Council workshop held prior to tonight's regular meeting, during which staff and councilmembers discussed economic development opportunities, including the municipal parking lot project. Councilmembers had the opportunity to review two conceptual plans that include removing the existing building and adding 20-25 parking spaces, with signage and landscaping. The lot could provide an attractive welcoming point to the city and further the City Council's direction to beautify the main street corridor. The general consensus of the City Council at the workshop was to proceed with the due diligence needed to pursue the parking lot project and provide updates at future City Council meetings.

Councilmember Carlson introduced the following resolution and moved its adoption:

**Resolution 15-09**

**A RESOLUTION CALLING FOR A PUBLIC HEARING ON THE PROPOSED ADOPTION OF A MODIFICATION TO THE TAX INCREMENT FINANCE PLAN FOR TAX INCREMENT FINANCE DISTRICT NO. 1**

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

Susan St. Ores – aye  
Connie Carlson – aye

Dan Goldston – aye  
Michele Hanson – aye

Patrick McGann – aye

Councilmember Hanson requested further clarification on the interfund loan, and Administrator Martin explained it is similar to previous City Council action to pay for upfront costs associated with the new Fire Hall project, prior to the bond sale funds being available. In both cases, the upfront, unbudgeted costs would be paid from the city's general fund and then paid back to the city as the bond sale/TIF funds become available. The second resolution under consideration would allow the city to pay for project costs from funds available in TIF District No. 1 and make the city's general fund whole.

Councilmember Hanson introduced the following resolution and moved its adoption:

**Resolution 15-10**

**RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR THE ADVANCE OF CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCE DISTRICT NO. 1**

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

Susan St. Ores – aye  
Connie Carlson – aye

Dan Goldston – aye  
Michele Hanson – aye

Patrick McGann – aye

Consider a resolution forgiving the interfund loan between the city Tax Stabilization Fund and Park Dedication Fund: Administrator Martin stated the city's auditors have historically recommended that the city forgive an interfund loan of \$679,025 between the Tax Stabilization Fund and the Park Dedication Fund made in 2007-2008 to complete major park improvements in Lakeside Park and Barker's Alps Park. The city attorney determined the city has no financial or legal obligation to make itself whole by repaying the loan to the Tax Stabilization Fund, and it would allow the Park Dedication Fund to be reestablished to show the amount of real dollars available in this fund. He explained the city's intent in 2007-2008 was to repay a portion of the Tax Stabilization Fund with park dedication fees generated by the Inspiration development. However, the recession drastically slowed the build out of the development and reduced property values, making it unreasonable to realize enough funds being generated by the remaining development to repay the interfund loan. The Tax Stabilization Fund, comprised of funds received in 1967 from the sale of the city's electric utility, currently has a balance of approximately \$1.1 million and the Park Dedication Fund has a deficit of approximately \$600,000. Councilmember Hanson questioned the intent of the City Council action in 2007-2008 and whether reducing the Tax Stabilization Fund by \$600,000 would be a detriment to the purpose of this fund. Councilmember Carlson, a Councilmember in 2007-2008, said the City Council believed the Tax Stabilization Fund would be repaid; however, she voted against the interfund loan at that time because she did not want to pay for park improvements unless there was money in the Park Dedication Fund to cover the cost. Administrator Martin said the city's previous attorney researched the use of the Tax Stabilization Fund in 2007 and determined use of the funds to be free and clear. The fund was established as a safety net in the event the city faced a budget deficit and the funds could be used to supplement the budget instead of increasing taxes. Mayor St. Ores believes many residents consider these funds to be a tax stabilization safety net, to be used for that purpose only. She reaffirmed the current City Council's philosophy to approve budgeted projects and closely monitor yearly budgets. Discussion followed on the original purpose of the Tax Stabilization Fund, use of the funds to cover unbudgeted projects, and the pros and cons of forgiving the interfund loan at this time. The general consensus of the City Council was that the proposed action would be beneficial in clearing up the city's record keeping and that future park dedication fees would be insufficient to repay the interfund loan.

Councilmember Hanson introduced the following resolution and moved its adoption:

**Resolution 15-11**

**A RESOLUTION TO FORGIVE AN INTERFUND LOAN BETWEEN THE PARK DEDICATION FUND AND THE TAX STABILIZATION FUND IN THE AMOUNT OF \$679,025.00, RETROACTIVE TO DECEMBER 31, 2014**

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

Susan St. Ores – nay  
Connie Carlson – aye

Dan Goldston – aye  
Michele Hanson – aye

Patrick McGann – aye

Update on trichloroethylene (TCE) mitigation project: Administrator Martin reviewed the city's efforts to mitigate the TCE in the city's water supply, which has been in full compliance with state requirements since the air stripper was installed at well #2 several years ago. In order to be proactive and prepare for anticipated changes in standards, he reported the city is making good progress on the

current TCE mitigation project, working with the Minnesota Department of Health (MDH) and the Minnesota Pollution Control Agency (MPCA). The city has an opportunity to also connect well #3 near the Village Green to the air stripper, and the MPCA has agreed to fully fund the design work, which will be completed by the end of the state's fiscal year in June. The city is optimistic that the actual construction project will begin in July and be completed this year, with full funding by the MPCA. The estimated \$450,000 project would involve a directional bore underground, and any streets/boulevards that are disturbed would be fully restored. City engineer Parotti added that the project is preventative/proactive rather than reactive, and residents should not be concerned that their drinking water is unsafe. Councilmembers expressed their thanks to the MPCA for their partnership on this project.

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

1. Councilmember Carlson thanked the Fire and Police Departments for their speedy and professional response to her daycare center for a recent medical emergency involving an infant having a seizure. She noted Sergeant Jackson helped calm the other children by introducing them to his canine partner Keylo. She also mentioned how fortunate it is to have fire and police services in the city.
2. Mayor St. Ores thanked Xcel Energy and the Bayport American Legion for their contributions to the Fire Department, and to the Bayport American Legion for their donation of signage at the newly renovated Perro Park ball field. She also noted the Perro Park improvements started with a donation from the American Legion and thanked them again for their generosity and commitment to the city.

#### **ADJOURNMENT**

It was moved by Councilmember Goldston and seconded by Councilmember Hanson to adjourn the meeting at 7:35 p.m. Motion carried 5-0.

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City Administrator/Clerk

**CITY OF BAYPORT  
CITY COUNCIL SPECIAL MEETING MINUTES  
COUNCIL CHAMBERS  
APRIL 20, 2015  
5:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor St. Ores called the special City Council meeting of April 20, 2015 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 (arrived at 5:07 p.m.), Dan Goldston, Michele Hanson and Councilmember McGann

Members Absent: None

Staff Present: City Administrator Logan Martin, Assistant Fire Chief Mike Galowitz, City Engineer John Parotti, 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 April 20, 2015 Special City Council agenda. Motion carried 5-0.

**NEW BUSINESS**

Consider awarding a portion of bids for the new Fire Hall construction project: Administrator Martin reviewed the bidding process for the project and said it was divided into 28 trade areas, with a total of 87 bids received on April 7. Construction manager Kraus Anderson has confirmed the low bidders' availability to deliver the project at the rate indicated by their bid. The approved budget for the project was \$5,653,450 and the bid results totaled \$5,366,912, which is \$286,538 under budget. The purpose of the special meeting is to consider awarding a subset of bids to the contractors who will complete the initial work on the project, i.e., excavation, grading, utilities, and allow companies to order materials. The remaining bids will be considered at the May 4 regular meeting. Gary Zifko, Kraus Anderson Project Manager, provided examples of possible change orders and stated the project budget includes a 3% contingency figure to cover unforeseen items.

It was moved by Councilmember Carlson to approve the following initial bids for the Fire Hall building project:

<b>Work Scope</b>	<b>Contractor, City, State</b>	<b>Total Contract</b>
Earthwork & Utilities (street)	Miller Excavating Stillwater, MN	\$259,876.35
Concrete/ Masonry	Hollenback & Nelson Coon Rapids, MN	\$853,800.00
Precast Structural Concrete	Molin Concrete Products Lino Lakes, MN	\$21,834.00
Structural Steel Supply	Amery Welding Amery, WI	\$252,000.00
Structural Steel Erection	Red Cedar Steel Erectors, Inc. Menomonie, WI	\$122,700.00
Wood Windows	Arrow Building Center Stillwater, MN	\$37,415.00
Drywall	Quality Drywall Midwest Maple Grove, MN	\$163,000.00
Fire Protection	Breth-Zenzen. St. Joseph, MN	\$36,500.00
Mechanical	Horwitz Inc. New Hope, MN	\$588,900.00
Electrical	Egan Company Brooklyn Park, MN	\$469,600.00
Earthwork & Utilities (on site)	Miller Excavating Stillwater, MN	\$248,649.00

Utility Extension & Turn Lanes	\$ 259,876.35
New Fire Station (10 of 25 Work Scopes)	\$ 2,794,398.00
<b>Total Contract Amount</b>	<b>\$ 3,054,274.00</b>

The motion was duly seconded by Councilmember Goldston 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

Discussion followed on adding in-floor heating in the apparatus bay and dormitories back into the project. Administrator Martin said the two items were removed from the bid package due to budget constraints, however the positive bid results provide the opportunity to consider potentially adding them back into the project. Preliminary cost estimates for 8,000 square feet of in-floor heating in the apparatus bay and a 540 square foot dormitory addition were reviewed. The estimated cost for the in-floor heat is \$80,807 and \$152,345 for the dormitories. Councilmember Hanson questioned the estimated \$25,000 in design fees for the two small projects, and Administrator Martin said he is working with the architect (Leo A Daly) on these fees. He stated the architect's design fees for the project are 5.5% based on the total value of the building, and the proposed design fees are

considerably higher. Mayor St. Ores expressed her disappointment that Leo A Daly did not include the two items in the initial design process and said the proposed fees need to be refined. Staff is researching modifications/cost savings to the overhead heating system if in-floor heat is added. Mayor St. Ores inquired about other opportunities to cut long-term utility costs. Gary Zifko said the project meets the new state code standards for energy-efficiency, which are significantly higher than previous standards. Administrator Martin said the project is likely to meet Xcel Energy's energy-efficient building code standards and qualify for energy rebates. Alternative energy sources will also be explored in the coming months, and Kraus Anderson will provide cost estimates to add skylight domes in the apparatus bay, to reduce the amount of lighting required. Mayor St. Ores suggested framing in the dormitory addition at this time but leaving it open for additional storage and/or training purposes, until a full-time Fire Department is needed. Fire Chief Swenson said the department continues to gauge this need and believes a full-time member will be needed within five years to handle code enforcement, inspections, report writing, etc.; however implementing duty crews that require an overnight stay area may be 10 years away. The building committee recommended designing the new Fire Hall to meet the dormitory needs of a full-time department, yet anticipated the completed dormitory space would get regular use by the current staff to supplement office space and as needed for sleeping quarters after a late-night call. Chief Swenson said he is exploring the possibility of storing an ambulance at the new site; currently all ambulances are kept on the north side of Highway 36. Councilmember Goldston said he would like the project to come in under budget and questioned the estimated cost of \$280/square foot for the dormitory addition, as well as the implications for maintenance and insurance for the added space and salaries for full-time staff. Councilmember McGann questioned whether a full-time department would be possible, with the cap on the annual department budget set in the agreement with the city's three partner communities. Administrator Martin said that adding a full-time member would be a City Council policy decision in the future, and the City Council may choose to supplement the Fire Department budget to fund a full-time position if that is deemed a priority by a future City Council. A preliminary sketch for the dormitory addition was reviewed and Jessie Bauldry, Leo A Daly, said the plans are laid out to meet state code. Discussion followed on the critical timing of approving the proposed additions in order to keep the project on schedule. The City Council directed the architect to draw up plans for the dormitory addition for bidding purposes and directed Administrator Martin to refine the architectural fees associated with the two proposed additions to the project. Further discussion will take place at the May City Council meeting, and Administrator Martin said a special meeting may be needed for final approval to increase the scope of the project.

## **UNFINISHED BUSINESS**

## **OTHER BUSINESS**

## **ADJOURNMENT**

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 6:00 p.m. Motion carried 5-0.

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City Administrator/Clerk

**CITY OF BAYPORT**  
**\*Budget Control Summary**

Current Period: APRIL 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Variance
<b>FUND 101 GENERAL</b>				
Revenue Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$1,860,364.00	\$217,296.92	\$1,643,067.08	88.32%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41240 RECYCLING	\$6,000.00	\$2,200.00	\$3,800.00	63.33%
DEPT 41600 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$108,000.00	\$45,812.35	\$62,187.65	57.58%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$93,400.00	\$17,811.02	\$75,588.98	80.93%
DEPT 42200 FIRE PROTECTION	\$426,631.00	\$31,875.60	\$394,755.40	92.53%
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 STREET MAINT	\$7,000.00	\$0.00	\$7,000.00	100.00%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$30,150.00	-\$611.84	\$30,761.84	102.03%
DEPT 43201 FERRO PARK PROJECT/PLAN	\$0.00	\$10,000.00	-\$10,000.00	0.00%
DEPT 43300 CEMETERY	\$12,000.00	\$6,600.00	\$5,400.00	45.00%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue Accounts</b>	<b>\$2,543,545.00</b>	<b>\$330,984.05</b>	<b>\$2,212,560.95</b>	<b>86.99%</b>
Expenditure Accounts				
DEPT 41100 ELECTIONS	\$1,000.00	\$300.00	\$700.00	70.00%
DEPT 41200 MAYOR & COUNCIL	\$194,540.00	\$57,504.16	\$137,035.84	70.44%
DEPT 41240 RECYCLING	\$7,115.00	\$1,190.33	\$5,924.67	83.27%
DEPT 41400 ADMINISTRATION	\$155,337.00	\$49,498.92	\$105,838.08	68.13%
DEPT 41910 PLANNING & ZONING	\$240,697.00	\$73,185.26	\$167,511.74	69.59%
DEPT 41940 MUNICIPAL BUILDINGS	\$49,050.00	\$15,794.89	\$33,255.11	67.80%
DEPT 42100 POLICE	\$788,668.00	\$258,214.04	\$530,453.96	67.26%
DEPT 42200 FIRE PROTECTION	\$491,432.00	\$117,383.49	\$374,048.51	76.11%
DEPT 42201 FIRE STATION	\$0.00	\$72,863.54	-\$72,863.54	0.00%
DEPT 43100 STREET MAINT	\$308,003.00	\$55,762.07	\$252,240.93	81.90%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43135 56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43140 HAYNER/2ND ST. S UTILITY PR	\$0.00	\$310.00	-\$310.00	0.00%
DEPT 43160 STREET LIGHTING	\$31,750.00	\$8,780.18	\$22,969.82	72.35%
DEPT 43200 PARKS	\$64,928.00	\$11,070.11	\$53,857.89	82.95%
DEPT 43300 CEMETERY	\$7,475.00	\$785.00	\$6,690.00	89.50%
DEPT 44100 PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
<b>Total Expenditure Accounts</b>	<b>\$2,389,995.00</b>	<b>\$722,641.99</b>	<b>\$1,667,353.00</b>	<b>69.76%</b>

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CITY OF BAYPORT

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\*Fund Summary -  
Budget to Actual©

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APRIL 2015

	2015 YTD Budget	APRIL MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
<b>FUND 101 GENERAL</b>					
Revenue	\$2,543,545.00	\$21,890.37	\$330,984.05	\$2,212,560.95	13.01%
Expenditure	\$2,389,995.00	\$224,663.25	\$722,641.99	\$1,667,353.01	30.24%
		<u>-\$202,772.88</u>	<u>-\$391,657.94</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	\$22,475.31	-\$22,475.31	0.00%
		<u>\$0.00</u>	<u>-\$22,475.31</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	\$0.00	\$1,039.00	-\$1,039.00	0.00%
Expenditure	\$0.00	\$0.00	\$1,728.77	-\$1,728.77	0.00%
		<u>\$0.00</u>	<u>-\$689.77</u>		
<b>FUND 203 PUBLIC WORKS EQUIPMENT REPL</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 204 RECREATION CAP EQUIP &amp; MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 205 TAX STABILIZATION FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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\*Fund Summary -  
Budget to Actual©

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APRIL 2015

	2015 YTD Budget	APRIL MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<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	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$36.96	-\$36.96	0.00%
		\$0.00	-\$36.96		
<b>FUND 208 PRISON SEWER PROJECT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 209 DEVELOPER REIMBURSED PROJECTS</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 210 K-9 UNIT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 211 LIBRARY</b>					
Revenue	\$295,300.00	\$780.05	\$3,205.31	\$292,094.69	1.09%
Expenditure	\$295,300.00	\$30,356.66	\$95,205.22	\$200,094.78	32.24%
		-\$29,576.61	-\$91,999.91		
<b>FUND 303 GO TIF BOND 1990 DEBT SERVICE</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$6,670.00	\$6,670.00	-\$6,670.00	0.00%
		-\$6,670.00	-\$6,670.00		
<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 400 NEW FIRE STATION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$60,448.15	\$137,421.34	-\$137,421.34	0.00%
		-\$60,448.15	-\$137,421.34		
<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%

CITY OF BAYPORT

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\*Fund Summary -  
Budget to Actual©

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APRIL 2015

	2015 YTD Budget	APRIL MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
		\$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%
		\$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	\$348,950.00	\$287.18	\$4,722.94	\$344,227.06	1.35%
Expenditure	\$504,548.00	\$53,693.58	\$171,427.42	\$333,120.58	33.98%
		-\$53,406.40	-\$166,704.48		
<b>FUND 602 SEWER</b>					
Revenue	\$633,500.00	\$0.00	\$0.00	\$633,500.00	0.00%
Expenditure	\$308,687.00	\$89,852.59	\$228,193.45	\$80,493.55	73.92%
		-\$89,852.59	-\$228,193.45		
<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	\$12,461.74	-\$12,461.74	0.00%
Expenditure	\$0.00	\$10,213.22	\$12,822.44	-\$12,822.44	0.00%
		-\$10,213.22	-\$360.70		
<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>		<b>-\$452,939.85</b>	<b>-\$1,046,209.86</b>		

**CITY OF BAYPORT**  
**REVENUE SUMMARY YTD THRU 04/30/2015**

FUND	FUND Descr	2015 Budget	2015 YTD Amt	2015 % of Budget	2015 % of Budget Remain
FUND 101	GENERAL	\$2,543,545.00	\$330,984.05	13.01%	86.99%
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	\$1,039.00	0.00%	0.00%
FUND 203	PUBLIC WORKS EQUIPMENT REP	\$0.00	\$0.00	0.00%	0.00%
FUND 204	RECREATION CAP EQUIP & MAIN	\$0.00	\$0.00	0.00%	0.00%
FUND 205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 206	WATER/SEWER IMPROVEMENT F	\$0.00	\$0.00	0.00%	0.00%
FUND 207	PARK IMPROVEMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$295,300.00	\$3,205.31	1.09%	98.91%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$0.00	0.00%	0.00%
FUND 400	NEW FIRE STATION	\$0.00	\$0.00	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$348,950.00	\$4,722.94	1.35%	98.65%
FUND 602	SEWER	\$633,500.00	\$0.00	0.00%	100.00%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	\$12,461.74	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$3,821,295.00	\$352,413.04	9.22%	90.78%

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

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Period Name: APRIL

FUN	Tran Date	Amount	Refer	Comments	Account Descr
<b>FUND 101 GENERAL</b>					
101	04/01/15	\$100.00	4906	LIQUOR - TEMP (PER DAY) Stillwater Cha	R 101-00000-32100 BUSINES
101	04/15/15	\$48.55	4930	GAMBLING PROCEEDS CK # 10800	R 101-00000-32204 GAMBLIN
101	04/20/15	\$54.21	4940	GAMBLING PROCEEDS CK # 8056	R 101-00000-32204 GAMBLIN
101	04/20/15	\$88.00	4955	GAMBLING PROCEEDS CK # 8079	R 101-00000-32204 GAMBLIN
101	04/27/15	\$100.00	4970	ADMINISTRATIVE FEES CASH - JOE REDI	R 101-00000-33100 ADMINIS
101	04/28/15	\$28.00	4985	ASSESSMENT SEARCH CK # 3045	R 101-00000-34105 USER FEE
101	04/02/15	\$119.20	4913	BUILDING SURCHARGE Parkos Constructio	G 101-20104 STATE SURCHA
101	04/02/15	\$5.00	4914	PLUMBING SURCHARGE - RESIDENTIAL B	G 101-20104 STATE SURCHA
101	04/07/15	\$17.20	4917	BUILDING SURCHARGE Holiday #961226	G 101-20104 STATE SURCHA
101	04/07/15	\$50.00	4920	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	04/07/15	\$5.00	4922	BUILDING SURCHARGE CK # 2565	G 101-20104 STATE SURCHA
101	04/09/15	\$4.00	4926	BUILDING SURCHARGE Bristol #0302 (Dis	G 101-20104 STATE SURCHA
101	04/13/15	\$5.00	4931	MECHANICAL SURCHARGE - COMMERCIA	G 101-20104 STATE SURCHA
101	04/13/15	\$121.58	4936	BUILDING SURCHARGE BL Dalsin Roofing	G 101-20104 STATE SURCHA
101	04/15/15	\$13.42	4945	BUILDING SURCHARGE WS&D Permit Serv	G 101-20104 STATE SURCHA
101	04/22/15	\$5.00	4962	PLUMBING SURCHARGE - RESIDENTIAL C	G 101-20104 STATE SURCHA
101	04/23/15	\$1.05	4966	BUILDING SURCHARGE	G 101-20104 STATE SURCHA
101	04/27/15	\$2.05	4969	BUILDING SURCHARGE Schmidt #5057	G 101-20104 STATE SURCHA
101	04/27/15	\$0.70	4972	BUILDING SURCHARGE Not Justa Café #1	G 101-20104 STATE SURCHA
101	04/28/15	\$4.48	4978	BUILDING SURCHARGE Randall's Home I	G 101-20104 STATE SURCHA
101	04/29/15	\$114.81	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/20/15	\$18.50	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/21/15	\$5.34	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/09/15	\$26.33	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/07/15	\$87.50	4904	HEALTH PARTNERS CK # 4533738	G 101-27109 HEALTH PARTN
101	04/07/15	\$75.00	4904	HEALTH SAVING ACCT. CK # 4533738	G 101-27122 H S A
101	04/06/15	\$100.00	4916	CONTRACTOR LICENSE - GENERAL BL Dal	R 101-41910-32100 BUSINES
101	04/06/15	\$50.00	4918	CONTRACTOR LICENSE - SPECIALTY Conc	R 101-41910-32100 BUSINES
101	04/27/15	\$50.00	4974	CONTRACTOR LICENSE - SPECIALTY Q3 C	R 101-41910-32100 BUSINES
101	04/02/15	\$50.00	4799	VEGETATIVE CUT PERMIT Moser Homes	R 101-41910-32200 NONBUSI
101	04/01/15	\$50.00	4905	SPECIAL EVENT APP - PROFIT AGENCIES	R 101-41910-32200 NONBUSI
101	04/02/15	\$15.00	4910	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	04/02/15	\$25.00	4912	DRIVEWAY PERMIT Flanons LLC #1107	R 101-41910-32200 NONBUSI
101	04/10/15	\$25.00	4932	DUMPSTER/BULK CONTAINER CASH - Rob	R 101-41910-32200 NONBUSI
101	04/13/15	\$15.00	4935	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	04/16/15	\$25.00	4949	FENCE PERMIT Robert Dahl #5654	R 101-41910-32200 NONBUSI
101	04/22/15	\$50.00	4957	SPECIAL EVENT APP - PROFIT AGENCIES	R 101-41910-32200 NONBUSI
101	04/23/15	\$25.00	4965	FENCE PERMIT Kaemmer #2054	R 101-41910-32200 NONBUSI
101	04/23/15	\$25.00	4966	DUMPSTER/BULK CONTAINER Grandmas's	R 101-41910-32200 NONBUSI
101	04/23/15	\$25.00	4967	FENCE PERMIT Thueson #7638	R 101-41910-32200 NONBUSI
101	04/02/15	\$1,890.75	4913	BUILDING PERMIT Parkos Construction #	R 101-41910-32210 BUILDIN
101	04/02/15	\$472.69	4913	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/07/15	\$338.32	4917	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/07/15	\$520.50	4917	BUILDING PERMIT Holiday #961226	R 101-41910-32210 BUILDIN
101	04/07/15	\$191.75	4922	BUILDING PERMIT CK # 2565	R 101-41910-32210 BUILDIN
101	04/09/15	\$105.46	4926	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/09/15	\$162.25	4926	BUILDING PERMIT Bristol #0302 (Discove	R 101-41910-32210 BUILDIN
101	04/13/15	\$625.00	4931	PLAN REVIEW (25%)	R 101-41910-32210 BUILDIN
101	04/13/15	\$1,248.49	4936	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/13/15	\$1,920.75	4936	BUILDING PERMIT BL Dalsin Roofing #16	R 101-41910-32210 BUILDIN
101	04/15/15	\$434.50	4945	BUILDING PERMIT WS&D Permit Service	R 101-41910-32210 BUILDIN
101	04/23/15	\$88.50	4966	BUILDING PERMIT	R 101-41910-32210 BUILDIN

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101	04/27/15	\$118.00	4969	BUILDING PERMIT Schmidt #5057	R 101-41910-32210 BUILDIN
101	04/27/15	\$54.25	4972	BUILDING PERMIT Not Justa Café #12980	R 101-41910-32210 BUILDIN
101	04/28/15	\$115.05	4978	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/28/15	\$177.00	4978	BUILDING PERMIT Randall's Home Improv	R 101-41910-32210 BUILDIN
101	04/02/15	\$5.00	4913	EPA	R 101-41910-32211 EPA
101	04/07/15	\$5.00	4922	EPA CK # 2565	R 101-41910-32211 EPA
101	04/23/15	\$5.00	4966	EPA	R 101-41910-32211 EPA
101	04/28/15	\$50.00	4960	ROW EXCAVATION INSPECTION CK # 92	R 101-41910-32214 EXCAVAT
101	04/28/15	\$300.00	4960	ROW EXCAVATION PERMIT CK # 922069	R 101-41910-32214 EXCAVAT
101	04/02/15	\$75.00	4914	PLUMBING PERMIT - RESIDENTIAL Brook	R 101-41910-32220 PLUMBIN
101	04/22/15	\$75.00	4962	PLUMBING PERMIT - RESIDENTIAL Cham	R 101-41910-32220 PLUMBIN
101	04/07/15	\$750.00	4920	MECHANICAL PERMIT - RESIDENTIAL And	R 101-41910-32230 MECHANI
101	04/13/15	\$2,500.00	4931	MECHANICAL PERMIT - COMMERCIAL Hor	R 101-41910-32230 MECHANI
101	04/28/15	\$1,000.00	4960	REZONING ESCROW CK # 922069	R 101-41910-34100 P & Z PE
101	04/28/15	\$42.75	4984	UNIFORMS - POLICE DEPT. REFUND CK #	E 101-42100-202 UNIFORMS
101	04/01/15	\$10.00	4907	PET LICENSE - SPAY/NEUT Herseth #443	R 101-42100-32240 ANIMAL F
101	04/01/15	\$10.00	4908	PET LICENSE - SPAY/NEUT CASH - Vander	R 101-42100-32240 ANIMAL F
101	04/02/15	\$20.00	4915	PET LICENSE - NO SPAY/NEUT CASH - Gu	R 101-42100-32240 ANIMAL F
101	04/02/15	\$10.00	4915	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	04/07/15	\$10.00	4921	PET LICENSE - SPAY/NEUT Cash - Jim Rei	R 101-42100-32240 ANIMAL F
101	04/08/15	\$10.00	4924	PET LICENSE - SPAY/NEUT Scheidler #22	R 101-42100-32240 ANIMAL F
101	04/10/15	\$20.00	4928	PET LICENSE - SPAY/NEUT Dahl #5622	R 101-42100-32240 ANIMAL F
101	04/15/15	\$10.00	4938	PET LICENSE - SPAY/NEUT Lamb #9267	R 101-42100-32240 ANIMAL F
101	04/15/15	\$10.00	4943	PET LICENSE - SPAY/NEUT CASH - LOEHR	R 101-42100-32240 ANIMAL F
101	04/20/15	\$25.00	4952	SM BIRD/FOWL LICENSE Warner #2590	R 101-42100-32240 ANIMAL F
101	04/27/15	\$10.00	4975	PET LICENSE - SPAY/NEUT DAVID GOULE	R 101-42100-32240 ANIMAL F
101	04/28/15	\$583.43	4977	KENNEL LICENSE Harold Gary#1121 plus	R 101-42100-32240 ANIMAL F
101	04/29/15	\$10.00	4987	PET LICENSE - SPAY/NEUT N. Schmidt #1	R 101-42100-32240 ANIMAL F
101	04/29/15	\$10.00	4987	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	04/22/15	\$30.00	4963	PEDDLER LICENSE CASH - TOM WIBERG	R 101-42100-33100 ADMINIS
101	04/29/15	\$3,236.98	16832	MAR 2015 TRIAL COURT	R 101-42100-35101 COURT FI
101	04/07/15	\$10.00	4923	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	04/29/15	\$341.00	16831	MN FIRE TRAINING ED REIMBURSEMENT	E 101-42200-105 FIRE RUNS,
101	04/01/15	\$100.00	4903	BURNING PERMIT Prairie Restorations #3	R 101-42200-32200 NONBUSI
101	04/13/15	\$20.00	4934	BURNING PERMIT Prairie Restorations #3	R 101-42200-32200 NONBUSI
101	04/14/15	\$20.00	4937	BURNING PERMIT Prairie Restorations #3	R 101-42200-32200 NONBUSI
101	04/14/15	\$20.00	4937	BURNING PERMIT	R 101-42200-32200 NONBUSI
101	04/15/15	\$20.00	4944	BURNING PERMIT MN Native Landscapes	R 101-42200-32200 NONBUSI
101	04/09/15	\$1,000.00	4929	REPUBLIC SERVICES-SCHLSHIP CK # 715	E 101-43200-240 SMALL TOO
101	04/02/15	\$30.00	4909	TRASH RECEPTACLE/BARRICADE	R 101-43200-34780 PARK FEE
101	04/02/15	\$40.00	4909	TRASH RECEPTACLE/BARRICADE	R 101-43200-34780 PARK FEE
101	04/02/15	\$150.00	4909	PICNIC TABLE Bethlehem Lutheran Church	R 101-43200-34780 PARK FEE
101	04/02/15	\$5.00	4911	PARK FIELD-COURT RENTAL FEE	R 101-43200-34780 PARK FEE
101	04/02/15	\$10.00	4911	TRASH RECEPTACLE/BARRICADE Anderso	R 101-43200-34780 PARK FEE
101	04/07/15	\$200.00	4919	BEACH HOUSE - NONRESIDENT(FRI-SUN)	R 101-43200-34780 PARK FEE
101	04/09/15	\$4.67	4927	TRASH RECEPTACLE/BARRICADE Bethlehe	R 101-43200-34780 PARK FEE
101	04/10/15	\$50.00	4928	PARK FIELD-COURT RENTAL FEE Dahl #5	R 101-43200-34780 PARK FEE
101	04/15/15	\$25.00	4939	BOAT TRAILER PARKING PERMIT CASH -	R 101-43200-34780 PARK FEE
101	04/15/15	\$25.00	4941	BOAT TRAILER PARKING PERMIT Anderso	R 101-43200-34780 PARK FEE
101	04/15/15	\$25.00	4942	BOAT TRAILER PARKING PERMIT BEEDLE	R 101-43200-34780 PARK FEE
101	04/15/15	\$25.00	4946	BOAT TRAILER PARKING PERMIT CASH -	R 101-43200-34780 PARK FEE
101	04/15/15	\$25.00	4947	BOAT TRAILER PARKING PERMIT Neuman	R 101-43200-34780 PARK FEE
101	04/15/15	\$10.00	4948	PARK FIELD-COURT RENTAL FEE STABNO	R 101-43200-34780 PARK FEE
101	04/20/15	\$50.00	4951	PARK FIELD-COURT RENTAL FEE Lake El	R 101-43200-34780 PARK FEE

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101	04/20/15	\$25.00	4953	BOAT TRAILER PARKING PERMIT Friberg	R 101-43200-34780 PARK FEE
101	04/21/15	\$75.00	4954	BEACHHOUSE - RESIDENT(FRI-SUN) Ritze	R 101-43200-34780 PARK FEE
101	04/22/15	\$700.00	4957	PICNIC SHELTER - NONRESIDENT (251-5	R 101-43200-34780 PARK FEE
101	04/22/15	\$75.00	4961	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	04/22/15	\$25.00	4964	BOAT TRAILER PARKING PERMIT CASH -	R 101-43200-34780 PARK FEE
101	04/27/15	\$150.00	4971	PICNIC SHELTER - RESIDENT (101-250) S	R 101-43200-34780 PARK FEE
101	04/27/15	\$25.00	4976	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	04/28/15	\$25.00	4979	BOAT TRAILER PARKING PERMIT Farr #3	R 101-43200-34780 PARK FEE
101	04/16/15	\$800.00	4950	CEMETERY - GRAVE Chase #4034	R 101-43300-34940 CEMETER
101	04/16/15	\$800.00	4950	CEMETERY - GRAVE	R 101-43300-34940 CEMETER
101	04/27/15	\$300.00	4973	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
<b>FUND 101 GENER</b>		\$24,122.01			

**FUND 206 WATER/SEWER IMPROVEMENT FUND**

206	04/15/15	\$19.80	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$6.30	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/06/15	\$6.60	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/15/15	\$198.35	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$96.76	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/15/15	\$23.86	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$100.80	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/15/15	\$11.80	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$6.65	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$89.17	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$178.80	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$9.71	0	UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	04/07/15	\$292.14	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/07/15	\$17.70	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/07/15	\$264.54	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/07/15	\$18.95	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$57.95	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$58.60	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$26.58	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$55.55	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$144.96	0	UB Receipt Serv 21 TRUNK/W COMB	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$378.99	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$37.20	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$151.35	0	UB Receipt Serv 31 TRUNK/S COMB	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$95.98	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$37.27	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$3.88	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$10.77	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/09/15	\$47.72	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/09/15	\$251.15	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/09/15	\$48.43	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$578.61	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$1.20	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$552.03	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$1.20	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/09/15	\$252.39	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/29/15	\$198.20	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$3.60	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$93.35	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/15	\$321.44	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN

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206	04/21/15	\$6.63	0	UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$205.20	0	UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$382.67	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/15/15	\$203.72	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$87.82	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$1,129.20	0	UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$407.23	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$247.65	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$12.44	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/06/15	\$439.33	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$116.42	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$238.66	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/06/15	\$3.88	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/16/15	\$99.89	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$216.76	0	UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$94.11	0	UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	04/06/15	\$524.53	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/21/15	\$10,660.39	4958	ANDERSEN CORP - TRUNK FEE CK # 6583	G 206-12103 A/R GEN BILLIN
<b>FUND 206 WATE</b>		<b>\$19,826.86</b>			
<b>FUND 211 LIBRARY</b>					
211	04/28/15	\$16.00	4959	LIBRARY SERVICE CHARGE CK # 9878	R 211-45500-34760 LIBRARY
211	04/28/15	\$1.10	4959	LIBRARY SERVICE CHARGE CK # 1116	R 211-45500-34760 LIBRARY
211	04/28/15	\$17.95	4959	LIBRARY SERVICE CHARGE CK # 5133	R 211-45500-34760 LIBRARY
211	04/28/15	\$50.00	4959	LIBRARY SERVICE CHARGE CASH	R 211-45500-34760 LIBRARY
211	04/28/15	\$8.00	4959	LIBRARY SERVICE CHARGE CK # 4947	R 211-45500-34760 LIBRARY
211	04/28/15	\$24.00	4959	LIBRARY SERVICE CHARGE CK # 3284	R 211-45500-34760 LIBRARY
211	04/28/15	\$3.00	4959	LIBRARY SERVICE CHARGE CK # 5078	R 211-45500-34760 LIBRARY
211	04/28/15	\$40.00	4982	LIBRARY RENT CK # 3544	R 211-45500-36220 RENTAL I
211	04/28/15	\$210.00	4982	LIBRARY RENT CK # 658864	R 211-45500-36220 RENTAL I
211	04/28/15	\$10.00	4980	LIBRARY DONATIONS CK # 6116	R 211-45500-36230 DONATIO
211	04/28/15	\$150.00	4980	LIBRARY DONATIONS CK # 1147	R 211-45500-36230 DONATIO
211	04/28/15	\$250.00	4981	LIBRARY GRANTS CK # 124300	R 211-45500-36233 GRANTS
<b>FUND 211 LIBRA</b>		<b>\$780.05</b>			
<b>FUND 400 NEW FIRE STATION</b>					
400	04/28/15	\$200,000.00	4989	FIRE HALL INVESTMENTS CK # 631385	G 400-20101 A/P GEN
<b>FUND 400 NEW F</b>		<b>\$200,000.00</b>			
<b>FUND 601 WATER</b>					
601	04/07/15	\$3,508.18	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/21/15	\$7.89	0	UB Receipt Serv Pen 9 INSTITUTION	G 601-14601 WATER BILLING
601	04/21/15	\$96.06	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	04/21/15	\$6.36	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	04/21/15	\$2.49	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	04/21/15	\$1,092.31	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/21/15	\$4.77	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	04/14/15	\$4,768.03	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/07/15	\$202.80	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/09/15	\$577.01	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/14/15	\$2,235.32	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/21/15	\$9.83	0	UB Receipt Serv Pen 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	04/21/15	\$12.41	0	UB Receipt Serv Pen 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	04/21/15	\$2,535.73	0	UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING

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601	04/07/15	\$7.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/06/15	\$6.36	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/07/15	\$9.54	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/06/15	\$64.48	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/29/15	\$517.57	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/29/15	\$28.14	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/29/15	\$619.57	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/29/15	\$16.74	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/14/15	\$10.00	0	UB Receipt Serv 6 WATER METER2	G 601-14601 WATER BILLING
601	04/06/15	\$5.15	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/29/15	\$2,532.70	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/15/15	\$2,478.66	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/15/15	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/15/15	\$256.64	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/14/15	\$7.95	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/15/15	\$87.52	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	04/14/15	\$5.74	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/16/15	\$1,287.07	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/09/15	\$17.49	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/16/15	\$0.30	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	04/16/15	\$3,020.00	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/15/15	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/29/15	\$119.23	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/29/15	\$60.40	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/16/15	\$1,225.54	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/16/15	\$58.96	0	UB Receipt Serv 2 WATER ONLY	G 601-14601 WATER BILLING
601	04/09/15	\$6.55	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/29/15	\$10.00	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	04/29/15	\$6.36	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/16/15	\$1,065.60	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/06/15	\$6,504.58	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/16/15	\$1.31	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/21/15	\$97.68	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/14/15	\$81.20	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	04/14/15	\$7,044.87	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/14/15	\$12.58	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/14/15	\$10.00	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/14/15	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/21/15	\$12,315.09	0	UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	04/16/15	\$6.36	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/21/15	\$6,332.51	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/16/15	\$3.18	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/09/15	\$3,026.29	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/16/15	\$0.04	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/16/15	\$36.32	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/16/15	\$2.03	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/14/15	\$0.82	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/15/15	\$1.26	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/21/15	\$0.50	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/06/15	\$6.41	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/29/15	\$171.68	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/09/15	\$6.16	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/21/15	\$27.40	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/16/15	\$4.02	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R

# CITY OF BAYPORT MONTHLY RECEIPTS

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Period Name: APRIL

FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	04/14/15	\$36.90	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/28/15	\$30.00	4983	WATER SHUTOFF - BUS HRS CK # 12452	R 601-46120-37110 WATER R
<b>FUND 601 WATE</b>		<b>\$64,355.82</b>			
<b>FUND 602 SEWER</b>					
602	04/06/15	\$48.50	0	UB Receipt Serv 20 SEWER ONLY	G 602-14602 SEWER BILLING
602	04/06/15	\$0.70	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$39,591.72	0	UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	04/07/15	\$2,929.90	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/06/15	\$10.00	0	UB Receipt Serv 24 SEWER COMMER	G 602-14602 SEWER BILLING
602	04/06/15	\$28.60	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/09/15	\$569.58	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/06/15	\$4,892.18	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/09/15	\$2,779.50	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/09/15	\$6.55	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$2,005.08	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/21/15	\$92.99	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/21/15	\$1,144.59	0	UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLING
602	04/21/15	\$2.49	0	UB Receipt Serv Pen 15 1ST SEWER	G 602-14602 SEWER BILLING
602	04/21/15	\$73.56	0	UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	04/21/15	\$4.83	0	UB Receipt Serv Pen 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	04/21/15	\$99.13	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	04/21/15	\$4.43	0	UB Receipt Serv Pen 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	04/15/15	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/21/15	\$7.44	0	UB Receipt Serv Pen 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	04/16/15	\$1,419.86	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$97.86	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$743.05	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$63.25	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$10.00	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$307.30	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$10.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$650.15	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/15	\$32.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/21/15	\$2,572.45	0	UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	04/16/15	\$2.18	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/07/15	\$212.75	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/14/15	\$3,656.94	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/14/15	\$4.12	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/14/15	\$116.95	0	UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLING
602	04/14/15	\$2,243.05	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/14/15	\$89.75	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	04/14/15	\$6,192.71	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/14/15	\$12.58	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/21/15	\$6,454.79	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/16/15	\$1,047.63	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/16/15	\$0.30	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/16/15	\$38.60	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/15/15	\$2,226.55	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/15/15	\$289.70	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/15/15	\$98.35	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	04/16/15	\$1,098.87	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/16/15	\$2,677.53	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/16/15	\$1.31	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING

CITY OF BAYPORT  
MONTHLY RECEIPTS

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Period Name: APRIL

<b>FUN</b>	<b>Tran Date</b>	<b>Amount</b>	<b>Refer</b>	<b>Comments</b>	<b>Account Descr</b>
<b>602</b>	04/07/15	\$7.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
<b>602</b>	04/14/15	\$10.00	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
<b>FUND 602 SEWER</b>		\$86,682.85			
		\$395,767.59			

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 04/30/2015**

4 Month = 33.36

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
<b>FUND 101 GENERAL</b>					
41100	ELECTIONS	\$1,000.00	\$300.00	\$700.00	70.00%
41200	MAYOR & COUNCIL	\$194,540.00	\$57,504.16	\$137,035.84	70.44%
41240	RECYCLING	\$7,115.00	\$1,190.33	\$5,924.67	83.27%
41400	ADMINISTRATION	\$155,337.00	\$49,498.92	\$105,838.08	68.13%
41910	PLANNING & ZONING	\$240,697.00	\$73,185.26	\$167,511.74	69.59%
41940	MUNICIPAL BUILDINGS	\$49,050.00	\$15,794.89	\$33,255.11	67.80%
42100	POLICE	\$788,668.00	\$258,214.04	\$530,453.96	67.26%
42200	FIRE PROTECTION	\$491,432.00	\$117,383.49	\$374,048.51	76.11%
42201	FIRE STATION	\$0.00	\$72,863.54	-\$72,863.54	0.00%
43100	STREET MAINT	\$308,003.00	\$55,762.07	\$252,240.93	81.90%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43135	56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
43140	HAYNER/2ND ST. S UTILITY PR	\$0.00	\$310.00	-\$310.00	0.00%
43160	STREET LIGHTING	\$31,750.00	\$8,780.18	\$22,969.82	72.35%
43200	PARKS	\$64,928.00	\$11,070.11	\$53,857.89	82.95%
43300	CEMETERY	\$7,475.00	\$785.00	\$6,690.00	89.50%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
<b>FUND 101 GENERAL</b>		<b>\$2,389,995.00</b>	<b>\$722,641.99</b>	<b>\$1,667,353.01</b>	<b>69.76%</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	\$0.00	\$0.00	0.00%
<b>FUND 210 K-9 UNIT</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 211 LIBRARY</b>					
45500	LIBRARY	\$295,300.00	\$95,205.22	\$200,094.78	67.76%
<b>FUND 211 LIBRARY</b>		<b>\$295,300.00</b>	<b>\$95,205.22</b>	<b>\$200,094.78</b>	<b>67.76%</b>
<b>FUND 400 NEW FIRE STATION</b>					
42201	FIRE STATION	\$0.00	\$137,421.34	-\$137,421.34	0.00%
<b>FUND 400 NEW FIRE STATION</b>		<b>\$0.00</b>	<b>\$137,421.34</b>	<b>-\$137,421.34</b>	<b>0.00%</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%
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 413 POLICE EQUIPMENT FUND</b>					

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 04/30/2015**

4 Month = 33.36

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
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%
41610	LYNN MOST PROJECT	\$0.00	\$42,200.00	-\$42,200.00	0.00%
44151	TCE WATER MAIN IMPROVEME	\$0.00	\$0.00	\$0.00	0.00%
46110	WATER-PUMPHOUSE	\$47,450.00	\$14,749.55	\$32,700.45	68.92%
46120	WATER	\$457,098.00	\$114,477.87	\$342,620.13	74.96%
FUND 601 WATER		\$504,548.00	\$171,427.42	\$333,120.58	66.02%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$308,687.00	\$71,083.45	\$237,603.55	76.97%
46990	SEWER - NON-OPERATING	\$0.00	\$157,110.00	-\$157,110.00	0.00%
FUND 602 SEWER		\$308,687.00	\$228,193.45	\$80,493.55	26.08%
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%
80056	KYLE CARLSON	\$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 04/30/2015**

4 Month = 33.36

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % 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	\$190.60	-\$190.60	0.00%
80046	JOE BUSH/DAVID KLINGER	\$0.00	\$0.00	\$0.00	0.00%
80047	JANE KEYES	\$0.00	\$0.00	\$0.00	0.00%
80048	KAEMMER/VRAMBOUT	\$0.00	\$0.00	\$0.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$0.00	\$0.00	0.00%
80050	12 POINT ROAD	\$0.00	\$0.00	\$0.00	0.00%
80051	BERGSTROM/ ENG & GRADING	\$0.00	\$693.31	-\$693.31	0.00%
80052	MILLER EXCAVATING WATER SE	\$0.00	\$0.00	\$0.00	0.00%
80053	CHRIS HAYNER	\$0.00	\$46.00	-\$46.00	0.00%
80054	LYNN MOST	\$0.00	\$0.00	\$0.00	0.00%
80055	MATTAMY MN PARTNERSHIP	\$0.00	\$11,791.94	-\$11,791.94	0.00%
80056	KYLE CARLSON	\$0.00	\$100.59	-\$100.59	0.00%
<b>FUND 803 P &amp; Z ESCROWS</b>		<b>\$0.00</b>	<b>\$12,822.44</b>	<b>-\$12,822.44</b>	<b>0.00%</b>

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 04/30/2015**

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4 Month = 33.36

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
		\$3,498,530.00	\$1,367,711.86	\$2,130,818.14	60.91%

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 5615-5751**

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Period Name: APRIL

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>FUND 101 GENERAL</b>									
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>									
LEAGUE OF MN CITIES IN	101	04/09/15	\$41.79	E	41200	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
BAYPORT PRINTING HOU	101	04/28/15	\$5.00	E	41200	201	SUPPLIES - ENVELOPES	OFFICE SUPPLIES	005699
U S BANK VISA	101	04/01/15	\$5.53	E	41200	201	ADM MARCH 2015 CC 20	OFFICE SUPPLIES	005640
ECKBERG LAMMERS	101	04/01/15	\$45.00	E	41200	300	TIF DISTRICTS	PROF SER-LEGAL	005617
ECKBERG LAMMERS	101	04/01/15	\$150.00	E	41200	300	ATTEND STAFF MTG	PROF SER-LEGAL	005617
ECKBERG LAMMERS	101	04/01/15	\$30.00	E	41200	300	DATA PRACTICES/TRIEM	PROF SER-LEGAL	005617
ECKBERG LAMMERS	101	04/01/15	\$60.00	E	41200	300	LITIGATION/TRIEMERT	PROF SER-LEGAL	005617
ECKBERG LAMMERS	101	04/01/15	\$225.00	E	41200	300	ATTEND STAFF MTG	PROF SER-LEGAL	005617
ECKBERG LAMMERS	101	04/01/15	\$75.00	E	41200	300	ANDERSEN WINDOWS P	PROF SER-LEGAL	005617
ECKBERG LAMMERS	101	04/23/15	\$500.00	E	41200	300	CC MTGS	PROF SER-LEGAL	005707
ECKBERG LAMMERS	101	04/01/15	\$250.00	E	41200	300	ATTEND CC MTG	PROF SER-LEGAL	005617
ECKBERG LAMMERS	101	04/23/15	\$525.00	E	41200	300	TIF	PROF SER-LEGAL	005707
ECKBERG LAMMERS	101	04/23/15	\$562.50	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	005707
S E H	101	04/01/15	\$663.86	E	41200	301	ATTEND STAFF MTGS	PROF SER-ENGIN	005634
S E H	101	04/29/15	\$884.00	E	41200	301	ATTEND STAFF MTG	PROF SER-ENGIN	005734
S E H	101	04/29/15	\$65.48	E	41200	301	CC MTG	PROF SER-ENGIN	005734
S E H	101	04/01/15	\$145.55	E	41200	301	ATTEND CC MTG	PROF SER-ENGIN	005634
S E H	101	04/29/15	\$135.30	E	41200	301	REVIEW HANDICAP PARK	PROF SER-ENGIN	005734
SCHLENNER WENNER & C	101	04/09/15	\$3,510.00	E	41200	303	PROFESSIONAL SERVICE	PROF SER-AUDIT	005661
BEARENCE MANAGEMENT	101	04/09/15	\$5,000.00	E	41200	306	2015 AGENCY FEE - REN	PROF SER-OTHER	005648
MINNESOTA UC FUND/DE	101	04/09/15	\$566.69	E	41200	306	D PURPUR 1399	PROF SER-OTHER	001809
COMPLETE HEALTH ENVI	101	04/01/15	\$360.00	E	41200	306	MAR 2015 MAINT. PLAN	PROF SER-OTHER	005616
LOUCKS ASSOCIATES	101	04/29/15	\$1,119.30	E	41200	306	BAYPORT CITY PARKING	PROF SER-OTHER	005719
COMPLETE HEALTH ENVI	101	04/23/15	\$360.00	E	41200	306	APR 2015 MAINT PLAN	PROF SER-OTHER	005705
COMPLETE HEALTH ENVI	101	04/01/15	\$360.00	E	41200	306	FEB 2015 MAINT. PLAN	PROF SER-OTHER	005616
WASHINGTON COUNTY R	101	04/01/15	\$222.79	E	41200	350	2015 TRUTH IN TAXATIO	PRINTING & PUBL	005644
LEAGUE OF MN CITIES IN	101	04/23/15	\$252.00	E	41200	360	SWEEPER PARTS/ST. DE	INSURANCE/P&L	005716
LEAGUE OF MINNESOTA C	101	04/01/15	\$20.00	E	41200	402	2015 SAFETY & LOSS CO	CONFERENCES &	005627
LEAGUE OF MINNESOTA C	101	04/08/15	-\$20.00	E	41200	402	2015 SAFETY & LOSS CO	CONFERENCES &	005627
SAM S CLUB	101	04/01/15	\$45.00	E	41200	433	2015 MEMBERSHIP	DUES & MEMBERS	005635
HESLEY JENSEN	101	04/23/15	\$400.00	E	41200	444	2015 MEMORIAL DAY PA	COMMUNITY PRO	005711
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>			<b>\$16,564.79</b>						
<b>DEPT 41240 RECYCLING</b>									
HILDE, MARK	101	04/23/15	\$30.00	E	41240	370	APR 2015 RECYCLING RE	RECYCLING INCE	005712
<b>DEPT 41240 RECYCLING</b>			<b>\$30.00</b>						
<b>DEPT 41400 ADMINISTRATION</b>									
LEAGUE OF MN CITIES IN	101	04/09/15	\$1,309.13	E	41400	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
BAYPORT PRINTING HOU	101	04/28/15	\$30.00	E	41400	201	SUPPLIES - ENVELOPES	OFFICE SUPPLIES	005699
U S BANK VISA	101	04/01/15	\$33.08	E	41400	201	ADM MARCH 2015 CC 20	OFFICE SUPPLIES	005640
U S POSTAL SERVICE	101	04/23/15	\$220.00	E	41400	322	FIRST CLASS PERMIT #	POSTAGE	005747
WANDA MADSEN	101	04/01/15	\$111.72	E	41400	400	MILEAGE REIMBURSEME	USE OF PERSONA	005643
DONALD SALVERDA & ASS	101	04/23/15	\$300.00	E	41400	402	2015 DEPT HEAD JAN/N	CONFERENCES &	005706
MAMA	101	04/01/15	\$20.00	E	41400	402	LUNCHEON MTG 1/8/15-	CONFERENCES &	005629
U S BANK VISA	101	04/01/15	\$400.00	E	41400	402	CTS EDUCATIONAL EVEN	CONFERENCES &	005640
U S BANK VISA	101	04/28/15	\$500.00	E	41400	402	ADM CC 4798175443002	CONFERENCES &	005692
MAMA	101	04/01/15	\$20.00	E	41400	402	LUNCHEON MTG 1/8/15 -	CONFERENCES &	005629
TR COMPUTER SALES LLC	101	04/01/15	\$97.50	E	41400	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	005639
TR COMPUTER SALES LLC	101	04/28/15	\$97.50	E	41400	416	APR 2015 MTHLY STORA	REPAIR/MAINT OF	005744
U S BANK VISA	101	04/28/15	\$42.64	E	41400	416	ADM CC 4798175443002	REPAIR/MAINT OF	005692
D.R. HORTON, INC.	101	04/09/15	\$48.42	E	41400	430	UTILITY REFUND 422 PR	MISC	005651

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U S BANK VISA	101	04/01/15	\$60.00	E	41400	433	MN GOVERNMENT	DUES & MEMBERS	005640
<b>DEPT 41400 ADMINISTRATION</b>			\$3,289.99						
<b>DEPT 41910 PLANNING &amp; ZONING</b>									
U S BANK VISA	101	04/01/15	\$27.57	E	41910	201	ADM MARCH 2015 CC 20	OFFICE SUPPLIES	005640
BAYPORT PRINTING HOU	101	04/28/15	\$25.00	E	41910	201	SUPPLIES - ENVELOPES	OFFICE SUPPLIES	005699
HOLIDAY FLEET	101	04/09/15	\$154.30	E	41910	212	MARCH 2015 FUEL PURC	MOTOR FUELS & L	005655
S E H	101	04/29/15	\$163.14	E	41910	301	11 PT RD	PROF SER-ENGIN	005734
S E H	101	04/01/15	\$367.01	E	41910	301	11 PT RD	PROF SER-ENGIN	005634
U S BANK VISA	101	04/01/15	\$85.00	E	41910	402	DEPT OF LABOR	CONFERENCES &	005640
U S BANK VISA	101	04/28/15	\$35.54	E	41910	416	ADM CC 4798175443002	REPAIR/MAINT OF	005692
TR COMPUTER SALES LLC	101	04/28/15	\$81.25	E	41910	416	APR 2015 MTHLY STORA	REPAIR/MAINT OF	005744
TR COMPUTER SALES LLC	101	04/01/15	\$81.25	E	41910	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	005639
<b>DEPT 41910 PLANNING &amp; ZONING</b>			\$1,020.06						
<b>DEPT 41940 MUNICIPAL BUILDINGS</b>									
U S BANK VISA	101	04/28/15	\$33.13	E	41940	220	ADM CC 4798175443002	OPERATING SUPP	005692
JOHNSON, CHAD	101	04/29/15	\$325.00	E	41940	302	APRIL 2015 CLEANNING	CONTRACT SERVI	005715
JOHNSON, CHAD	101	04/01/15	\$325.00	E	41940	302	MARCH 2015 CLEANNIN	CONTRACT SERVI	005624
OFFICE OF ENT TECHNOL	101	04/23/15	\$476.19	E	41940	321	MAR 2015 PHONES/CH	COMMUNICATION	005729
COMCAST	101	04/28/15	\$68.77	E	41940	321	MAY 2015 CH HIGHSPEE	COMMUNICATION	005704
XCEL	101	04/02/15	\$653.25	E	41940	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	005646
XCEL	101	04/02/15	\$266.35	E	41940	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	005646
SUMMIT FIRE PROTECTIO	101	04/01/15	\$593.00	E	41940	420	FIRE SPRINKLER SERVIC	R & M BLDGS, ST	005637
FRONTIER FIRE PROTECT	101	04/01/15	\$805.00	E	41940	420	SERVICE ON FIRE SPRIN	R & M BLDGS, ST	005621
ELECTRO WATCHMAN, IN	101	04/01/15	\$147.50	E	41940	420	2-16-15 FALSE ALARMS C	R & M BLDGS, ST	005619
<b>DEPT 41940 MUNICIPAL BUILDING</b>			\$3,693.19						
<b>DEPT 42100 POLICE</b>									
LEAGUE OF MN CITIES IN	101	04/09/15	\$10,864.70	E	42100	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
U S BANK VISA	101	04/01/15	\$27.57	E	42100	201	ADM MARCH 2015 CC 20	OFFICE SUPPLIES	005640
BAYPORT PRINTING HOU	101	04/28/15	\$25.00	E	42100	201	SUPPLIES - ENVELOPES	OFFICE SUPPLIES	005699
WASHINGTON COUNTY S	101	04/09/15	\$965.72	E	42100	212	MARCH 2015 FUEL/POLI	MOTOR FUELS & L	005665
HOLIDAY FLEET	101	04/09/15	\$234.54	E	42100	212	MARCH 2015 FUEL PURC	MOTOR FUELS & L	005655
HOLIDAY FLEET	101	04/09/15	\$6.42	E	42100	212	MARCH 2015 FUEL PURC	MOTOR FUELS & L	005655
U S BANK VISA	101	04/28/15	\$21.74	E	42100	220	ADM CC 4798175443002	OPERATING SUPP	005692
CARQUEST OF STILLWAT	101	04/09/15	\$4.12	E	42100	220	MIRROR /POLICE DEPT.	OPERATING SUPP	005649
ECKBERG LAMMERS	101	04/01/15	\$97.50	E	42100	300	REVIEW NARCOTICS	PROF SER-LEGAL	005617
ECKBERG LAMMERS	101	04/01/15	\$60.00	E	42100	300	REVIEW NARCOTICS	PROF SER-LEGAL	005617
EASTMAN, LAURA	101	04/09/15	\$42.00	E	42100	300	REFUND DMV TABS/POLI	PROF SER-LEGAL	005652
ECKBERG LAMMERS	101	04/09/15	\$2,436.78	E	42100	300	MAR 2015 PROSECUTIO	PROF SER-LEGAL	005653
VERIZON WIRELESS	101	04/15/15	\$105.03	E	42100	321	PHONES 3/2/15-4/1/15-P	COMMUNICATION	005680
VERIZON WIRELESS	101	04/09/15	\$62.16	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	005664
THOMAS REUTERS - WES	101	04/09/15	\$138.87	E	42100	321	MARCH 2015 INFORMATI	COMMUNICATION	005662
U S BANK VISA	101	04/01/15	\$60.50	E	42100	350	VALLEY TROPHY	PRINTING & PUBL	005640
WASHINGTON COUNTY S	101	04/09/15	\$6,363.03	E	42100	391	1ST QTR 2015 ALERTS-R	SHARED AUTOMA	005665
WASHINGTON COUNTY S	101	04/09/15	\$1,125.00	E	42100	391	QTR 1-2015 MDC'S/POLI	SHARED AUTOMA	005665
RESCUE FOR LIFE, INC.	101	04/28/15	\$595.00	E	42100	403	BLS COURSE/POLICE DE	POLICE TRAINING	005690
U S BANK VISA	101	04/28/15	\$49.94	E	42100	403	GANDER MOUNTAIN	POLICE TRAINING	005746
U S BANK VISA	101	04/28/15	\$129.00	E	42100	403	JUMPITY JUMP	POLICE TRAINING	005746
BAYPORT TRANSMISSION	101	04/09/15	\$112.00	E	42100	412	VW BATTERY REPLACE/P	REP & MAINT VEH	005647
BAYPORT TRANSMISSION	101	04/09/15	\$279.51	E	42100	412	HONDA ACCORD RIGHT	REP & MAINT VEH	005647
U S BANK VISA	101	04/28/15	\$35.54	E	42100	416	ADM CC 4798175443002	REPAIR/MAINT OF	005692
TR COMPUTER SALES LLC	101	04/01/15	\$81.25	E	42100	416	DATTO LITE MTHLY STO	REPAIR/MAINT-OF	005639
TR COMPUTER SALES LLC	101	04/28/15	\$81.25	E	42100	416	APR 2015 MTHLY STORA	REPAIR/MAINT OF	005744

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U S BANK VISA	101	04/28/15	\$9.50	E	42100	416	ADM CC 4798175443002	REPAIR/MAINT OF	005692
JACKSON, JAY	101	04/28/15	\$120.00	E	42100	433	MEMBERSHIP & K-9 CER	DUES & MEMBERS	005685
<b>DEPT 42100 POLICE</b>			<u>\$24,133.67</u>						
<b>DEPT 42200 FIRE PROTECTION</b>									
LEAGUE OF MN CITIES IN	101	04/09/15	\$15,760.05	E	42200	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
MUNICIPAL EMERGENCY	101	04/09/15	\$174.29	E	42200	202	UNIFORMS/FIRE DEPT.	UNIFORMS - MISC	005659
MUNICIPAL EMERGENCY	101	04/09/15	\$21.50	E	42200	202	UNIFORMS/FIRE DEPT.	UNIFORMS - MISC	005659
MUNICIPAL EMERGENCY	101	04/09/15	\$78.03	E	42200	202	UNIFORMS / FIRE DEPT.	UNIFORMS - MISC	005659
U S BANK VISA	101	04/28/15	\$248.00	E	42200	202	FIRE CC47981754430020	UNIFORMS - MISC	005692
HOLIDAY FLEET	101	04/09/15	\$691.22	E	42200	212	MARCH 2015 FUEL PURC	MOTOR FUELS & L	005655
U S BANK VISA	101	04/28/15	\$60.71	E	42200	220	FIRE CC47981754430020	OPERATING SUPP	005692
U S BANK VISA	101	04/28/15	\$11.82	E	42200	220	FIRE CC47981754430020	OPERATING SUPP	005692
U S BANK VISA	101	04/28/15	\$4.07	E	42200	220	FIRE CC47981754430020	OPERATING SUPP	005692
BOUND TREE MEDICAL, L	101	04/28/15	\$147.54	E	42200	220	OPERATING SUPPLIES/FI	OPERATING SUPP	005701
MUNICIPAL EMERGENCY	101	04/09/15	\$160.24	E	42200	240	OPERATING TOOL/FIRE	SMALL TOOLS-EQ	005659
MASIMO AMERICAS, INC.	101	04/09/15	\$4,190.00	E	42200	240	SMALL TOOL MATERIAL/	SMALL TOOLS-EQ	005658
MUNICIPAL EMERGENCY	101	04/09/15	\$359.91	E	42200	240	OPERATING MATERIAL/F	SMALL TOOLS-EQ	005659
ECKBERG LAMMERS	101	04/01/15	\$105.00	E	42200	300	FIRE CONTRACTS	PROF SER-LEGAL	005617
STILLWATER MEDICAL GR	101	04/23/15	\$250.00	E	42200	306	D VINCENT/FIRE DEPT.	PROF SER-OTHER	005738
JOHNSON, CHAD	101	04/28/15	\$175.00	E	42200	306	CLEANING SERVICE APR	PROF SER-OTHER	005715
JOHNSON, CHAD	101	04/09/15	\$175.00	E	42200	306	MARCH CLEANNING SER/	PROF SER-OTHER	005656
VERIZON WIRELESS	101	04/09/15	\$80.04	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	005664
ANCOM COMMUNICATION	101	04/23/15	\$12.00	E	42200	323	BATTERY, CLIP/FIRE DEP	RADIOS-REPAIR &	005696
XCEL	101	04/02/15	\$282.29	E	42200	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	005646
XCEL	101	04/02/15	\$517.64	E	42200	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	005646
VERIZON WIRELESS	101	04/09/15	\$354.30	E	42200	391	PHONES/FIRE DEPT.	SHARED AUTOMA	005664
EISINGER, JAKE	101	04/28/15	\$1,918.60	E	42200	402	CLASS REIMBURSEMENT	CONFERENCES &	005683
JASON SEVERSON	101	04/15/15	\$397.32	E	42200	402	FIRE INSPECTOR MILEA	CONFERENCES &	005672
CENTURY COLLEGE	101	04/09/15	\$490.00	E	42200	402	FIRE APPARATUS/ FIRE	CONFERENCES &	005650
U S BANK VISA	101	04/09/15	\$39.00	E	42200	412	LATE FEE	REP & MAINT VEH	005663
U S BANK VISA	101	04/28/15	\$21.42	E	42200	412	FIRE CC47981754430020	REP & MAINT VEH	005692
U S BANK VISA	101	04/09/15	\$53.47	E	42200	412	VAVOLINE	REP & MAINT VEH	005663
U S BANK VISA	101	04/09/15	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	005663
U S BANK VISA	101	04/09/15	\$78.87	E	42200	412	PIZZA MAN	REP & MAINT VEH	005663
MUNICIPAL EMERGENCY	101	04/23/15	\$331.01	E	42200	412	OPERATING MATERIAL/F	REP & MAINT VEH	005727
BAYPORT TRANSMISSION	101	04/23/15	\$415.05	E	42200	412	2014 TAHOE/FIRE DEPT.	REP & MAINT VEH	005700
U S BANK VISA	101	04/28/15	\$21.42	E	42200	412	FIRE CC47981754430020	REP & MAINT VEH	005692
U S BANK VISA	101	04/09/15	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	005663
EISINGER, ALLEN	101	04/28/15	\$19.26	E	42200	419	OPERATING MATERIAL R	REPAIR & MAINT	005682
SCHWANTES	101	04/15/15	\$2,200.00	E	42200	420	REZNOR DIRECT VENT/F	R & M BLDGS, ST	005678
U S BANK VISA	101	04/28/15	\$114.00	E	42200	433	FIRE CC47981754430020	DUES & MEMBERS	005692
SAM S CLUB	101	04/09/15	\$45.00	E	42200	433	2015 RENEWAL/FIRE DE	DUES & MEMBERS	005660
<b>DEPT 42200 FIRE PROTECTION</b>			<u>\$30,045.91</u>						
<b>DEPT 43100 STREET MAINT</b>									
LEAGUE OF MN CITIES IN	101	04/09/15	\$5,038.18	E	43100	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
U S BANK VISA	101	04/01/15	\$5.51	E	43100	201	ADM MARCH 2015 CC 20	OFFICE SUPPLIES	005640
BAYPORT PRINTING HOU	101	04/28/15	\$5.00	E	43100	201	SUPPLIES - ENVELOPES	OFFICE SUPPLIES	005699
U S BANK VISA	101	04/01/15	\$110.55	E	43100	205	ARAMARK	UNIFORMS - JOSH	005640
HOLIDAY FLEET	101	04/09/15	\$209.02	E	43100	212	MARCH 2015 FUEL PURC	MOTOR FUELS & L	005655
ECONO SIGNS	101	04/28/15	\$351.30	E	43100	220	TRAFFIC SIGNS/STREET	OPERATING SUPP	005708
SAFE-FAST, INC.	101	04/28/15	\$229.70	E	43100	220	SAFETY CONES/STREET	OPERATING SUPP	005735
FASTENAL	101	04/28/15	\$36.76	E	43100	240	SUPPLIES/STREET DEPT.	SMALL TOOLS-EQ	005709
U S BANK VISA	101	04/28/15	\$45.75	E	43100	240	BUR*SURPLUS CENTER	SMALL TOOLS-EQ	005692

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MILLER EXCAVATING	101	04/15/15	\$100.00	E	43100	302	PLOWED ANDERSEN S L	CONTRACT SERVI	005675
MILLER EXCAVATING	101	04/02/15	\$100.00	E	43100	302	PLOW ANDERSEN SOUTH	CONTRACT SERVI	005631
MILLER EXCAVATING	101	04/28/15	\$393.13	E	43100	302	STREET SWEEPER/ST. D	CONTRACT SERVI	005723
STILLWATER MEDICAL GR	101	04/23/15	\$24.00	E	43100	306	J EISINGER/STREET DEP	PROF SER-OTHER	005738
MINNESOTA UC FUND/DE	101	04/09/15	\$18.23	E	43100	306	W NESKA 9116	PROF SER-OTHER	001809
MAC QUEEN EQUIPMENT	101	04/28/15	\$50.26	E	43100	412	PARTS-SWEEPER/ST. DE	REP & MAINT VEH	005720
MAC QUEEN EQUIPMENT	101	04/28/15	\$633.50	E	43100	412	PARTS/SWEEPER	REP & MAINT VEH	005720
MAC QUEEN EQUIPMENT	101	04/28/15	-\$17.70	E	43100	412	SWEEPER PARTS CREDIT	REP & MAINT VEH	005720
MAC QUEEN EQUIPMENT	101	04/02/15	\$176.84	E	43100	412	PARTS -CHAINS-SWEEPT	REP & MAINT VEH	005628
TR COMPUTER SALES LLC	101	04/01/15	\$16.25	E	43100	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	005639
TR COMPUTER SALES LLC	101	04/28/15	\$16.25	E	43100	416	APR 2015 MTHLY STORA	REPAIR/MAINT OF	005744
U S BANK VISA	101	04/28/15	\$7.10	E	43100	416	ADM CC 4798175443002	REPAIR/MAINT OF	005692
TNL CREATIONS	101	04/28/15	\$1,333.00	E	43100	420	LIGHT POLE BRACKETS/S	R & M BLDGS, ST	005742
ACTION RENTAL	101	04/23/15	\$60.00	E	43100	431	TRAILER RENTAL/ST. DE	RENTAL OF EQUIP	005694
ACTION RENTAL	101	04/15/15	\$191.12	E	43100	431	BOOMLIFT RENTAL/STRE	RENTAL OF EQUIP	005666
ACTION RENTAL	101	04/28/15	\$225.00	E	43100	431	EXCAVATOR RENTAL/ST	RENTAL OF EQUIP	005694
<b>DEPT 43100 STREET MAINT</b>			<u>\$9,358.75</u>						
<b>DEPT 43160 STREET LIGHTING</b>									
XCEL	101	04/02/15	\$2,160.96	E	43160	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	005646
<b>DEPT 43160 STREET LIGHTING</b>			<u>\$2,160.96</u>						
<b>DEPT 43200 PARKS</b>									
LEAGUE OF MN CITIES IN	101	04/09/15	\$405.40	E	43200	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
U S BANK VISA	101	04/28/15	\$172.51	E	43200	202	WEARGUARD	UNIFORMS - MISC	005692
J H LARSON CO	101	04/28/15	\$56.73	E	43200	220	LIGHT BULBS BEACH HO	OPERATING SUPP	005714
VAN PAPER CO	101	04/28/15	\$194.57	E	43200	220	PAPER SUPPLIES/PARK D	OPERATING SUPP	005748
U S BANK VISA	101	04/28/15	\$57.72	E	43200	220	MENARDS	OPERATING SUPP	005692
THE TESSMAN COMPANY	101	04/28/15	\$1,403.04	E	43200	410	GRASS SEED & SUPPLIES	REPAIR & MAINT	005741
CENTURY POWER EQUIP	101	04/28/15	\$11.24	E	43200	412	MOWER BLADES/PARK D	REP & MAINT VEH	005703
CENTURY POWER EQUIP	101	04/23/15	\$78.98	E	43200	412	FILTERS-MOWERS/PARK	REP & MAINT VEH	005703
CENTURY POWER EQUIP	101	04/28/15	\$32.72	E	43200	412	MOWER BLADES/PARK D	REP & MAINT VEH	005703
TR COMPUTER SALES LLC	101	04/28/15	\$16.25	E	43200	416	APR 2015 MTHLY STORA	REPAIR/MAINT OF	005744
U S BANK VISA	101	04/28/15	\$7.10	E	43200	416	ADM CC 4798175443002	REPAIR/MAINT OF	005692
TR COMPUTER SALES LLC	101	04/01/15	\$16.25	E	43200	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	005639
MENARDS-STILLWATER	101	04/28/15	\$33.88	E	43200	420	OUTLETS COVERS/PARK	R & M BLDGS, ST	005721
ROETTGER WELDING	101	04/28/15	\$85.00	E	43200	420	REPAIRED 3"/PARK DEPT	R & M BLDGS, ST	005733
AIR FRESH PORTABLE TOI	101	04/28/15	\$78.75	E	43200	425	TENNIS CT 4/10/15-5/7/	SATILLITIES	005695
AIR FRESH PORTABLE TOI	101	04/28/15	\$157.50	E	43200	425	BARKERS 4/2/15-4/29/15	SATILLITIES	005695
AIR FRESH PORTABLE TOI	101	04/28/15	\$78.75	E	43200	425	RIVERSIDE 4/8/15-5/5/1	SATILLITIES	005695
<b>DEPT 43200 PARKS</b>			<u>\$2,886.39</u>						
<b>DEPT 43300 CEMETERY</b>									
LANDSCAPES BY MARK	101	04/02/15	\$285.00	E	43300	310	GRAVE OPENING/BRAND	GRAVE OPENINGS	005625
<b>DEPT 43300 CEMETERY</b>			<u>\$285.00</u>						
<b>FUND 101 GENERAL</b>			<u>\$93,468.71</u>						
<b>FUND 211 LIBRARY</b>									
<b>DEPT 45500 LIBRARY</b>									
LEAGUE OF MN CITIES IN	211	04/09/15	\$1,637.91	E	45500	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
BAKER & TAYLOR	211	04/28/15	\$177.03	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
BAKER & TAYLOR	211	04/28/15	\$148.93	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
BAKER & TAYLOR	211	04/28/15	\$57.58	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
BAKER & TAYLOR	211	04/28/15	\$316.23	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
BAKER & TAYLOR	211	04/28/15	\$336.06	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698

**CITY OF BAYPORT**  
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Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
BAKER & TAYLOR	211	04/28/15	\$338.16	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
BAKER & TAYLOR	211	04/28/15	\$324.42	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
BAKER & TAYLOR	211	04/28/15	\$162.49	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
BAKER & TAYLOR	211	04/28/15	\$10.38	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
BAKER & TAYLOR	211	04/28/15	\$220.39	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005698
SHARON SIPPEL	211	04/28/15	\$1,500.00	E	45500	302	MARCH 2015 CLEANING	CONTRACT SERVI	005737
TOSHIBA BUSINESS SOLU	211	04/28/15	\$246.94	E	45500	302	APRIL CONTRACT/LIBRA	CONTRACT SERVI	005743
JODI OTTO	211	04/01/15	\$254.42	E	45500	302	SUPPLIES, LABOR/LIBRA	CONTRACT SERVI	005623
COMCAST	211	04/28/15	\$90.55	E	45500	321	MAY 2015 HIGH-SPEED I	COMMUNICATION	005704
OFFICE OF ENT TECHNOL	211	04/28/15	\$75.19	E	45500	321	PHONES/LIBRARY	COMMUNICATION	005729
XCEL	211	04/02/15	\$869.62	E	45500	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	005646
XCEL	211	04/02/15	\$481.00	E	45500	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	005646
STILLWATER PUBLIC LIBR	211	04/28/15	\$62.00	E	45500	391	2014 4TH QTR. PROCESS	SHARED AUTOMA	005739
WASHINGTON COUNTY LI	211	04/28/15	\$27.38	E	45500	391	1ST QTR 2015 OVERDUE	SHARED AUTOMA	005749
WASHINGTON COUNTY LI	211	04/28/15	\$51.98	E	45500	391	LOST/DAMAGED FEES/LI	SHARED AUTOMA	005749
STILLWATER PUBLIC LIBR	211	04/28/15	\$32.00	E	45500	391	2015 1ST QTR PROCESSI	SHARED AUTOMA	005739
PLUNKETT S PEST CONTR	211	04/28/15	\$2.00	E	45500	420	PAPER INVOICE FEE FOR	R & M BLDGS, ST	005731
PLUNKETT S PEST CONTR	211	04/28/15	\$107.40	E	45500	420	CRAWLING INSECTS & M	R & M BLDGS, ST	005731
MINNESOTA ELEVATOR	211	04/28/15	\$157.23	E	45500	420	APR BI-MONTHLY SERV/	R & M BLDGS, ST	005724
<b>DEPT 45500 LIBRARY</b>			<u>\$7,687.29</u>						
<b>FUND 211 LIBRARY</b>			<u>\$7,687.29</u>						
<b>FUND 303 GO TIF BOND 1990 DEBT SERVICE</b>									
<b>DEPT 41903 DEBT SERVICE</b>									
U S BANK TRUST N.A.	303	04/23/15	\$6,670.00	E	41903	860	2015 INTEREST PMT	DEBT SERVICE - I	005745
<b>DEPT 41903 DEBT SERVICE</b>			<u>\$6,670.00</u>						
<b>FUND 303 GO TIF BOND 1990 DEBT SE</b>			<u>\$6,670.00</u>						
<b>FUND 400 NEW FIRE STATION</b>									
<b>DEPT 42201 FIRE STATION</b>									
ECKBERG LAMMERS	400	04/01/15	\$772.50	E	42201	300	PROFESSIONAL SERVICE	PROF SER-LEGAL	005617
ECKBERG LAMMERS	400	04/23/15	\$225.00	E	42201	300	GO CIP BONDS	PROF SER-LEGAL	005707
S E H	400	04/29/15	\$1,479.44	E	42201	301	FIRE STATION WITH XCE	PROF SER-ENGIN	005734
S E H	400	04/29/15	\$2,649.06	E	42201	301	MAR 2015 FIRE STATION	PROF SER-ENGIN	005734
S E H	400	04/01/15	\$1,133.40	E	42201	301	FIRE STATION	PROF SER-ENGIN	005634
MN DEPT OF LABOR AND	400	04/23/15	\$3,199.08	E	42201	302	FIRE DEPT. PLAN REVIE	CONTRACT SERVI	005726
LEO A DALY	400	04/23/15	\$50,938.67	E	42201	302	FIRE STATION	CONTRACT SERVI	005717
WASHINGTON COUNTY S	400	04/29/15	\$51.00	E	42201	350	CUP NEW FIRE STATION	PRINTING & PUBL	005750
<b>DEPT 42201 FIRE STATION</b>			<u>\$60,448.15</u>						
<b>FUND 400 NEW FIRE STATION</b>			<u>\$60,448.15</u>						
<b>FUND 601 WATER</b>									
<b>DEPT 46110 WATER-PUMPHOUSE</b>									
XCEL	601	04/02/15	\$1,829.48	E	46110	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	005646
XCEL	601	04/02/15	\$177.80	E	46110	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	005646
GEORGE SIEGFRIED CON	601	04/15/15	\$834.39	E	46110	419	WELL HOUSE #3 WALL R	REPAIR & MAINT	005667
IDEAL SERVICE, INC.	601	04/28/15	\$448.25	E	46110	419	MAINT/SERV WELL 2 & 3	REPAIR & MAINT	005713
SHERWIN WILLIAMS LC	601	04/02/15	\$48.49	E	46110	419	WELL HOUSE PAINT-WA	REPAIR & MAINT	005636
SHERWIN WILLIAMS LC	601	04/02/15	\$305.54	E	46110	419	WELL HOUSE PAINT/WA	REPAIR & MAINT	005636
AUTOMATIC SYSTEMS CO	601	04/28/15	\$703.90	E	46110	419	WATER CONTROL REPAI	REPAIR & MAINT	005697
AUTOMATIC SYSTEMS CO	601	04/28/15	\$1,642.93	E	46110	419	WATER CONTROL REPAI	REPAIR & MAINT	005697
SCHMIDT MECHANICAL	601	04/28/15	\$623.88	E	46110	419	WELL PUMP# 5 / WATER	REPAIR & MAINT	005736
<b>DEPT 46110 WATER-PUMPHOUSE</b>			<u>\$6,614.66</u>						

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Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>DEPT 46120 WATER</b>									
LEAGUE OF MN CITIES IN	601	04/09/15	\$4,117.92	E	46120	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
U S BANK VISA	601	04/01/15	\$35.46	E	46120	201	OFFICE MAX	OFFICE SUPPLIES	005640
U S BANK VISA	601	04/01/15	\$67.29	E	46120	201	STAPLES	OFFICE SUPPLIES	005640
U S BANK VISA	601	04/01/15	\$5.51	E	46120	201	ADM MARCH 2015 CC 20	OFFICE SUPPLIES	005640
BAYPORT PRINTING HOU	601	04/28/15	\$5.00	E	46120	201	SUPPLIES - ENVELOPES	OFFICE SUPPLIES	005699
HOLIDAY FLEET	601	04/09/15	\$185.33	E	46120	212	MARCH 2015 FUEL PURC	MOTOR FUELS & L	005655
U S BANK VISA	601	04/01/15	\$252.40	E	46120	212	NATIONAL OIL SALES	MOTOR FUELS & L	005640
HAWKINS WATER	601	04/15/15	\$58.05	E	46120	216	CHLORINE VENT # 3/WA	CHEMICALS AND	005668
MVTL	601	04/28/15	\$54.00	E	46120	216	WATER TESTING/WATER	CHEMICALS AND	005728
U S BANK VISA	601	04/01/15	\$16.48	E	46120	216	THE UPS STORE	CHEMICALS AND	005640
U S BANK VISA	601	04/28/15	\$15.18	E	46120	216	THE UPS STORE	CHEMICALS AND	005692
HAWKINS WATER	601	04/15/15	\$40.00	E	46120	216	CHLORINE/WATER DEPT.	CHEMICALS AND	005668
U S BANK VISA	601	04/01/15	\$16.06	E	46120	240	MENARDS	SMALL TOOLS-EQ	005640
CARQUEST OF STILLWAT	601	04/28/15	\$24.11	E	46120	240	WRENCHES/WATER DEP	SMALL TOOLS-EQ	005702
U S BANK VISA	601	04/28/15	\$38.61	E	46120	240	MENARDS	SMALL TOOLS-EQ	005692
S E H	601	04/29/15	\$909.42	E	46120	301	TCE WATER	PROF SER-ENGIN	005734
S E H	601	04/29/15	\$326.25	E	46120	301	PRISON WATER INTERC	PROF SER-ENGIN	005734
S E H	601	04/01/15	\$797.62	E	46120	301	TCE MEETING	PROF SER-ENGIN	005634
S E H	601	04/01/15	\$867.78	E	46120	301	PRISON WATER INTERC	PROF SER-ENGIN	005634
ONE CALL CONCEPTS	601	04/15/15	\$29.00	E	46120	307	LOCATES/WATER DEPT.	GOPHER STATE O	005677
COMCAST	601	04/28/15	\$59.95	E	46120	321	APR/MAY 2015 HIGHSPE	COMMUNICATION	005704
U S BANK VISA	601	04/01/15	\$7.55	E	46120	322	USPS	POSTAGE	005640
U S BANK VISA	601	04/01/15	\$9.60	E	46120	322	USPS	POSTAGE	005640
XCEL	601	04/02/15	\$1,516.55	E	46120	380	GAS & ELECTRIC SERVIC	ELECTRIC SERVIC	005646
XCEL	601	04/02/15	\$1,031.55	E	46120	381	GAS & ELECTRIC SERVIC	FUEL FOR HEAT	005646
MINNESOTA DEPT OF HEA	601	04/28/15	\$23.00	E	46120	402	CLASS D #13077 - JOSH	CONFERENCES &	005687
CARQUEST OF STILLWAT	601	04/02/15	\$21.26	E	46120	412	SEAL CLAMPS/WATER DE	REP & MAINT VEH	005615
CARQUEST OF STILLWAT	601	04/28/15	\$11.38	E	46120	412	POLY ARM BLADES/WAT	REP & MAINT VEH	005702
TR COMPUTER SALES LLC	601	04/28/15	\$16.25	E	46120	416	APR 2015 MTHLY STORA	REPAIR/MAINT OF	005744
TR COMPUTER SALES LLC	601	04/01/15	\$16.25	E	46120	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	005639
U S BANK VISA	601	04/28/15	\$7.10	E	46120	416	ADM CC 4798175443002	REPAIR/MAINT OF	005692
HD SUPPLY FACILITIES M	601	04/15/15	\$910.89	E	46120	419	2" WATER METER/WATE	REPAIR & MAINT	005669
FORCE AMERICAN DISTRI	601	04/23/15	\$63.32	E	46120	419	HUB CUPLER/WATER DE	REPAIR & MAINT	005710
U S BANK VISA	601	04/01/15	\$34.89	E	46120	420	QUALITY EQUIP	R & M BLDGS, ST	005640
U S BANK VISA	601	04/28/15	\$63.32	E	46120	420	FORCE AMERICAN DISTR	R & M BLDGS, ST	005692
U S BANK VISA	601	04/01/15	\$96.99	E	46120	420	FORCE AMERICAN DISTR	R & M BLDGS, ST	005640
MINNESOTA POLLUTION	601	04/29/15	\$400.00	E	46120	434	MS4 GENERAL STORMW	STATE FEES FOR	005725
LEOS TRACTORS AND TR	601	04/28/15	\$13,550.00	E	46120	530	2003 GMC TRUCK	CAPITAL ASSETS	005718
<b>DEPT 46120 WATER</b>			<u>\$25,701.32</u>						
<b>FUND 601 WATER</b>			<u>\$32,315.98</u>						
<b>FUND 602 SEWER</b>									
<b>DEPT 46200 SEWER - OPERATING</b>									
LEAGUE OF MN CITIES IN	602	04/09/15	\$4,117.92	E	46200	150	4/1/15-4/1/16 WORKERS	WORKER S COMP	005657
BAYPORT PRINTING HOU	602	04/28/15	\$5.00	E	46200	201	SUPPLIES - ENVELOPES	OFFICE SUPPLIES	005699
U S BANK VISA	602	04/01/15	\$5.51	E	46200	201	ADM MARCH 2015 CC 20	OFFICE SUPPLIES	005640
HOLIDAY FLEET	602	04/09/15	\$115.91	E	46200	212	MARCH 2015 FUEL PURC	MOTOR FUELS & L	005655
ZIEGLER INC.	602	04/28/15	\$35.37	E	46200	220	PARTS/SEWER DEPT.	OPERATING SUPP	005751
OSI ENVIRONMENTAL, IN	602	04/28/15	\$1,081.25	E	46200	302	PUMPING & PRODUCT DI	CONTRACT SERVI	005730
AIR FRESH PORTABLE TOI	602	04/28/15	\$70.00	E	46200	302	EXTRA PUMPING/INSPIR	CONTRACT SERVI	005695
FLEXIBLE PIPE TOOL CO	602	04/02/15	\$76.75	E	46200	412	PRESSURE GAUGE/SEWE	REP & MAINT VEH	005620
MIDWEST OVERHEAD CRA	602	04/15/15	\$382.56	E	46200	412	CRANE PENDANT CORD/	REP & MAINT VEH	005674

**CITY OF BAYPORT**  
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TR COMPUTER SALES LLC	602	04/28/15	\$16.25	E	46200	416	APR 2015 MTHLY STORA	REPAIR/MAINT OF	005744
U S BANK VISA	602	04/28/15	\$7.14	E	46200	416	ADM CC 4798175443002	REPAIR/MAINT OF	005692
TR COMPUTER SALES LLC	602	04/01/15	\$16.25	E	46200	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	005639
<b>DEPT 46200 SEWER - OPERATING</b>			\$5,929.91						
<b>DEPT 46990 SEWER - NON-OPERATING</b>									
METROPOLITAN COUNCIL	602	04/23/15	\$31,422.00	E	46990	434	MAY 2015 MTHLY ANNU	STATE FEES FOR	005722
METROPOLITAN COUNCIL	602	04/01/15	\$31,422.00	E	46990	434	APRIL 2015 MTHLY ANN	STATE FEES FOR	005630
<b>DEPT 46990 SEWER - NON-OPERAT</b>			\$62,844.00						
<b>FUND 602 SEWER</b>			\$68,773.91						
<b>FUND 803 P &amp; Z ESCROWS</b>									
<b>DEPT 80051 BERGSTROM/ ENG &amp; GRADING</b>									
S E H	803	04/01/15	\$40.79	E	80051	301	12 PT RD BERGSTROM	PROF SER-ENGIN	005634
<b>DEPT 80051 BERGSTROM/ ENG &amp; G</b>			\$40.79						
<b>DEPT 80055 MATTAMY MN PARTNERSHIP</b>									
ECKBERG LAMMERS	803	04/23/15	\$500.00	E	80055	300	INSPIRATION III-B	PROF SER-LEGAL	005707
S E H	803	04/29/15	\$9,348.82	E	80055	301	INSPIRATION PHASE IIIB	PROF SER-ENGIN	005734
WASHINGTON COUNTY S	803	04/01/15	\$204.00	E	80055	350	MAILING LABELS	PRINTING & PUBL	005645
ECM PUBLISHERS, INC.	803	04/01/15	\$19.02	E	80055	350	PHN-MATTAMY PARTNER	PRINTING & PUBL	005618
<b>DEPT 80055 MATTAMY MN PARTNE</b>			\$10,071.84						
<b>DEPT 80056 KYLE CARLSON</b>									
S E H	803	04/01/15	\$81.57	E	80056	301	207 6TH ST N PLAN REVI	PROF SER-ENGIN	005634
ECM PUBLISHERS, INC.	803	04/09/15	\$19.02	E	80056	350	ATTACHED GARAGE ADD	PRINTING & PUBL	005654
<b>DEPT 80056 KYLE CARLSON</b>			\$100.59						
<b>FUND 803 P &amp; Z ESCROWS</b>			\$10,213.22						
			\$279,577.26						

## City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

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### Building Permit Log

For: April, 2015

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<b>Permit Number:</b> BP2015-12	<b>Filing Date:</b> 4/6/2015
<b>Parcel Address:</b> 464 MINNESOTA St. S.	BAYPORT, MN 55003
<b>Applicant:</b> TITAN EXTERIORS LLC	<b>Applicant Phone:</b> 651-491-6155
TITAN EXTERIORS LLC RESIDENTIAL BUILDER	
<b>Construction Value:</b> \$10,000.00	<b>Total Fees:</b> \$201.75

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<b>Permit Number:</b> BP2015-13	<b>Filing Date:</b> 4/9/2015
<b>Parcel Address:</b> 100 4TH Ave. N.	BAYPORT, MN 55003
<b>Applicant:</b> BL DAL SIN ROOFING	<b>Applicant Phone:</b> 952-881-7663
BL DAL SIN ROOFING COMMERCIAL GENERAL	
<b>Construction Value:</b> \$243,169.00	<b>Total Fees:</b> \$3,290.82

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<b>Permit Number:</b> BP2015-14	<b>Filing Date:</b> 4/15/2015
<b>Parcel Address:</b> 532 PRAIRIE WAY S.	BAYPORT, MN 55003
<b>Applicant:</b> RANDALLS HOME IMPROVEMENT	<b>Applicant Phone:</b> 651-428-3301
RANDALLS HOME IMPROVEMENT RESIDENTIAL	
<b>Construction Value:</b> \$8,960.00	<b>Total Fees:</b> \$296.53

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<b>Permit Number:</b> BP2015-15	<b>Filing Date:</b> 4/15/2015
<b>Parcel Address:</b> 451 5th Street So.	Bayport, MN 55003
<b>Applicant:</b> RENEWAL BY ANDERSEN, INC.	<b>Applicant Phone:</b> 651-264-4777
RENEWAL BY ANDERSEN, INC. RESIDENTIAL	
<b>Construction Value:</b> \$26,831.00	<b>Total Fees:</b> \$447.92

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<b>Permit Number:</b> BP2015-16	<b>Filing Date:</b> 4/20/2015
<b>Parcel Address:</b> 1 POINT Road	BAYPORT, MN 55003
<b>Applicant:</b> ROBERT SCHMIDT	<b>Applicant Phone:</b> :
OWNER OWNER	
<b>Construction Value:</b> \$4,100.00	<b>Total Fees:</b> \$120.05

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<b>Permit Number:</b> BP2015-17	<b>Filing Date:</b> 4/20/2015
<b>Parcel Address:</b> 488 5TH St. N.	BAYPORT, MN 55003
<b>Applicant:</b> JTR ROOFING, INC. JTR ROOFING, INC. RESIDENTIAL BUILDER	<b>Applicant Phone:</b> 651-777-7394
<b>Construction Value:</b> \$2,100.00	<b>Total Fees:</b> \$94.55

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<b>Permit Number:</b> BP2015-18	<b>Filing Date:</b> 4/23/2015
<b>Parcel Address:</b> 177 NORTH 3RD STREET	BAYPORT, MN 55003
<b>Applicant:</b> NOT JUST A CAFE OWNER OWNER	<b>Applicant Phone:</b> 651-275-8900
<b>Construction Value:</b> \$1,400.00	<b>Total Fees:</b> \$54.95

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<b>Permit Number:</b> BP2015-19	<b>Filing Date:</b> 4/27/2015
<b>Parcel Address:</b> 422 PRAIRIE WAY S.	BAYPORT, MN 55003
<b>Applicant:</b> MIKE & AMANDA BEHRENS OWNER OWNER	<b>Applicant Phone:</b> 651-777-7394
<b>Construction Value:</b> \$9,600.00	<b>Total Fees:</b> \$321.19

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<b>Permit Number:</b> BP2015-20	<b>Filing Date:</b> 4/27/2015
<b>Parcel Address:</b> 9 POINT Road	BAYPORT, MN 55003
<b>Applicant:</b> BRADEN CONSTRUCTION BRADEN CONSTRUCTION RESIDENTIAL BUILDER	<b>Applicant Phone:</b> 715-549-6099
<b>Construction Value:</b> \$15,000.00	<b>Total Fees:</b> \$273.00

---

<b>Permit Number:</b> EG2015-1	<b>Filing Date:</b> 4/14/2015
<b>Parcel Address:</b> 7TH STREET NORTH	BAYPORT, MN 55003
<b>Applicant:</b> XCEL ENERGY XCEL ENERGY UTILITIES	<b>Applicant Phone:</b> 651-748-3308
<b>Construction Value:</b>	<b>Total Fees:</b> \$350.00

---

<b>Permit Number:</b> EG2015-2	<b>Filing Date:</b> 4/14/2015
<b>Parcel Address:</b> 5TH STREET SOUTH FROM 106	
<b>Applicant:</b> XCEL ENERGY Q-3 CONTRACTING UTILITIES	<b>Applicant Phone:</b> 651-779-3132
<b>Construction Value:</b>	<b>Total Fees:</b> \$1,350.00

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**Building Permit Log**

For: April, 2015

Printed:4/28/2015

Page3 of 3

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**Permit Number:** MC2015-7  
**Parcel Address:** 607 6TH St. N.  
**Applicant:** ANDERSON HEATING, INC.  
ANDERSON HEATING, INC. MECHANICAL  
**Construction Value:** \$19,900.00

**Filing Date:** 4/7/2015  
BAYPORT, MN 55003  
**Applicant Phone:** 715-549-6297  
**Total Fees:** \$800.00

---

**Permit Number:** MC2015-8  
**Parcel Address:** 100 4TH Ave. N.  
**Applicant:** HORWITZ , INC  
HORWITZ , INC MECHANICAL/PLUMBER  
**Construction Value:** \$250,000.00

**Filing Date:** 4/8/2015  
BAYPORT, MN 55003  
**Applicant Phone:** 763-533-1900  
**Total Fees:** \$3,130.00

---

**Permit Number:** PL2015-5  
**Parcel Address:** 228 4th Street S.  
**Applicant:** BROOKSIDE PLUMBING INC.  
BROOKSIDE PLUMBING INC. Plumber  
**Construction Value:** \$1,500.00

**Filing Date:** 4/7/2015  
BAYPORT, MN 55003  
**Applicant Phone:** 612-718-6649  
**Total Fees:** \$80.00

---

**Permit Number:** PL2015-6  
**Parcel Address:** 800 2nd Avenue N.  
**Applicant:** CHAMPION PLUMBING LLC  
CHAMPION PLUMBING LLC Plumber  
**Construction Value:** \$800.00

**Filing Date:** 4/22/2015  
Bayport, MN 55003  
**Applicant Phone:** 651-365-1340  
**Total Fees:** \$80.00

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**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 type="checkbox"/> Village Green Park
	<input checked="" type="checkbox"/> Street, alley, or other city property description: <u>Hwy 95 from 7th Ave N to 2nd St S</u>
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:	<u>JIM MENARD</u>	
Organization/Business Name:	<u>BAYPORT AMERICAN LEGION Post 491</u>	
Main Phone Number:	<u>651.323.0980</u>	Alternate Phone Number: <u>651.479.9207</u>
Address:	<u>1326 CANNELTON ST N.</u>	
City/State/Zip:	<u>STELLWATER MN 55082</u>	
Email Address:	<u>BAYPORT PARADE@COMCAST.NET</u>	

<b>Event Information</b>			
Start Date:	<u>MAY 25<sup>th</sup> 2015</u> <u>*LINE UP BEGINS @ 8am</u>	End Date:	<u>MAY 25<sup>th</sup> 2015</u> <u>NOON</u>
Day(s):	<input checked="" type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Sunday <input type="checkbox"/> Saturday		
Weekday Hours:	Weekend Hours: <u>11:30am - 12 Noon</u>		

Description of event, activities, location and proposed alteration of city property:
<u>BAYPORT MEMORIAL DAY PARADE</u>

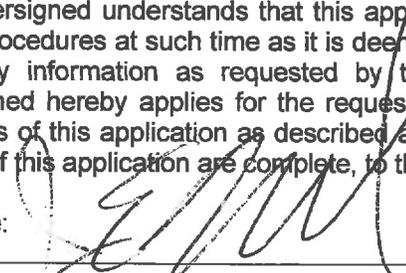
**Description of Requested City Services and/or Equipment**

**Application Requirements and Fees**

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

**Applicant Acknowledgement and Signature**

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

Signature: 

Date: 4/13/15

Office Use – Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 4/13/15	<input checked="" type="checkbox"/> Cash <input type="checkbox"/> Check	RH
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 type="checkbox"/> YES <input checked="" type="checkbox"/> NO Date Received:				

# *Bayport American Legion Memorial Day Parade*

April 23 2015

City of Bayport  
294 north 3<sup>rd</sup> street  
Bayport Minnesota 55003

Honorable Mayor and Council Members,

On behalf of the Hesley Jensen American Legion Post 491, I respectfully make application for annual financial assistance for an amount of \$400.00 from the City of Bayport.

The Bayport American Legion Memorial Day Parade and Ceremony is being held to Honor our Nations War Veterans. It is an opportunity to come together as a community and is open to resident and organizations in the St. Croix Valley area. This Event attracts not only crowds of Bayport residents but participants and spectators from neighboring communities.

I am working hard to recruit bands and interesting entrants – most of which cost money. I am hoping to offset the costs with Parade entry fees and generous donations from organizations and people through out the St. Croix Valley. Any contribution you can make will be greatly appreciated and will help ensure a successful parade.

We take this opportunity to thank you for your contribution and support given to our Post over the years, which has been use to offset the expenses associated with the organization and execution of the annual Bayport American Legion Memorial Day Parade.

Please make contribution payable to:

**Hesley Jensen American Legion Post 491**  
**Box 187**  
**Bayport MN 55003**

Thank you very much for your consideration of this request.

Sincerely,



Jim Menard, Parade Chairman  
Cell-Phone 651-323-0980

Email [BayportParade@comcast.net](mailto:BayportParade@comcast.net)





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

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

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

**Property Information**

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

Street, alley, or other city property description: SEE ATTACHED MAP

Private property address: \_\_\_\_\_

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

Applicant/Contact Name: RYAN BEVENS

Organization/Business Name: RUN STILLWATER, INC. + FIVE LOCAL NON-PROFITS

Main Phone Number: 651-235-0244 Alternate Phone Number: \_\_\_\_\_

Address: P.O. BOX 21

City/State/Zip: STILLWATER, MN 55082

Email Address: BEVENS.RYAN@GMAIL.COM

**Event Information**

Start Date: 7/25/2015 End Date: 7/25/2015

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

Weekday Hours: N/A Weekend Hours: 5:00 a.m. - 12 NOON - PARK COMPLETELY CLOSED + VACATED BY EVENT.

Description of event, activities, location and proposed alteration of city property:  
10 MILE + 5K ROAD RACES. BOTH EVENTS WILL START & FINISH IN LAKESIDE PARK NEAR THE BECKHOUSE. ACTIVITIES IN THE PARK INCLUDE: REGISTRATION & PACKET PICKUP; START & FINISH AREA; REFRESHMENTS FOR RUNNERS & CREWS FOR SPONSOR & VENDOR DISPLAYS.

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

Buyer Police Services For TRAFFIC CONTROL of WASHINGTON Co. SHERIFF  
FOR COUNTY/STATE ROADS.

- RICE will supply 50 TRAFFIC MANSUETS to ASSIST IN TRAFFIC CONTROL.
- WAVING LITES to supply CONES & BARRICADES For use on the GORGE.
- SITE PLAN OF HILLSIDE PARK is included. No changes to '14 plan.

**Application Requirements and Fees**

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

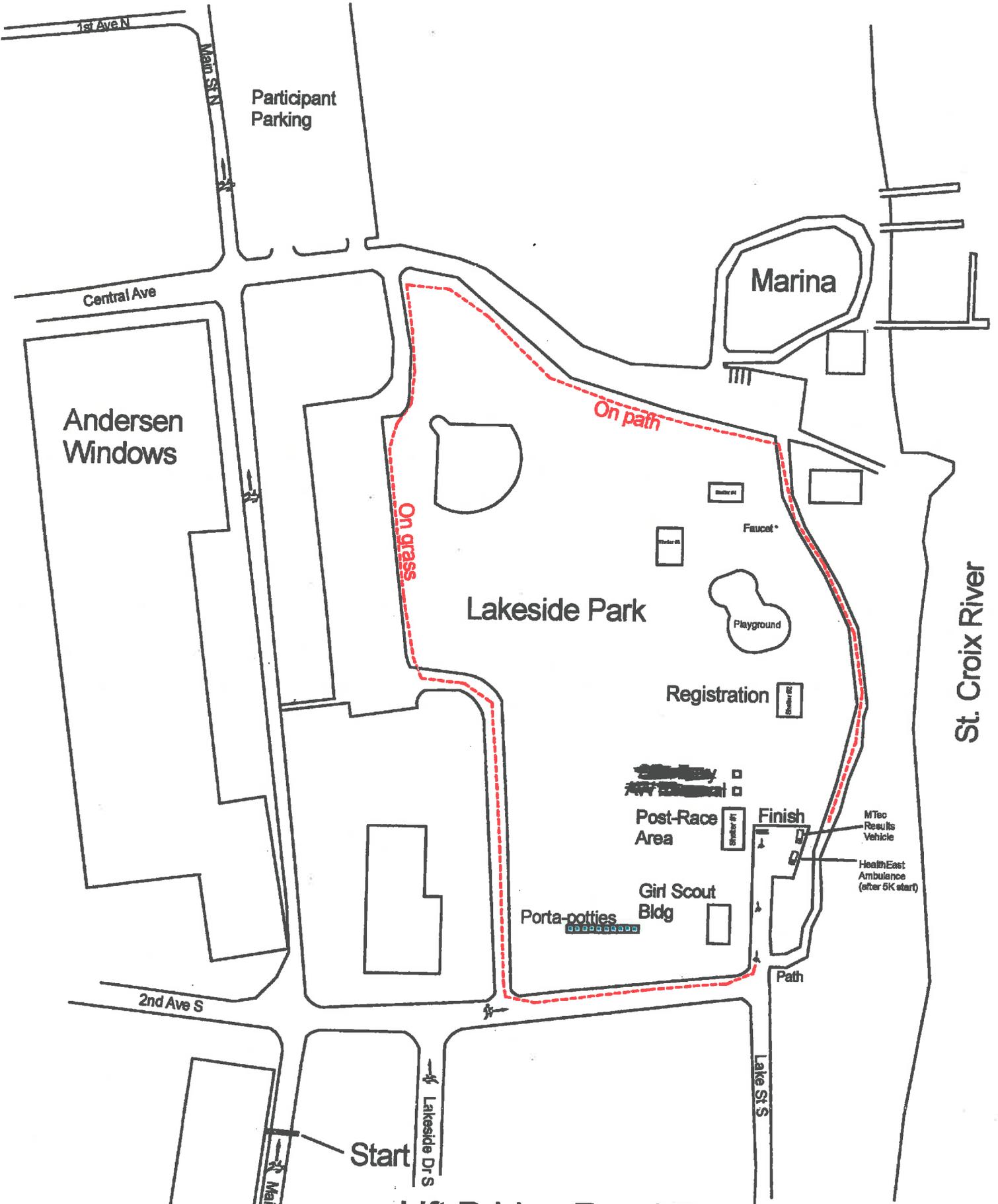
**Applicant Acknowledgement and Signature**

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

Signature: *[Handwritten Signature]*

Date: 4/15/15

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 checked="" type="checkbox"/> \$50.00	Received: 4/16/15	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 5341	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 checked="" type="checkbox"/> \$ 500.00	Invoiced: _____ Received: 4/16/15 Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received:				



**Lift Bridge Road Races  
Start/Finish Area**

Kids Run Route

St. Croix River

Marina

Lakeside Park

Andersen Windows

Participant Parking

On path

On grass

Faucet\*

Playground

Registration

Post-Race Area

Finish

MTec Results Vehicle

HealthEast Ambulance (after 5K start)

Girl Scout Bldg

Porta-potties

Path

Start

1st Ave N

Central Ave

Main St N

2nd Ave S

Lakeside Dr S

Lake St S

Main St S

# LG230 Application to Conduct Off-site Gambling

## No Fee

### Organization Information

Organization name American Legion Post 491 License number 00467  
 Address 263 N. 3rd St. City Bayport MN Zip code 55003  
 County Washington  
 Gambling manager name Marion Coffman Daytime phone 651-491-2418

### Gambling Activity

- Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.  
from 6/27/15 to 6/27/15
- Check the type of games that will be conducted.  
 raffle     pull-tabs     bingo     tipboards     paddlewheel

### Gambling Premises

- Name of location where gambling activity will be conducted Village Green/Bethlehem Church
- County [where gambling activity will be conducted] Washington
- Street address and city [or township] Bayport Zip code 55003
  - Do not use a post office box.
  - If no street address, write in road designations. Example: 3 miles east of Hwy 63 on County Road 42.
- Does your organization own the gambling premises?  
 Yes If yes, a lease is not required.  
 No If no, the lease agreement below must be completed, and signed by the lessor.

### Lease Agreement for Off-site Activity

A lease agreement is not required for raffles.

- Rent to be paid for the leased area 0 If none, write "0."
- All obligations and agreements between the organization and the lessor are listed below or attached.
  - Any attachments must be dated and signed by both the lessor and lessee.
  - This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
  - Other terms, if any \_\_\_\_\_
- Lessor's signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Print lessor's name \_\_\_\_\_

# LG230 Application to Conduct Off-site Gambling

## Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits.	COUNTY APPROVAL for a gambling premises located in a township
City name _____	County name _____
Date approved by city council _____	Date approved by county board _____
Resolution number (if none, provide meeting minutes) _____	Resolution number (if none, provide meeting minutes) _____
Signature of city personnel _____	Signature of county personnel _____
Title _____ Date Signed _____	Title _____ Date Signed _____

## Chief Executive Officer [CEO] Acknowledgment

- 10. The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.
  - 11. I have read this application, and all information is true, accurate, and complete, and if applicable, agree to the lease terms as stated in this application.
- CEO signature *Wayne Peterson* Date 4/15/15
12. Print CEO name Wayne Peterson Daytime phone 612-723-1175

### Mail or fax to:

**No attachments required.**

Gambling Control Board  
 1711 West County Road B, Suite 300 South  
 Roseville, MN 55113  
**FAX: 651-639-4032**

This publication will be made available in alternative format (i.e. large print, Braille) upon request.

**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information

provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



# City of Bayport, Minnesota

An Independently Owned Member  
McGLADREY ALLIANCE



Presentation of Audited Financial Statements

December 31, 2014

For management use only

*Working with People, Not Just Numbers*

# Audit Results



## Auditor's Report on Financial Statements (Financial Statements Pg. 2-3)

- Audit is in accordance with *Generally Accepted Auditing Standards*
- Unmodified opinions

A decorative graphic at the bottom left of the page consists of a dark blue triangle pointing right, followed by a lighter blue triangle pointing right, and then a patterned area with small colorful squares.

*Working with People, Not Just Numbers*

# Financial Highlights

## Governmental Funds – Capital Project

**SCHLENNER  
WENNER & Co.**  
CERTIFIED PUBLIC ACCOUNTANTS  
& BUSINESS CONSULTANTS

	Fire Hall Capital Project Fund	Nonmajor Capital Project Funds
<b>REVENUES</b>		
Tax Increment	\$ -	\$ 49,945
Net Investment Income	(169)	17,164
Miscellaneous	<u>334,000</u>	<u>-</u>
<b>TOTAL REVENUES</b>	<b>333,831</b>	<b>67,109</b>
<b>EXPENDITURES</b>		
Current:		
Public Safety	1,044	-
Economic Development	-	45,568
Capital Outlay	<u>103,397</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<b><u>104,441</u></b>	<b><u>45,568</u></b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>229,390</b>	<b>21,541</b>
<b>FUND BALANCES - BEGINNING</b>	<u>-</u>	<u>374,119</u>
<b>FUND BALANCES - ENDING</b>	<b><u>\$ 229,390</u></b>	<b><u>\$ 395,660</u></b>

**Nonmajor Funds:**

- TIF District 1
- TIF District 2
- Developer Reimbursed Project

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# Financial Highlights

## Governmental Funds – Special Revenue

**SCHLENNER  
WENNER & Co.**  
CERTIFIED PUBLIC ACCOUNTANTS  
& BUSINESS CONSULTANTS

	Nonmajor Special Revenue Funds
<b>REVENUES</b>	
Taxes	\$ 160,000
Special Assessments	2,310
Charges for Services	80,860
Fines	46,075
Private Grants	111,350
Net Investment Income	86,307
Miscellaneous	3,095
<b>TOTAL REVENUES</b>	<u>489,997</u>
<b>EXPENDITURES</b>	
Current:	
Public Safety	14,287
Public Works	2,440
Parks and Recreation	275,638
Capital Outlay	124,028
<b>TOTAL EXPENDITURES</b>	<u>416,393</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	73,604
<b>OTHER FINANCING SOURCES (USES)</b>	
Operating Transfers In	679,025
Operating Transfers Out	<u>(679,025)</u>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>-</u>
<b>NET CHANGE IN FUND BALANCES</b>	73,604
<b>FUND BALANCES - BEGINNING</b>	<u>1,732,609</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 1,806,213</u>

**Nonmajor Funds:**

- Library
- Drug Forfeiture
- Tax Stabilization
- K-9 Unit
- Park Improvement
- Water and Sewer Improvement

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# Financial Highlights

## Governmental Funds – Debt Service

**SCHLENNER  
WENNER & Co.**  
CERTIFIED PUBLIC ACCOUNTANTS  
& BUSINESS CONSULTANTS

	Debt Service Fund
<b>REVENUES</b>	
Taxes	\$ 74,351
Net Investment Income	20,805
<b>TOTAL REVENUES</b>	<u>95,156</u>
<b>EXPENDITURES</b>	
Debt Service:	
Principal	150,000
Interest and Other Charges	20,408
<b>TOTAL EXPENDITURES</b>	<u>170,408</u>
<b>NET CHANGE IN FUND BALANCES</b>	(75,252)
<b>FUND BALANCES - BEGINNING</b>	<u>272,396</u>
<b>FUND BALANCES - ENDING</b>	<u>\$ 197,144</u>

**Long-term Debt Outstanding at 12/31/14:**

2001 G.O. TIF Refunding Bonds      \$ 375,000



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# Financial Highlights

## Governmental Funds – Permanent

**SCHLENNER  
WENNER & Co.**  
CERTIFIED PUBLIC ACCOUNTANTS  
& BUSINESS CONSULTANTS

	<u>Permanent Fund</u>
<b>REVENUES</b>	
Net Investment Income	<u>\$ 31,103</u>
<b>NET CHANGE IN FUND BALANCES</b>	31,103
<b>FUND BALANCES - BEGINNING</b>	<u>615,068</u>
<b>FUND BALANCES - ENDING</b>	<u><u>\$ 646,171</u></u>



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# Financial Highlights

## Governmental Funds – General

**SCHLENNER  
WENNER & Co.**  
CERTIFIED PUBLIC ACCOUNTANTS  
& BUSINESS CONSULTANTS

	Budget Amounts- Original and Final	Actual Amounts Budgetary Basis	Variance with Final Budget Over (Under)
	<u>Final</u>	<u>Basis</u>	<u>(Under)</u>
<b>RESOURCES (INFLOWS):</b>			
Taxes and Special Assessments	\$ 999,981	\$ 826,806	\$ (173,175)
Licenses, Permits, and Fees	122,300	121,558	(742)
Intergovernmental	605,622	638,493	32,871
Charges for Services	382,820	401,497	18,677
Fines	33,470	40,355	6,885
Investment Income (Loss)	255,500	369,555	114,055
Miscellaneous	76,800	89,880	13,080
Proceeds on Sale of Assets	-	16,500	16,500
Transfers In	278,950	32,950	(246,000)
<b>AMOUNTS AVAILABLE</b>	<u>2,755,443</u>	<u>2,537,594</u>	<u>(217,849)</u>



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# Financial Highlights

## Governmental Funds – General (Continued)

**SCHLENNER  
WENNER & Co.**  
CERTIFIED PUBLIC ACCOUNTANTS  
& BUSINESS CONSULTANTS

	Budget Amounts- Original and Final	Actual Amounts Budgetary Basis	Variance with Final Budget Over (Under)
<b>CHARGES TO APPROPRIATIONS (OUTFLOWS):</b>			
Current:			
General Government:			
Administration	143,368	141,412	(1,956)
Mayor and Council	190,087	156,851	(33,236)
Boards and Commissions	229,805	228,652	(1,153)
Elections	4,800	3,611	(1,189)
General Government	141,501	48,090	(93,411)
Public Safety:			
Police	739,192	704,654	(34,538)
Fire	402,831	426,710	23,879
Public Works	402,228	301,487	(100,741)
Parks and Recreation	63,331	47,861	(15,470)
Capital Outlay	324,500	552,051	227,551
Transfers Out	113,800	-	(113,800)
<b>TOTAL CHARGES</b>	<u>2,755,443</u>	<u>2,611,379</u>	<u>(144,064)</u>
<b>BUDGETARY CHANGE IN FUND BALANCE</b>	<u>\$ -</u>	<u>(73,785)</u>	<u>\$ (73,785)</u>
<b>FUND BALANCES - BEGINNING</b>		<u>7,996,676</u>	
<b>FUND BALANCES - ENDING</b>		<u>\$ 7,922,891</u>	

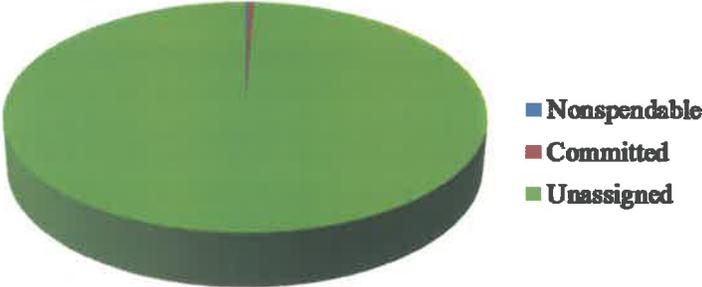
*Working with People, Not Just Numbers*

# Financial Highlights

## Governmental Funds – General Fund Balance



General Fund		
Nonspendable - Prepays and Inventory	\$	18,223
Committed for Equipment Replacement		30,242
Unassigned		<u>7,874,426</u>
Total General Fund Balance	\$	<u><u>7,922,891</u></u>



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# Financial Highlights

## Enterprise Funds – Operating



	Water Fund	Sewer Fund	Totals
<b>OPERATING REVENUES</b>			
Charges for Services	\$ 389,771	\$ 613,478	\$ 1,003,249
<b>OPERATING EXPENSES</b>			
Personnel Services	174,572	171,757	346,329
Materials, Supplies, Services and Charges	220,771	44,581	265,352
Metropolitan Council Environmental Services Charges	-	397,113	397,113
Depreciation	<u>122,223</u>	<u>64,898</u>	<u>187,121</u>
<b>TOTAL OPERATING EXPENSES</b>	<u>517,566</u>	<u>678,349</u>	<u>1,195,915</u>
<b>NET OPERATING LOSS</b>	(127,795)	(64,871)	(192,666)



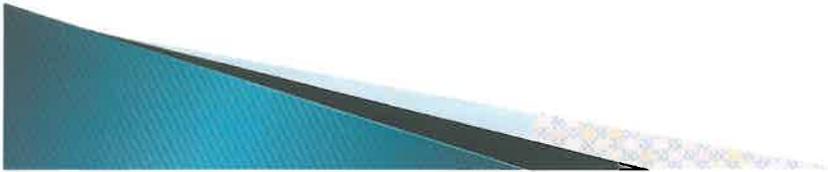
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# Financial Highlights

## Enterprise Funds – Nonoperating

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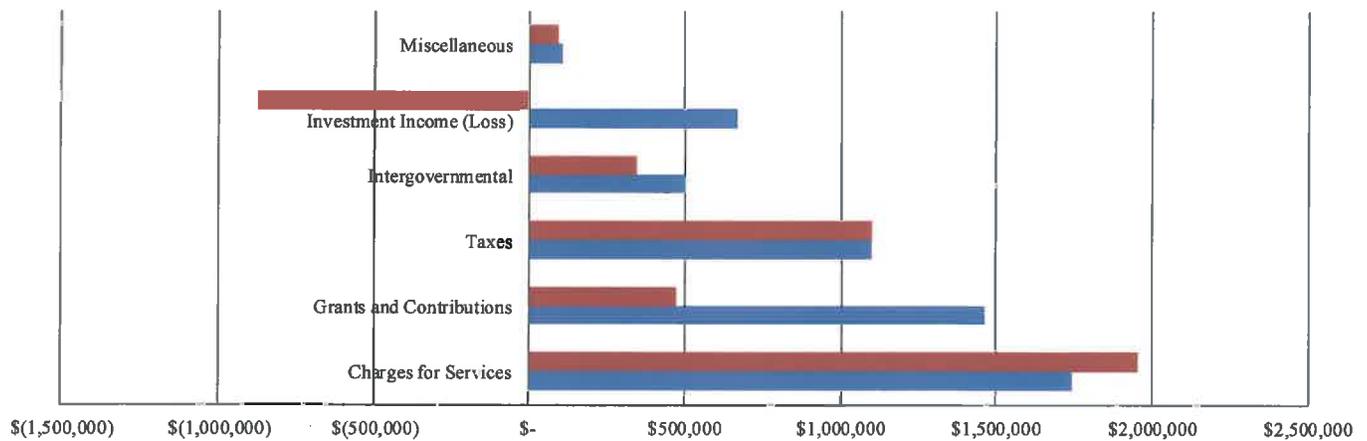
	Water Fund	Sewer Fund	Totals
<b>NONOPERATING INCOME</b>			
Connection Fees	39,350	5,600	44,950
Net Investments Income	81,368	59,597	140,965
<b>TOTAL NONOPERATING INCOME</b>	<u>120,718</u>	<u>65,197</u>	<u>185,915</u>
<b>CHANGE IN NET POSITION PRIOR TO TRANSFERS</b>	(7,077)	326	(6,751)
<b>TRANSFERS</b>			
Operating Transfers Out	(6,475)	(26,475)	(32,950)
<b>CHANGE IN NET POSITION</b>	(13,552)	(26,149)	(39,701)
<b>NET POSITION-BEGINNING OF YEAR</b>	<u>6,637,989</u>	<u>3,235,186</u>	<u>9,873,175</u>
<b>NET POSITION-END OF YEAR</b>	<u>\$ 6,624,437</u>	<u>\$ 3,209,037</u>	<u>\$ 9,833,474</u>



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# Financial Highlights

**Total Government-Wide Revenues**



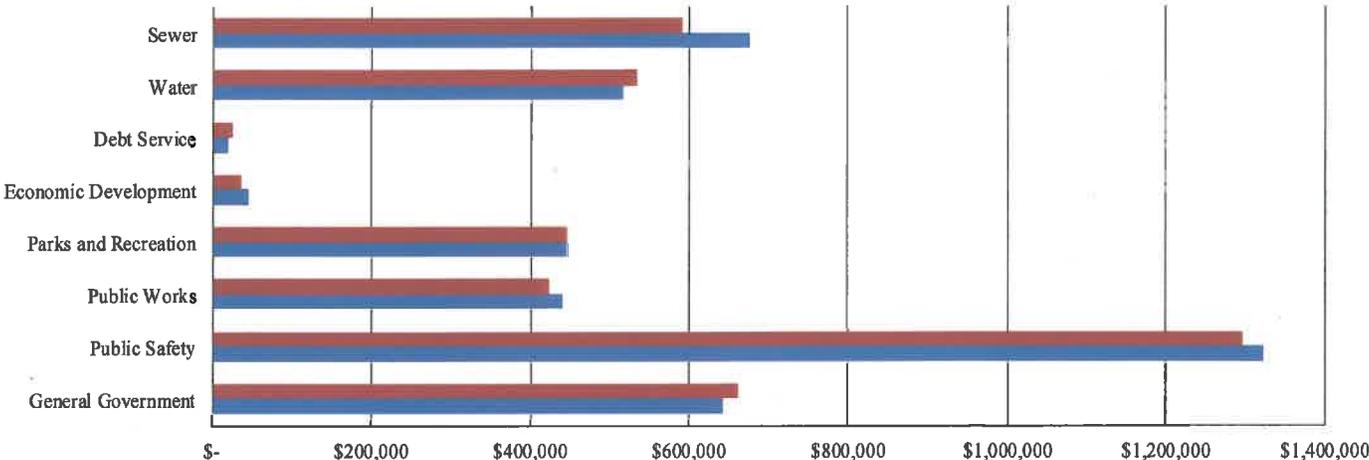
	Charges for Services	Grants and Contributions	Taxes	Intergovernmental	Investment Income (Loss)	Miscellaneous
■ 2013	\$1,954,135	474,120	1,101,024	345,508	(869,313)	94,036
■ 2014	\$1,742,708	1,465,493	1,098,432	500,794	665,730	105,924

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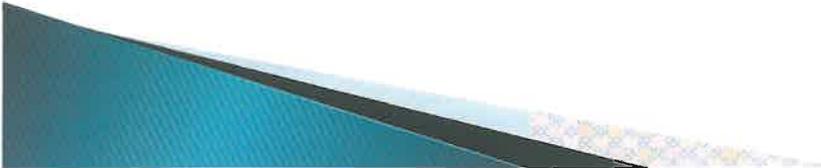
# Financial Highlights



**Total Government-Wide Expenses**



	General Government	Public Safety	Public Works	Parks and Recreation	Economic Development	Debt Service	Water	Sewer
■ 2013	\$662,604	1,297,519	423,627	447,226	36,480	24,799	533,532	590,973
■ 2014	\$643,795	1,324,030	440,375	448,737	45,568	20,610	517,566	678,349



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# Area City Comparison



Below are comparative numbers for 2013 as compiled from the Minnesota State Auditor's Office. Such information is available at [www.auditor.state.mn.us](http://www.auditor.state.mn.us).

	Bayport	Scandia	Falcon Heights	Lauderdale	Newport	Oak Park Heights
Population	3,704	4,090	5,445	2,460	3,479	4,866
Taxable Tax Capacity	\$ 2,489,407	\$ 5,687,699	\$ 3,757,038	\$ 1,879,090	\$ 3,496,247	\$ 10,352,307
Net Tax Levy	\$ 906,255	\$ 2,073,044	\$ 902,888	\$ 488,202	\$ 2,063,428	\$ 4,335,490
Total Revenue	\$ 2,944,160	\$ 2,646,926	\$ 3,086,626	\$ 1,544,988	\$ 3,800,364	\$ 5,198,888
Total Current Expenditures	\$ 2,398,497	\$ 1,743,254	\$ 1,983,600	\$ 1,197,638	\$ 2,567,141	\$ 3,785,831
Total Capital Outlay	\$ 485,332	\$ 450,441	\$ 1,614,042	\$ 244,393	\$ 1,806,051	\$ 1,103,309
Total Debt Service	\$ 833,875	\$ 547,639	\$ 117,336	\$ 109,779	\$ 484,400	\$ 657,436
Total Expenditures	\$ 3,717,704	\$ 2,741,334	\$ 3,714,978	\$ 1,551,810	\$ 4,857,592	\$ 5,546,576
As Per Capita						
Taxable Tax Capacity	\$ 672	\$ 1,391	\$ 690	\$ 764	\$ 1,006	\$ 2,127
Net Tax Levy	\$ 245	\$ 507	\$ 166	\$ 198	\$ 593	\$ 891
Total Revenue	\$ 795	\$ 647	\$ 567	\$ 628	\$ 1,092	\$ 1,068
Total Current Expenditures	\$ 648	\$ 426	\$ 364	\$ 487	\$ 738	\$ 778
Total Capital Outlay	\$ 131	\$ 110	\$ 296	\$ 99	\$ 519	\$ 227
Total Debt Service	\$ 225	\$ 134	\$ 22	\$ 45	\$ 139	\$ 135
Total Expenditures	\$ 1,004	\$ 670	\$ 682	\$ 631	\$ 1,396	\$ 1,140

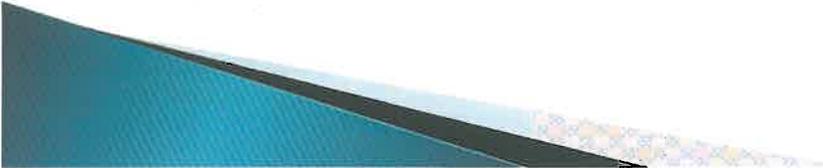
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# Report to Members of Governance and Compliance

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## Required Communications:

- No new accounting policies were adopted
- No significant/unusual transactions
- No alternative treatments used
- No significant estimates
- Audit adjustments were posted
- No uncorrected misstatements identified



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# Report to the Members of Governance and Compliance

**SCHLENNER  
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## Required Communications (continued):

- No disagreements with management
- No consultations with other accountants
- No significant issues discussed with management
- No significant difficulties encountered during the audit



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# Report to the Members of Governance and Compliance

**SCHLENNER  
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## Internal Control Findings:

- Segregation of Duties
- Audit adjustments were posted

## Compliance Findings:

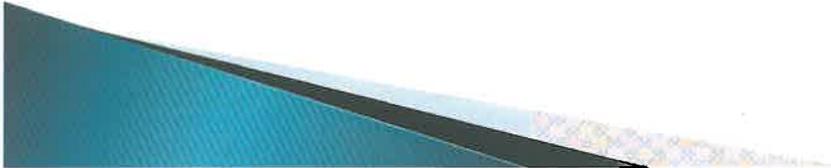
- None



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& BUSINESS CONSULTANTS

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

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Date: April 27, 2015

To: Honorable Mayor and City Council

From: Logan Martin, City Administrator  
Andrew Pratt, City Attorney

Re: **Consider resolution authorizing the issuance and sale of General Obligation Capital Improvement Plan Bonds, Series 2015A**

***BACKGROUND***

In pursuit of the Fire Hall construction project, staff has been working with financial advisors from Springsted, Inc. to coordinate the issuance and sale of General Obligation Capital Improvement Bonds. These bonds will allow the project to borrow funds upfront that are necessary to pay for the construction of the building. As you will recall, the City's annual payment toward these bonds over the 15-year term is generated from the payments received from our partner communities via the recently approved long-term fire services contract.

At the May 4 meeting, the City Council is asked to establish the terms of the sale and the date that the sale will occur (June 1). On June 1, competitive bids will be received and the results will be discussed with the City Council at its meeting that evening, at which point an award of bonds will be considered. Bond proceeds will be deposited with the City on or about July 1.

Attached is a very thorough explanation of the process from Springsted, along with a resolution crafted by City Attorney Pratt that establishes the legal framework of this bond issuance. Springsted will be present at the May 4 meeting to discuss this process in full detail.

***RECOMMENDATION***

Staff recommends the City Council approve the resolution authorizing the issuance and sale of General Obligation Capital Improvement Plan Bonds, Series 2015A.

Attachments

Summary and Recommendation from Springsted, Inc  
Resolution No. 2015 - \_\_\_\_\_ (authorizing bond sale)

## City of Bayport, Minnesota Recommendations for Issuance of Bonds

### \$1,995,000 General Obligation Capital Improvement Plan Bonds, Series 2015A

The City Council has under consideration the issuance of bonds to fund construction of a new fire station. This document provides information relative to the proposed issuance.

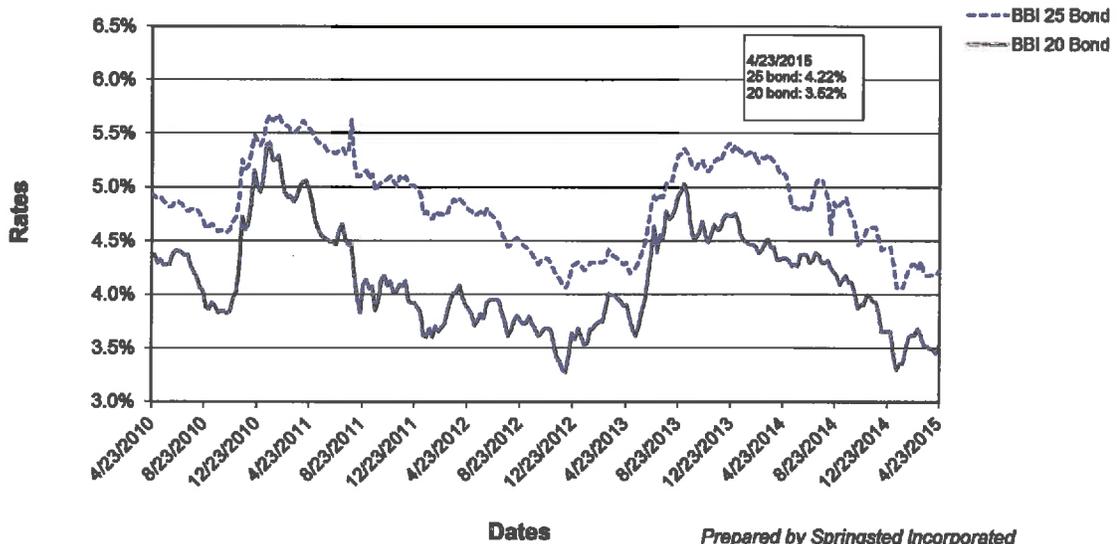
**KEY EVENTS:** The following summary schedule includes the timing of some of the key events that will occur relative to the bond issuance.

May 4, 2015	City Council sets sale date and terms
Week of May 18, 2015	Rating conference is conducted
<b>June 1, 2015, 10:00 AM</b>	<b>Competitive bids are received</b>
<b>June 1, 2015, 6:00 PM</b>	<b>City Council considers award of bonds</b>
On or about July 1, 2015	Proceeds are received

**RATING:** An application will be made to Moody's Investors Service for a rating on the Bonds. The City's general obligation debt is currently rated 'Aa3' by Moody's.

**THE MARKET:** Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20<sup>th</sup> year for general obligation bonds (the BBI 20 Bond Index) and the 30<sup>th</sup> year for revenue bonds (the BBI 25 Bond Index). The following chart illustrates these two indices over the past five years.

**BBI 25-bond (Revenue) and 20-bond (G.O.) Rates for 5 Years Ending 4/23/2015**



**POST ISSUANCE COMPLIANCE:**

The issuance of these bonds will result in post-issuance compliance responsibilities. The responsibilities are in two primary areas: i) compliance with federal arbitrage requirements and ii) compliance with secondary disclosure requirements.

Federal arbitrage requirements include a wide range of implications that have been taken into account as this issue has been structured. Post-issuance compliance responsibilities for tax-exempt issues include both rebate and yield restriction provisions of the IRS Code. In general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are both considered to be proceeds under the IRS regulations), and/or reserves. Under certain circumstances any "excess earnings" will need to be paid to the IRS to maintain the tax-exempt status of the Bonds. Any interest earnings on gross bond proceeds or debt service funds should not be spent until it has been determined based on actual facts that they are not "excess earnings" as defined by the IRS Code.

An issue qualifies for a small issuer exception from rebate if it is sold by a municipality with general taxing powers that issues \$5 million or less of certain tax-exempt obligations in a calendar year. The City expects to qualify as a small issuer for the year. The issue may qualify for a rebate exception, however, yield restriction provisions will still apply to the debt service fund and any proceeds that remain unspent after three years and these funds should be monitored throughout the life of the issue.

Regardless of whether the issue qualifies for an exemption from the rebate provisions, yield restriction provisions will apply to the debt service fund under certain conditions and any unspent bond proceeds remaining after three years. These funds should be monitored throughout the life of the Bonds.

Secondary disclosure requirements result from an SEC requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the City to commit to providing the information needed to comply under a continuing disclosure agreement.

City of Bayport currently manages its own arbitrage and continuing disclosure compliance. Springsted has provided an Agreement for Municipal Advisory Services to the City and the City has executed such Agreement. Springsted will provide addendums to such contract for services specific to arbitrage and continuing disclosure compliance on the single outstanding bond issue (Series 2001) and this current issue. It is expected these addendums will be executed prior to the sale of the Bonds.

**SUPPLEMENTAL INFORMATION AND BOND RECORD:**

Supplementary information will be available to staff including detailed terms and conditions of sale, comprehensive structuring schedules and information to assist in meeting post-issuance compliance responsibilities.

Upon completion of the financing, a bond record will be provided that contains pertinent documents and final debt service calculations for the transaction.

**PURPOSE:**

Proceeds of the Bonds will be used to finance construction of a new fire station (the "Project"). The Project will be owned and operated by the City for the benefit of the City and three municipal partners: Oak Park Heights, West Lakeland and Baytown. The City has entered into a contract with the municipalities requiring the municipalities and the City to make quarterly contract payments of fixed amounts for the term of the Bonds for fire and medical services.

The land on which the Project will be constructed will be acquired in accordance with legislation adopted by the State of Minnesota to provide for the site acquisition at no cost to the City.

**AUTHORITY:**

Statutory Authority: The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475.

Statutory Requirements: Under Minnesota Statutes, Chapter 475.521, the maximum calendar year debt service on all outstanding CIP bonds issued, including the Bonds, cannot exceed an amount equal to 0.16% of the estimated market value of the property within the City for taxes payable in the year the bonds are issued or sold. The maximum calendar year debt service allowable is \$379,620. The City has no other outstanding CIP debt. The projected maximum annual debt service on the Bonds is estimated to be approximately \$163,986; therefore, the Bonds are within the statutory limits.

This statutory calculation of maximum annual debt service is shown below.

<u>Preliminary Estimated Market Value for Taxes Payable in 2015</u>	<u>Statutory Principal &amp; Interest Limitation</u>	<u>Statutory Maximum Principal &amp; Interest</u>
\$237,262,900	0.16%	\$379,620

The City has adopted a 5-Year Capital Improvement Plan dated February 11, 2015 and has complied with the public hearing requirements outlined in Minnesota Statutes 475.521.

**SECURITY AND  
SOURCE OF  
PAYMENT:**

The Bonds will be general obligations of the City, secured by its full faith and credit and taxing power.

The City expects that the Bonds will be paid from quarterly contract receipts from the partners in the Project and that it will only be required to levy ad valorem taxes to pay debt service for its portion of the contract payments. The annual amounts to be received are summarized below:

Bayport	30,992
Baytown	16,692
Oak Park Heights	91,139
West Lakeland	34,511
<b>TOTAL</b>	<b>173,334</b>

We expect that at the time of sale, the City will be required to certify levies in its resolution in the full amount of the debt service due, plus 5% (see "Structuring Summary"); however, the City will be able to reduce the actual levies made by funds on hand and/or contract payments expected from the other parties. The City will use the first quarterly receipts of the contract payments to pay the interest due February 1, 2016. A detailed schedule showing the quarterly payments by municipality is attached to these Recommendations.

**STRUCTURING SUMMARY:**

At the direction of the City, the Bonds have been structured over a term of 15 years with approximately level annual debt service requirements.

The Bonds have been sized such that debt service, at our estimates of current interest rates, including the 5% overlevy required by Minnesota Statutes, is no greater than the total of the annual contract payments, or \$173,334. The total annual contract payments may be higher than \$173,334 dependent upon allowances made in the contracts.

The size of the Bonds will be adjusted on the day of sale to accommodate the matching of debt service but not the 5% overlevy to available revenue.

**SCHEDULES ATTACHED:**

Schedules attached include a sources and uses of funds, estimated debt service requirements given the current interest environment, calendar year debt service to test statutory capital improvement plan bond compliance and a schedule showing contract payments for the municipal partners in the Project.

**RISKS/SPECIAL CONSIDERATIONS:**

The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions.

**SALE TERMS AND MARKETING:**

Variability of Issue Size: A specific provision in the sale terms permits modifications to the issue size and/or maturity structure to customize the issue once the price and interest rates are set on the day of sale.

Prepayment Provisions: Bonds maturing on or after February 1, 2024 may be prepaid at a price of par plus accrued interest on or after February 1, 2023.

Bank Qualification: The City does not expect to issue more than \$10 million in tax-exempt obligations that count against the \$10 million limit for this calendar year; therefore, the Bonds are designated as bank qualified.

Good Faith Deposit: The lowest bidder will be required to provide a good faith deposit within a specified time after receipt of proposals. The good faith deposit will be deducted from the purchase price otherwise due at the time of closing. In the event the lowest bidder fails to comply with the accepted bid proposal, the Issuer will retain the good faith deposit.

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**\$1,995,000**

**City of Bayport, Minnesota**  
General Obligation Capital Improvement Plan Bonds  
Series 2015A

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**Sources & Uses**

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**Dated 07/01/2015 | Delivered 07/01/2015**

**Sources Of Funds**

Par Amount of Bonds.....	\$1,995,000.00
<b>Total Sources .....</b>	<b>\$1,995,000.00</b>

**Uses Of Funds**

Available for Project Costs.....	1,927,705.00
Costs of Issuance.....	45,350.00
Total Underwriter's Discount (1.100%).....	21,945.00
<b>Total Uses .....</b>	<b>\$1,995,000.00</b>

**\$1,995,000**

**City of Bayport, Minnesota**  
**General Obligation Capital Improvement Plan Bonds**  
**Series 2015A**

**NET DEBT SERVICE SCHEDULE**

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	105% of Total	Contract Revenue	Surplus
02/01/2016	-	-	24,459.17	24,459.17	24,459.17	25,682.13	43,333.50	17,651.37
02/01/2017	80,000.00	0.900%	41,930.00	121,930.00	121,930.00	128,026.50	130,000.50	1,974.00
02/01/2018	120,000.00	1.150%	41,210.00	161,210.00	161,210.00	169,270.50	173,334.00	4,063.50
02/01/2019	125,000.00	1.350%	39,830.00	164,830.00	164,830.00	173,071.50	173,334.00	262.50
02/01/2020	125,000.00	1.500%	38,142.50	163,142.50	163,142.50	171,299.63	173,334.00	2,034.38
02/01/2021	125,000.00	1.650%	36,267.50	161,267.50	161,267.50	169,330.88	173,334.00	4,003.13
02/01/2022	130,000.00	1.800%	34,205.00	164,205.00	164,205.00	172,415.25	173,334.00	918.75
02/01/2023	130,000.00	1.950%	31,865.00	161,865.00	161,865.00	169,958.25	173,334.00	3,375.75
02/01/2024	135,000.00	2.050%	29,330.00	164,330.00	164,330.00	172,546.50	173,334.00	787.50
02/01/2025	135,000.00	2.150%	26,562.50	161,562.50	161,562.50	169,640.63	173,334.00	3,693.38
02/01/2026	140,000.00	2.400%	23,660.00	163,660.00	163,660.00	171,843.00	173,334.00	1,491.00
02/01/2027	140,000.00	2.500%	20,300.00	160,300.00	160,300.00	168,315.00	173,334.00	5,019.00
02/01/2028	145,000.00	2.600%	16,800.00	161,800.00	161,800.00	169,890.00	173,334.00	3,444.00
02/01/2029	150,000.00	2.700%	13,030.00	163,030.00	163,030.00	171,181.50	173,334.00	2,152.50
02/01/2030	155,000.00	2.800%	8,980.00	163,980.00	163,980.00	172,179.00	173,334.00	1,155.00
02/01/2031	160,000.00	2.900%	4,640.00	164,640.00	164,640.00	172,872.00	173,334.00	462.00
Total	\$1,995,000.00	-	\$431,211.67	\$2,426,211.67	\$2,426,211.67	\$2,547,522.25	\$2,600,010.00	\$52,487.75

Dated..... 7/01/2015  
Delivery Date..... 7/01/2015  
First Coupon Date..... 2/01/2016

**Yield Statistics**

Bond Year Dollars..... \$18,168.75  
Average Life..... 9.107 Years  
Average Coupon..... 2.3733700%  
Net Interest Cost (NIC)..... 2.4941544%  
True Interest Cost (TIC)..... 2.4913278%  
Bond Yield for Arbitrage Purposes..... 2.3536383%  
All Inclusive Cost (AIC)..... 2.7825124%  
IRS Form 8038  
Net Interest Cost..... 2.3733700%  
Weighted Average Maturity..... 9.107 Years

**\$1,995,000**

**City of Bayport, Minnesota**  
General Obligation Capital Improvement Plan Bonds  
Series 2015A

**DEBT SERVICE SCHEDULE -- Calendar Year Basis**

Calendar Year	Principal	Coupon	Interest	Total P+I
2015	-	-	-	-
2016	-	-	45,424.17	45,424.17
2017	80,000.00	0.900%	41,570.00	121,570.00
2018	120,000.00	1.150%	40,520.00	160,520.00
2019	125,000.00	1.350%	38,986.25	163,986.25
2020	125,000.00	1.500%	37,205.00	162,205.00
2021	125,000.00	1.650%	35,236.25	160,236.25
2022	130,000.00	1.800%	33,035.00	163,035.00
2023	130,000.00	1.950%	30,597.50	160,597.50
2024	135,000.00	2.050%	27,946.25	162,946.25
2025	135,000.00	2.150%	25,111.25	160,111.25
2026	140,000.00	2.400%	21,980.00	161,980.00
2027	140,000.00	2.500%	18,550.00	158,550.00
2028	145,000.00	2.800%	14,915.00	159,915.00
2029	150,000.00	2.700%	11,005.00	161,005.00
2030	155,000.00	2.800%	6,810.00	161,810.00
2031	160,000.00	2.900%	2,320.00	162,320.00
-	<b>\$1,995,000.00</b>	-	<b>\$431,211.67</b>	<b>\$2,426,211.67</b>

**SIGNIFICANT DATES**

Dated.....	7/01/2015
Delivery Date.....	7/01/2015
First Coupon Date.....	2/01/2016

**Yield Statistics**

Bond Year Dollars.....	\$18,168.75
Average Life.....	9.107 Years
Average Coupon.....	2.3733700%
Net Interest Cost (NIC).....	2.4941544%
True Interest Cost (TIC).....	2.4913278%
Bond Yield for Arbitrage Purposes.....	2.3536383%
All Inclusive Cost (AIC).....	2.7825124%

**IRS Form 8038**

Net Interest Cost.....	2.3733700%
Weighted Average Maturity.....	9.107 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.



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

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
MINNESOTA HELD MAY 4, 2015**

Pursuant to due call and notice therefor, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 4th day of May, 2015 at 6:00 p.m.

The following members were present:

The following members were absent:

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

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE  
OF GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS,  
SERIES 2015A**

BE IT RESOLVED By the City Council (the "Council") of the City of Bayport, Minnesota (the "City") as follows:

1. Background. It is determined that:

(a) Pursuant to Resolution No. 15-05, entitled "A Resolution Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of General Obligation Capital Improvement Bonds Thereunder," adopted on March 2, 2015, this Council (i) approved a Capital Improvement Plan for the years 2015 through 2020 (the "Plan"), and (ii) gave preliminary approval to the issuance of general obligation capital improvement bonds, in the maximum aggregate principal amount of \$2,700,000, to finance the construction and equipping of a new Fire Hall within the City, as further described in the Plan (the "Project"). Resolution No. 15-05 was adopted by this Council after the holding of a duly noticed and authorized public hearing.

(b) The City is authorized by Minnesota Statutes, Chapter 475, as amended (the "Act"), and specifically Section 475.521 of the Act, to finance the Project by the issuance of general obligation bonds of the City. The costs allocable to the Project are presently estimated to be as follows:

<u>Project Designation &amp; Description:</u>	<u>Total Project Cost</u>
Fire Hall	\$1,927,705.00
Costs of Issuance	45,350.00
Underwriter's Discount	<u>21,945.00</u>
Total	\$1,995,000.00

(c) It is necessary and expedient to the sound financial management of the City that the City issue its General Obligation Capital Improvement Plan Bonds, Series 2015A, in the approximate aggregate principal amount of \$1,995,000 (the "Bonds"), pursuant to the Act to provide financing for the Project. Under Section 475.521, Subdivision 2(c) of the Act, it is determined that no petition requesting a vote on the issuance of the Bonds was received by the City within 30 days after the public hearing on the Plan and the preliminary issuance of the Bonds.

(d) The City is authorized by Section 475.60, Subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent financial adviser, Springsted Incorporated ("Springsted"), in connection with such sale. The actions of City staff and financial advisers in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

2. Issuance of Bonds. The issuance, sale and delivery of the Bonds are subject to adjustment in accordance with the Terms of Proposal of the Bonds, as prepared by Springsted, and are also subject to change on or before the sale date, currently anticipated to be held on June 1, 2015.

3. Terms of Proposal. Springsted is authorized and directed to negotiate the sale of the Bonds in accordance with the Terms of Proposal, attached hereto as Exhibit A. This Council will meet in its regular meeting on June 1, 2015, to consider proposals on the sale of the Bonds and take any other appropriate action with respect to the Bonds.

4. Legal Proceedings. The law firm of Eckberg, Lammers, Briggs, Wolff & Vierling, PLLP, Bond Counsel to the City, is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the City are authorized and directed to assist Eckberg, Lammers, Briggs, Wolff & Vierling, PLLP, in the preparation of such documents, certificates, and instruments.

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

Susan St. Ores –  
Connie Carlson –

Michele Hanson –  
Dan Goldston –

Patrick McGann -

**WHEREUPON**, said Resolution was declared duly passed by the City Council of the City of Bayport, Minnesota this 4th day of May, 2015, signed by the Mayor and attested by the City Administrator.

ATTEST:

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

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

**EXHIBIT A**

**TERMS OF PROPOSAL**

**THE CITY HAS AUTHORIZED SPRINGSTED INCORPORATED TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:**

**TERMS OF PROPOSAL**

**\$1,995,000\***

**CITY OF BAYPORT, MINNESOTA**

**GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2015A**

**(BOOK ENTRY ONLY)**

Proposals for the Bonds will be received on Monday, June 1, 2015, until 10:00 A.M., Central Time, at the offices of Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 6:00 P.M., Central Time, of the same day.

**SUBMISSION OF PROPOSALS**

Springsted will assume no liability for the inability of the bidder to reach Springsted prior to the time of sale specified above. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Proposals may be submitted in a sealed envelope or by fax (651) 223-3046 to Springsted. Signed proposals, without final price or coupons, may be submitted to Springsted prior to the time of sale. The bidder shall be responsible for submitting to Springsted the final proposal price and coupons, by telephone (651) 223-3000 or fax (651) 223-3046 for inclusion in the submitted proposal.

**OR**

(b) **Electronic Bidding.** Notice is hereby given that electronic proposals will be received via PARITY<sup>®</sup>. For purposes of the electronic bidding process, the time as maintained by PARITY<sup>®</sup> shall constitute the official time with respect to all proposals submitted to PARITY<sup>®</sup>. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY<sup>®</sup> for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of proposal.* Neither the City, its agents nor PARITY<sup>®</sup> shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents nor PARITY<sup>®</sup> shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY<sup>®</sup>. The City is using the services of PARITY<sup>®</sup> solely as a

\* Preliminary; subject to change.

communication mechanism to conduct the electronic bidding for the Bonds, and PARITY® is not an agent of the City.

If any provisions of this Terms of proposal conflict with information provided by PARITY®, this Terms of proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2<sup>nd</sup> Floor, New York, New York 10018  
Customer Support: (212) 849-5000

#### DETAILS OF THE BONDS

The Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing February 1, 2016. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature February 1 in the years and amounts\* as follows:

2017	\$ 80,000
2018	\$120,000
2019	\$125,000
2020	\$125,000
2021	\$125,000
2022	\$130,000
2023	\$130,000
2024	\$135,000
2025	\$135,000
2026	\$140,000
2027	\$140,000
2028	\$145,000
2029	\$150,000
2030	\$155,000
2031	\$160,000

- \* *The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Bonds or the amount of any maturity in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Bonds as that of the original proposal. Gross spread is the differential between the price paid to the City for the new issue and the prices at which the securities are initially offered to the investing public.*

Proposals for the Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth above. In order to designate term bonds, the proposal must specify “Years of Term Maturities” in the spaces provided on the proposal form.

### BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company (“DTC”), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

### REGISTRAR

The City will name the registrar which shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

### OPTIONAL REDEMPTION

The City may elect on February 1, 2023, and on any day thereafter, to prepay Bonds due on or after February 1, 2024. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

## SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. The proceeds will be used to finance construction of a fire station pursuant to the City's 2015 Capital Improvement Plan.

## BIDDING PARAMETERS

Proposals shall be for not less than \$1,973,055 plus accrued interest, if any, on the total principal amount of the Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity must be 98.0% or greater. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

## GOOD FAITH DEPOSIT

To have its proposal considered for award, the lowest bidder is required to submit a good faith deposit to the City in the amount of \$19,950 (the "Deposit") no later than 1:00 P.M., Central Time on the day of sale. The Deposit may be delivered as described herein in the form of either (i) a certified or cashier's check payable to the City; or (ii) a wire transfer. The lowest bidder shall be solely responsible for the timely delivery of their Deposit whether by check or wire transfer. Neither the City nor Springsted Incorporated have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

*Certified or Cashier's Check.* A Deposit made by certified or cashier's check will be considered timely delivered to the City if it is made payable to the City and delivered to Springsted Incorporated, 380 Jackson Street, Suite 300, St. Paul, Minnesota 55101 by the specified time.

*Wire Transfer.* A Deposit made by wire will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Springsted Incorporated following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the lowest bidder (the "purchaser") will be retained by the City and no interest will accrue to the purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

## AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

## BOND INSURANCE AT PURCHASER'S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Bonds. If the Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Bonds.

## CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the purchaser.

## SETTLEMENT

On or about July 1, 2015, the Bonds will be delivered without cost to the purchaser through DTC in New York, New York. Delivery will be subject to receipt by the purchaser of an approving legal opinion of Eckberg, Lammers, Briggs, Wolff & Vierling, PLLP and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

## CONTINUING DISCLOSURE

At the time of delivery of the Bonds, the City will not be obligated with respect to more than \$10,000,000 of outstanding municipal securities, including the Bonds being offered hereby. In order to assist bidders in complying with SEC Rule 15c2-12, as amended, the City will enter into a Continuing Disclosure Certificate pursuant to which it will covenant to file with the Municipal Securities Rulemaking Board electronically through the Electronic Municipal Market Access system certain financial information or operating data that is customarily prepared and is publicly available and notices of certain material events to the extent required by SEC Rule 15c2-12(d)(2). The Continuing Disclosure Certificate will be set forth in the Official Statement.

## OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds, and said Preliminary Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101, telephone (651) 223-3000.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law. By awarding the Bonds to an underwriter or underwriting syndicate, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the sole underwriter or to the senior managing underwriter of the syndicate (the "Underwriter" for purposes of this paragraph) to which the Bonds are awarded up to 25 copies of the Final Official Statement. The City designates the Underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Such Underwriter agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated May 4, 2015

BY ORDER OF THE CITY COUNCIL

/s/ Logan Martin  
City Administrator



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

**Date:** April 27, 2015  
**To:** Honorable Mayor and City Council  
**From:** Logan Martin, City Administrator  
**Re:** **Consider awarding remaining portion of bids for the new Fire Hall construction project**

***BACKGROUND***

As authorized at the March City Council meeting, staff worked with Kraus Anderson (construction manager) and City Engineer Parotti to publicize and receive competitive bids for the Fire Hall project. The project was officially posted for public bid on March 16, and contractors had until April 7 to submit bids to the City.

The project was divided into 28 trade areas, and a total of 87 bids were received for the project, which is considered to be a positive response rate per Kraus Anderson. Low bidders were announced in each category, as shown on the attached bid tabulation sheet, and each low bidder has been contacted by Kraus Anderson to confirm their ability to deliver the project at the rate indicated by their bid.

An initial portion of bids was considered and approved at the April 20 Special City Council meeting, which allowed contractors performing the preliminary work to be notified of their approval to mobilize crews and plan for the project. Similarly, contractors needing to begin acquisition of large amounts of product were also included in the initial approval. The remaining bids are presented for approval now, which will complete the final bidding categories for the project.

Prior to bid date, the City Council established a not-to-exceed project budget of \$5,653,450. The overall project budget has been updated based on actual bid amounts, and is attached. Due to a strong bidder turnout and an aggressive construction market in our region, we received very favorable bid results (shown below).

Preliminary Budget	\$5,653,450
Actual Project Cost (post-bid)	\$5,366,912
Under budget	\$286,538

Based on prior City Council direction and in light of the positive bid results, additional research is underway surrounding the ability to consider adding two items back into the project that were previously removed due to budget constraints. These items, the in-floor heat system for the apparatus bay and the dormitory addition, will be discussed in greater detail at the May 4 City Council meeting and potentially subsequent meetings. Updated price estimates for these items will be provided at that time for discussion purposes.

***RECOMMENDATION***

Staff recommends the City Council approve the remaining portion of bids for the construction of the Fire Hall building project, as presented.

Attachments

- Recommendation to Award from Kraus Anderson
- Bid Tabulation Sheets
- Resolution No. 15 – \_\_\_



Innovative Construction Solutions

8625 Rendova Street NE  
P.O. Box 158  
Circle Pines, MN 55014  
O 763.786.7711  
F 763.786.2650  
www.krausanderson.com

April 28, 2015

Mr. Logan Martin  
City of Bayport  
294 North 3<sup>rd</sup> Street  
Bayport, MN 55003

RE: **Bayport Fire Station – Bayport, MN  
Contract Award Recommendation**

Dear Mr. Martin:

This letter is concerning our recommendations for contract awards for the above referenced project that was bid on April 7<sup>th</sup>, 2015.

Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their total bid amount:

<u>Work Scope</u>	<u>Contractor, City, State</u>	<u>Bid Amount</u>
WS 06-A Carpentry	Reiling Construction Co. Inc. St. Paul, MN	Total Contract: \$244,742.00
WS 07-A Metal Panels	Atomic Architectural Sheet Metal Vadnais Heights, MN	Total Contract: \$165,880.00
WS 07-B Roofing	B & B Sheet Metal & Roofing, Inc. Buffalo, MN	Total Contract: \$142,000.00
WS 07-C Joint Sealants	Right Way Caulking, Inc. Fridley, MN	Total Contract: \$17,200.00

WS 08-A	Doors, Frames, & Hardware Supply	Kendell Door, Inc. Mendota Heights, MN	Total Contract:	\$62,577.00
WS 08-B	Entrances, Storefront, Curtain Wall	S & J Contracting of MN Coon Rapids, MN	Total Contract:	\$22,606.00
WS 08-C	Special Doors	Overhead Door Company of The Northland Egan, MN	Total Contract:	\$72,207.00
WS 08-G	Skylights	No Bidder	Total Contract:	\$ .00
WS 09-B	Tile	Superior Tile & Terrazzo Forest Lake, MN	Total Contract:	\$16,575.00
WS 09-C	Ceiling & Acoustical	Twin City Acoustics, Inc. Plymouth, MN	Total Contract:	\$9,920.00
WS 09-D	Flooring	Acoustic Associates, Inc. Golden Valley, MN	Total Contract:	\$14,583.00
WS 09-G	Fluid Applied Flooring	TMI Coatings St. Paul, MN	Total Contract:	\$21,000.00
WS 09-H	Painting	Steinbrecher Painting Princeton, MN	Total Contract:	\$53,500.00
WS 12-A	Window Treatments	CE LLC Eden Prairie, MN	Total Contract:	\$6,053.00

WS 32-A	Asphalt Paving	Northland Paving Lakeville, MN	Total Contract:	\$90,000.00
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WS 32-B	Landscaping	Urban Companies St. Paul, MN	Total Contract:	\$44,400.00
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**Total Contract Amount: \$983,243.00**

We have enclosed the Bid Tabulation sheets that reflect the bids received.

If you have any questions regarding this information, please do not hesitate to contact me at 763-786-7711.

Very truly yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY



Gary R. Zifko  
Senior Project Manager



































**RESOLUTION NO. 15-\_\_\_\_\_**

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA HELD MAY 4, 2015**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 4<sup>th</sup> day of May 2015 at 6:00 p.m.

The following members were present:

The following members were absent:

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

**A RESOLUTION AWARDING BIDS FOR THE NEW BAYPORT FIRE HALL  
CONSTRUCTION PROJECT**

**WHEREAS**, the City of Bayport, in collaboration with its partner communities, has been pursuing the construction of a new Fire Hall for the past number of years; and

**WHEREAS**, in 2014 the City engaged an architect and a construction manager to facilitate the design and budgeting of the building, and on March 2, 2015 authorized the construction manager to receive competitive bids for the project with a not to exceed project budget of \$5,653,450; and

**WHEREAS**, bids were opened on April 7, 2015, vetted by the construction manager, and confirmed to establish a building price of \$5,366,912; and

**WHEREAS**, an initial portion of bids were approved by the City Council on April 20, 2015 in order to allow a subset of trades to initiate acquisition of materials and labor, as attached to this resolution; and

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

The City of Bayport hereby awards the remaining portion of competitive bids for the construction of a new Bayport Fire Hall to be located at 1012 5<sup>th</sup> Avenue North, Bayport, Minnesota, as attached to this resolution.

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

Susan St. Ores –	Dan Goldston –
Connie Carlson –	Patrick McGann –
Michele Hanson –	

**WHEREUPON**, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 4<sup>th</sup> day of May 2015.

ATTEST:

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

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



3801 Thurston Avenue N, Suite 100  
Anoka, MN 55303  
Phone: 763.231.5840  
Facsimile: 763.427.0620  
TPC@PlanningCo.com

## **PLANNING REPORT**

**TO:** Bayport Mayor and City Council

**FROM:** D. Daniel Licht, AICP

**RE:** Bayport – Inspiration Phase III-B

**REPORT DATE:** 27 April 2015

**120-DAY DATE:** 17 June 2015

**TPC FILE:** 195.02 – 15.01

### **A. BACKGROUND**

Mattamy Homes, Inc, on behalf of owner Inspiration Holdings, LLC has submitted application for a Planned Unit Development (PUD) general development plan and preliminary plat for Outlot A, Inspiration. The Inspiration development was originally approved by the City Council in October of 2004 as a PUD general development plan and preliminary plat that included a total of 328 residential housing units and 145 acres of restored native prairie open space. There are 137 single family lots that have been final platted and developed within Phase I and Phase III-A.

The PUD general development plan and preliminary plat for Phase III-B submitted by Mattamy Homes proposes revisions to the approved subdivision design and PUD standards for this portion of Inspiration to develop 115 single family lots and provides outlots to be set aside as permanent open space. The approvals for Inspiration in 2004 are the framework for which the City Council is to consider the current request to amend the PUD development stage plan and preliminary plat to verify that the application complies with the zoning and land use intended for the development and is consistent with, and compliments the standards approved as part of Phase I of the development.

The Planning Commission and City Council reviewed the proposed Phase III-B Development as a concept plan at a joint meeting on 20 January 2015. The concept plan review meeting included presentations by representatives of the Inspiration Homeowners Association (HOA) Architectural Review Committee (ARC) and Mattamy Homes. Based on the comments at the

concept plan review meeting, Mattamy Homes proceeded to prepare detailed plans and submit an application to amend the PUD general development plan and preliminary plat for Inspiration Phase III-B. A public hearing was noticed for the Planning Commission meeting on 16 March 2015 to consider the application.

Inspiration Holdings, LLC also held a series of three neighborhood meetings over the past year to help existing Inspiration residents understand the development covenants, architectural standards, homeowner's association, obligations of the developer related to the continued build out of Inspiration, as well as the current financial status of the development. One of these meetings included a presentation and discussion of the proposed Mattamy Homes concept plan. According to the property owner, this meeting was attended by approximately 70 existing Inspiration residents and there was no opposition to the concept plan or Mattamy Homes' architectural portfolio for the single family homes. Inspiration Holdings, LLC also appointed two existing Inspiration residents to serve on the homeowner's association architectural review committee. The outreach by the property owner to conduct the neighborhood meetings and appoint existing Inspiration residents to the architectural review committee has helped to foster a partnership between the owner/developer and Inspiration residents by allowing residents an opportunity for input and participation in decision making affecting the neighborhood.

The Planning Commission held a public hearing at their regular meeting on 16 March 2015 to consider the application and two residents of Inspiration offered comments in support of Mattamy's proposal. The public hearing was closed, and following discussion, the Planning Commission voted to recommend City Council approval of the application.

Following the Planning Commission meeting, Mattamy Homes informed the City that changes to the site plan were necessary in order to meet engineering design requirements for the roundabout proposed at the intersection of Inspiration Parkway North and Primrose Path. The roundabout shown on the original site plan approved in 2004 was more of a traffic circle provided as a landscape amenity than functional street design. Engineering standards for roundabouts have evolved since the original Inspiration site design was approved, requiring larger radii for adequate circulation for emergency and service vehicles, proper visibility, and directional islands for vehicles entering/exiting the roundabout. The developer prepared additional plans illustrating the required roundabout design, with a significantly larger diameter for the paved surfaced and reduced green space, as well as an alternative design for a traditional four way intersection with landscaped open space at the four corners. City staff, including the City Engineer, Police Chief and Fire Chief, recommended the traditional four way intersection as the most appropriate street design for the intersection of Inspiration Parkway North and Primrose Path, based on the neighborhood context of the intersection and anticipated local street traffic volumes.

Mattamy Homes distributed the alternative site plans to residents of Inspiration in a letter dated 2 April 2015 via email through the homeowners association, requesting feedback on the proposed change. The developer indicated that no negative comments were received and

many comments were submitted in support of the change to a traditional four way intersection at Inspiration Parkway North and Primrose Path. Because the Planning Commission specifically discussed the roundabout as part of their consideration of the application, City staff referred the revised plan back to the Planning Commission at their 20 April 2015 meeting for additional review and a revised recommendation to the City Council. The Planning Commission reviewed the revised plans and with no discussion or additional public comment, again recommended approval of the application.

Exhibits:

- Mattamy Project Narrative
- Letter from Maxfield Research, Inc dated March 10, 2014
- Inspiration 3<sup>rd</sup> Addition plan set dated April 10, 2015 (17 sheets)
- Mattamy architectural renderings

**B. ANALYSIS**

**Comprehensive Plan.** The Comprehensive Plan guides development of the subject site for a mix of residential land uses and natural features based on the previously approved PUD general development plan and preliminary plat for Inspiration approved in 2004. The single family lots and open space land uses proposed for Inspiration Phase III-B are consistent with the intent of the City's Comprehensive Plan for future land use development of the subject site.

**Zoning.** The subject site is zoned R- PUD District with a base zoning classification of R-2, Single Family Urban District and permitted uses as set forth in Section 6 of the Zoning Ordinance. The applicant is proposing to develop single family lots and open space in accordance with the amended PUD general development plan and preliminary plat. Development of single family lots as a permitted use and open spaces complies with the PUD District. Specific changes being proposed to the subdivision design and lot requirements will be outlined in subsequent paragraphs. A PUD permit will be drafted upon approval of the PUD general development plan and preliminary plat establishing the uses, lot requirements, setbacks and other stipulations of said approvals for consideration with application for final plat and recorded with the parcels within the development.

**Development Plan.** The following is a summary of the changes from the original 2004 preliminary plat as shown on the revised PUD general development plan and preliminary plat submitted by Mattamy Homes:

- The overall number of single family lots within the area of Phase III-B has been decreased by one lot.
- The area bounded by Inspiration Parkway North, Primrose Path, Planters Path and Prairie Way has been extensively revised. The planned private alleyways within the

village lot area have been eliminated and instead Periwinkle Place is provided as a looped public street off of Planters Path to access 10 lots. The applicant has submitted market research information prepared by Maxfield Research, Inc., which is attached for reference, detailing market trends away from small lots accessed by private alleys and provides justification for the change in the site design.

At the center of the Periwinkle Place looped street is Outlot B, which is to be developed as a village green for open play with a paver seating and fire pit area. On the outside of the lots accessed from Periwinkle Place is Outlot C that will be developed with native plantings and trees, although the area will primarily function as areas for storm water management basins. A trail between the village green outlot and Inspiration Parkway North will be provided to allow pedestrian access from south portions of the neighborhood through the block to access Barker's Alps Park. Maintenance of this trail will be an HOA responsibility along with the improvements in the village green.

- The intersection of Inspiration Parkway North and Primrose Path is revised as a traditional four way intersection. Landscape Plan Sheet L2 illustrates significant plantings at the four corners of the intersection with limestone outcroppings and ornamental grasses to enhance the visual elements of the intersection without interfering with traffic visibility.
- Block 9 has been revised to eliminate the eyebrow street section. The revised site plan eliminated the open space between the individual lots connecting Outlot D and Primrose Path North and results in two additional lots in this area. No formal trail connection had been proposed within these corridors and sidewalk along the public street provides appropriate connection to the neighborhood trail system. The addition of two lots is also not an issue in that the original Inspiration preliminary plat included approval for up to 116 lots within the area of Phase III-B and the revised site plan proposes a total of 115 lots.
- The revised site plan includes additional sidewalks along the south side of Inspiration Parkway North west of Primrose Path, along Primrose Path north of Inspiration Parkway and on the north side of Periwinkle Place for the lots across from the village green.
- The proposed Phase III-B subdivision design includes eight lots on the south side of Inspiration Parkway between Stagecoach Trail (CR 21) and Primrose Path. This area was approved to be a landscaped passive open space within Outlot C with the 2004 PUD general development plan and preliminary plat.
- Mattamy Homes has submitted its architectural plan and exterior material portfolio for the homes to be built in Phase III-B to the development's Architectural Review Committee (ARC). The ARC, which includes homeowner representatives, has given preliminary approval to Mattamy Homes' house plans.

**Lot Requirements.** Inspiration was approved with unique lot requirements that deviated from the standard requirements of the City’s R-2, Single Family Urban Zoning District. The developer is proposing a single set of minimum lot requirements that are larger than the village lots and smaller than the traditional lots included in Phase I. Within these minimum standards there are two different lot types provided at 65 feet wide and 75 feet wide to accommodate a range of house styles within Mattamy Homes’ portfolio. Given the context of the overall PUD general development plan and preliminary plat that includes permanent open space and the ability of these lots to accommodate a range of house styles and sizes, the proposed lot requirements are consistent with the intent of the flexibility from the R-2 District standards approved in 2004.

	R-2 District	Inspiration (2004)		Inspiration Phase III-B
		Village	Traditional	
Min. Lot Area	10,000sf.	5,500sf.	9,600sf.	7,668sf.
Min. Lot Width	75ft.	50ft.	80ft.	65ft.
Min. Lot Depth	130ft.	100ft.	100ft.	125ft.
Max. Impervious Lot Coverage	35%	62%	48%	48%

**Setbacks.** The Inspiration PUD District was approved with setbacks that deviated from the requirements of the R-2 Zoning District, particularly for the small village lots, some of which had alley access, as shown in the table below. Except for the side yard setback, the requirements proposed for the amended PUD general development plan and preliminary plat are consistent with the setbacks of the R-2 District. Requiring a 7.5 foot setback from interior side lot lines regardless of whether the building is part of the dwelling or part of an attached garage simplifies construction upon each lot and ensures a minimum 15 foot separation between principal buildings for rear yard access and fire safety. City staff considers the proposed setbacks to be appropriate given the context of the 2004 approvals and the demonstrated ability to construct a variety of house styles and sizes upon these lots.

	R-2 District	Inspiration (2004)		Inspiration Phase III-B
		Village	Traditional	
Front	20ft.	15ft.	20ft.	20ft.
Side Corner	20ft.	20ft.	20ft.	20ft.
Interior	10ft./House 5ft./Garage	10ft./House 5ft./Garage Total 15ft.	10ft./House 5ft./Garage Total 15ft.	7.5ft. (15 ft. separation)
Rear	30ft.	23ft./House and 5ft./Garage	20ft.	20ft.

**Open Space.** The revised site plan includes seven outlots providing 20.21 acres of open space within Phase III-B. Outlots A, C, D, E, F and G are to be deeded to the City, preserved through a conservation easement and held by Minnesota Land Trust, and maintained by the Inspiration Stewardship Foundation consistent with the 2004 Inspiration PUD general development plan and preliminary plat approvals. Outlot B will be retained by the Homeowners Association as private open space. The plans for Outlot B include development of a paver seating area with a

fire pit and large turf grass open space for recreation. An easement for the private trail within Outlot C will need to be recorded with the final plat approval to provide for maintenance.

**Landscaping.** The revised PUD general development plan and preliminary plat submittal includes a detailed landscape plan for Phase III-B. The landscaping is consistent with the types and quantities shown on the original 2004 PUD general development plan as well as the amended open space restoration plan approved in 2012. Mattamy Homes will install the plantings as shown on the landscape plan with Inspiration Holdings LLC responsible for the prairie restoration seeding in Outlot F and D, which must be completed prior to the City accepting the improvements.

**Access.** The subject site will have access via Stagecoach Trail (CR 21) with an intersection at Inspiration Parkway North, the location of which is the same as approved in 2004, as well as connections to existing local streets within Inspiration Phase I. The design and access of the north intersection of Inspiration Parkway and Stagecoach Trail (CR 21) is subject to Washington County approval. Washington County is requiring that this intersection be designed to allow only three-quarter turning movements prohibiting a left turn from Inspiration Parkway North to southbound Stagecoach Trail. This requirement is a result of the recent installation of a traffic signal at Inspiration Parkway South and Stagecoach Trail, which was warranted due to the school development west of the roadway and overall increase in traffic on Stagecoach Trail (CR 21). City staff has had extensive discussions with Washington County staff to maintain at least three-quarter turning movements at Inspiration Parkway North and Stagecoach Trail (CR 21) for neighborhood access. With this type of intersection, the City staff finds that there will be no traffic impacts from the Phase III-B development within the neighborhood as:

- There are a limited number of homes within Inspiration and the potential traffic volume on the streets within the neighborhood would not exceed the design capacity of a local residential street.
- Some portion of the traffic generated within the neighborhood can still be expected to utilize the intersection at Inspiration Parkway North to access northbound Stagecoach Trail (CR 21).
- Placement of the signal at Stagecoach Trail (CR 21) and Inspiration Parkway South may entice more traffic to utilize that intersection to access southbound Stagecoach Trail (CR 21) even if the turning movements at Inspiration Parkway North were not restricted.

**Streets.** The Inspiration PUD general development plan and preliminary plat approved in 2004 allowed for platting of 50 foot wide rights-of-way for public streets. The streets were to be constructed as 26 feet wide with either an urban section curb and gutter or rural section ditch as part of the planned drainage train within the development. The developer is proposing to utilize the same street sections as part of Phase III-B. The 26 foot wide streets are to be posted no parking on the B612 curb side of the street to ensure adequate width for emergency vehicles at all times. The developer shall submit a plan for the installation of street signs. All

street designs, street construction and street signs plans are subject to review and approval by the City Engineer.

**Trails/Sidewalks.** A five foot wide concrete sidewalk is to be constructed along one side of streets having an urban section design. The trail plan for provision of eight foot wide asphalt off-street trails through open space areas approved in 2004 with the original Inspiration PUD general development plan and preliminary plat will be completed as part of Phase III-B. The combination of sidewalks and trails within Inspiration Phase III-B is consistent with the 2004 Inspiration PUD general development plan and preliminary plat and will provide excellent pedestrian, bicycle and recreational use circulation within Inspiration and access to/from the neighborhood via the existing trail to Barker's Alps Park.

**Grading Plan.** The developer has submitted a grading plan and storm water runoff calculations for the proposed preliminary plat. The submitted plans identify a stand of trees within Outlot A to be preserved and a second stand within the area of Blocks 12, 13 and Outlot F that will be removed. The plans approved in 2004 for Inspiration included handling storm water drainage using a combination of curb and gutter, storm sewer and overland through drainage train. The proposed grading plan would utilize urban section streets with curb and gutter and storm sewer to a greater extent to manage storm water within the development. All grading, drainage and erosion control plans and issues are subject to review and approval by the City Engineer. Wetland issues are additionally subject to review and approval by Washington County and the Middle St. Croix Watershed District.

**Utility Plan.** The developer has submitted plans for extension of sanitary sewer, water and storm sewer within the preliminary plat. The development of Phase III-B will allow second connection of the water mains within Inspiration to trunk facilities within Stagecoach Trail (CR 21) to loop the system providing improved water quality and ensuring service. The utility plan must be revised to identify the location of proposed street lights within Inspiration Phase III-B, which were to be installed only at street intersections and trail entrances. All sanitary sewer, water main, storm sewer and street light plans are subject to review and approval by the City Engineer.

**Easements.** The preliminary plat illustrates 10 foot wide drainage and utility easements at the perimeter of all of the single family lots (overlying the side lot lines five feet each side) and over all of Outlots A, C, D, E, F and G. Outlot B has a drainage and utility easement only at the perimeter of the parcel to allow for development of the village green. All easements are subject to review and approval of the City Engineer in accordance with Section 7.7 of the Subdivision Ordinance.

**Phasing Plan.** The developer must submit a phasing plan for development of the lots and construction of streets and utilities with application for final plat approval. The phasing plan is subject to review by City staff and approval of the City Council.

**Park Dedication.** Development of Phase III-B remains subject to the Inspiration Master Development Agreement entered into upon approval of the original final plat for Phase I on 4 April 2005. The Master Development Agreement requires that subsequent final plats of Inspiration after Phase I would satisfy park dedication requirements established in Section 8 of the Subdivision Ordinance through payment of a cash fee in lieu of land equal to 10 percent of the fair market value of the subject site. The fair market value of the subject site is to be agreed to by the developer and the City at the time of application for final plat approval.

The original development plan for Inspiration includes a parking area for the southern portion of Barker's Alps Park accessible from Inspiration Parkway North. In 2009, the City did a master plan for Barker's Alps Park and improvement project that included play area, ball field and trail improvements as well as a temporary gravel parking lot within the future right-of-way for Inspiration Parkway North. The temporary gravel parking area will need to be removed for construction of Inspiration Parkway North with Phase III-B. The plans for Phase III-B provide for parallel parking stalls off of Inspiration Parkway North and connection of the existing trail to the sidewalk within the area of Outlot D consistent with the original Inspiration development plan.

**Development Agreement and PUD Permit.** The developer will be required to enter into a separate development agreement and PUD permit specifically for Inspiration Phase III-B as a condition of approval for a subsequent application for final plat. The City Attorney will coordinate execution of these documents in conjunction with the final plat.

**Burial Mounds.** Three burial mounds were identified within the area of the Inspiration development and were to be protected by being established within Outlot N, approved with the Phase I final plat. No portion of Outlot N is being affected by the proposed Phase III-B development, so there will be no negative impacts to the burial mounds. The obligations of the property owner related to the burial mounds remain enforceable under the Phase I development agreement and are not a subject of the current application.

**Nature Center.** The 2004 PUD general development plan approval included a requirement for the original developer to convey the nature center to the City for public use, upon completion of the open space restoration. The conveyance of the nature center hasn't occurred to date. The open space restoration is anticipated to be completed in 2015.

**Outlot P, Inspiration.** The final plat of Inspiration Phase I included Outlot P at the southwest corner of the development. This parcel is separated from the balance of the Inspiration development by railroad right-of-way and has sufficient area to be a buildable parcel. The Master Developer's Agreement for Inspiration Phase I provides that the City be given first opportunity to acquire the parcel for future public use. No action regarding Outlot P is contemplated as part of the current Phase III-B application.

**C. CITY STAFF RECOMMENDATION**

Our office and City staff recommends approval of the amended PUD general development plan and preliminary plat for Inspiration Phase III-B subject to the conditions outlined in Section “D” below.

**D. PLANNING COMMISSION RECOMMENDATION**

The Planning Commission, at their meeting on 16 March 2015, found that the amended PUD general development plan and preliminary plat as proposed by Mattamy Homes retains the key components intended for the Inspiration development, while reflecting current market trends and preferences, and is consistent with the original performance standards adopted in 2004. As such, the Planning Commission recommended approval of the application. In reconsidering the additional site revisions at their meeting on 20 April 2015, the Planning Commission again recommended approval.

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

The City Council is asked to consider approval of the Inspiration Phase III-B PUD general development plan and preliminary plat subject to the following stipulations:

1. Issuance of a building permit for construction of a single family home within Phase III-B shall be contingent upon certification from the Inspiration Homeowners Association Architecture Review Committee that the proposed structure complies with the Inspiration architectural guidelines.
2. Single family lots shall be subject to the following lot and setback requirements:

Lot Requirements:	
Min. Lot Area	7,668sf.
Min. Lot Width	65ft.
Min. Lot Depth	100ft.
Max. Impervious Lot Coverage	48%
Setbacks:	
Front	20ft.
Side Corner	20ft.
Interior	7.5ft.
Rear	20ft.

3. Outlots A, C-G as shown on the preliminary plat shall be deeded to the City, preserved through a conservation easement and held by Minnesota Land Trust and maintained by

the Inspiration Stewardship Foundation consistent with the 2004 Inspiration PUD general development plan and preliminary plat approvals; the property owner shall complete the landscaping and restoration plan for Outlots A, C-G prior to the City assuming responsibility for the maintenance of the outlots as has been agreed.

4. The builder shall provide a cash escrow with application for each building permit guaranteeing installation of two street/yard trees to be installed after home construction is complete.
5. Construction of the north intersection of Inspiration Parkway and Stagecoach Trail (CR 21) is subject to Washington County approval and the developer will be required to reimburse the City for all costs related to obtaining the required access and right-of-way permits.
6. One side of all public streets shall be designated as no parking zones and the developer shall be required to install no parking signage as deemed necessary.
7. All street designs, street construction and all street signs are subject to review and approval by the City Engineer.
8. All grading, drainage and erosion control plans and issues are subject to review and approval by the City Engineer, Washington County, and the Middle St. Croix Watershed Management Organization.
9. All sanitary sewer, water main, storm sewer and street light plans are subject to review and approval by the City Engineer.
10. All easements are subject to review and approval of the City Engineer.
11. Satisfaction of park dedication requirements established in Section 8 of the Subdivision Ordinance shall be through payment of a cash fee in lieu of land equal to 10 percent of the fair market value of the subject site to be agreed to by the developer and the City at the time of application for final plat approval.
12. The developer will be required to enter into a separate developer's agreement and PUD permit specifically for Inspiration Phase III-B as a condition of approval for a subsequent application for final plat.
13. The developer shall submit a complete application for final plat in accordance with the approved phasing plan no longer than one year after said approval, or approval of the preliminary plat shall be considered void, unless a request for time extension is submitted in writing by the applicant and approved by the City Council in accordance with Section 4-2-1.16 of the Subdivision Ordinance.

- c. Logan Martin, City Administrator  
Sara Taylor, Assistant City Administrator/City Planner  
Andy Pratt, City Attorney  
John Parotti, City Engineer  
Rick Packer, Mattamy Homes, Inc.  
Terry Forbord, Inspiration Holdings, LLC

**RESOLUTION NO. 15-\_\_\_\_\_**

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA HELD MAY 4, 2015**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 4<sup>th</sup> day of May, 2015.

The following members were present:

The following members were absent:

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

**RESOLUTION APPROVING A REVISED PUD GENERAL PLAN AND PRELIMINARY PLAT  
FOR PHASE III-B OF THE INSPIRATION DEVELOPMENT, CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA**

**WHEREAS**, on February 17, 2015, the City received a request from applicant Mattamy Partnership (the “Developer”) and property owner Inspiration Holdings LLC (the “Owner”), to consider a revised preliminary plat of single-family lots in the north portion of the subdivision known as “Outlot A, Inspiration,” located within the City; and

**WHEREAS**, the City originally approved rezoning of this site as a residential planned unit development (R-PUD) and a preliminary plat as a part of the entire Inspiration development in October 2004; and

**WHEREAS**, the Developer and the Owner are now seeking revisions to the original preliminary plat for the Inspiration development; and

**WHEREAS**, the revised PUD general plan and preliminary plat, consisting of 115 single-family lots, is known as Phase III-B; and

**WHEREAS**, the Planning Commission held a public hearing and reviewed the PUD general plan and preliminary plat application on March 16, 2015 and recommended approval of the application to the City Council, with conditions; and

**WHEREAS**, comments received from the community at the public hearing were generally favorable towards the project, and the Developer has undertaken a series of neighborhood meetings to discuss the parameters of the development, construction timing, open space, homeowner association funding, architectural matters, and the general aesthetic view of the neighborhood; and

**WHEREAS**, the Planning Commission reviewed modifications to the proposed PUD general plan and preliminary plat application related to street design at its meeting on April 20, 2015 and recommended approval of the application to the City Council with conditions; and

**WHEREAS**, as a part of its consideration of the PUD general plan and preliminary plat application, the City Council hereby makes the following findings:

**FINDINGS OF FACT**

- A. On February 17, 2015, the City received an application requesting consideration of a revised PUD general plan and preliminary plat for single-family lots within the Inspiration housing

development, to be known as Inspiration Phase III-B, which land area is zoned Residential-Planned Unit Development (R-PUD).

- B. A PUD general plan and preliminary plat for the Inspiration development was approved by the City on October 4, 2004, which is a master plan for the entire development, and includes entitlements for a total of 328 residential housing units and 145 acres of restored native prairie open space.
- C. Inspiration was designed to be developed in three phases; Phase I consists of 121 single-family lots, Phase II was to consist of 75 multi-family/condominium units, and Phase III consists of 132 single-family lots and related infrastructure. The owner of the land underlying the Phase II area has delayed this phase due to economic considerations.
- D. A final plat for 121 single-family lots in Phase I was approved by the City on April 4, 2005. A final plat of 16 single-family lots in Phase III (III-A) was approved by the City on June 3, 2013. These final plats were based on the preliminary plat approved by the City on October 4, 2004.
- E. To manage labor and costs associated with installing the necessary infrastructure, plats for sizable developments are often sought in stages, as is the case with Inspiration. As such, this portion of the revised PUD general plan and preliminary plat for Phase III shall be referred to as Phase III-B.
- F. The Developer and the Owner are seeking revisions to the original PUD general plan and preliminary plat for the remaining single-family lots in Phase III, with a reduction in the number of lots from 116 to 115 lots (after subtracting the 16 single-family lots already approved as a part of Phase III-A) and including the following specific changes from the 2004 approval:
  - 1. The area bounded by Inspiration Parkway North, Primrose Path, Planters Path and Prairie Way has been extensively revised to provide a looped public street off Planters Path to access 10 lots surrounding active open space, eliminating the Village lots accessed by private alleys from the 2004 approved PUD general plan and preliminary plat. The applicant has submitted market research information prepared by Maxfield Research, Inc. detailing market trends away from small lots accessed by private alleys as a justification, but not the only justification, for the change in the site design. This information was available to and considered by the Planning Commission at the March 16, 2015 public hearing.
  - 2. The intersection of Inspiration Parkway North and Primrose Path has been revised as a traditional four way intersection based on current engineering design requirements and traffic management guidelines that did not warrant construction of a roundabout as approved with the 2004 PUD general plan and preliminary plat. This revision was brought back to the Planning Commission at its April 20, 2015 meeting, and was met with approval.
  - 3. Block 9 as shown on the preliminary plat has been revised to eliminate the eyebrow street section.
  - 4. A pedestrian sidewalk has been added along the south side of Inspiration Parkway North west of Primrose Path, along Primrose Path north of Inspiration Parkway, and on the north side of Periwinkle Place.

5. The proposed Phase III-B subdivision design includes eight lots on the south side of Inspiration Parkway between Stagecoach Trail (CR 21) and Primrose Path. This area was approved to be a landscaped passive open space within Outlot C with the 2004 PUD general development plan and preliminary plat.
  6. The developer provided sample house plans to be constructed within Phase III-B and documentation that the architecture of the structures has been approved by the Inspiration Homeowners Association Architectural Review Committee.
- G. As part of the review process for the PUD general plan and preliminary plat application, land use conditions and infrastructure improvements are examined for compliance with the City's zoning ordinance and subdivision regulations. Upon review, the City has determined that the revised preliminary plat is consistent with the overall land use and design approved for the PUD and Phase I and Phase III-A.
  - H. The Planning Commission reviewed the PUD general plan and preliminary plat application at a public hearing on March 16, 2015 and recommended approval of the application to the City Council, with conditions.
  - I. The Planning Commission reviewed modifications to the proposed PUD general plan and preliminary plat application related to street design at their meeting on April 20, 2015 and recommended approval of the application to the City Council with conditions.
  - J. The City Staff reports dated March 12, 2015 and April 15, 2015 and all exhibits attached thereto prepared by the City's Planning Consultant, The Planning Company LLC, are incorporated herein by reference.
  - K. Based on paragraphs A-J above, the City Council finds it in the best interest of the City to approve a revised PUD general plan and preliminary plat for Phase III-B of the Inspiration development.

**NOW THEREFORE BE IT RESOLVED:** The City Council of the City of Bayport, Washington County, Minnesota, does hereby resolve that the Inspiration PUD general plan and preliminary plat application for Phase III-B is approved, based on the findings of fact above and subject to fulfillment of the conditions outlined herein:

1. Issuance of a building permit for construction of a single family home within Phase III-B shall be contingent upon certification from the Inspiration Homeowners Association Architecture Review Committee that the proposed structure complies with the Inspiration architectural guidelines.
2. Single family lots shall be subject to the following lot and setback requirements:

Lot Requirements:	
Min. Lot Area	7,668sf.
Min. Lot Width	65ft.
Min. Lot Depth	100ft.
Max. Impervious Lot Coverage	48%
Setbacks:	
Front	20ft.

Side Corner	20ft.
Interior	7.5ft.
Rear	20ft.

3. Outlots A, C-G as shown on the preliminary plat shall be deeded to the City, preserved through a conservation easement held by Minnesota Land Trust and maintained by the Inspiration Stewardship Foundation consistent with the 2004 Inspiration PUD general development plan and preliminary plat approvals; the property owner shall complete the landscaping and restoration plan for Outlots A, C-G prior to the City assuming responsibility for the maintenance of the outlots as has been agreed.
4. The builder shall provide a cash escrow with application for each building permit guaranteeing installation of two street/yard trees to be installed after home construction is complete.
5. Construction of the north intersection of Inspiration Parkway and Stagecoach Trail (CR 21) is subject to Washington County approval and the developer will be required to reimburse the City for all costs related to obtaining the required access and right-of-way permits.
6. One side of all public streets shall be designated as no parking zones and the developer shall be required to install no parking signage as deemed necessary.
7. All street designs, street construction and street signs are subject to review and approval by the City Engineer.
8. All grading, drainage and erosion control plans and issues are subject to review and approval by the City Engineer, Washington County, and the Middle St. Croix Watershed Management Organization.
9. All sanitary sewer, water main, storm sewer and street light plans are subject to review and approval by the City Engineer.
10. All easements are subject to review and approval of the City Engineer.
11. Satisfaction of park dedication requirements established in Section 8 of the Subdivision Ordinance shall be through payment of a cash fee in lieu of land equal to 10 percent of the fair market value of the subject site to be agreed to by the developer and the City at the time of application for final plat approval.
12. The developer will be required to enter into a separate developer's agreement and PUD permit specifically for Inspiration Phase III-B as a condition of approval for a subsequent application for final plat.
13. The developer shall submit a complete application for final plat in accordance with the approved phasing plan no longer than one year after said approval, or approval of the preliminary plat shall be considered void, unless a request for time extension is submitted in writing by the applicant and approved by the City Council in accordance with Section 4-2-1.16 of the Subdivision Ordinance.

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

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

Susan St. Ores –  
Connie Carlson –

Michele Hanson –  
Dan Goldston –

Patrick McGann -

**WHEREUPON**, said Resolution was declared duly passed by the City Council, City of Bayport, Washington County, Minnesota this 4<sup>th</sup> day of May, 2015 signed by the Mayor and attested by the City Administrator.

ATTEST:

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

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



## **Project Narrative**

### **Inspiration 3<sup>rd</sup> Addition**

#### **Bayport, Minnesota**

#### **History**

Inspiration was originally proposed as a conservation development in 2004 by Homer Thompkins of CPDC. The principal guiding design element was the clustering of home sites which allowed the preservation of significant open spaces and ecosystems. A victim of the real estate crash in 2008, the development has undergone several ownership changes and development attempts in the last six years. The project is presently under the ownership of Inspiration Holdings, LLC and under contract with Mattamy (Minneapolis) Partnership (Mattamy Homes).

#### **Existing Conditions**

The portion of Inspiration being proposed for development by Mattamy has no buildings on the site and has, to some extent, been disturbed by previous development. There are some scattered trees along the north boundary of the site; these are being preserved. The "Prairie Area" is not being purchased by Mattamy and is currently undergoing restoration efforts by Inspiration Holdings. All other significant historical landscapes and features have been identified and preserved during the original development process.

#### **Applicant**

The applicant is Mattamy Homes or Mattamy (Minneapolis) Partnership. Mattamy is a privately owned company based in Toronto, Canada where it is Canada's largest homebuilder. Mattamy (Minneapolis) is Minnesota's largest privately held builder its 5<sup>th</sup> largest builder overall. We have projects and/or large holdings in Minnetrista, Medina, Lakeville, Lino Lakes, Otsego, Waconia, Victoria, North Oaks, Carver, Maple Grove, and Blaine. As mentioned above, Inspirations Holdings, who's managing partner is Terry Forbord is currently the owner of the property.

#### **Development Proposal**

Mattamy is proposing to develop the remaining portion of Outlot A with 113 detached single family homes with eighty 65' and thirty-three 75' wide lots. The plan respects the

principal intent of Inspiration in that it preserves the open spaces originally proposed and keeps home sites in roughly the same areas. A private neighborhood park is proposed (and will be built by the Mattamy) for use by the residents of Inspiration. An important aspect of the proposal is that it will provide an additional access to Stagecoach Trail, minimizing congestion at its intersection with Inspiration Parkway and providing for added fire and safety vehicle access to the neighborhood.

**Original Inspiration Proposal**

Mattamy's proposal is reflective not only of the conservation development theme of Inspiration but also in the way that it responds to the site themes. Similarities between the original proposal for Inspiration and the Mattamy proposal are as follows:

1. Very similar amounts of open space and areas devoted to home sites.
2. Road patterns and traffic flow, including proposed round-about.
3. Landscaping
4. Storm water treatment
5. Open space improvements
6. Density

Differences between the original proposal for Inspiration are as follows:

1. Mattamy proposal has 3 fewer lots.
2. Mattamy proposal emphasizes views to open spaces from public streets. CPDC contained open spaces that could not be seen and limited viewsheds, restricted pedestrian access from many streets, and made the streetscape seem more contained.
3. The Mattamy proposal provides space for a neighborhood park devoted to open space games and neighborhood gatherings. The entire space is useable; none of it is devoted to stormwater treatment.
4. Elimination of the "alley loaded" home offerings. I have included a brief white paper by Maxfield Research regarding this product. This highlights the many market responses to the alley loaded homes and why this product is no longer being proposed by developers in the Twin Cities. Mattamy, as a Canadian builder who builds in very dense urban and suburban locations, has rear loaded home product in our repertoire. Like other parts of the country, some urban planners in Canada believe it gives a much nicer streetscape than one dominated by "snout houses" (garage dominant). As a result, we are more or less forced to have this home product in our offerings.

Unfortunately, rather than this neighborhood design producing a pedestrian oriented space where neighbors interact, the result is a landscape entirely devoted to the auto in both the front and rear yard; the front yard is very small with a public street close to the home and a rear yard devoted entirely to the garage and alley. There is a very high impervious surface coverage ratio, the owner's personal space is encroached on, and development costs are very high due to all the streets, alleys, and other automobile accommodations. Maintenance costs and snow plowing difficulties also make these units a burden for the Homeowners Associations.

An additional aspect of the alley loaded product needs to be discussed with respect to Inspiration today. While studies vary, at the height of the "New Urbanist" craze, there was only 10-15% of the total U.S. market that was buying this style of home. It needs to be noted that there are still 12 vacant alley loaded lots left in Inspiration. To bring more alley loaded lots onto the market in this location would depreciate the values of existing homes of this type (supply vs. demand) and likely extend the period of time the existing lots remain vacant. Building more rear loaded product would not only be a bad market decision but would drive the value of the existing homes down; many of which have still not recovered their original value.

**Reasons for Approval**

The current proposal for Inspiration is reflective of the original goals and tenets approved by the City in 2004-5 while making considerations for today's housing styles, the desires of the overall market and the values of homes directly adjacent to the proposed development. There are no increases in density proposed; landscaping, open spaces, street layout and traffic patterns are all substantially the same. Mattamy believes that the proposal refines and improves the integration of the proposed open spaces into the neighborhood and streetscape, will complement the existing development and complete the neighborhood in a manner respectful of the original concept.

While not a legal basis for approval or denial, our proposal is being brought to the City with the "blessing" of the neighborhood. We have received both ARC and Board approval for our home plans and landscaping plans; residents serve on both these groups. The neighborhood likes the plan and what it will bring to their community.

Mattamy believes that the respect our plan shows of the original plans for Inspiration, and the acceptance of the current residents and their community merit approval of the proposal as presented.

Respectfully Submitted,

**Rick Packer**  
**Land Development Manager**



March 10, 2014

Mr. Terry Forbord  
Inspiration Land Holdings LLC  
4960 Sussex Place  
Shorewood, MN

RE: Alley-Loaded Lots at Inspiration in Bayport, Minnesota

---

Alley-loaded lots became popular in the late 1990s and early 2000s, primarily in high-density communities in the Eastern United States where in-fill and redevelopment were occurring in areas that already had an established street grid pattern. As the in-fill and redevelopment occurred however, buyers' desires for an attached garage changed the traditional-alley-loaded lot design into something new, basically taking away the yard and attaching the rear-facing garage to the backside of the home.

Some more fully-developed eastern communities mandated that new in-fill developments have alley-loaded lots citing increased safety, better pedestrian access and increased aesthetics. However, builders are taking issue with many of these benefits, saying that the buying public does not perceive these enhancements with alley-loaded lots. In addition, builders state that putting in alleys reduces the number of total lots in the development and reduces the price points and total revenue to be generated from the subdivision because buyers perceive that alley-loaded homes should be less expensive than other home types.

Comments have also been made by national design review consultants that you typically do not see alley-loaded lots in northern climates because alleys are more difficult and more expensive to maintain for snow removal purposes.

Most of the alley-loaded lots that were developed in the Twin Cities were the focus of one developer that developed these types of lots in several subdivisions throughout the Metro. The vision for the alley-loaded lots was that they would promote increased neighborhood interaction and an increased pedestrian environment for residents. Buyers however, were not convinced and continued to exhibit a strong preference for the traditional front-loaded lot.

Although lot sizes are decreasing overall, buyers still expect to see some type of usable yard space in the back of their homes. Placing an attached garage at the back of the house reduces or eliminates the amount of yard space that is available and the perceived value of the property to the potential buyer.

Buyers are highly conscious of potential resale value when they purchase a home. Many buyers are unwilling to purchase a home or lot design that is outside of the traditional form because they are concerned that their appreciation value may be negatively affected by a design that would only attract a limited pool of future buyers.

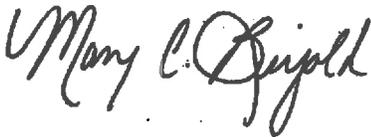
Most of the alley-loaded lots that were developed in these newer Metro Area subdivisions are maintained through association dues. Therefore, the upkeep and maintenance of the alleys are charged back to the homeowners through dues. The more alleys in the development, the higher the association dues needed to pay for their upkeep. In addition, homeowners that do not have alley lots in the same subdivision are likely to be reluctant to have their dues increased to pay for their upkeep and maintenance.

We strongly recommend that the Council consider changing the original plan for the Inspiration master-planned community to remove alley-loaded lots from the plan. Removing alley-loaded lots will enable the redesign of a lot and home product that will be highly attractive to future buyers and would result in increased absorption of lots in the Inspiration community.

If you have questions or need additional information, please contact me at (612) 904-7977.

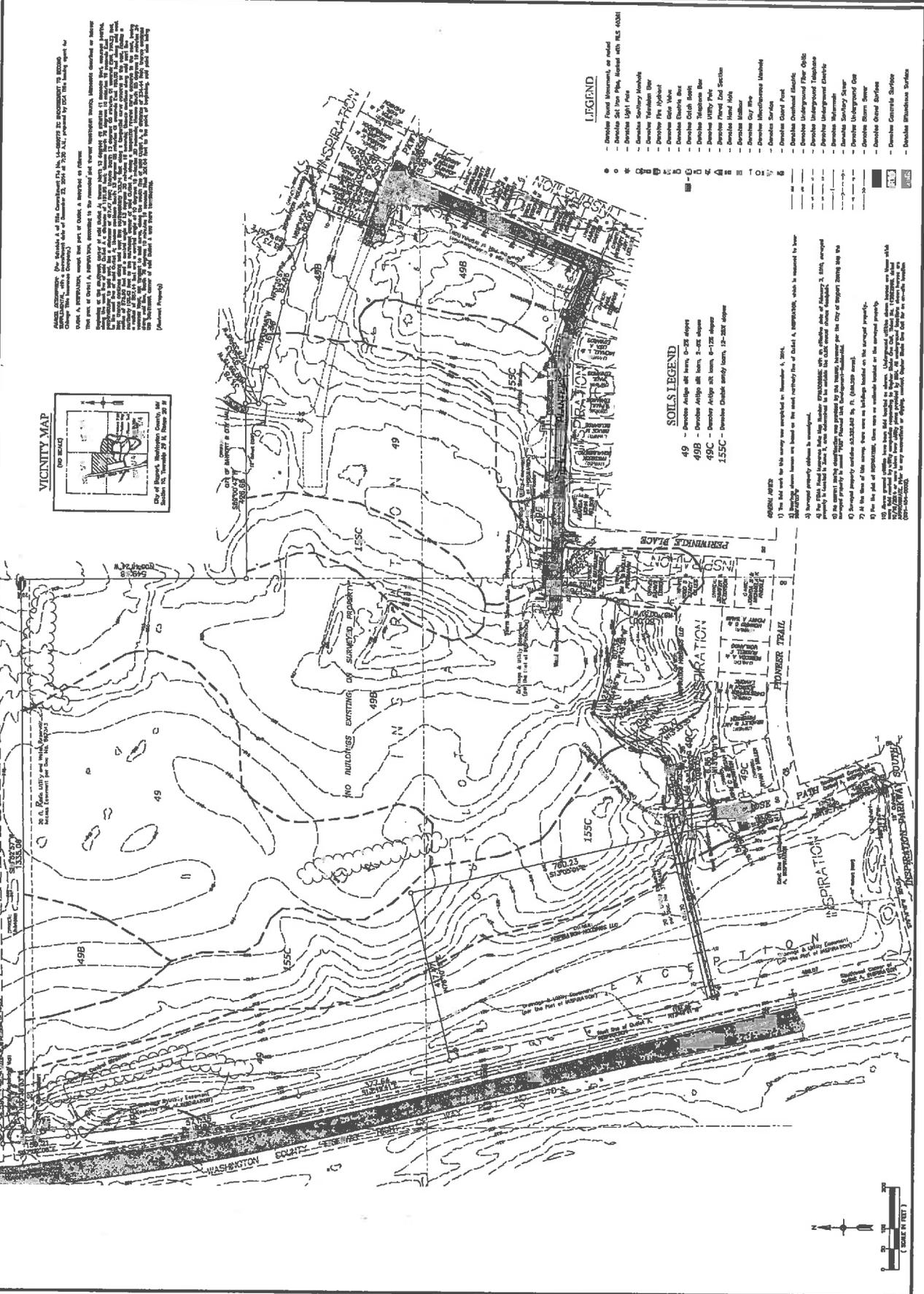
Sincerely,

**MAXFIELD RESEARCH INC.**



Mary C. Bujold  
President





**VICINITY MAP**  
 (SEE PAGE 1)  
 CITY OF BAYPORT, MINNESOTA  
 SECTION 10, TOWNSHIP 28 N, RANGE 20 W

**NO BUILDINGS EXISTING ON SURVEYED PROPERTY**  
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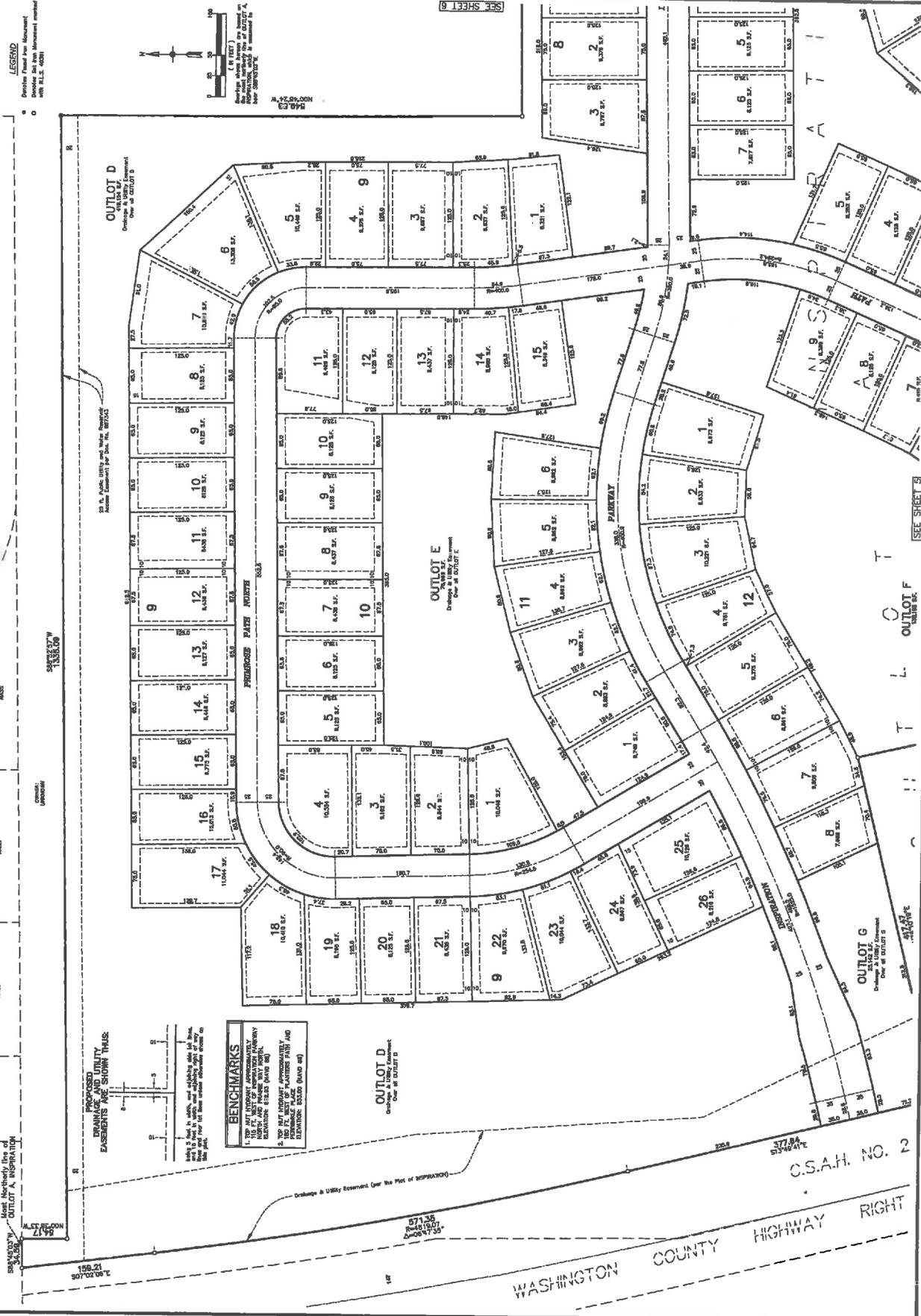


**REVISIONS**

1.	ADJUSTMENTS TO LOT 1
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45.	ADJUSTMENTS TO LOT 45
46.	ADJUSTMENTS TO LOT 46
47.	ADJUSTMENTS TO LOT 47
48.	ADJUSTMENTS TO LOT 48
49.	ADJUSTMENTS TO LOT 49
50.	ADJUSTMENTS TO LOT 50

I hereby certify that the survey, plan or plat shown hereon was made by me or under my direct supervision and that I am a duly Licensed Professional Surveyor in the State of Minnesota.

Surveyor: **Thomas S. Bickel**  
 License No. 111111  
 Date: 02/11/21, Volume P, 2021











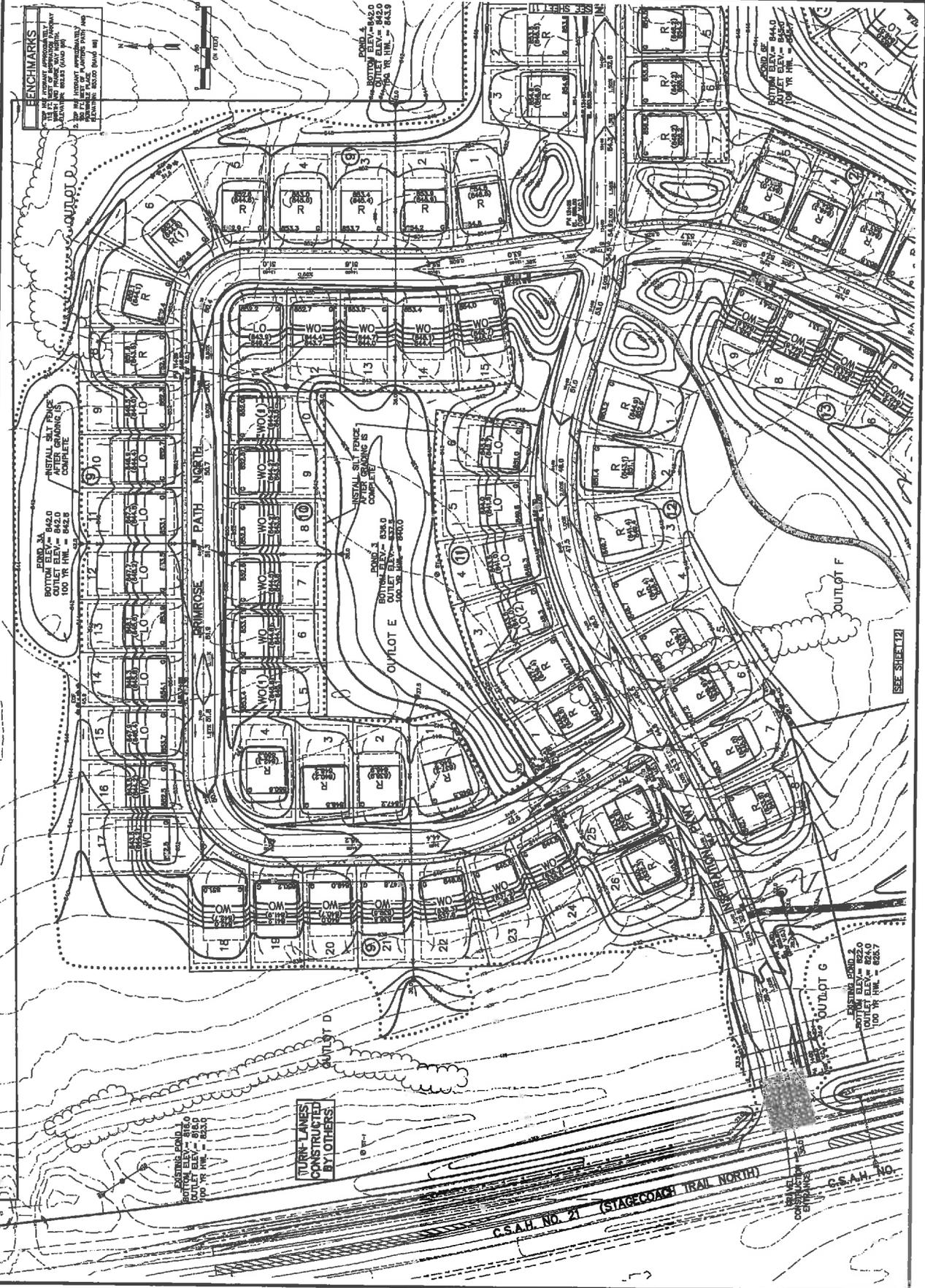


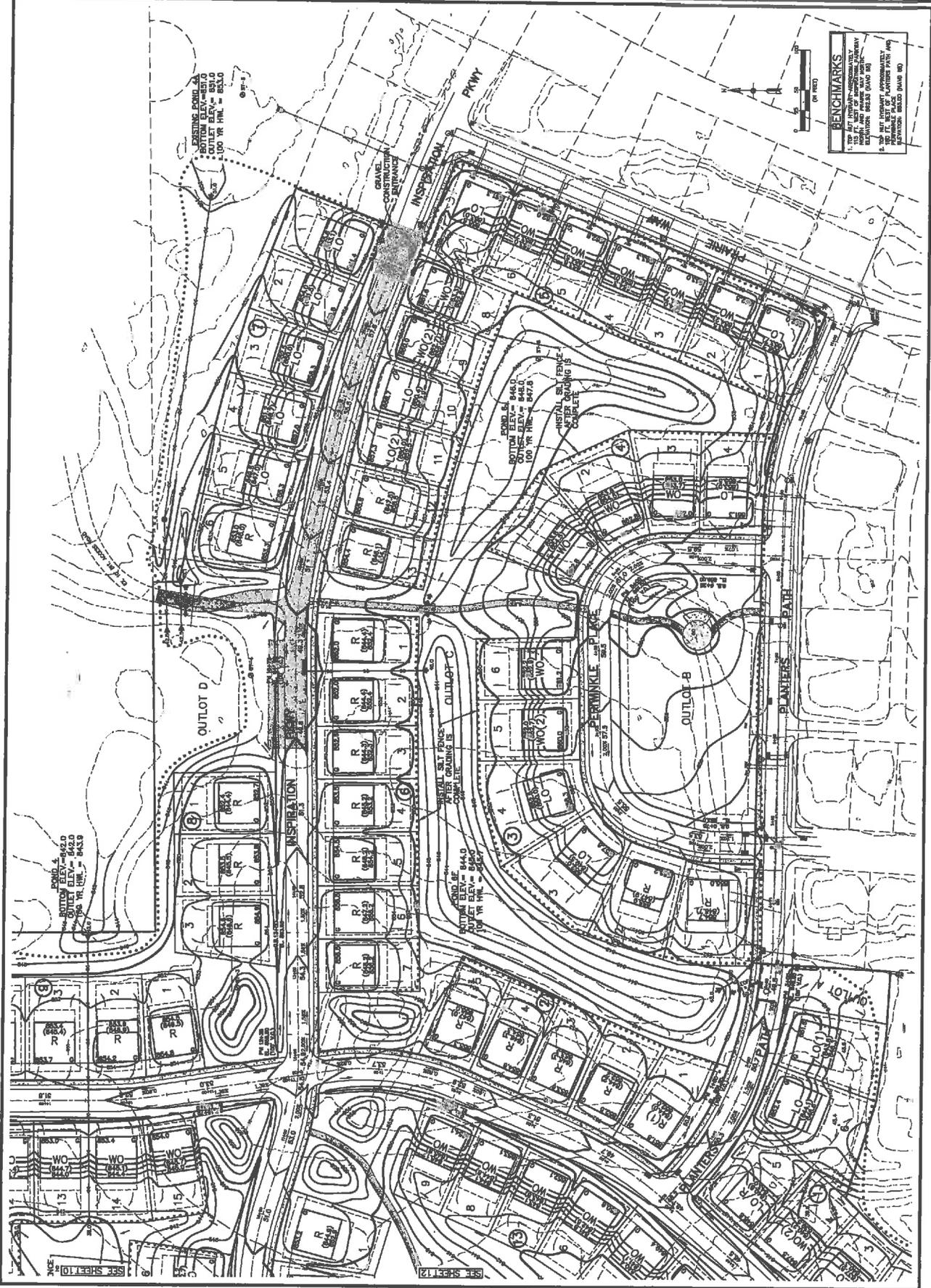
REVISIONS

1	ISSUED NUMBER 001	DATE
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I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.

Signature: *[Signature]*  
Date: 03/20/13 License # 12262



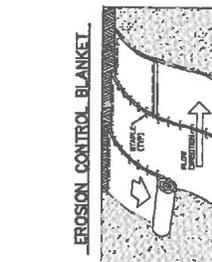
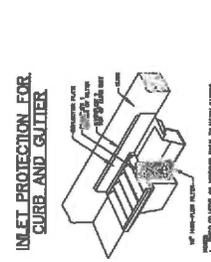
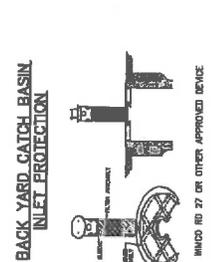
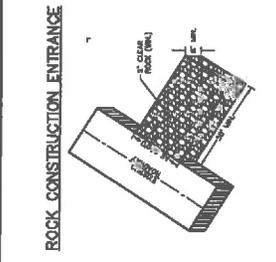


**BENCHMARKS**  
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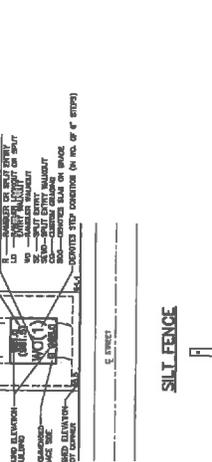
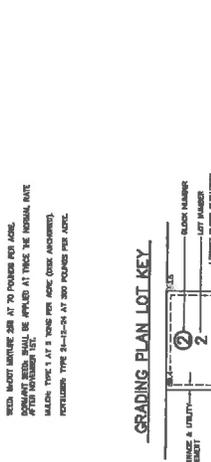
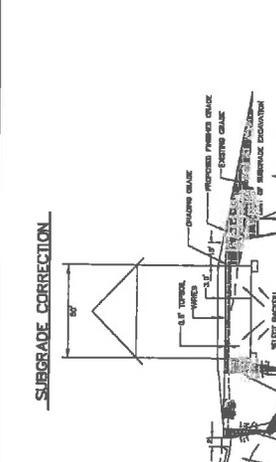
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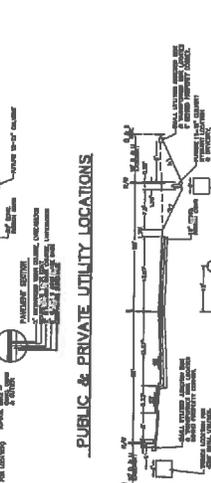
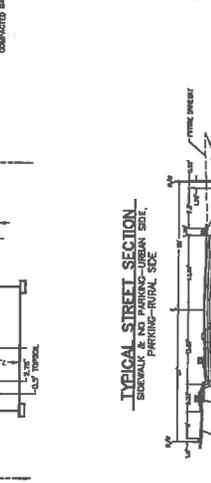
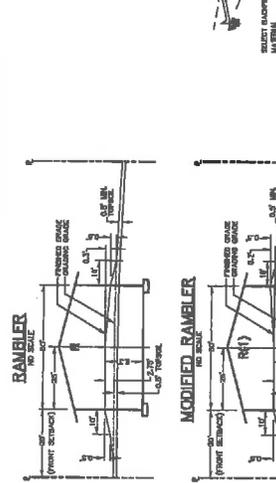




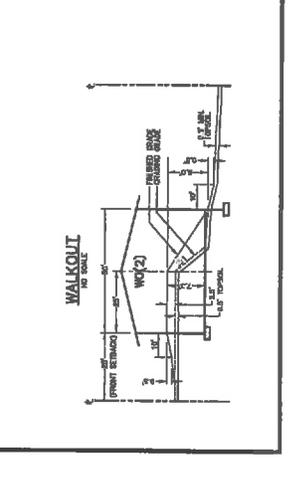
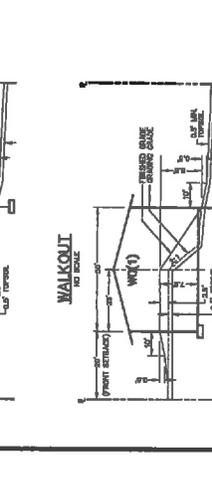
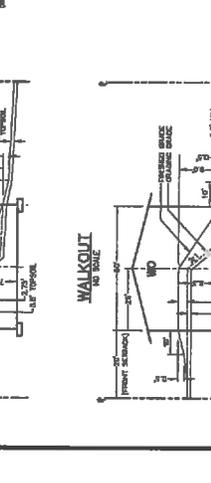
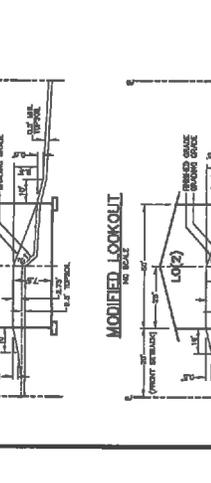
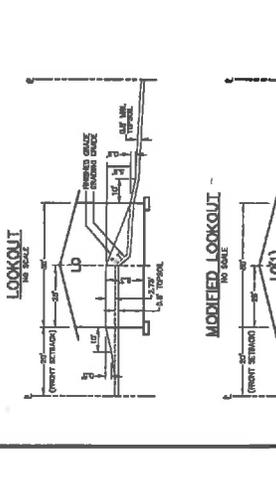
- NOTES:**
1. SEE PLAN FOR SPECIFICATIONS. EROSION CONTROL BLANKETS INCLUDING APPLICATION OF SEEDS AT THE TOP OF THE SLOPE (SEE CHANGELINE BY ADDING THE BLANKET) SHALL BE INSTALLED AT THE CURB, TRUNKS, TRUNKS, AND CURBS.
  2. THE BLANKETS SHALL BE INSTALLED AT THE CURB, TRUNKS, TRUNKS, AND CURBS.
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  7. THE BLANKETS SHALL BE INSTALLED AT THE CURB, TRUNKS, TRUNKS, AND CURBS.



- NOTES:**
1. ON A SLOPE TRUCKS SHALL BE PLACED A MINIMUM OF 1 FOOT FROM CURBED EDGE OF TRUCK CURB.
  2. TRUCKS SHALL BE SPACED A MINIMUM OF 10 FEET APART.
  3. SECURELY ATTACH SILT FENCE TO INSURE PROPER FUNCTION OF THE ATTACHMENTS PER FOOT.
  4. SEE SHEET SPECIFICATION 8773.2.

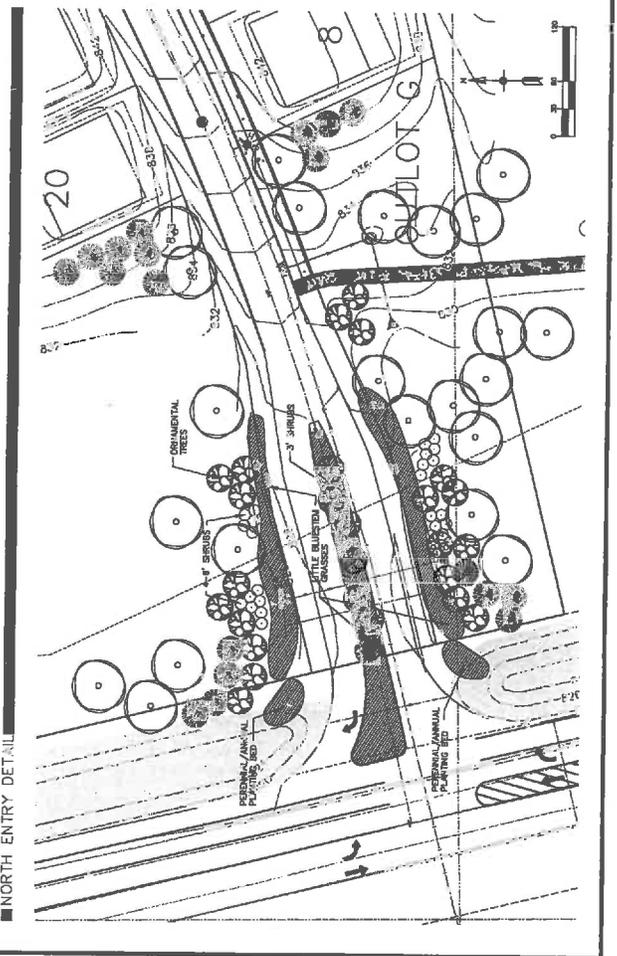
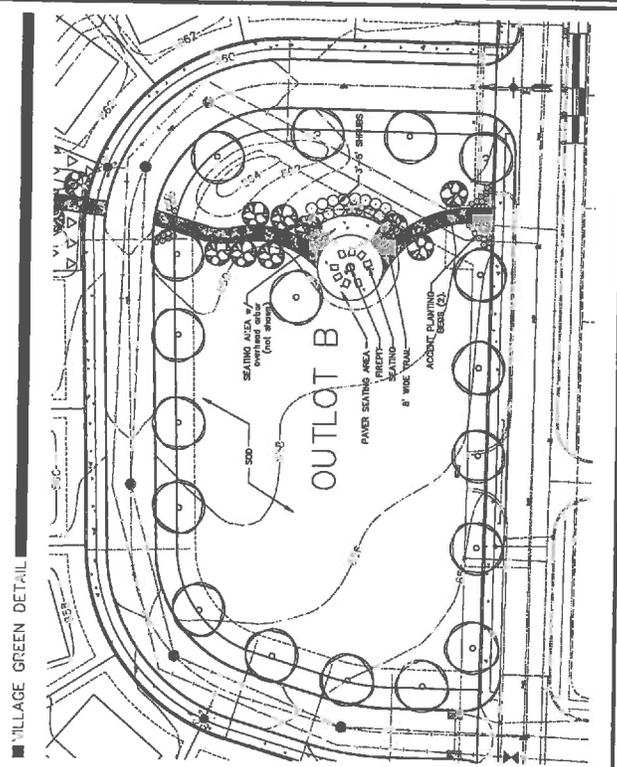
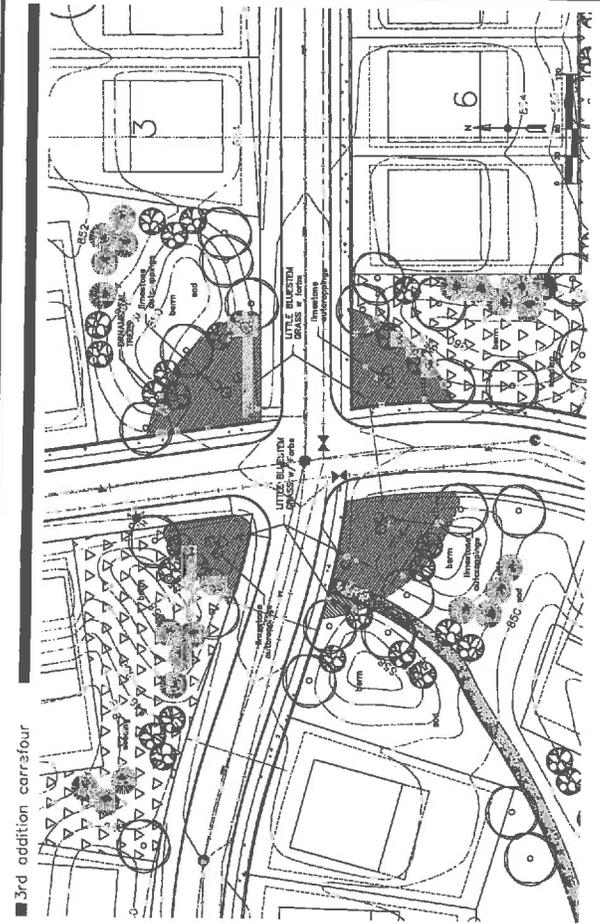


- NOTES:**
1. TREE FENCES SHALL BE PLACED A MINIMUM OF 1 FOOT FROM CURBED EDGE OF TRUCK CURB.
  2. TRUCKS SHALL BE SPACED A MINIMUM OF 10 FEET APART.
  3. SECURELY ATTACH TREE FENCE TO INSURE PROPER FUNCTION OF THE ATTACHMENTS PER FOOT.
  4. SEE SHEET SPECIFICATION 8773.2.





PROVISIONS	
1.	1" = 32' Scale for all contours
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PRELIMINARY SEEDING SCHEDULES

25.241

Common Name	Scientific Name	Rate (lb/ac)	Rate (lb/1000 sq ft)	% of mix (by weight)	Seedlb per A
Bluegrass	<i>Poa trivialis</i>	4.25	0.43	13.7%	4.25
Perennial ryegrass	<i>Lolium perenne</i>	5.00	0.50	15.6%	5.00
Annual ryegrass	<i>Lolium multiflorum</i>	5.00	0.50	15.6%	5.00
Red clover	<i>Trifolium pratense</i>	5.00	0.50	15.6%	5.00
White clover	<i>Trifolium repens</i>	5.00	0.50	15.6%	5.00
Alfalfa	<i>Medicago sativa</i>	5.00	0.50	15.6%	5.00
Timothy	<i>Phleum pratense</i>	5.00	0.50	15.6%	5.00
Orchard grass	<i>Dactylis glomerata</i>	5.00	0.50	15.6%	5.00
Smooth bromegrass	<i>Cynodon dactylon</i>	5.00	0.50	15.6%	5.00
Common bermudagrass	<i>Cynodon dactylon</i>	5.00	0.50	15.6%	5.00
St. Augustine	<i>Stenotaphrum secundatum</i>	5.00	0.50	15.6%	5.00
Centipede	<i>Centropogon acaulis</i>	5.00	0.50	15.6%	5.00
Florida couch	<i>Stenotaphrum secundatum</i>	5.00	0.50	15.6%	5.00
Parrot grass	<i>Stenotaphrum secundatum</i>	5.00	0.50	15.6%	5.00
Carolina chrysanthemum	<i>Leptochloa ciliata</i>	5.00	0.50	15.6%	5.00
Large crabgrass	<i>Dactyloctenium aegyptium</i>	5.00	0.50	15.6%	5.00
Small crabgrass	<i>Dactyloctenium aegyptium</i>	5.00	0.50	15.6%	5.00
Common chickweed	<i>Stellaria media</i>	5.00	0.50	15.6%	5.00
White clover	<i>Trifolium repens</i>	5.00	0.50	15.6%	5.00
Red clover	<i>Trifolium pratense</i>	5.00	0.50	15.6%	5.00
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Carolina chrysanthemum	<i>Leptochloa ciliata</i>	5.00	0.50	15.6%	5.00
Large crabgrass	<i>Dactyloctenium aegyptium</i>	5.00	0.50	15.6%	5.00
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**Carlson**  
 ENVIRONMENTAL - ENGINEERING - SURVEYING  
 5480 Lytle Dr., Suite 200, Littleton, CO 80120  
 Phone: 763-499-7900 Fax: 763-499-7359

PRELIMINARY LANDSCAPE PLAN  
 INSPIRATION 3RD ADDITION  
 Bayport, Minnesota

MATTAMY HOMES, LLC  
 7201 Washington Avenue - Suite 201  
 Edina, MN 55439

REVISIONS  
 1. 12/13/13 Revised for site conditions.  
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811  
 Know what's below.  
 Call before you dig.

CALL BEFORE YOU DIG





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# **Bayport Fire Department**

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

May Memo from the Chief:

The April call volume was in line with our projections. The grass fire season has kicked in and we are responding to them as needed. The department had the opportunity to send two of our fire officers to the Fire Department Instructors Conference in Indiana to learn about technology changes and how to train our department with available information. We took possession of our new carbon monoxide blood monitoring equipment and have it in service. We had training drills at the Allan S. King Plant, focusing on the building and coal fires. Xcel Energy has been very appreciative that we train for large scale emergencies at the plant.

The safety message is for homeowners and renters to ensure that all natural fire fuel, such as leaves and pine needles, be kept to a minimum in yards due to the dry spring we are experiencing. Recreational fires can be no larger than 30 inches in diameter at the base and a maximum of 30 inches in height. The fire must be 10 feet from property lines and 15 feet from buildings and structures, with winds less than 15 miles per hour. The majority of grass fires experienced this year have been due to homeowners burning in high wind and embers blowing 20-50 feet from the original fire. A reminder also that burning of leaves and grass clippings is illegal in Minnesota. Treated/painted wood and other construction debris is not allowed in a recreational fire; please use clean wood only.

Thanks,  
Mark

**Mark Swenson**

**Fire Chief**

**Bayport Fire Department**

294 North 3rd St.

Bayport, MN 55003

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

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



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



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

Laura Eastman  
Chief of Police

**Date:** April 28, 2015  
**To:** Mayor and City Council  
City Administrator Martin  
**From:** Police Chief Laura Eastman  
**Subject:** **Police Reports and Updates**

### **Past Events**

March 25, 2015: Senior Center breakfast “meet and greet” to discuss reports and scam updates  
April 17, 2015: Andersen Elementary Razzle Dazzle Carnival - Reserve Officers/Sergeant Jackson and K9 Keylo  
April 23, 2015: Department staff conducted our quarterly weapons qualification at the Oak Park Heights prison range

### **Upcoming Events**

May 20, 2015: Croixdale Community Watch presentation – Police report and City Administrator update  
May 25, 2015: Memorial Day Parade – Reserve Officers and all Peace Officers for traffic control

### **Miscellaneous**

- On April 20–22, 2015, I attended the Minnesota Chief’s Executive Training Institute in St. Cloud. The training was very applicable and it was nice to meet chiefs from all over the state to network and share pertinent information. I appreciated the opportunity to attend this event and believe it was valuable training.
- It should be noted that you will see me working more on call duty shifts, until we complete our process of backfilling behind some vacant part-time positions.
- A work intensive felony theft case investigated by Sergeant Jackson is being sent up for prosecution.

### **March Call Load (continued)**

26 – 31: school crossing, K9 assist, silent alarm, 911 misdial, 911 abandoned, phone call request, crime prevention x2, stand by for child exchange, school crossing, code enforcement, order for protection – short form served, medical, w/w speed, welfare check, suicidal male, speed 62/40, community assist, medical L1, medical L3, theft report, ride along, ,medical L1 and L3, hit and run accident, crime prevention, AOA/DUI, handgun permit to purchase, suicidal male, AOA/damage to property/driving complaint, parking complaint, medical L1, crime prevention, school crossing, school/bus arm bar extra patrol, school crossing, crosswalk violations (extra patrols) parking citation, welcome packet, ID theft, solicitor permit, aoa/welfare check, medical L1, car vs. deer, school crossing, buss arm bark extra patrols, medical L1, K9 meet and greet after medical, walk up information, school crossing/arm bar extra patrol, lost keys/vehicle lockout, medical L1, w/w equipment violation, speed/NPI.

### April Call Load

- 01 – w/w tint/communication device used, speed 50/40, school crossing, expected death, speed 50/30, city ordinance violation x 3, school crossing, stop light broken, noise complaint, school crossing, found dog, council packets, domestic.
- 02 – Found bike, crime prevention, crime prevention x 3, car vs. deer, extra patrol, school crossing, found ammo, property damage, w/w speed, DUI, audible alarm, unwanted male, suicidal male, alarm, speed 71/55, 2<sup>nd</sup> degree test refusal/3<sup>rd</sup> degree dui, medical L1. AOA/medical,
- 03 – Medical L3, medical L1, reserve application, reserve background, medical L1, w/w speed, w/w speed.
- 04 – 3rd degree DUI, w/w speed x 2, domestic/child welfare, w/w speed,
- 05 – Equipment violation, medical L1, 2 loose dogs, welcome packet, assist city council packets, warrant arrest.
- 06 – Records request, property damage accident, property return, park longer than posted limit, w/w equipment violation, w/w speed.
- 07 – Order for protection, school crossing, welcome packet, medical L3, w/w speed, 911 abandon call, crosswalk sign, school crossing, extra patrol, unwanted male, officer information, found item.
- 08 – Loose dogs, DOC/assist CAS, school crossing, theft, driving complaint, medical, w/w speed.
- 09 – Written warning speed x 2, school crossing, medical L1, aoa/MSP possible medical situation.
- 10 – Crosswalks, medical L3, DAS/speed49/30/no proof of insurance, scam report, medical L1, landlord issue, lost dog.
- 11 – theft, AOA/suicidal male/medical L1, AOA/alarm, AOA/suspicious vehicle not stopping, w/w speed x 2, headphones on while driving, harassment issue, DAS/speed 46/30, medical L1, domestic AOA, AOA suspicious activity.
- 12 – Passing on right, medical L3, school crossing, dumping complaint, assist city hall, missing dog, theft.
- 13 - Call complaint, 2 hour parking violation x 2, accident, accident report, school crossing, assault DOC case, w/w speed, no Proof of insurance, school crossing, stop arm violation.
- 14 – w/w inattentive driving, w/w speed x 3/tab violation, w/w speed.
- 15 – school crossing, officer safety report, child protection report, city ordinance violation, school crossing, extra patrol crosswalks, planning commission packets, AOA disturbance, crime prevention.
- 16 – Crime prevention x 2, school crossing, suicidal female, lost dog concern, harassment report, residential lockout.
- 17 – Speed 52/40, school crossing, belligerent customer, parking issue, family assist, council packets, alarm, vehicle lock out, welfare concern, K9- meet and greet, w/w speed, speed 55/40/NPI, speed 58/40.
- 18 – 4<sup>th</sup> degree dui, scam report, medical L1, fire, w/w speed, information safety issue, property retrieval x2.
- 19 – Medical L1, w/w speed, crosswalks, trespass complaint, crime prevention x 2, w/w speed.
- 20 – w/w speed, medical L1, stop arm bar violation, crosswalks.
- 21 – Suicidal female, crosswalk x 2, welfare check, 911 abandoned, crime prevention x 2.
- 22 – Crime prevention, crosswalks, property retrieval, speed 57/40, warrant arrest, found cat, crosswalks, speed 58/40, custody exchange, public works concern, w/w equipment violation, aoa/fire, school crossing, suspicious activity.
- 23 – , w/w speed 43/30 , w/w speed 40/30, w/w speed 42/30 background check public works seasonal, vacation/vacant building checks, public assist, DAR.
- 24 – School crossing DAS/speed 40/30, medical L1, harassment/mental health, welcome packet, department inform, trespassing, check welfare/ATL.
- 25 – Unwanted male, POS medical L1, w/w speed.
- 26 – Speed 62/40, silent alarm, No MN DL, GM No insurance, speed 46/30, broken guardrail, aoa/felony warrants/5<sup>th</sup> degree cont. subs.,
- 26 – Crime prevention, medical L1, school crossing, city ordinance violation, medical L1 x 2, possible domestic, medical L1, w/w stop sign, dept. information, w/w equipment, public assist.
- 28 - 31 NA

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

Mar-15	Speed	Seatbelt	Child seat	DAS,R,C	Underage D&D	UAC	Open Bottle	No Insurance	No POI	Warrants	W/W
501 Chief Eastman											1
503 Aaron Slinger											
505 Quinn Wilmarth	2										3
506 Chad Johnson											
507 Dustin Purpur	4										3
508 Capt Hutchinson											
509 Jay Jackson				1							6
510 John Miller	5								2		11
512 Zach Lund											3
513 Keith Frank	2										
<b>Monthly Total</b>	13	0	0	5	0	0	0	0	2	0	49
<b>Year Total</b>	39	0	0	23	0	0	0	1	12	2	121
Officer	Drugs	MJ in MV	Dac-IPS	Stop Sign	Drug Para	DWI	Distracted	Crime Prev	City Ord	Careless	Other
501 Chief Eastman											
503 Aaron Slinger											
505 Quinn Wilmarth					2			6			
506 Chad Johnson											
507 Dustin Purpur								5	4		
508 Capt Hutchinson											
509 Jay Jackson									7		
510 John Miller						2			1	1	
512 Zach Lund									2		
513 Keith Frank											
<b>Monthly Total</b>	0	0	0	0	2	2	0	11	14	1	0
<b>Year Total</b>	1	1	0	0	5	5	0	29	33	3	9

Notes :



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

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Date: April 28, 2015

To: Mayor and City Council  
Logan Martin, City Administrator

From: Mel Horak, Public Works Supervisor

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

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

1. Flushed city fire hydrants
2. Finished sweeping city streets
3. Turned on summer-only water services in city parks and Hazelwood Cemetery
4. Prepared the beach house and other park amenities for reservations beginning May 1
5. Installed the city boarding dock at the 4<sup>th</sup> Avenue North boat launch
6. Performed ongoing tree trimming at Lakeside Park
7. Completed ongoing maintenance and repairs to trucks and equipment
8. Installed multiple new water meters and repaired numerous nonfunctioning water meters
9. Performed ongoing operation of water and sewer systems, which includes daily inspections of facilities, water tests, water reports, and attending to system malfunctions
10. Responded to numerous slow sewer draining issues caused by flushing paper goods down the toilet

***PUBLIC WORKS MESSAGE OF THE MONTH***

The only substances that should be disposed of in the municipal sewer system are wash water, human body wastes, and toilet paper. Please do not flush other objects, including disposable diapers/wipes, rags, feminine hygiene products, food waste/grease, etc., down the toilet, as they cause damage to the system that leads to costly repairs.

# Bayport Public Library

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

Date: April 28, 2015

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

From: Mark Blando, Bayport Public Library Director

Re: Bayport Library Update

The focus for April was our participation in The Big Read program for the St. Croix Valley. We had over 30 attendees for the play "Jack's Back Door Café" which was put on by the Festival Theatre. We also had 8 participants for our discussion of Louise Erdrich's "Love Medicine". The library would like to thank all those who helped make The Big Read program possible and all those who took part in the activities. A special thank you goes out to Art Reach for putting it all together.

On Saturday, May 2, the Foundation for Bayport Public Library will be hosting a luncheon with New York Times bestselling author Nickolas Butler featured as the speaker. Food will be provided by Lake Elmo Inn. We thank the foundation for all of their hard work in setting up this event.

Summer reading is just around the corner. A list of activities will be up in the next couple of weeks. It's going to be a great summer!

Thanks to you all,

Mark

Mark Blando

Director

Bayport Public Library



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**BAYPORT, MINNESOTA 55003**  
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**Date:** April 27, 2015

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

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

**Re:** **Department Update – May City Council meeting**

### **PLANNING COMMISSION ACTION**

The Planning Commission held a meeting on April 20 to consider a revised Planned Unit Development (PUD) General Development Plan and a Preliminary Plat for Inspiration Phase III-B. During the process of refining their preliminary plat submittals for City Council consideration, Mattamy Homes encountered difficulty with meeting the engineering design requirements for the proposed roundabout located at the intersection of Inspiration Parkway North and Primrose Path. As an alternative, Mattamy modified their plan to include a traditional four way intersection to replace the roundabout. Since the roundabout feature was specifically discussed previously by the Planning Commission at the March 16 meeting, staff referred the revised plans back to the Planning Commission for review and consideration. No negative comments were received from the neighborhood regarding the change and the Planning Commission recommended approval. The City Council will consider the application at the May 4 meeting.

### **SCHOOL DISTRICT ELECTION**

A special election has been scheduled for Tuesday, May 12 to vote on a bond request to improve facilities across the Stillwater Area School District. Along with other municipalities in the county, Bayport will administer the election and be reimbursed by the school district for election supplies and wages. As a reminder, all Bayport residents vote at City Hall and the polls will be open 7:00 a.m. – 8:00 p.m.

### **DOWNTOWN HANGING FLOWER BASKETS**

Over the past month, staff has been busy coordinating the fabrication of additional brackets and ordering our hanging flower baskets for the season. With the help of resident donations, we were able to expand the program from 10 baskets last year to 20 baskets this year. Because we placed the order early in the season, we were also able to select a variety of “supertunias” that should perform better and provide a bigger impact than the flower varieties available last year. Public Works will be installing the new hanging brackets in the next few weeks and the flower baskets will be hung in time for the Memorial Day Parade.

### **CITY COMMUNICATIONS**

The next edition of the city newsletter is expected to be printed and distributed within the next week. Highlights of this edition include articles on the St. Croix Crossing project tours, Bayport in Bloom contest, new Fire Hall update, city staff recognitions, and community programs and events. The next edition will be distributed in June/July.



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**Date:** April 27, 2015  
**To:** Honorable Mayor and City Council  
**From:** Logan Martin, City Administrator  
**Re:** Administration Department Update – May City Council meeting

### **ECONOMIC DEVELOPMENT OPPORTUNITIES**

Based on discussions had at an April 6 workshop, we are continuing to investigate the opportunity to redevelop the blighted property at 169 3<sup>rd</sup> St N. Preliminary discussions surrounded demolishing the vacant building and rehabilitating the parking lot into a more usable feature. Initial parking lot designs have been completed and will be refined, and an investigation into the extent of available finances for this project are ongoing.

### **2<sup>nd</sup> STREET UTILITY PROJECT**

The project to install sanitary sewer service to properties along 2<sup>nd</sup> Street South is currently in the final design and permit approval phase, and should be starting in the next few weeks. As you will recall, these properties were on septic systems that were nearing the end of their useful life, so the opportunity presented itself to upgrade the area and add these properties to the sanitary sewer system. A minor subdivision was recently approved in this area, providing for one additional buildable lot that could be promoted for sale by the landowner soon.

### **WATER TREATMENT PROJECT UPDATE**

City Staff and partners at SEH continue to work with the State of Minnesota on designing a project that would enhance the City's existing water treatment system. As previously mentioned, this project includes connecting Well #3 near the Village Green to the treatment system in Inspiration. To date, the project is approximately 30% designed and on track to be completed by the end of June. We also recently learned that funding for the construction of the project is included in the Omnibus Capital Improvements Bill currently being considered by the Legislature.

### **FIRE HALL PROGRESS**

A total of 87 bids across 28 trade areas were received for the Fire Hall project on April 7, and the low bidder in each category was announced and confirmed. Ultimately, thanks to a positive bidding market the bids came in approximately \$275,000 under the anticipated budget. This good news has allowed the City Council to reconsider a few items that were removed from the design due to budget constraints, namely in-floor heat and a dormitory addition. These items will be discussed as estimates are refined over the coming weeks, and a final decision will be required in early June.

### **UPCOMING MEETINGS AND EVENTS**

May 4	City Council meeting	6:00pm	City Hall
May 11	Planning Commission meeting	6:00pm	City Hall
May 25	Memorial Day Parade	9:00am	along Hwy 95
June 1	City Council quarterly workshop	5:00pm	City Hall
June 1	City Council meeting	6:00pm	City Hall
June 5-6	Citywide Garage Sale		
June 10	BCAL Ice Cream Social	6:30pm – 8:30pm	Lakeside Park