

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
July 11, 2011**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

ROLL CALL (Mayor St. Ores and City Councilmembers Carlson, Goldston, Hanson, and Ostertag)

APPROVAL OF AGENDA

PROCLAMATIONS, COMMENDATIONS, PETITIONS, AND ANNOUNCEMENTS

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

OPEN FORUM

The open forum is a portion of the meeting to address the City Council on subjects that are not 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. Presentation by Youth Service Bureau
2. Presentation by Community Thread

CONSENT AGENDA

Consider a resolution adopting items 1 through 14

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| 5. June building, plumbing and mechanical permit report | 5 |
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| 7. Temporary on-sale liquor license for Bayport Marina on July 23, 2011 | 7 |
| 8. Special event application for Derby Days on Saturday, September 17, 2011 | 8 |
| 9. Fireworks display permit for Derby Days on Saturday, September 17, 2011 | 9 |
| 10. Revision to city's purchasing policy | 10 |
| 11. Purchase of replacement pick-up truck for the Public Works Department | 11 |
| 12. Consolidation of city fund accounts to comply with audit standards | 12 |
| 13. Joint Powers Agreement with Bureau of Criminal Apprehension to access the criminal justice data network | 13 |
| 14. Accept \$4,132.00 recycling grant from Washington County for 2011 | none |

PRESENTATION OF THE 2010 AUDIT

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RIVERFRONT ADVISORY COMMISSION REPORT

15

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Improving young lives

Get to Know Us!

Our Mission The Youth Service Bureau Inc. provides early intervention alternatives for youth and families to realize their strengths, find solutions, and create positive futures.

What We Do ***Youth Focused Family Counseling*** –helping youth and families find practical solutions and solve problem.

Community Justice Programs – helping youth grow from their mistakes.

School Based Programs –helping students solve personal and behavioral issues that interfere with academic performance.

Service Area Central and South Washington County and Maplewood in Minnesota
St. Croix and Pierce Counties in Wisconsin

Service Centers Main Office – 101 W Pine St, Stillwater, MN
7064 W Point Douglas Rd S, Cottage Grove, MN
1976 Wooddale Dr #4, Woodbury, MN

Impact 91% of first offenders did not re-offend in following 12-24 months.

58% of youth involved in Youth Focused Family Counseling demonstrated significantly improved behavioral or social skills.

Participating schools report less time needed for disciplinary interventions.

YSB programs and services save taxpayers \$8 in future social costs for every dollar invested in diversion and prevention services.

YSB Families have better outcomes at ¼ the cost of the formal system.

Support & Costs

Revenues		Expenses	
Public Support	39.8%	Program Services	86.7%
Contributions	23.8%	Administration	9.4%
United Way	7.3%	Fund Raising	3.9%
Services	25.4%		
Investment Activity	3.7%		

Total 2010 Revenue/Expenses \$1,150,945
2011 Budget \$1,236,798

Board of Directors

*Karla Anderson
Stillwater*

*Bill Armstrong
Lake Elmo*

*Fred Banister
Lake Elmo*

*Connie Carlson
Bayport*

*Jennifer
Cates Peterson
President
Hudson, WI*

*Dr. Scott Edlin
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*Joyce Flynn
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*Connie Fredkove
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*Jim Hiniker
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*Kerri Kolstad
White Bear Lake*

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*Vi Russell
Board Member
Ementus*

*Amy Skare
Stillwater Area
Schools Board
Liaison*

*Betsy Thomas
Lake Elmo*

June 20, 2011

Mr. Mitch Berg
City of Bayport
294 North 3rd Street
Bayport, MN 55003

Dear Mr. Berg,

Community Thread is pleased to provide you with the enclosed information regarding our annual accomplishments in providing meaningful programs and services to your residents during 2010. We continue to need and ask for your support in maintaining the quality of programming and availability of resources on which your constituents rely.

Our board and staff understand the sacrifices that have been and continue to be made by residents, local government, county and state government, and the nonprofit sector because of the last three years of economic instability. One of the fundamental questions for our organization during this time has been, "Whose job is it to care?" We believe very strongly that caring for the quality of life in our communities is ALL of our responsibilities.

In fact, our vision is to build a community where people care about each other. Our mission is to promote, support and encourage volunteerism to serve the needs of the community. Our values as an organization reflect our belief that every act of service is a thread that ties people, communities, and lives together. We take our responsibility to care about the communities we serve very seriously.

As you will see in the enclosed information, our impact throughout the community is both deep and wide. From the more than \$40,000 in staff time and volunteer resources that we contributed to flood relief efforts this spring, to the daily support of the senior community through programming, information and referrals to services, Community Thread cares deeply about the quality of life for the people who live and work here. Our work, in very direct ways, helps you accomplish your goals as local leaders. Because of that direct connection between our work and yours, we are asking for your support going forward.

Please review the enclosed information to note our impact in your community and the benefits your residents receive because of our work. Then, please consider the options below for engaging with us in the work of caring about our friends, neighbors, and businesses in our midst. We make it easy for you to care about and be involved in a mission that truly matters.

Bayport can engage in a mutually beneficial partnership with Community Thread

- Provide funding for the programs and services provided by Community Thread.
- Sponsor one of our service initiatives: Spring Into Service Event, Rake A Difference Day, or the Holiday Bureau.

connecting people.
enriching lives.

2300 Orleans St. W.
Stillwater, MN 55082
651.439.7434 T
651.439.7616 F
communitythreadmn.org

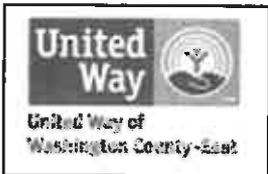


community thread

- Become an affiliated member of our Volunteer Center. For a nominal fee, the Volunteer Center can help you find volunteers for committees and special projects, and provide support to the staff that coordinates your city's volunteers.
- Create a link to Community Thread on your website so that your residents can access our programs and services. Assist us in publicizing our events and activities.
- Use and distribute our written resource materials such as the Chore Services Guide, the Donated Goods Guide and the Transportation Resources for Residents of Washington County brochure. Let us know if you would like copies for your mailings, newsletter, or brochure racks.



During this prolonged economic downturn, Community Thread still has not cut a single program or service despite a significant loss of revenue from multiple sources. In fact, we've added to our offerings by providing volunteer coordination for flood relief efforts and a new Senior Chore Services Initiative. The people who benefit from the programs and services of Community Thread are your constituents, neighbors, friends, and family members. We care about this community very much. We also understand that we do not do our work in isolation, but as a part of a region that is known for its generosity, care of neighbor, and respect for history.



We are once again turning to you, to ask that you support our efforts in creating a community where people care about each other. Specifically, Community Thread is requesting \$1,500 from the City of Bayport to help us avoid cuts to vital programs and services that benefit Bayport's senior citizens, lower-income families, and people with disabilities. We would also welcome a time to come and talk to you about our accomplishments and request. Please call Valerie at (651) 439-7434 to schedule a time.



Sincerely,

Jennifer Cates Peterson

Jennifer Cates Peterson
Community Thread Board President

Valerie A Jones

Valerie A. Jones, MA
Executive Director

CC: Susan St. Ores, Michele Hanson, Connie Carlson, Mark Ostertag, Dan Goldstron

Enclosures

RESOLUTION NO. 11-

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF
BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD
JULY 11, 2011**

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 11th day of July 2011, at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-14 FROM THE
JULY 11, 2011 CITY COUNCIL AGENDA**

1. June 6, 2011 City Council regular meeting minutes
2. June 7, 2011 City Council workshop minutes
3. June 27, 2011 City Council workshop minutes
4. June payables and receipts (check numbers 1133348-1133455)
5. June building, plumbing and mechanical permit report
6. Accept \$100.00 donation from Marcie Lantz for the Police Department
7. Temporary on-sale liquor license for Bayport Marina on July 23, 2011
8. Special event application for Derby Days on Saturday, September 17, 2011
9. Fireworks display permit for Derby Days on Saturday, September 17, 2011
10. Revision to city's purchasing policy
11. Purchase of replacement pick-up truck for the Public Works Department
12. Consolidation of city fund accounts to comply with audit standards
13. Joint Powers Agreement with Bureau of Criminal Apprehension to access the criminal justice data network
14. Accept \$4,132.00 recycling grant from Washington County for 2011

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

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

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 11th day of July 2011.

ATTEST:

Mitch Berg, City Administrator

Susan St. Ores, Mayor

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
JUNE 6, 2011
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of June 6, 2011 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Members Absent: None

Others Present: Administrator Mitch Berg, Police Chief Laura Eastman, Public Works Supervisor Mel Horak, Engineer Barry Peters, Assistant City Administrator/ Planner Sara Taylor, Attorney Nick Vivian, City of Stillwater Engineer Ryan Smith and Rich Hirstein, Allied Waste representative

APPROVAL OF AGENDA

It was moved by Councilmember Carlson and seconded by Councilmember Ostertag to approve the June 6, 2011 agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS

1. The May recycling award recipients are Molly Schmulka & Josh Barritt, who will receive \$30.00 for their recycling efforts, with funding made possible by a grant from Washington County.
2. The City of Bayport will be hosting a citywide cleanup and recycling event on Saturday, June 11, 2011, 8:00 a.m. to 11:00 a.m., at the empty lot at the intersection of 2nd Avenue South and Lakeside Drive South. Proof of Bayport residency is required, and there is a \$5.00 per vehicle participation fee, plus additional fees for larger items. Additional information is available on the city's website.

OPEN FORUM

1. Don Harvieux, 595 Lakeside Drive South, requested the City Council consider relocating the ice road that runs across a portion of his property. He proposed a route down Central Avenue, with river access over the beach at Lakeside Park, and indicated he would be willing to donate toward beach area improvements needed for the access.

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to add *Consider request to relocate ice road* to new business item #6. Motion carried.

CONSENT AGENDA

Mayor St. Ores read items 1-15 on the consent agenda.

1. May 2, 2011 City Council workshop minutes
2. May 2, 2011 City Council regular meeting minutes
3. May payables and receipts (check numbers 1133227-1133347)
4. May building, plumbing and mechanical permit report
5. Declaration repealing city's state of emergency (Resolution 11-18A)
6. Reduction in letters of credit for Inspiration development plan B improvements
7. Community Fluoride Grant Agreement with Minnesota Department of Health
8. Purchase of a new grounds mower for the Public Works Department

9. Mutual aid agreement with Hudson Fire Department for fire services
10. Temporary on sale liquor license for Bayport Marina Association on June 25, 2011
11. Accept \$100.00 donation from Bayport Marina for the city's newsletter
12. Accept \$50.00 donation from Cummins Law Office for the city's newsletter
13. Accept \$250.00 donation from Bayport BBQ for the city's newsletter
14. Accept \$250.00 donation from Andersen Corporation for the city's newsletter
15. Accept \$250.00 donation from Bayport Community Action League for the city's newsletter

Councilmember Ostertag introduced the following resolution and moved its adoption:

Resolution 11-18

**RESOLUTION, CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,
APPROVING CONSENT AGENDA ITEMS 1-15 FROM THE
JUNE 6, 2011 CITY COUNCIL AGENDA**

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

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

RIVERFRONT ADVISORY COMMISSION REPORT

A date is being finalized for the next meeting of the commission.

COUNCIL LIAISON REPORTS

Councilmember Ostertag reported the Cable Commission did not meet last month.

Councilmember Carlson reviewed the Library Board meeting of May 26, 2011, noting the board is finalizing its desired qualifications for a successor to retiring Library Director MacDonald. Summer programs were also highlighted. The next meeting is scheduled for Thursday, June 23, 2011, at 6:00 p.m. at the library.

Mayor St. Ores reviewed the May 12, 2011 meeting of the Middle St. Croix Watershed Management Organization (MSCWMO). The next meeting is scheduled for Thursday, June 9, 2011, 7:00 p.m., at the Valley Ridge Mall.

Councilmember Goldston reviewed the Andersen Community Advisory Committee meeting of May 4, 2011. Performance reports for July-December 2010 indicated Andersen Corporation's VOC emissions were 34% of the allowable rate. The next meeting is scheduled for September 14, 2011, at 6:30 p.m.

Councilmember Hanson stated the Planning Commission did not meet in May.

PUBLIC HEARINGS

Public improvement hearing on the 2nd Avenue North Stormwater Improvement Project and consider a resolution ordering the improvements, accepting plans and specifications, and soliciting quotes:

Administrator Berg reviewed the background of the project, noting that staff has received completed paperwork from both of the private parties involved and has provided them with a detailed plan review, including placement of rain gardens. City of Stillwater Ryan Smith was present to answer questions.

Mayor St. Ores opened the public hearing and no comment was heard.

It was moved by Councilmember Goldston and seconded by Councilmember Hanson to close the public hearing. Motion carried 5-0.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 11-19

RESOLUTION ORDERING IMPROVEMENTS, APPROVING PLANS AND SPECIFICATIONS AND SOLICITING QUOTES FOR THE 2ND AVENUE NORTH STORMWATER IMPROVEMENT PROJECT

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

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

UNFINISHED BUSINESS - None

NEW BUSINESS

Consider renewal of the city’s residential waste hauling contract: Administrator Berg reported the city’s residential waste hauler contract is expiring in September 2011. The city has contracted with Allied Waste/BFI for the past 10 ½ years, and Allied Waste has proposed a number of concessions if the city extends the contract for an additional three years by July 1st. City staff recommended bidding out the contract for 2013 and 2014, and Allied Waste subsequently agreed to terms for a two-year renewal, with no price increase in the first year and an increase not to exceed 3.6% in the second year. Allied Waste would also donate an additional \$500.00 in 2011 and 2012 to help offset disposal costs for a cleanup event or a scholarship program (a total of \$1,000.00 each year). Staff recommended the City Council authorize renewal of the city’s residential waste hauling contact with Allied Waste for a two-year period, under the fees, terms, and conditions specified, effective October 1, 2011. The city would undertake a bidding process in 2013 for a new contract to begin October 1, 2014. Rich Hirstein, Allied Waste, answered questions regarding not levying a fuel surcharge for the duration of the contract and emphasized his company’s desire to continue its partnership with the City of Bayport.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to authorize the renewal of the city’s residential waste hauling contract with Allied Waste for two years, under the fees, terms, and conditions specified. Motion carried 5-0.

Consider a resolution accepting the feasibility study, ordering the improvements, accepting plans and specifications, and soliciting quotes for the 1st Avenue North Stormwater Improvement Project: Administrator Berg reviewed the feasibility report for a stormwater improvement project along 1st Avenue North requested by property owner, Barry Torgerson. He reviewed the project costs, stating the city’s 50% cost share would be \$3,533.00. Ryan Smith, City of Stillwater Engineer, explained that one tree would need to be relocated for proper drainage, and the Middle St. Croix Watershed Organization would be installing the proposed rain garden.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 11-20

RESOLUTION RECEIVING FEASIBILITY STUDY, ORDERING IMPROVEMENTS, APPROVING PLANS AND SPECIFICATIONS AND SOLICITING QUOTES FOR THE 1ST AVENUE NORTH STORMWATER IMPROVEMENT PROJECT

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

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

Consider authorization to solicit quotes for second phase of inspection and cleaning of the city sewer lines: City engineer Barry Peters explained there are approximately 13 miles of sanitary sewer mains in the city, the majority of which are vitrified clay pipes (VCP) and susceptible to cracking and breaking, leading to infiltration into the mains. Additionally, many of the city’s manholes were constructed with blocks or bricks, which are also susceptible to infiltration. In late 2009, the City Council authorized a two-year project to televise approximately half of the mains and visually inspect the manhole conditions. A sewer main improvement project was initiated in 2010/2011 to correct main line defects discovered during the televising project. Staff is now recommending completing an inspection and cleaning of the remaining sanitary sewer mains and to visually inspect the manholes. The project area would be properties west of Highway 95, which would include the Inspiration development that has plastic pipe and would not need to be televised at this time. Projected cost of the project is less than \$50,000.00, which would allow the city to obtain quotes. Administrator Berg noted that the project is included in the 2011 Capital Improvement Plan. Project costs may be used to offset the surcharges assessed by the Metropolitan Council Environmental Services due to the city’s history of inflow and infiltration issues. Completing the pavement management study currently in progress, in conjunction with the proposed televising project, may identify areas of the city where it would be cost-effective to install new sanitary sewer mains and roadways.

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to authorize the preparation of documents to obtain quotes to clean and televise the remaining sanitary sewer mains. Motion carried 5-0.

Consider a proposal to develop an inventory of all city signs to comply with new federal regulations: Administrator Berg noted that in 2008, the federal government passed a new retro reflectivity requirement for traffic signage that requires all agencies to establish a traffic sign maintenance program. The first step would be to complete an inventory of all city traffic signs, identify the signs that do not comply with the new retro reflectivity requirements, and determine the cost to replace noncompliant signs. Two quotes were obtained to complete this work, one from SEH for \$6,700.00 and one from the City of Stillwater for \$4,400.00. Staff recommended awarding the project to the low quoter, City of Stillwater. The city has \$10,000.00 in the 2011 budget for the project. Ryan Smith, City of Stillwater, stated the reflectivity requirements cover all regulatory signs, with parking signs excluded. He noted that street name signs will also need to be increased to six inch lettering and meet the reflectivity standards. The expected life of a reflective sign is ten years.

It was moved by Councilmember Carlson and seconded by Councilmember Ostertag to authorize the City of Stillwater to complete a sign inventory and replacement plan at a cost not to exceed \$4,400.00. Motion carried 5-0.

Consider options for a municipal off-sale liquor establishment: Upon the recommendation of councilmembers to explore a municipal off-sale liquor store, Administrator Berg reviewed his findings into this potential revenue stream for the city. He noted there are multiple hurdles and conditions that must be met, and he does not recommend pursuing a municipal liquor establishment at this time. Attorney Vivian stated there are onerous statutory issues in establishing and operating a municipal liquor store, as well as operating issues, including managing overhead costs and liability issues. If the City

Council wishes to pursue this idea, he recommended the first step would be to develop a business plan to determine the feasibility of this type of municipal operation. Councilmember Carlson stated she is not in favor of pursuing a municipal liquor store because she believes it would take away business from existing businesses and send a message that the city does not support local businesses. She also noted the challenges of starting and operating a new business. Councilmember Ostertag thanked staff for investigating this opportunity and stated he is not in favor of pursuing it. He noted the liability issues the city would take on and stated he was not in favor of taking business away from existing businesses. Councilmember Hanson was initially interested in pursuing this option; however, she now understands the challenges with this type of business. Councilmember Goldston is not in favor of hindering existing businesses or dissuading new businesses from coming to town. Mayor St. Ores stated she echoes the previous comments made by councilmembers and believes the city has done its due diligence in investigating this possible revenue-generating opportunity.

Consider request to relocate the ice road: Administrator Berg noted staff has been working with Bayport Estates and Don Harvieux to record a legal description of the current ice road. Attorney Vivian indicated an easement for a portion of the ice road was negotiated and recorded last year with Waterford Condominiums. It was discovered there is a small portion of the easement, east of Maine Street that was never recorded. He reviewed the steps taken to provide a clear legal description of the roadway, which is recognized as a publically dedicated roadway. During discussions with Mr. Harvieux, he proposed relocating the ice road off his property and ultimately vacating the current easement. Mr. Harvieux cited liability concerns with the current ice road, as well as noise concerns with late night and early morning traffic. He believes relocating the road down Central Avenue, away from residential properties is a good alternative. Administrator Berg noted that ATV access to the river across the Lakeside Park beach was closed when the beach area was upgraded in 2008, and staff has concerns that emergency vehicles may not be able to access the river under Mr. Harvieux's proposed route. Administrator Berg stated that if the city decides to pursue an alternate route the new roadway should conform to city code and all applicable state/federal standards and engineering specifications. To determine the viability of relocating the roadway, the city would need to undertake a feasibility study, with an estimated cost of \$5,000.00 to \$10,000.00. He further stated there would be additional maintenance costs for a new roadway, the Lakeside Park Master Plan does not include a river access, and the Riverfront Advisory Commission supports the current ice road location. Staff does not support relocating the ice road to Lakeside Park or closing the roadway.

Councilmember discussion focused on relocating the roadway versus closing it. Councilmembers expressed a desire to physically view the easement area in question, and Councilmember Goldston indicated he would like to explore the winter usage versus that in the summer months. Mayor St. Ores noted there must be a compelling public interest to close the road and there appears to be great public interest in maintaining the current river access. Attorney Vivian stated if the easement remains in the current location, the city needs to eventually enter into a written agreement with all parties, optimally with language consistent with the agreement finalized with Waterford Condominiums. Public Works Director Horak expressed safety concerns with thin ice in the park area, as well as vehicles maneuvering over the steeper grade of the beach area, especially with icy conditions. Engineer Peters stated an access off Central Avenue would be very expensive from an engineering standpoint. Administrator Berg noted the city is in the process of responding to the request from Bayport Estates to create a legal description on the current ice road and having it recorded against their property. Attorney Vivian recommended the city move forward with documenting the legal description of the current ice road for recording purposes, to specifically identify where it is, define who is responsible for it, and to protect all parties involved. Mayor St. Ores concurred with Attorney Vivian's recommendation and stated options suggested by Mr. Harvieux may be pursued in the future; however she does not feel they are fiscally viable at this time and may not be in the best interest of the community at large. The consensus of the other Councilmembers was also to proceed with Attorney Vivian's recommendation.

COUNCIL ITEMS AND ANNOUNCEMENTS

1. The youth safety camp will be held on Monday and Tuesday, August 1 and 2, 2011, at Lakeside Park. As a cost-savings measure, the camp will piggyback with Night to Unite on August 2. Application forms are available at City Hall and on the city's website, www.ci.bayport.mn.us.
2. Mayor St. Ores thanked everyone who has donated money to provide for the publication of additional editions of the city's newsletter.
3. Mayor St. Ores recognized and thanked the Bayport American Legion for organizing another successful Memorial Day Parade.
4. The Bayport Police Department is hosting a Torch Run to raise awareness and funds for Special Olympics on Friday, June 24, 2011, at 1:00 p.m. This is a free event and will begin and end at Croixdale Senior Living. Runners, walkers and bicycle riders are welcome to participate, and donations are welcomed. Contact Chief Eastman for more information.
5. The Bayport Community Action League invites Bayport residents to attend an ice cream social on Wednesday, June 15, 2011, 6:30-8:00 p.m., at the Lakeside Park Beach House. This is a free event.
6. Youth are encouraged to register for an Art Sampler program to be held at the Bayport Public Library June 13-17, 2011. The program is limited to 20 children, with a \$5.00 participation fee.

CITY ADMINISTRATOR STAFF ITEMS AND ANNOUNCEMENTS

Administrator Berg reviewed his written report, as well as an overview of a year-to-date budget summary. He also invited councilmembers to attend the 3rd annual St. Croix boat trip sponsored by the Lower St. Croix Partnership Team and the DNR. The excursion departs from Hudson at 5:30 p.m. on Wednesday, June 29, 2011. He proposed a City Council workshop for Monday, June 27, 2011, 4:30 p.m., to provide an overview of the city's budget.

ADJOURNMENT

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to adjourn the meeting at 8:23 p.m. Motion carried 5-0.

City Administrator/Clerk

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS**

**June 7, 2011
5:30 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the City Council workshop meeting of June 7, 2011 to order at 5:30 p.m.

ROLL CALL

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

Members Absent: None

Others Present: Administrator Mitch Berg, Consultant Richard Fursman

Consultant Fursman reviewed his notes from the March 21, 2011 City Council workshop. Discussion followed with the City Council on the preliminary findings of the organizational review. Based on feedback from the City Council, Mr. Fursman indicated he would be scheduling another group meeting with Public Works to identify some specific outcomes.

ADJOURNMENT

The workshop adjourned at 7:48 p.m.

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
JUNE 27, 2011
4:30 P.M.**

CALL TO ORDER

The City Council workshop was called to order at 4:40 p.m.

ROLL CALL

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

Members Absent: None

Others Present: Administrator Mitch Berg and Assistant Administrator/Planner Sara Taylor

Review the city's overall budget process and 2011 adopted budget: Administrator Berg reviewed the types of general expenses and revenues that make up the city budget. City expenses include state and federally mandated services, infrastructure, equipment, staffing, and operations. City revenues include property taxes, state aids, service contracts, licenses, permits, user fees, grants, donations, and investments. Administrator Berg also reviewed and explained the funds contained within the city budget, including general, library, water and sewer enterprise, and special revenue.

Discussion followed on each of the fund budgets, noting that the general fund encompasses several city functions/departments, including elections, mayor/council, recycling, administration, building/zoning, municipal buildings, police, fire, streets/lighting, parks, and cemetery. Administrator Berg explained that within the water and sewer enterprise fund, revenues are generated by user fees, which pay for the budgeted expenses. He also explained the purpose of the special revenue funds, which are funded by transfers from the general fund or are generated by user fees, assessments, sale of property, grants, donations, and interest income, but have restrictions on how funds may be allocated or used. Administrator Berg noted the city's Capital Improvement Plan (CIP) is also a component of the annual budget and identifies major capital expenditures anticipated for the next five years, which are primarily funded by special revenue funds.

Following a general overview of city's budget funds and process, Administrator Berg summarized the year to date expenditures and revenues for 2011, noting that figures appear to be in line with the adopted budget. He noted that a new budget summary report will be included with the monthly City Council meeting packet, which should help provide further detail of monthly and year to date expenses and revenues by department. Administrator Berg then provided a preliminary forecast of expenditures and revenues for the 2012 budget, which will be very similar to the 2011 adopted budget. Factors that may affect the budget for 2012 include allocation of local government aid, market values, and reductions in other state aids.

Administrator Berg concluded the workshop with a budget timeline for the next few months, noting the preliminary budget would be distributed to the City Council in August. A budget presentation would be made at the September City Council meeting, at which time the preliminary 2012 budget would be adopted. The City Council requested that a workshop to discuss the 2012 preliminary budget be held prior to the September City Council meeting. Administrator Berg stated he would provide some workshop dates for consideration at the July City Council meeting.

ADJOURNMENT

It was moved by Mayor St. Ores and seconded by Councilmember Goldston to adjourn the workshop at 7:30 p.m. Motion carried.

CITY OF BAYPORT

*Budget Control Summary

Current Period: JUNE 2011

Account Descr	JUNE 2011 Budget	JUNE 2011 Actuals	JUNE 2011 Variance	JUNE 2011 % Variance	2011 Cumulative Budget	2011 Cumulative Actuals	2011 Cumulative Variance	2011 %
FUND 101 GENERAL								
Revenue Accounts								
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$3,837	-\$3,837.56	0.00%	\$1,570,874.00	\$25,815.55	\$1,544,958.45	98.35%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41240 RECYCLING	\$0.00	\$5,515	-\$5,515.00	0.00%	\$4,284.00	\$6,715.00	-\$2,431.00	-56.75%
DEPT 41910 PLANNING & ZONING	\$0.00	\$5,817	-\$5,817.00	0.00%	\$73,750.00	\$50,887.48	\$22,852.51	30.89%
DEPT 42100 POLICE	\$0.00	\$4,325	-\$4,325.00	0.00%	\$76,075.00	\$24,540.81	\$51,534.39	67.74%
DEPT 42200 FIRE PROTECTION	\$0.00	\$491.	-\$491.58	0.00%	\$299,582.00	\$171,480.20	\$128,101.80	42.76%
DEPT 43100 STREET MAINT	\$0.00	\$100.	-\$100.00	0.00%	\$0.00	\$9,845.00	-\$9,845.00	0.00%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	-\$100.	\$100.00	0.00%	\$0.00	\$58.00	-\$58.00	0.00%
DEPT 43200 PARKS	\$0.00	\$1,659	-\$1,659.65	0.00%	\$25,000.00	\$6,291.65	\$18,708.36	74.83%
DEPT 43300 CEMETERY	\$0.00	\$3,000	-\$3,000.00	0.00%	\$5,000.00	\$5,175.00	-\$175.00	-3.50%
DEPT 44100 PROJECT	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Accounts	\$0.00	\$24,645.79	-\$24,645.79	0.00%	\$2,054,585.00	\$300,716.50	\$1,753,848.50	85.36%
Expenditure Accounts								
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41100 ELECTIONS	\$0.00	\$0.	\$0.00	0.00%	\$470.00	\$470.00	\$0.00	0.00%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$20,140	-\$20,140.11	0.00%	\$144,226.21	\$66,422.70	\$77,803.51	53.95%
DEPT 41240 RECYCLING	\$0.00	\$499.	-\$499.74	0.00%	\$5,415.02	\$1,884.13	\$3,530.89	65.21%
DEPT 41400 ADMINISTRATION	\$0.00	\$14,933	-\$14,933.95	0.00%	\$137,487.18	\$64,594.32	\$72,902.86	53.02%
DEPT 41903 DEBT SERVICE	\$0.00	\$0.	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$0.00	\$22,397	-\$22,397.13	0.00%	\$207,073.39	\$96,732.28	\$110,341.11	53.29%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$4,983	-\$4,983.15	0.00%	\$137,368.00	\$16,839.37	\$120,528.63	87.74%
DEPT 42100 POLICE	\$0.00	\$74,702	-\$74,702.63	0.00%	\$667,761.70	\$310,662.49	\$357,099.21	53.48%
DEPT 42200 FIRE PROTECTION	\$0.00	\$38,949	-\$38,949.39	0.00%	\$355,637.00	\$112,714.14	\$242,922.86	68.31%
DEPT 43100 STREET MAINT	\$0.00	\$16,083	-\$16,083.22	0.00%	\$255,720.77	\$67,469.61	\$188,251.16	73.62%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$134.	-\$134.08	0.00%	\$0.00	\$13,585.79	-\$13,585.79	0.00%
DEPT 43180 STREET LIGHTING	\$0.00	\$2,273	-\$2,273.62	0.00%	\$22,021.00	\$11,645.71	\$10,375.29	47.12%
DEPT 43200 PARKS	\$0.00	\$7,451	-\$7,451.51	0.00%	\$63,847.70	\$25,604.61	\$38,243.09	59.90%
DEPT 43300 CEMETERY	\$0.00	\$463.	-\$463.56	0.00%	\$7,527.00	\$1,445.59	\$6,081.41	80.79%
DEPT 44100 PROJECT	\$0.00	\$0.	\$0.00	0.00%	\$50,000.00	\$0.00	\$50,000.00	100.00%
Total Expenditure Accounts	\$0.00	\$203,012.09	-\$203,012.09	0.00%	\$2,054,564.97	\$790,070.74	\$1,264,494.23	81.55%

CITY OF BAYPORT

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*Fund Summary -
Budget to Actual©

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JUNE 2011

	2011 YTD Budget	JUNE MTD Amount	2011 YTD Amount	2011 YTD Balance	2011 % YTD Budget
FUND 101 GENERAL					
Revenue	\$2,054,565.00	\$24,645.79	\$300,716.50	\$1,753,848.50	14.64%
Expenditure	\$2,054,564.97	\$203,012.09	\$790,070.74	\$1,264,494.23	38.45%
		<u>-\$178,366.30</u>	<u>-\$489,354.24</u>		
FUND 102 STREET RECONSTRUCTION					
Revenue	\$80,000.00	\$0.00	\$0.00	\$80,000.00	0.00%
Expenditure	\$70,000.00	\$0.00	\$8,967.05	\$61,032.95	12.81%
		<u>\$0.00</u>	<u>-\$8,967.05</u>		
FUND 103 G O TIF BD FUND 1990 CAP PROJ					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$480.00	\$480.00	-\$480.00	0.00%
		<u>-\$480.00</u>	<u>-\$480.00</u>		
FUND 106 TIF ECON DEV DIST 2					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$240.00	\$240.00	-\$240.00	0.00%
		<u>-\$240.00</u>	<u>-\$240.00</u>		
FUND 200 FIRE EQUIPMENT REPLACEMENT FUN					
Revenue	\$80,000.00	\$0.00	\$125.00	\$79,875.00	0.16%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$125.00</u>		
FUND 201 D.A.R.E.					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 202 DRUG FORFEITURE					
Revenue	\$0.00	\$0.00	\$2,446.96	-\$2,446.96	0.00%
Expenditure	\$0.00	-\$3,890.25	\$4,969.08	-\$4,969.08	0.00%
		<u>\$3,890.25</u>	<u>-\$2,522.12</u>		
FUND 203 PUBLIC WORKS EQUIPMENT REPL					
Revenue	\$182,200.00	\$0.00	\$0.00	\$182,200.00	0.00%
Expenditure	\$35,000.00	\$11,508.64	\$11,508.64	\$23,491.36	32.88%
		<u>-\$11,508.64</u>	<u>-\$11,508.64</u>		
FUND 204 RECREATION CAP EQUIP & MAINT					
Revenue	\$5,000.00	\$0.00	\$640.43	\$4,359.57	12.81%
Expenditure	\$0.00	\$0.00	\$463.29	-\$463.29	0.00%
		<u>\$0.00</u>	<u>\$177.14</u>		
FUND 205 TAX STABILIZATION FUND					
Revenue	\$30,000.00	\$0.00	\$0.00	\$30,000.00	0.00%

CITY OF BAYPORT

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*Fund Summary -
Budget to Actual©

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JUNE 2011

	2011 YTD Budget	JUNE MTD Amount	2011 YTD Amount	2011 YTD Balance	2011 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 206 WATER/SEWER IMPROVEMENT FUND					
Revenue	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
Expenditure	\$435,000.00	\$5,889.66	\$162,883.39	\$272,116.61	37.44%
		-\$5,889.66	-\$162,883.39		
FUND 207 PARK IMPROVEMENT FUND					
Revenue	\$5,000.00	\$2,000.00	\$10,000.00	-\$5,000.00	200.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$2,000.00	\$10,000.00		
FUND 208 PRISON SEWER PROJECT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 209 DEVELOPER REIMBURSED PROJECTS					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$273.01	-\$273.01	0.00%
		\$0.00	-\$273.01		
FUND 210 K-9 UNIT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$627.90	-\$627.90	0.00%
		\$0.00	-\$627.90		
FUND 211 LIBRARY					
Revenue	\$297,247.98	\$971.60	\$4,243.15	\$293,004.83	1.43%
Expenditure	\$297,248.00	\$31,482.79	\$123,825.69	\$173,422.31	41.66%
		-\$30,511.19	-\$119,582.54		
FUND 303 GO TIF BOND 1990 DEBT SERVICE					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$17,182.50	-\$17,182.50	0.00%
		\$0.00	-\$17,182.50		
FUND 311 GO IMPROV BONDS OF 1992 DEBT S					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 412 CEMETERY CAPITAL IMPROV					
Revenue	\$3,750.00	\$0.00	\$0.00	\$3,750.00	0.00%
Expenditure	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
		\$0.00	\$0.00		
FUND 413 POLICE EQUIPMENT FUND					
Revenue	\$16,200.00	\$0.00	\$0.00	\$16,200.00	0.00%
Expenditure	\$30,000.00	\$0.00	\$35,927.66	-\$5,927.66	119.76%

CITY OF BAYPORT

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*Fund Summary -
Budget to Actual©

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JUNE 2011

	2011 YTD Budget	JUNE MTD Amount	2011 YTD Amount	2011 YTD Balance	2011 % YTD Budget
		\$0.00	-\$35,927.66		
FUND 414 OFFICE AUTOMATION					
Revenue	\$8,920.00	\$0.00	\$0.00	\$8,920.00	0.00%
Expenditure	\$4,500.00	\$0.00	\$4,211.83	\$288.17	93.60%
		\$0.00	-\$4,211.83		
FUND 415 MUNICIPAL BLDGS MAINT					
Revenue	\$117,350.00	\$0.00	\$99.00	\$117,251.00	0.08%
Expenditure	\$121,000.00	\$2,285.50	\$17,098.41	\$103,901.59	14.13%
		-\$2,285.50	-\$16,999.41		
FUND 416 PERRO CREEK OUTLET					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 601 WATER					
Revenue	\$290,000.00	\$2,867.59	\$23,018.35	\$266,981.65	7.94%
Expenditure	\$451,946.59	\$34,149.76	\$138,762.49	\$313,184.10	30.70%
		-\$31,282.17	-\$115,744.14		
FUND 602 SEWER					
Revenue	\$596,750.00	\$1,650.00	\$8,050.00	\$588,700.00	1.35%
Expenditure	\$702,147.41	\$50,010.88	\$296,191.50	\$405,955.91	42.18%
		-\$48,360.88	-\$288,141.50		
FUND 800 INVESTMENTS-POOLED					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 803 P & Z ESCROWS					
Revenue	\$0.00	\$0.00	\$1,000.00	-\$1,000.00	0.00%
Expenditure	\$0.00	\$577.33	\$1,380.83	-\$1,380.83	0.00%
		-\$577.33	-\$380.83		
FUND 851 NON EXP TRUST					
Revenue	\$16,500.00	\$0.00	\$0.00	\$16,500.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 999 ACCRUED INT PAYABLE					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
Report Total		-\$303,611.42	-\$1,264,724.62		

CITY OF BAYPORT

REVENUE SUMMARY YTD THRU 06/30/11

FUND	FUND Descr	2011 Budget	2011 YTD Amt	2011 % of Budget	2011 % of Budget Remain
101	GENERAL	\$2,054,565.00	\$300,716.50	14.64%	85.36%
102	STREET RECONSTRUCTION	\$80,000.00	\$0.00	0.00%	100.00%
103	G O TIF BD FUND 1990 CAP PROJ	\$0.00	\$0.00	0.00%	0.00%
106	TIF ECON DEV DIST 2	\$0.00	\$0.00	0.00%	0.00%
107	TIF REDEVELOPMENT DISTRICT 2-1	\$0.00	\$0.00	0.00%	0.00%
200	FIRE EQUIPMENT REPLACEMENT FUN	\$80,000.00	\$125.00	0.16%	99.84%
202	DRUG FORFEITURE	\$0.00	\$2,446.96	0.00%	0.00%
203	PUBLIC WORKS EQUIPMENT REPL	\$182,200.00	\$0.00	0.00%	100.00%
204	RECREATION CAP EQUIP & MAINT	\$5,000.00	\$640.43	12.81%	87.19%
205	TAX STABILIZATION FUND	\$30,000.00	\$0.00	0.00%	100.00%
206	WATER/SEWER IMPROVEMENT FUND	\$100,000.00	\$0.00	0.00%	100.00%
207	PARK IMPROVEMENT FUND	\$5,000.00	\$10,000.00	200.00%	-100.00%
208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
209	DEVELOPER REIMBURSED PROJECTS	\$0.00	\$0.00	0.00%	0.00%
210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
211	LIBRARY	\$297,247.98	\$4,243.15	1.43%	98.57%
303	GO TIF BOND 1990 DEBT SERVICE	\$0.00	\$0.00	0.00%	0.00%
412	CEMETERY CAPITAL IMPROV	\$3,750.00	\$0.00	0.00%	100.00%
413	POLICE EQUIPMENT FUND	\$16,200.00	\$0.00	0.00%	100.00%
414	OFFICE AUTOMATION	\$8,920.00	\$0.00	0.00%	100.00%
415	MUNICIPAL BLDGS MAINT	\$117,350.00	\$99.00	0.08%	99.92%
416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
601	WATER	\$290,000.00	\$23,018.35	7.94%	92.06%
602	SEWER	\$596,750.00	\$8,050.00	1.35%	98.65%
800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
803	P & Z ESCROWS	\$0.00	\$1,000.00	0.00%	0.00%
851	NON EXP TRUST	\$16,500.00	\$0.00	0.00%	100.00%
		\$3,883,482.98	\$350,339.39	9.02%	90.98%

CITY OF BAYPORT

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MONTHLY RECEIPTS

Period Name: JUNE

FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 101 GENERAL				
101	6/2/2011	\$2,000.00	1748 LIQ.WINE,TAVERN INVESTIGATION - OU R	101-00000-32100 BUSINES
101	6/21/2011	\$250.00	1809 TOBACCO Jill Keil, #7570	R 101-00000-32100 BUSINES
101	6/2/2011	\$30.00	1750 ASSESSMENT SEARCH CK # 7372 - ACC R	101-00000-34105 USER FEE
101	6/13/2011	\$2.00	1787 MAP - CITY (11X17) CASH - RYAN GUNV R	101-00000-34105 USER FEE
101	6/20/2011	\$30.00	1795 ASSESSMENT SEARCH CK # 84562 - LA R	101-00000-34105 USER FEE
101	6/16/2011	\$1.00	1796 COPIES (\$0.25/PAGE) CASH	R 101-00000-34105 USER FEE
101	6/9/2011	\$250.00	16493 BCAL - NEWSLETTER PROCEEDS	R 101-00000-36235 NEWS LE
101	6/9/2011	\$250.00	16494 BAYPORT BBQ INC. - NEWSLETTER PR	R 101-00000-36235 NEWS LE
101	6/9/2011	\$250.00	16495 NEWSLETTER PROCEEDS	R 101-00000-36235 NEWS LE
101	6/9/2011	\$50.00	16496 CUMMINS LAW OFFICE - NEWSLETTER	R 101-00000-36235 NEWS LE
101	6/9/2011	\$100.00	16497 BAYPORT MARINA ASSOC. - NEWSLETT R	101-00000-36235 NEWS LE
101	6/29/2011	\$624.56	16500 WORKERS COMPENSATION C OMISSIO R	101-00000-36251 REFUND -
101	6/10/2011	\$2,230.00	1783 SAC St. Croix View Partners, #5232	G 101-20102 S A C CHARGES
101	6/29/2011	\$2,230.00	1837 SAC	G 101-20102 S A C CHARGES
101	6/1/2011	\$5.00	1746 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/1/2011	\$5.00	1746 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/1/2011	\$5.00	1746 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/1/2011	\$5.00	1746 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/1/2011	\$5.00	1746 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/2/2011	\$0.75	1749 BUILDING SURCHARGE Environ. Plant Se G	101-20104 STATE SURCHA
101	6/2/2011	\$0.79	1751 BUILDING SURCHARGE DR Horton, #327 G	101-20104 STATE SURCHA
101	6/7/2011	\$5.00	1767 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/7/2011	\$5.00	1769 PLUMBING SURCHARGE - RESIDENTIAL G	101-20104 STATE SURCHA
101	6/8/2011	\$5.00	1772 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 PLUMBING SURCHARGE - RESIDENTIAL G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 PLUMBING SURCHARGE - RESIDENTIAL G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 PLUMBING SURCHARGE - RESIDENTIAL G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 PLUMBING SURCHARGE - RESIDENTIAL G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/9/2011	\$5.00	1777 PLUMBING SURCHARGE - RESIDENTIAL G	101-20104 STATE SURCHA
101	6/8/2011	\$5.00	1778 PLUMBING SURCHARGE - RESIDENTIAL G	101-20104 STATE SURCHA
101	6/20/2011	\$0.50	1802 BUILDING SURCHARGE Niles Constructio G	101-20104 STATE SURCHA
101	6/21/2011	\$5.00	1808 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/23/2011	\$0.50	1813 BUILDING SURCHARGE BP2011-35	G 101-20104 STATE SURCHA
101	6/27/2011	\$5.00	1826 MECHANICAL SURCHARGE - RESIDENTI G	101-20104 STATE SURCHA
101	6/28/2011	\$5.00	1829 PLUMBING SURCHARGE - RESIDENTIAL G	101-20104 STATE SURCHA
101	6/28/2011	\$4.35	1831 BUILDING SURCHARGE JA Jacobson Roc G	101-20104 STATE SURCHA
101	6/29/2011	\$112.50	1837 BUILDING SURCHARGE Rottlund Homes, G	101-20104 STATE SURCHA
101	6/14/2011	\$3.44	24 State Sales Tax	G 101-20603 SALES TAX PAY
101	6/29/2011	\$34.38	24 State Sales Tax	G 101-20603 SALES TAX PAY
101	6/9/2011	\$30.94	24 State Sales Tax	G 101-20603 SALES TAX PAY
101	6/2/2011	\$6.87	1754 PICNIC SHELTER - RESIDENT (51-100) G	101-20603 SALES TAX PAY
101	6/14/2011	\$3.44	16498 SABRINA BELL - BEACH HOUSE RENTA G	101-20603 SALES TAX PAY
101	6/23/2011	\$39.55	1815 DELTA DENTAL CK # 3450	G 101-27107 DELTA DENTAL I
101	6/2/2011	\$79.28	1756 HEALTH PARTNERS CK # 1110068840 -	G 101-27109 HEALTH PARTN
101	6/23/2011	\$602.90	1815 HEALTH PARTNERS CK # 3450	G 101-27109 HEALTH PARTN
101	6/2/2011	\$58.34	1756 HEALTH SAVING ACCT. CK # 111006884	G 101-27122 H S A
101	6/22/2011	-\$1,319.26	163 dept. phone reverse	E 101-41200-321 COMMUNIC
101	6/14/2011	\$25.00	1794 CITYWIDE CLEANUP DAYS CK # 6906 -	R 101-41240-34105 USER FEE
101	6/14/2011	\$10.00	1794 CITYWIDE CLEANUP DAYS CK # 3025 - CR	101-41240-34105 USER FEE
101	6/14/2011	\$30.00	1794 CITYWIDE CLEANUP DAYS CK # 3804 - BR	101-41240-34105 USER FEE
101	6/14/2011	\$908.00	1794 CITYWIDE CLEANUP DAYS CASH	R 101-41240-34105 USER FEE
101	6/14/2011	\$110.00	1794 CITYWIDE CLEANUP DAYS CK # 4808 -	R 101-41240-34105 USER FEE
101	6/14/2011	\$40.00	1794 CITYWIDE CLEANUP DAYS CK # 11769 -	R 101-41240-34105 USER FEE
101	6/14/2011	\$50.00	1794 CITYWIDE CLEANUP DAYS CK # 5280 - J R	101-41240-34105 USER FEE
101	6/14/2011	\$30.00	1794 CITYWIDE CLEANUP DAYS CK # 2229 - TR	101-41240-34105 USER FEE
101	6/14/2011	\$15.00	1794 CITYWIDE CLEANUP DAYS CK # 11810 -	R 101-41240-34105 USER FEE
101	6/14/2011	\$20.00	1794 CITYWIDE CLEANUP DAYS CK # 4809 -	R 101-41240-34105 USER FEE

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101	6/14/2011	\$45.00	1794 CITYWIDE CLEANUP DAYS CK # 5838 - C R	101-41240-34105 USER FEE
101	6/14/2011	\$25.00	1794 CITYWIDE CLEANUP DAYS CK # 3024 - C R	101-41240-34105 USER FEE
101	6/14/2011	\$20.00	1794 CITYWIDE CLEANUP DAYS CK # 2673 - C R	101-41240-34105 USER FEE
101	6/14/2011	\$10.00	1794 CITYWIDE CLEANUP DAYS CK # 3243 - C R	101-41240-34105 USER FEE
101	6/14/2011	\$30.00	1794 CITYWIDE CLEANUP DAYS CK # 3023 - C R	101-41240-34105 USER FEE
101	6/14/2011	\$15.00	1794 CITYWIDE CLEANUP DAYS CK # 8841 - F R	101-41240-34105 USER FEE
101	6/6/2011	\$4,132.00	1758 RECYCLING GRANT WASHINGTON CO.	R 101-41240-36233 GRANTS
101	6/2/2011	\$210.00	16487 JURY DUTY REIMBURSEMENT	E 101-41400-101 WAGES AN
101	6/22/2011	-\$9.08	165 reverse from planning dept. to flood dept.	E 101-41910-217 MATERIALS
101	6/6/2011	\$50.00	1765 CONTRACTOR LICENSE - SPECIALTY St	R 101-41910-32100 BUSINES
101	6/8/2011	\$50.00	1778 CONTRACTOR LICENSE - SPECIALTY To	R 101-41910-32100 BUSINES
101	6/27/2011	\$15.00	1827 SPECIAL EVENT APP - NONPROFIT/PUB	R 101-41910-32200 NONBUSI
101	6/2/2011	\$57.50	1749 BUILDING PERMIT Environ. Plant Services	R 101-41910-32210 BUILDING
101	6/2/2011	\$60.75	1751 BUILDING PERMIT DR Horton, #327636	R 101-41910-32210 BUILDING
101	6/2/2011	\$39.49	1751 PLAN REVIEW DR Horton	R 101-41910-32210 BUILDING
101	6/20/2011	\$41.25	1802 BUILDING PERMIT Niles Construction,988	R 101-41910-32210 BUILDING
101	6/20/2011	\$26.81	1802 PLAN REVIEW	R 101-41910-32210 BUILDING
101	6/23/2011	\$26.81	1813 PLAN REVIEW BP2011-35	R 101-41910-32210 BUILDING
101	6/23/2011	\$41.25	1813 BUILDING PERMIT BP2011-35	R 101-41910-32210 BUILDING
101	6/28/2011	\$177.00	1831 BUILDING PERMIT JA Jacobson Roofing &	R 101-41910-32210 BUILDING
101	6/29/2011	\$1,174.39	1837 PLAN REVIEW	R 101-41910-32210 BUILDING
101	6/29/2011	\$1,806.75	1837 BUILDING PERMIT Rottlund Homes, #1002	R 101-41910-32210 BUILDING
101	6/28/2011	\$250.00	1829 ROW EXCAVATION PERMIT Miller Excava	R 101-41910-32214 EXCAVATI
101	6/7/2011	\$75.00	1769 PLUMBING PERMIT - RESIDENTIAL Ed Br	R 101-41910-32220 PLUMBIN
101	6/9/2011	\$75.00	1777 PLUMBING PERMIT - RESIDENTIAL CK #	R 101-41910-32220 PLUMBIN
101	6/9/2011	\$75.00	1777 PLUMBING PERMIT - RESIDENTIAL CK #	R 101-41910-32220 PLUMBIN
101	6/9/2011	\$75.00	1777 PLUMBING PERMIT - RESIDENTIAL CK #	R 101-41910-32220 PLUMBIN
101	6/9/2011	\$75.00	1777 PLUMBING PERMIT - RESIDENTIAL CK #	R 101-41910-32220 PLUMBIN
101	6/8/2011	\$75.00	1778 PLUMBING PERMIT - RESIDENTIAL Total	R 101-41910-32220 PLUMBIN
101	6/28/2011	\$75.00	1829 PLUMBING PERMIT - RESIDENTIAL Miller	R 101-41910-32220 PLUMBIN
101	6/1/2011	\$75.00	1746 MECHANICAL PERMIT - RESIDENTIAL Fir	R 101-41910-32230 MECHANI
101	6/1/2011	\$75.00	1746 MECHANICAL PERMIT - RESIDENTIAL Fir	R 101-41910-32230 MECHANI
101	6/1/2011	\$75.00	1746 MECHANICAL PERMIT - RESIDENTIAL Fir	R 101-41910-32230 MECHANI
101	6/1/2011	\$75.00	1746 MECHANICAL PERMIT - RESIDENTIAL Fir	R 101-41910-32230 MECHANI
101	6/1/2011	\$75.00	1746 MECHANICAL PERMIT - RESIDENTIAL Fir	R 101-41910-32230 MECHANI
101	6/7/2011	\$75.00	1767 MECHANICAL PERMIT - RESIDENTIAL St	R 101-41910-32230 MECHANI
101	6/8/2011	\$75.00	1772 MECHANICAL PERMIT - RESIDENTIAL T	R 101-41910-32230 MECHANI
101	6/9/2011	\$75.00	1777 MECHANICAL PERMIT - RESIDENTIAL C	R 101-41910-32230 MECHANI
101	6/9/2011	\$75.00	1777 MECHANICAL PERMIT - RESIDENTIAL C	R 101-41910-32230 MECHANI
101	6/9/2011	\$75.00	1777 MECHANICAL PERMIT - RESIDENTIAL C	R 101-41910-32230 MECHANI
101	6/9/2011	\$75.00	1777 MECHANICAL PERMIT - RESIDENTIAL C	R 101-41910-32230 MECHANI
101	6/21/2011	\$75.00	1808 MECHANICAL PERMIT - RESIDENTIAL S	R 101-41910-32230 MECHANI
101	6/27/2011	\$75.00	1826 MECHANICAL PERMIT - RESIDENTIAL A	R 101-41910-32230 MECHANI
101	6/22/2011	\$500.00	1807 VACANT BUILDING REGISTRATION CK #	R 101-41910-34100 P & Z PER
101	6/22/2011	\$1,319.26	163 dept. phone reverse	E 101-41940-321 COMMUNIC
101	6/2/2011	\$30.00	16487 JURY DUTY REIMBURSEMENT	E 101-42100-101 WAGES AN
101	6/8/2011	\$45.00	1759 PHONE REIMBURSTMENT CK # 4128 - L	E 101-42100-321 COMMUNIC
101	6/1/2011	\$10.00	1745 PET LICENSE - SPAY/NEUT ROGER LIN	R 101-42100-32240 ANIMAL F
101	6/27/2011	\$10.00	1818 PET LICENSE - SPAY/NEUT Spencer, #73	R 101-42100-32240 ANIMAL F
101	6/1/2011	\$40.00	1744 SAFETY CAMP REGISTRATION Tammi P	R 101-42100-34105 USER FEE
101	6/13/2011	\$40.00	1790 SAFETY CAMP REGISTRATION T. Kockel	R 101-42100-34105 USER FEE
101	6/13/2011	\$40.00	1790 SAFETY CAMP REGISTRATION L. Gerger	R 101-42100-34105 USER FEE
101	6/13/2011	\$40.00	1790 SAFETY CAMP REGISTRATION J. Berg -	R 101-42100-34105 USER FEE
101	6/13/2011	\$40.00	1790 SAFETY CAMP REGISTRATION K. Braun	R 101-42100-34105 USER FEE
101	6/13/2011	\$40.00	1790 SAFETY CAMP REGISTRATION A. Albane	R 101-42100-34105 USER FEE
101	6/13/2011	\$40.00	1790 SAFETY CAMP REGISTRATION A. Donna	R 101-42100-34105 USER FEE
101	6/13/2011	\$40.00	1790 SAFETY CAMP REGISTRATION S. Gallati	R 101-42100-34105 USER FEE
101	6/13/2011	\$40.00	1790 SAFETY CAMP REGISTRATION C. Baierl	R 101-42100-34105 USER FEE
101	6/16/2011	\$40.00	1797 SAFETY CAMP REGISTRATION Fritsche,	R 101-42100-34105 USER FEE
101	6/16/2011	\$40.00	1797 SAFETY CAMP REGISTRATION Matchins	R 101-42100-34105 USER FEE
101	6/16/2011	\$40.00	1797 SAFETY CAMP REGISTRATION Obler, #3	R 101-42100-34105 USER FEE

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101	6/17/2011	\$40.00	1799 SAFETY CAMP REGISTRATION Warner,	R 101-42100-34105 USER FEE
101	6/20/2011	\$120.00	1804 SAFETY CAMP REGISTRATION ZHU - 10	R 101-42100-34105 USER FEE
101	6/20/2011	\$20.00	1804 SAFETY CAMP REGISTRATION CASH -	R 101-42100-34105 USER FEE
101	6/20/2011	\$40.00	1804 SAFETY CAMP REGISTRATION EVENSO	R 101-42100-34105 USER FEE
101	6/20/2011	\$40.00	1804 SAFETY CAMP REGISTRATION ZIMMER	R 101-42100-34105 USER FEE
101	6/20/2011	\$40.00	1804 SAFETY CAMP REGISTRATION SATHER	R 101-42100-34105 USER FEE
101	6/20/2011	\$40.00	1804 SAFETY CAMP REGISTRATION BENSON	R 101-42100-34105 USER FEE
101	6/21/2011	\$40.00	1810 SAFETY CAMP REGISTRATION R. Reima	R 101-42100-34105 USER FEE
101	6/28/2011	\$40.00	1830 SAFETY CAMP REGISTRATION #5951	R 101-42100-34105 USER FEE
101	6/28/2011	\$80.00	1830 SAFETY CAMP REGISTRATION #5190	R 101-42100-34105 USER FEE
101	6/28/2011	\$80.00	1830 SAFETY CAMP REGISTRATION #6063	R 101-42100-34105 USER FEE
101	6/28/2011	\$40.00	1830 SAFETY CAMP REGISTRATION #8658	R 101-42100-34105 USER FEE
101	6/28/2011	\$40.00	1830 SAFETY CAMP REGISTRATION #3766	R 101-42100-34105 USER FEE
101	6/28/2011	\$40.00	1830 SAFETY CAMP REGISTRATION #7835	R 101-42100-34105 USER FEE
101	6/28/2011	\$40.00	1830 SAFETY CAMP REGISTRATION #3040	R 101-42100-34105 USER FEE
101	6/6/2011	\$10.50	1761 POLICE REPORTS Tammy Gilbert, #3393	R 101-42100-34201 POLICE A
101	6/6/2011	\$3.00	1764 POLICE REPORTS Hable - CASH	R 101-42100-34201 POLICE A
101	7/5/2011	\$2,961.50	16501 WASH FINE/FEE DISB MAY 2011	R 101-42100-35101 COURT FI
101	6/21/2011	\$100.00	1801 DONATIONS POLICE (U/N) CK# 5185 - M	R 101-42100-36231 DONATIO
101	6/23/2011	\$10.00	1814 ANIMAL CONTROL cash	R 101-42100-37000 MISCELLA
101	6/2/2011	\$20.00	1737 BURNING PERMIT CK # 5210 - ROGER Q	R 101-42200-32200 NONBUSI
101	6/2/2011	\$20.00	1737 BURNING PERMIT CK# 3647 - KRISTINE	R 101-42200-32200 NONBUSI
101	6/2/2011	\$20.00	1737 BURNING PERMIT CK # 1083 - BENJAMI	R 101-42200-32200 NONBUSI
101	6/2/2011	\$20.00	1737 BURNING PERMIT CK # 2066 - DOUGLAS	R 101-42200-32200 NONBUSI
101	6/2/2011	\$20.00	1737 BURNING PERMIT CK # 5489 - SUSAN V	R 101-42200-32200 NONBUSI
101	6/2/2011	\$20.00	1737 BURNING PERMIT CK # 18358 - ALL WEAR	R 101-42200-32200 NONBUSI
101	6/2/2011	\$20.00	1737 BURNING PERMIT CK # 7017 - WILLIAM	R 101-42200-32200 NONBUSI
101	6/14/2011	\$351.58	1782 BURNING PERMIT MAY 2011 CK # 05361	R 101-42200-32200 NONBUSI
101	6/22/2011	-\$100.00	164 dept. reverse from flood to street	R 101-43100-36240 REFUNDS
101	6/22/2011	\$9.08	165 reverse from planning dept. to flood dept.	E 101-43130-224 FLOOD EXP
101	6/22/2011	\$100.00	164 dept. reverse from flood to street	R 101-43130-36248 REFUND
101	6/2/2011	\$100.00	1754 PICNIC SHELTER - RESIDENT (51-100)	L R 101-43200-34780 PARK FEE
101	6/6/2011	\$150.00	1763 BEACHHOUSE - NONRESIDENT (4 HR) S	R 101-43200-34780 PARK FEE
101	6/7/2011	\$25.00	1768 BOAT TRAILER PARKING PERMIT TIM SI	R 101-43200-34780 PARK FEE
101	6/7/2011	\$150.00	1770 BEACHHOUSE - NONRESIDENT (4 HR) J	R 101-43200-34780 PARK FEE
101	6/8/2011	\$100.00	1775 PICNIC SHELTER - RESIDENT (51-100)	S R 101-43200-34780 PARK FEE
101	6/9/2011	\$50.00	1780 BEACHHOUSE - RESIDENT (4 HR) K. Iver	R 101-43200-34780 PARK FEE
101	6/13/2011	\$50.00	1788 BEACHHOUSE - RESIDENT (4 HR) CASH	R 101-43200-34780 PARK FEE
101	6/14/2011	\$344.65	1792 BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FEE
101	6/14/2011	\$10.00	1793 BOAT TRAILER PARKING PERMIT CK # 4	R 101-43200-34780 PARK FEE
101	6/20/2011	\$150.00	1803 PICNIC SHELTER - RESIDENT (101-500)	R 101-43200-34780 PARK FEE
101	6/20/2011	\$50.00	1805 BEACHHOUSE - RESIDENT (4 HR) Doug	R 101-43200-34780 PARK FEE
101	6/22/2011	\$25.00	1812 BOAT TRAILER PARKING PERMIT BOAT	R 101-43200-34780 PARK FEE
101	6/27/2011	\$250.00	1819 PICNIC SHELTER - NONRESIDENT (51-1	R 101-43200-34780 PARK FEE
101	6/27/2011	\$50.00	1820 BEACHHOUSE - RESIDENT (4 HR) Nancy	R 101-43200-34780 PARK FEE
101	6/28/2011	\$105.00	1823 BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FEE
101	6/14/2011	\$50.00	16498 SABRINA BELL - BEACH HOUSE RENTA	R 101-43200-34780 PARK FEE
101	6/1/2011	\$700.00	1742 CEMETERY - OPEN/CLOSE GRAVE- CAS	R 101-43300-34940 CEMETER
101	6/1/2011	\$300.00	1742 CEMETERY - HEADSTONE DEPOSIT Sim	R 101-43300-34940 CEMETER
101	6/6/2011	\$300.00	1760 CEMETERY - HEADSTONE DEPOSIT Bra	R 101-43300-34940 CEMETER
101	6/6/2011	\$300.00	1760 CEMETERY - OPEN/CLOSE GRAVE - CR	R 101-43300-34940 CEMETER
101	6/27/2011	\$700.00	1824 CEMETERY - OPEN/CLOSE GRAVE- CAS	R 101-43300-34940 CEMETER
101	6/28/2011	\$100.00	1832 CEMETERY - SET SINGLE MARKER P. W	R 101-43300-34940 CEMETER
101	6/28/2011	\$300.00	1835 CEMETERY - HEADSTONE DEPOSIT Sim	R 101-43300-34940 CEMETER
101	6/28/2011	\$300.00	1835 CEMETERY - OPEN/CLOSE GRAVE - CR	R 101-43300-34940 CEMETER

FUND 101 GENERA \$30,469.32

FUND 202 DRUG FORFEITURE

202 6/29/2011 \$3,890.25 16499 GUNS CREDIT - POLICE DEPT. E 202-42101-449 DRUG FORF

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FUND	Tran Date	Amount	Refer Comments	Account Descr
FUND 206 WATER/SEWER IMPROVEMENT FUND				
206	6/9/2011	\$63.55	0 UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	6/28/2011	\$26.35	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	6/28/2011	\$18.45	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	6/9/2011	\$26.61	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	6/28/2011	\$1.20	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	6/14/2011	\$43.40	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	6/14/2011	\$46.84	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	6/2/2011	\$9.75	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	6/2/2011	\$1.89	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	6/9/2011	\$25.00	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	6/2/2011	\$9.26	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	6/2/2011	\$2.08	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
FUND 206 WATER/		\$274.38		
FUND 207 PARK IMPROVEMENT FUND				
207	6/10/2011	\$1,000.00	1783 PARK DEDICATION	R 207-00000-34780 PARK FEE
207	6/29/2011	\$1,000.00	1837 PARK DEDICATION	R 207-00000-34780 PARK FEE
FUND 207 PARK IM		\$2,000.00		
FUND 211 LIBRARY				
211	6/27/2011	\$28.00	1817 LIBRARY SERVICE CHARGE CK # 9849	R 211-45500-34760 LIBRARY
211	6/27/2011	\$1.50	1817 LIBRARY SERVICE CHARGE CK # 9233	R 211-45500-34760 LIBRARY
211	6/27/2011	\$24.00	1817 LIBRARY SERVICE CHARGE CK # 8413	R 211-45500-34760 LIBRARY
211	6/27/2011	\$48.00	1817 LIBRARY SERVICE CHARGE CK # 7891	R 211-45500-34760 LIBRARY
211	6/27/2011	\$8.00	1817 LIBRARY SERVICE CHARGE CK # 3101	R 211-45500-34760 LIBRARY
211	6/27/2011	\$24.95	1817 LIBRARY SERVICE CHARGE CK # 2017	R 211-45500-34760 LIBRARY
211	6/27/2011	\$8.00	1817 LIBRARY SERVICE CHARGE CK # 4288	R 211-45500-34760 LIBRARY
211	6/27/2011	\$8.00	1817 LIBRARY SERVICE CHARGE CK # 7080	R 211-45500-34760 LIBRARY
211	6/27/2011	\$33.95	1817 LIBRARY SERVICE CHARGE CK # 2674	R 211-45500-34760 LIBRARY
211	6/27/2011	\$9.20	1817 LIBRARY SERVICE CHARGE CK # 3018	R 211-45500-34760 LIBRARY
211	6/27/2011	\$8.00	1817 LIBRARY SERVICE CHARGE CK # 3617	R 211-45500-34760 LIBRARY
211	6/27/2011	\$100.00	1822 LIBRARY SERVICE CHARGE CASH - LIB	R 211-45500-34760 LIBRARY
211	6/27/2011	\$80.00	1821 LIBRARY RENT CK # 7292	R 211-45500-36220 RENTAL I
211	6/27/2011	\$60.00	1821 LIBRARY RENT CK # 0000653808	R 211-45500-36220 RENTAL I
211	6/27/2011	\$40.00	1821 LIBRARY RENT CK # 274624	R 211-45500-36220 RENTAL I
211	6/27/2011	\$450.00	1821 LIBRARY RENT CK # 275142	R 211-45500-36220 RENTAL I
211	6/27/2011	\$40.00	1821 LIBRARY RENT CK # 481741	R 211-45500-36220 RENTAL I
FUND 211 LIBRARY		\$971.60		
FUND 601 WATER				
601	6/28/2011	\$5.00	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	6/9/2011	\$251.89	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	6/28/2011	\$8.00	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	6/14/2011	\$478.85	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	6/9/2011	\$9.71	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	6/28/2011	\$1.59	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	6/2/2011	\$92.99	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	6/28/2011	\$10.00	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	6/2/2011	\$1.59	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	6/2/2011	\$4.19	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	6/2/2011	\$1,660.00	0 UB Receipt Serv 2 WATER ONLY	G 601-14601 WATER BILLING
601	6/2/2011	\$12.50	0 UB Receipt Serv Pen 2 WATER ONLY	G 601-14601 WATER BILLING
601	6/9/2011	\$5.57	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	6/14/2011	\$11.68	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	6/2/2011	\$2.25	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	6/28/2011	\$11.44	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING

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601	6/14/2011	\$5.78	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	6/2/2011	\$8.14	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	6/28/2011	\$274.03	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	6/2/2011	\$17.83	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	6/28/2011	\$0.80	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	6/2/2011	\$1.61	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	6/2/2011	\$30.00	16487 JURY DUTY REIMBURSEMENT	E 601-46120-101 WAGES AN
601	6/10/2011	\$1,000.00	1783 WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	6/29/2011	\$1,000.00	1837 WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	6/10/2011	\$250.00	1783 WATER METER - TO 1 IN	R 601-46120-34602 WATER M
601	6/29/2011	\$250.00	1837 WATER METER - TO 1 IN	R 601-46120-34602 WATER M
601	6/10/2011	\$50.00	1783 WATER METER INSPECTION	R 601-46120-34603 WATER H
601	6/29/2011	\$50.00	1837 WATER CONNECTION INSPECTION	R 601-46120-34603 WATER H
601	6/29/2011	\$50.00	1837 WATER CONNECTION INSPECTION	R 601-46120-34603 WATER H
601	6/14/2011	\$0.61	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	6/9/2011	\$1.11	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	6/28/2011	\$95.87	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	6/6/2011	\$30.00	1762 WATER SHUTOFF - BUS HRS MN REO P	R 601-46120-37110 WATER R
601	6/8/2011	\$30.00	1774 WATER SHUTOFF - BUS HRS C. Woodbu	R 601-46120-37110 WATER R
601	6/23/2011	\$30.00	1816 WATER SHUTOFF - BUS HRS CK # 7530	R 601-46120-37110 WATER R
601	6/2/2011	\$30.00	16489 PAUL LUEPKER - WATER RECONNECT	R 601-46120-37110 WATER R
FUND 601 WATER		\$5,773.03		
FUND 602 SEWER				
602	6/2/2011	\$19.71	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	6/9/2011	\$256.16	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	6/9/2011	\$9.71	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	6/9/2011	\$529.60	0 UB Receipt Serv 13 NSP SEWER	G 602-14602 SEWER BILLING
602	6/14/2011	\$11.68	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	6/2/2011	\$4.19	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	6/14/2011	\$461.48	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	6/2/2011	\$2.25	0 UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	7/5/2011	\$19,536.88	0 UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	6/28/2011	\$7.50	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	6/28/2011	\$180.75	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	6/2/2011	\$93.78	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	6/2/2011	\$30.00	16487 JURY DUTY REIMBURSEMENT	E 602-46200-101 WAGES AN
602	6/10/2011	\$750.00	1783 SEWER CONNECTION	R 602-46200-34651 SEWER H
602	6/29/2011	\$750.00	1837 SEWER CONNECTION	R 602-46200-34651 SEWER H
602	6/10/2011	\$50.00	1783 SEWER CONNECTION INSPECTION	R 602-46200-34652 SEWER IN
602	6/10/2011	\$50.00	1783 SEWER CONNECTION INSPECTION	R 602-46200-34652 SEWER IN
602	6/29/2011	\$50.00	1837 SEWER CONNECTION INSPECTION	R 602-46200-34652 SEWER IN
FUND 602 SEWER		\$22,793.69		
		\$66,172.27		

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 06/30/11

6 Month = 50.04

DEPT	DEPT Descr	2011 Budget	2011 YTD Amt	Balance	2011 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
141100	ELECTIONS	\$470.00	\$470.00	\$0.00	0.00%
141200	MAYOR & COUNCIL	\$144,226.21	\$66,422.70	\$77,803.51	53.95%
141240	RECYCLING	\$5,415.02	\$1,884.13	\$3,530.89	65.21%
41400	ADMINISTRATION	\$137,497.18	\$64,594.32	\$72,902.86	53.02%
141903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
141910	PLANNING & ZONING	\$207,073.39	\$96,732.28	\$110,341.11	53.29%
141940	MUNICIPAL BUILDINGS	\$137,368.00	\$16,839.37	\$120,528.63	87.74%
142100	POLICE	\$667,761.70	\$310,662.49	\$357,099.21	53.48%
142200	FIRE PROTECTION	\$355,637.00	\$112,714.14	\$242,922.86	68.31%
143100	STREET MAINT	\$255,720.77	\$67,469.61	\$188,251.16	73.62%
143130	STREET - FLOOD PREPARATIO	\$0.00	\$13,585.79	-\$13,585.79	0.00%
143160	STREET LIGHTING	\$22,021.00	\$11,645.71	\$10,375.29	47.12%
143200	PARKS	\$63,847.70	\$25,604.61	\$38,243.09	59.90%
43300	CEMETERY	\$7,527.00	\$1,445.59	\$6,081.41	80.79%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
FUND 101 GENERAL		\$2,054,564.97	\$790,070.74	\$1,264,494.23	61.55%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
141911	BAYTOWN DEVELOPMENTS	\$0.00	\$0.00	\$0.00	0.00%
141912	INSPIRATION	\$0.00	\$273.01	-\$273.01	0.00%
141913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PR		\$0.00	\$273.01	-\$273.01	0.00%
FUND 210 K-9 UNIT					
142103	K - 9 UNIT	\$0.00	\$627.90	-\$627.90	0.00%
FUND 210 K-9 UNIT		\$0.00	\$627.90	-\$627.90	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$297,248.00	\$123,825.69	\$173,422.31	58.34%
FUND 211 LIBRARY		\$297,248.00	\$123,825.69	\$173,422.31	58.34%
FUND 412 CEMETERY CAPITAL IMPROV					
41600	CAPITAL OUTLAY	\$20,000.00	\$0.00	\$20,000.00	100.00%
43300	CEMETERY	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 CEMETERY CAPITAL IMPROV		\$20,000.00	\$0.00	\$20,000.00	100.00%
FUND 413 POLICE EQUIPMENT FUND					
141900	CAPITAL IMPROVEMENTS	\$0.00	\$4,579.12	-\$4,579.12	0.00%
142100	POLICE	\$30,000.00	\$31,348.54	-\$1,348.54	-4.50%
FUND 413 POLICE EQUIPMENT FUND		\$30,000.00	\$35,927.66	-\$5,927.66	-19.76%
FUND 414 OFFICE AUTOMATION					
00000	GENERAL GOVERNMENT	\$4,500.00	\$4,211.83	\$288.17	6.40%
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%

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 06/30/11

6 Month = 50.04

DEPT	DEPT Descr	2011 Budget	2011 YTD Amt	Balance	2011 % of Budget Remain
FUND 414	OFFICE AUTOMATION	\$4,500.00	\$4,211.83	\$288.17	6.40%
FUND 415	MUNICIPAL BLDGS MAINT				
41600	CAPITAL OUTLAY	\$0.00	\$3,265.00	-\$3,265.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$121,000.00	\$0.00	\$121,000.00	100.00%
41940	MUNICIPAL BUILDINGS	\$0.00	\$13,833.41	-\$13,833.41	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$121,000.00	\$17,098.41	\$103,901.59	85.87%
FUND 416	PERRO CREEK OUTLET				
80018	MSCWM PERRO CREEK OUTL	\$0.00	\$0.00	\$0.00	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
FUND 601	WATER				
46110	WATER-PUMPHOUSE	\$45,600.00	\$14,823.95	\$30,776.05	67.49%
46120	WATER	\$406,346.59	\$123,938.54	\$282,408.05	69.50%
FUND 601	WATER	\$451,946.59	\$138,762.49	\$313,184.10	69.30%
FUND 602	SEWER				
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$372,147.41	\$79,115.06	\$293,032.35	78.74%
46990	SEWER - NON-OPERATING	\$330,000.00	\$217,076.44	\$112,923.56	34.22%
FUND 602	SEWER	\$702,147.41	\$296,191.50	\$405,955.91	57.82%
FUND 800	INVESTMENTS-POOLED				
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	\$0.00	0.00%
FUND 803	P & Z ESCROWS				
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$98.00	-\$98.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET VACA	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41 (MIKE SCHALON	\$0.00	\$469.00	-\$469.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	Pete Miller - Feasi Study	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTL	\$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	\$142.96	-\$142.96	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	\$670.87	-\$670.87	0.00%
FUND 803	P & Z ESCROWS	\$0.00	\$1,380.83	-\$1,380.83	0.00%
FUND 999	ACCRUED INT PAYABLE				

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EXPENSE SUMMARY YTD THRU 06/30/11

6 Month = 50.04

DEPT	DEPT Descr	2011 Budget	2011 YTD Amt	Balance	2011 % of Budget Remain
41000	DEPRECIATION EXP - GEN GO	\$0.00	\$0.00	\$0.00	0.00%
42000	PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
43000	DEPRECIATION EXP - PUBLIC	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%
43200	PARKS	\$0.00	\$0.00	\$0.00	0.00%
44000	DEPRECIATION EXP - LIBRARY	\$0.00	\$0.00	\$0.00	0.00%
45000	DEPRECIATION EXP - PARKS	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
FUND 999 ACCRUED INT PAYABLE		\$0.00	\$0.00	\$0.00	0.00%
		\$3,681,406.97	\$1,408,370.06	\$2,273,036.91	61.74%

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MONTHLY EXPENSES 1133348-1133455

Period Name: JUNE

Search Name	FUN	Tran Date	Amount	ct	DEPT OBJ	Comments	OBJ Descr	Check Nbr
FUND 101 GENERAL								
DEPT 41200 MAYOR & COUNCIL								
	101	6/2/2011	\$941.64	E	41200	101 Labor Distribution	WAGES AND SAL	
	101	6/2/2011	\$15.22	E	41200	121 Labor Distribution	P E R A	
	101	6/2/2011	\$58.39	E	41200	122 Labor Distribution	CONT TO RET., S	
	101	6/2/2011	\$13.65	E	41200	170 Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$6.94	E	41200	201 SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$140.00	E	41200	300 PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$350.00	E	41200	300 PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$140.00	E	41200	300 PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$28.00	E	41200	300 PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$28.00	E	41200	300 PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$490.00	E	41200	300 PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
S E H	101	6/29/2011	\$73.85	E	41200	301 MISCELLANEOUS ENGIN	PROF SER-ENGIN	1133436
COMPLETE HEALTH ENVIRO	101	6/14/2011	\$350.00	E	41200	306 MAINTENANCE PLAN - M	PROF SER-OTHE	1133410
	101	6/22/2011	-\$1,319.26	E	41200	321 dept. phone reverse	COMMUNICATION	
WASHINGTON COUNTY SUR	101	6/14/2011	\$9.08	E	41200	350 ICE ROAD MAP FOR CC M	PRINTING & PUBL	1133454
MUNICIPAL CODE CORPORA	101	6/14/2011	\$550.00	E	41200	350 ANNUAL CODE ON INTER	PRINTING & PUBL	1133430
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$13,873.00	E	41200	360 COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$4,041.00	E	41200	360 EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424
US INTERNET	101	6/14/2011	\$50.60	E	41200	416 MTHLY SECURENCE JUN	REPAIR/MAINT O	1133449
AMERICAN LEGION	101	6/14/2011	\$300.00	E	41200	444 DONATION REQUEST FO	COMMUNITY PRO	1133379
DEPT 41200 MAYOR & COUNCIL					\$20,140.11			
DEPT 41240 RECYCLING								
	101	6/27/2011	\$107.19	E	41240	101 Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$107.19	E	41240	101 Labor Distribution	WAGES AND SAL	
	101	6/13/2011	\$107.19	E	41240	101 Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$7.77	E	41240	121 Labor Distribution	P E R A	
	101	6/1/2011	\$7.77	E	41240	121 Labor Distribution	P E R A	
	101	6/13/2011	\$7.77	E	41240	121 Labor Distribution	P E R A	
	101	6/13/2011	\$6.60	E	41240	122 Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$6.60	E	41240	122 Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$6.60	E	41240	122 Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$4.96	E	41240	126 Labor Distribution	H S A	
	101	6/13/2011	\$4.96	E	41240	126 Labor Distribution	H S A	
	101	6/27/2011	\$4.96	E	41240	126 Labor Distribution	H S A	
	101	6/27/2011	\$6.92	E	41240	131 Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$6.92	E	41240	131 Labor Distribution	CONT TO EMPLO	
	101	6/1/2011	\$9.50	E	41240	131 Labor Distribution	CONT TO EMPLO	
	101	6/27/2011	\$1.54	E	41240	170 Labor Distribution	MEDICARE	
	101	6/13/2011	\$1.54	E	41240	170 Labor Distribution	MEDICARE	
	101	6/1/2011	\$1.54	E	41240	170 Labor Distribution	MEDICARE	
U S BANK VISA	101	6/28/2011	\$13.93	E	41240	306 THE UPS STORE	PROF SER-OTHE	1133395
U S BANK VISA	101	6/28/2011	\$3.13	E	41240	306 TACO JOHNS	PROF SER-OTHE	1133395
U S BANK VISA	101	6/28/2011	\$5.00	E	41240	306 ADMIN CREDIT CARD	PROF SER-OTHE	1133395
U S BANK VISA	101	6/28/2011	\$40.16	E	41240	306 MENARDS	PROF SER-OTHE	1133395
HERING, JOHN	101	6/14/2011	\$30.00	E	41240	370 RECYCLING RECIPIENT	RECYCLING INCE	1133416
DEPT 41240 RECYCLING					\$499.74			
DEPT 41400 ADMINISTRATION								
	101	6/1/2011	\$3,493.90	E	41400	101 Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$3,452.78	E	41400	101 Labor Distribution	WAGES AND SAL	
	101	6/13/2011	\$3,493.90	E	41400	101 Labor Distribution	WAGES AND SAL	
	101	6/13/2011	\$253.31	E	41400	121 Labor Distribution	P E R A	
	101	6/1/2011	\$253.31	E	41400	121 Labor Distribution	P E R A	
	101	6/27/2011	\$250.33	E	41400	121 Labor Distribution	P E R A	
	101	6/27/2011	\$212.11	E	41400	122 Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$214.66	E	41400	122 Labor Distribution	CONT TO RET., S	
	101	6/13/2011	\$214.66	E	41400	122 Labor Distribution	CONT TO RET., S	

CITY OF BAYPORT

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MONTHLY EXPENSES 1133348-1133455

Period Name: JUNE

Search Name	FUN	Tran Date	A Amount ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
	101	6/1/2011	\$195.15 E	41400	126	Labor Distribution	H S A	
	101	6/13/2011	\$195.15 E	41400	126	Labor Distribution	H S A	
	101	6/27/2011	\$195.15 E	41400	126	Labor Distribution	H S A	
	101	6/27/2011	\$411.35 E	41400	131	Labor Distribution	CONT TO EMPLO	
	101	6/1/2011	\$497.35 E	41400	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$411.35 E	41400	131	Labor Distribution	CONT TO EMPLO	
	101	6/1/2011	\$50.21 E	41400	170	Labor Distribution	MEDICARE	
	101	6/27/2011	\$49.62 E	41400	170	Labor Distribution	MEDICARE	
	101	6/13/2011	\$50.21 E	41400	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$41.68 E	41400	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
WANDA MADSEN	101	6/27/2011	\$250.54 E	41400	400	MILEAGE REIMBURSEME	USE OF PERSON	1133393
MITCH BERG	101	6/27/2011	\$94.72 E	41400	400	HOTEL, MILEAGE, & MEA	USE OF PERSON	1133391
U S BANK VISA	101	6/2/2011	\$50.00 E	41400	402	EXCEL MODELING CLASS	CONFERENCES &	1133357
U S BANK VISA	101	6/28/2011	\$30.00 E	41400	402	ADMIN CREDIT CARD	CONFERENCES &	1133395
U S BANK VISA	101	6/28/2011	\$326.61 E	41400	402	ADMIN CREDIT CARD	CONFERENCES &	1133395
MITCH BERG	101	6/27/2011	\$228.42 E	41400	402	HOTEL, MILEAGE, & MEA	CONFERENCES &	1133391
TR COMPUTER SALES LLC	101	6/14/2011	\$144.00 E	41400	416	COMPUTER CONSULTING	REPAIR/MAINT O	1133447
U S BANK VISA	101	6/2/2011	\$4.96 E	41400	430	ADMIN CREDIT CARD	MISC	1133357
U S BANK VISA	101	6/2/2011	\$41.32 E	41400	430	APRIL LATE FEE/INTERE	MISC	1133357
DEPT 41400 ADMINISTRATION			\$15,106.75					
DEPT 41910 PLANNING & ZONING								
	101	6/1/2011	\$5,510.39 E	41910	101	Labor Distribution	WAGES AND SAL	
	101	6/13/2011	\$5,510.39 E	41910	101	Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$5,441.87 E	41910	101	Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$399.53 E	41910	121	Labor Distribution	P E R A	
	101	6/27/2011	\$394.56 E	41910	121	Labor Distribution	P E R A	
	101	6/13/2011	\$399.53 E	41910	121	Labor Distribution	P E R A	
	101	6/1/2011	\$338.32 E	41910	122	Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$334.07 E	41910	122	Labor Distribution	CONT TO RET., S	
	101	6/13/2011	\$338.32 E	41910	122	Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$330.77 E	41910	126	Labor Distribution	H S A	
	101	6/13/2011	\$330.77 E	41910	126	Labor Distribution	H S A	
	101	6/27/2011	\$330.77 E	41910	126	Labor Distribution	H S A	
	101	6/1/2011	\$806.99 E	41910	131	Labor Distribution	CONT TO EMPLO	
	101	6/27/2011	\$678.37 E	41910	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$678.37 E	41910	131	Labor Distribution	CONT TO EMPLO	
	101	6/27/2011	\$78.14 E	41910	170	Labor Distribution	MEDICARE	
	101	6/1/2011	\$79.13 E	41910	170	Labor Distribution	MEDICARE	
	101	6/13/2011	\$79.13 E	41910	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$34.73 E	41910	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
HOLIDAY FLEET	101	6/8/2011	\$192.06 E	41910	212	FUEL ALL DEPT'S	MOTOR FUELS &	1133362
	101	6/22/2011	-\$9.08 E	41910	217	reverse from planning dept.	MATERIALS & PR	
TR COMPUTER SALES LLC	101	6/14/2011	\$120.00 E	41910	416	COMPUTER CONSULTING	REPAIR/MAINT O	1133447
DEPT 41910 PLANNING & ZONING			\$22,397.13					
DEPT 41940 MUNICIPAL BUILDINGS								
SERVICEMASTER	101	6/14/2011	\$300.00 E	41940	302	CLEANING SERVICE FOR	CONTRACT SERV	1133439
	101	6/22/2011	\$1,319.26 E	41940	321	dept. phone reverse	COMMUNICATION	
OFFICE OF ENT TECHNOLO	101	6/21/2011	\$432.78 E	41940	321	PHONES	COMMUNICATION	1133432
COMCAST	101	6/27/2011	\$49.90 E	41940	321	HIGH SPEED INTERNET -	COMMUNICATION	1133409
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$1,816.00 E	41940	360	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
XCEL	101	6/8/2011	\$580.51 E	41940	380	GAS & ELECTRIC	ELECTRIC SERVI	1133368
XCEL	101	6/8/2011	\$108.21 E	41940	381	GAS & ELECTRIC	FUEL FOR HEAT	1133368
MINNESOTA ELEVATOR	101	6/14/2011	\$150.04 E	41940	420	JUNE 2011 SERVICE BILLI	R & M BLDGS, ST	1133429
AMERICAN FLAGPOLE & FLA	101	6/29/2011	\$226.45 E	41940	420	CITY HALL FLAG POLE	R & M BLDGS, ST	1133400
DEPT 41940 MUNICIPAL BUILDINGS			\$4,983.15					
DEPT 42100 POLICE								
	101	6/27/2011	\$1,650.84 E	42100	050	Labor Distribution	SEASONAL/PART	

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Search Name	FUN	Tran Date	A Amount ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
	101	6/13/2011	\$1,583.19 E	42100	050	Labor Distribution	SEASONAL/PART	
	101	6/1/2011	\$936.19 E	42100	050	Labor Distribution	SEASONAL/PART	
	101	6/27/2011	\$13,105.16 E	42100	101	Labor Distribution	WAGES AND SAL	
	101	6/13/2011	\$13,476.86 E	42100	101	Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$12,951.26 E	42100	101	Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$1,343.91 E	42100	102	Labor Distribution	OVERTIME	
	101	6/13/2011	\$1,505.49 E	42100	102	Labor Distribution	OVERTIME	
	101	6/1/2011	\$480.19 E	42100	102	Labor Distribution	OVERTIME	
	101	6/1/2011	\$642.24 E	42100	103	Labor Distribution	SPECIAL DUTIES	
	101	6/13/2011	\$1,143.37 E	42100	103	Labor Distribution	SPECIAL DUTIES	
	101	6/13/2011	\$2,483.21 E	42100	121	Labor Distribution	P E R A	
	101	6/27/2011	\$2,247.92 E	42100	121	Labor Distribution	P E R A	
	101	6/1/2011	\$2,135.12 E	42100	121	Labor Distribution	P E R A	
	101	6/13/2011	\$33.94 E	42100	122	Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$16.48 E	42100	122	Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$35.48 E	42100	122	Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$504.41 E	42100	126	Labor Distribution	H S A	
	101	6/13/2011	\$504.41 E	42100	126	Labor Distribution	H S A	
	101	6/1/2011	\$504.41 E	42100	126	Labor Distribution	H S A	
	101	6/13/2011	\$1,026.82 E	42100	131	Labor Distribution	CONT TO EMPLO	
	101	6/27/2011	\$1,026.82 E	42100	131	Labor Distribution	CONT TO EMPLO	
	101	6/1/2011	\$1,330.57 E	42100	131	Labor Distribution	CONT TO EMPLO	
LEAGUE OF MN CITIES INS T	101	6/8/2011	\$109.41 E	42100	150	CLAIM DEDUCTIBLE/EAS	WORKER'S COMP	1133363
	101	6/27/2011	\$232.25 E	42100	170	Labor Distribution	MEDICARE	
	101	6/13/2011	\$255.59 E	42100	170	Labor Distribution	MEDICARE	
	101	6/1/2011	\$216.45 E	42100	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE, UNIFORMS UNLIMITED	101	6/14/2011	\$34.73 E	42100	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
U S BANK VISA	101	6/8/2011	\$175.50 E	42100	202	MPS MAG HOLDERS/WILL	UNIFORMS - MIS	1133366
UNIFORMS UNLIMITED	101	6/28/2011	\$88.50 E	42100	202	TRAIN SAFE	UNIFORMS - MIS	1133396
WASHINGTON COUNTY SHE	101	6/14/2011	\$266.50 E	42100	209	UNIFORMS SUPPLIES/WI	UNIFORMS - WILL	1133376
HOLIDAY FLEET	101	6/8/2011	\$1,460.86 E	42100	212	FUEL MAY 2011 POLICE D	MOTOR FUELS &	1133453
ECKBERG, LAMMERS, BRIG	101	6/8/2011	\$18.42 E	42100	212	FUEL ALL DEPT'S	MOTOR FUELS &	1133362
KEEPERS, INC	101	7/5/2011	\$2,253.13 E	42100	300	PROSECUTION/POLICE D	PROF SER-LEGAL	1133361
PUBLIC SAFETY EQUIPMEN	101	7/5/2011	\$146.41 E	42100	306	GUN MOUTED/POLICE DE	PROF SER-OTHE	1133421
U S BANK VISA	101	6/21/2011	\$135.00 E	42100	306	CERTIFICATION OF RADA	PROF SER-OTHE	1133381
U S BANK VISA	101	6/28/2011	\$149.98 E	42100	306	MINNESOTACO	PROF SER-OTHE	1133396
VERIZON WIRELESS	101	6/28/2011	\$6.42 E	42100	306	NAPA STORE	PROF SER-OTHE	1133396
VERIZON WIRELESS	101	6/14/2011	\$78.08 E	42100	321	PHONE/POLICE DEPT.	COMMUNICATION	1133377
LEAGUE OF MN CITIES INS T	101	6/8/2011	\$161.85 E	42100	321	PHONES - POLICE DEPT.	COMMUNICATION	1133367
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$4,181.00 E	42100	360	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$813.00 E	42100	360	EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424
WASHINGTON COUNTY PUB	101	7/5/2011	\$1,200.24 E	42100	391	2ND QTR. RADIOS/POLIC	SHARED AUTOM	1133452
CASPERSON MOTORS	101	6/27/2011	\$32.68 E	42100	412	2902 - OIL/FILTER - POLIC	REP & MAINT VE	1133383
CASPERSON MOTORS	101	6/27/2011	\$57.68 E	42100	412	2304 - OIL/FILTER/ROTAT	REP & MAINT VE	1133383
CASPERSON MOTORS	101	6/27/2011	\$32.68 E	42100	412	2901 - OIL/FILTER - POLIC	REP & MAINT VE	1133383
HUDSON FORD	101	6/21/2011	\$93.45 E	42100	412	04 FORD - POLICE DEPT.	REP & MAINT VE	1133418
DISCOUNT TIRE CO	101	6/8/2011	\$584.00 E	42100	412	2502 TIRES/POLICE DEPT	REP & MAINT VE	1133360
CASPERSON MOTORS	101	6/27/2011	\$47.68 E	42100	412	2101 - OIL/FILTER/ROTAT	REP & MAINT VE	1133383
CARQUEST OF STILLWATER	101	6/2/2011	\$25.65 E	42100	412	VEHICLE MAINT. / POLICE	REP & MAINT VE	1133349
CENTURY AVENUE COLLISI	101	6/27/2011	\$850.98 E	42100	412	K-9 TAKE HOME SQUAD	REP & MAINT VE	1133407
TR COMPUTER SALES LLC	101	6/14/2011	\$120.00 E	42100	416	COMPUTER CONSULTING	REPAIR/MAINT O	1133447
NO ST PAUL FIRE SAFETY G	101	7/5/2011	\$250.00 E	42100	444	DAY FIRE SAFETY TRAIL	COMMUNITY PRO	1133431
EASTMAN, LAURA	101	6/27/2011	\$31.22 E	42100	444	SAFETY CAMP/NNA PROJ	COMMUNITY PRO	1133385
DEPT 42100 POLICE			\$74,777.63					
DEPT 42200 FIRE PROTECTION								
	101	6/2/2011	\$983.33 E	42200	101	Labor Distribution	WAGES AND SAL	
	101	6/2/2011	\$60.97 E	42200	122	Labor Distribution	CONT TO RET., S	
	101	6/2/2011	\$14.26 E	42200	170	Labor Distribution	MEDICARE	
ASPEN MILLS INC	101	6/28/2011	\$194.50 E	42200	202	OPERATING MATERIAL -	UNIFORMS - MIS	1133401
HOLIDAY FLEET	101	6/8/2011	\$798.61 E	42200	212	FUEL ALL DEPT'S	MOTOR FUELS &	1133362

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U S BANK VISA	101	6/14/2011	\$58.91	E	42200	220 MENARDS	OPERATING SUP	1133375
U S BANK VISA	101	6/14/2011	\$25.71	E	42200	220 MCDONALDS	OPERATING SUP	1133375
U S BANK VISA	101	6/28/2011	\$40.55	E	42200	220 FIRE DEPT. CREDIT CAR	OPERATING SUP	1133394
BOUND TREE MEDICAL, LLC	101	6/28/2011	\$161.13	E	42200	240 OPERATING MATERIAL	SMALL TOOLS-E	1133404
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$70.00	E	42200	306 PROFESSIONAL SERVICE	PROF SER-OTHE	1133411
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$20.00	E	42200	306 PROFESSIONAL SERVICE	PROF SER-OTHE	1133411
ECKBERG, LAMMERS, BRIG	101	6/14/2011	\$20.00	E	42200	306 PROFESSIONAL SERVICE	PROF SER-OTHE	1133411
NEXTEL COMMUNICATIONS	101	6/28/2011	\$196.22	E	42200	321 PHONES - FIRE DEPT.	COMMUNICATION	1133397
ANCOM COMMUNICATIONS I	101	6/14/2011	\$105.00	E	42200	323 EQUIPMENT REPAIR/FIR	RADIOS-REPAIR	1133370
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$16,210.00	E	42200	360 COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
XCEL	101	6/8/2011	\$255.47	E	42200	380 GAS & ELECTRIC	ELECTRIC SERVI	1133368
XCEL	101	6/8/2011	\$104.40	E	42200	381 GAS & ELECTRIC	FUEL FOR HEAT	1133368
RIVER STATES TRUCK AND	101	6/14/2011	\$1,272.83	E	42200	412 EQUIP. REPAIR/FIRE DEP	REP & MAINT VE	1133374
EMERGENCY APPARATUS M	101	6/28/2011	\$1,244.20	E	42200	412 TANKER/PUMPER 2104 -	REP & MAINT VE	1133413
EMERGENCY APPARATUS M	101	6/28/2011	\$7,287.90	E	42200	412 TANKER/PUMPER 2110 -	REP & MAINT VE	1133413
EMERGENCY APPARATUS M	101	6/28/2011	\$1,173.84	E	42200	412 ENGINE 2105 - FIRE DEPT	REP & MAINT VE	1133413
EMERGENCY APPARATUS M	101	6/28/2011	\$625.79	E	42200	412 RESCUE 2107 - FIRE DEP	REP & MAINT VE	1133413
EMERGENCY APPARATUS M	101	6/28/2011	\$7,749.85	E	42200	412 LADDER 2103 - FIRE DEP	REP & MAINT VE	1133413
OUTDOOR POWER REPAIR	101	6/28/2011	\$112.05	E	42200	419 EQUIP MAINT. - FIRE DEP	REPAIR & MAINT	1133434
MUNICIPAL EMERGENCY SE	101	6/14/2011	\$163.87	E	42200	419 EQUIP. MAINT. / FIRE DE	REPAIR & MAINT	1133373
DEPT 42200 FIRE PROTECTION			\$38,949.39					
DEPT 43100 STREET MAINT								
	101	6/27/2011	\$954.00	E	43100	050 Labor Distribution	SEASONAL/PART	
	101	6/13/2011	\$924.00	E	43100	050 Labor Distribution	SEASONAL/PART	
	101	6/1/2011	\$948.00	E	43100	050 Labor Distribution	SEASONAL/PART	
	101	6/13/2011	\$1,922.40	E	43100	101 Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$1,922.40	E	43100	101 Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$1,922.40	E	43100	101 Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$996.30	E	43100	102 Labor Distribution	OVERTIME	
	101	6/13/2011	\$139.38	E	43100	121 Labor Distribution	P E R A	
	101	6/27/2011	\$139.38	E	43100	121 Labor Distribution	P E R A	
	101	6/1/2011	\$211.61	E	43100	121 Labor Distribution	P E R A	
	101	6/13/2011	\$175.23	E	43100	122 Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$238.34	E	43100	122 Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$177.09	E	43100	122 Labor Distribution	CONT TO RET., S	
	101	6/13/2011	\$123.83	E	43100	126 Labor Distribution	H S A	
	101	6/1/2011	\$137.94	E	43100	126 Labor Distribution	H S A	
	101	6/27/2011	\$124.04	E	43100	126 Labor Distribution	H S A	
	101	6/1/2011	\$305.58	E	43100	131 Labor Distribution	CONT TO EMPLO	
	101	6/27/2011	\$209.55	E	43100	131 Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$209.00	E	43100	131 Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$40.98	E	43100	170 Labor Distribution	MEDICARE	
	101	6/27/2011	\$41.41	E	43100	170 Labor Distribution	MEDICARE	
	101	6/1/2011	\$55.75	E	43100	170 Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$6.94	E	43100	201 SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
HOLIDAY FLEET	101	6/8/2011	\$345.34	E	43100	212 FUEL ALL DEPT'S	MOTOR FUELS &	1133362
STILLWATER MEDICAL GRO	101	6/29/2011	\$71.00	E	43100	302 DUNCAN SECOR - DRUG	CONTRACT SERV	1133443
STILLWATER MEDICAL GRO	101	6/29/2011	\$71.00	E	43100	302 DRUG SCREEN - NICHOL	CONTRACT SERV	1133443
STILLWATER GAZETTE	101	6/21/2011	\$30.43	E	43100	350 NOTICE TO CONSIDER S	PRINTING & PUBL	1133442
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$93.00	E	43100	360 EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$3,369.00	E	43100	360 COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
BUBERL BLACK DIRT	101	6/21/2011	\$153.90	E	43100	410 12 YDS BLACK DIRT	REPAIR & MAINT	1133405
TR COMPUTER SALES LLC	101	6/14/2011	\$24.00	E	43100	416 COMPUTER CONSULTING	REPAIR/MAINT O	1133447
DEPT 43100 STREET MAINT			\$16,083.22					
DEPT 43130 STREET - FLOOD PREPARATION								
ST CROIX TREE SERVICE	101	6/21/2011	\$125.00	E	43130	224 TREE DISPOSAL-FLOOD	FLOOD EXPENSE	1133441
	101	6/22/2011	\$9.08	E	43130	224 reverse from planning dept.	FLOOD EXPENSE	

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FUND 101 GENERAL								
DEPT 41200 MAYOR & COUNCIL								
	101	6/2/2011	\$941.64 E	41200	101	Labor Distribution	WAGES AND SAL	
	101	6/2/2011	\$15.22 E	41200	121	Labor Distribution	P E R A	
	101	6/2/2011	\$58.39 E	41200	122	Labor Distribution	CONT TO RET., S	
	101	6/2/2011	\$13.65 E	41200	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$6.94 E	41200	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$28.00 E	41200	300	PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$28.00 E	41200	300	PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$350.00 E	41200	300	PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$140.00 E	41200	300	PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$140.00 E	41200	300	PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$490.00 E	41200	300	PROFESSIONAL SERVICE	PROF SER-LEGAL	1133411
S E H	101	6/29/2011	\$73.85 E	41200	301	MISCELLANEOUS ENGINE	PROF SER-ENGIN	1133436
COMPLETE HEALTH ENVIRO	101	6/14/2011	\$350.00 E	41200	306	MAINTENANCE PLAN - MA	PROF SER-OTHE	1133410
	101	6/22/2011	-\$1,319.26 E	41200	321	dept. phone reverse	COMMUNICATION	
MUNICIPAL CODE CORPORA	101	6/14/2011	\$550.00 E	41200	350	ANNUAL CODE ON INTER	PRINTING & PUBL	1133430
WASHINGTON COUNTY SUR	101	6/14/2011	\$9.08 E	41200	350	ICE ROAD MAP FOR CC M	PRINTING & PUBL	1133454
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$4,041.00 E	41200	360	EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$13,873.00 E	41200	360	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
US INTERNET	101	6/14/2011	\$50.60 E	41200	416	MTHLY SECURENCE JUN	REPAIR/MAINT OF	1133449
AMERICAN LEGION	101	6/14/2011	\$300.00 E	41200	444	DONATION REQUEST FO	COMMUNITY PRO	1133379
DEPT 41200 MAYOR & COUNCIL			\$20,140.11					
DEPT 41240 RECYCLING								
	101	6/1/2011	\$107.19 E	41240	101	Labor Distribution	WAGES AND SAL	
	101	6/13/2011	\$107.19 E	41240	101	Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$107.19 E	41240	101	Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$7.77 E	41240	121	Labor Distribution	P E R A	
	101	6/13/2011	\$7.77 E	41240	121	Labor Distribution	P E R A	
	101	6/1/2011	\$7.77 E	41240	121	Labor Distribution	P E R A	
	101	6/27/2011	\$6.60 E	41240	122	Labor Distribution	CONT TO RET., S	
	101	6/13/2011	\$6.60 E	41240	122	Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$6.60 E	41240	122	Labor Distribution	CONT TO RET., S	
	101	6/13/2011	\$4.96 E	41240	126	Labor Distribution	H S A	
	101	6/27/2011	\$4.96 E	41240	126	Labor Distribution	H S A	
	101	6/1/2011	\$4.96 E	41240	126	Labor Distribution	H S A	
	101	6/27/2011	\$6.92 E	41240	131	Labor Distribution	CONT TO EMPLO	
	101	6/1/2011	\$9.50 E	41240	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$6.92 E	41240	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$1.54 E	41240	170	Labor Distribution	MEDICARE	
	101	6/1/2011	\$1.54 E	41240	170	Labor Distribution	MEDICARE	
	101	6/27/2011	\$1.54 E	41240	170	Labor Distribution	MEDICARE	
U S BANK VISA	101	6/28/2011	\$13.93 E	41240	306	THE UPS STORE	PROF SER-OTHE	1133395
U S BANK VISA	101	6/28/2011	\$3.13 E	41240	306	TACO JOHNS	PROF SER-OTHE	1133395
U S BANK VISA	101	6/28/2011	\$5.00 E	41240	306	ADMIN CREDIT CARD	PROF SER-OTHE	1133395
U S BANK VISA	101	6/28/2011	\$40.16 E	41240	306	MENARDS	PROF SER-OTHE	1133395
HERING, JOHN	101	6/14/2011	\$30.00 E	41240	370	RECYCLING RECIPIENT	RECYCLING INCE	1133416
DEPT 41240 RECYCLING			\$499.74					
DEPT 41400 ADMINISTRATION								
	101	6/1/2011	\$3,493.90 E	41400	101	Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$3,452.78 E	41400	101	Labor Distribution	WAGES AND SAL	
	101	6/13/2011	\$3,493.90 E	41400	101	Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$253.31 E	41400	121	Labor Distribution	P E R A	
	101	6/13/2011	\$253.31 E	41400	121	Labor Distribution	P E R A	
	101	6/27/2011	\$250.33 E	41400	121	Labor Distribution	P E R A	
	101	6/13/2011	\$214.66 E	41400	122	Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$212.11 E	41400	122	Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$214.66 E	41400	122	Labor Distribution	CONT TO RET., S	

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	101	6/27/2011	\$195.15 E	41400	126	Labor Distribution	H S A	
	101	6/1/2011	\$195.15 E	41400	126	Labor Distribution	H S A	
	101	6/13/2011	\$195.15 E	41400	126	Labor Distribution	H S A	
	101	6/27/2011	\$411.35 E	41400	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$411.35 E	41400	131	Labor Distribution	CONT TO EMPLO	
	101	6/1/2011	\$497.35 E	41400	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$50.21 E	41400	170	Labor Distribution	MEDICARE	
	101	6/1/2011	\$50.21 E	41400	170	Labor Distribution	MEDICARE	
	101	6/27/2011	\$49.62 E	41400	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$41.68 E	41400	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
WANDA MADSEN	101	6/27/2011	\$250.54 E	41400	400	MILEAGE REIMBURSEME	USE OF PERSON	1133393
MITCH BERG	101	6/27/2011	\$94.72 E	41400	400	HOTEL, MILEAGE, & MEAL	USE OF PERSON	1133391
U S BANK VISA	101	6/2/2011	\$50.00 E	41400	402	EXCEL MODELING CLASS	CONFERENCES &	1133357
U S BANK VISA	101	6/28/2011	\$326.61 E	41400	402	ADMIN CREDIT CARD	CONFERENCES &	1133395
U S BANK VISA	101	6/28/2011	\$30.00 E	41400	402	ADMIN CREDIT CARD	CONFERENCES &	1133395
MITCH BERG	101	6/27/2011	\$228.42 E	41400	402	HOTEL, MILEAGE, & MEAL	CONFERENCES &	1133391
TR COMPUTER SALES LLC	101	6/14/2011	\$144.00 E	41400	416	COMPUTER CONSULTING	REPAIR/MAINT OF	1133447
FIRST STATE BANK OF BAYP	101	7/5/2011	\$10.00 E	41400	430	FILE CHARGE FOR DIREC	MISC	000846
FIRST STATE BANK OF BAYP	101	7/5/2011	\$10.00 E	41400	430	FILE FOR DIRECT DEPOSI	MISC	000848
U S BANK VISA	101	6/2/2011	\$41.32 E	41400	430	APRIL LATE FEE/INTERES	MISC	1133357
U S BANK VISA	101	6/2/2011	\$4.96 E	41400	430	ADMIN CREDIT CARD	MISC	1133357
FIRST STATE BANK OF BAYP	101	7/5/2011	\$10.00 E	41400	430	FILE CHG FOR DIRECT DE	MISC	000843
FIRST STATE BANK OF BAYP	101	7/5/2011	\$2.60 E	41400	430	PER CHECK CHG FOR DI	MISC	000844
FIRST STATE BANK OF BAYP	101	7/5/2011	\$2.30 E	41400	430	PER CHG FOR PER CHEC	MISC	000845
FIRST STATE BANK OF BAYP	101	7/5/2011	\$2.30 E	41400	430	PER CHECK FEE FOR DIR	MISC	000849
DEPT 41400 ADMINISTRATION			\$15,143.95					
DEPT 41910 PLANNING & ZONING								
	101	6/13/2011	\$5,510.39 E	41910	101	Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$5,510.39 E	41910	101	Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$5,441.87 E	41910	101	Labor Distribution	WAGES AND SAL	
	101	6/13/2011	\$399.53 E	41910	121	Labor Distribution	P E R A	
	101	6/1/2011	\$399.53 E	41910	121	Labor Distribution	P E R A	
	101	6/27/2011	\$394.56 E	41910	121	Labor Distribution	P E R A	
	101	6/13/2011	\$338.32 E	41910	122	Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$338.32 E	41910	122	Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$334.07 E	41910	122	Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$330.77 E	41910	126	Labor Distribution	H S A	
	101	6/1/2011	\$330.77 E	41910	126	Labor Distribution	H S A	
	101	6/13/2011	\$330.77 E	41910	126	Labor Distribution	H S A	
	101	6/27/2011	\$678.37 E	41910	131	Labor Distribution	CONT TO EMPLO	
	101	6/1/2011	\$806.99 E	41910	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$678.37 E	41910	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$79.13 E	41910	170	Labor Distribution	MEDICARE	
	101	6/1/2011	\$79.13 E	41910	170	Labor Distribution	MEDICARE	
	101	6/27/2011	\$78.14 E	41910	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$34.73 E	41910	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
HOLIDAY FLEET	101	6/8/2011	\$192.06 E	41910	212	FUEL ALL DEPT'S	MOTOR FUELS &	1133362
	101	6/22/2011	-\$9.08 E	41910	217	reverse from planning dept.	MATERIALS & PR	
TR COMPUTER SALES LLC	101	6/14/2011	\$120.00 E	41910	416	COMPUTER CONSULTING	REPAIR/MAINT OF	1133447
DEPT 41910 PLANNING & ZONING			\$22,397.13					
DEPT 41940 MUNICIPAL BUILDINGS								
SERVICEMASTER	101	6/14/2011	\$300.00 E	41940	302	CLEANING SERVICE FOR	CONTRACT SERV	1133439
OFFICE OF ENT TECHNOLO	101	6/21/2011	\$432.78 E	41940	321	PHONES	COMMUNICATION	1133432
	101	6/22/2011	\$1,319.26 E	41940	321	dept. phone reverse	COMMUNICATION	
COMCAST	101	6/27/2011	\$49.90 E	41940	321	HIGH SPEED INTERNET -	COMMUNICATION	1133409
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$1,816.00 E	41940	380	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
XCEL	101	6/8/2011	\$580.51 E	41940	380	GAS & ELECTRIC	ELECTRIC SERVI	1133368
XCEL	101	6/8/2011	\$108.21 E	41940	381	GAS & ELECTRIC	FUEL FOR HEAT	1133368

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MINNESOTA ELEVATOR	101	6/14/2011	\$150.04	E	41940	420	JUNE 2011 SERVICE BILLI	R & M BLDGS, ST	1133429
AMERICAN FLAGPOLE & FLA	101	6/29/2011	\$226.45	E	41940	420	CITY HALL FLAG POLE	R & M BLDGS, ST	1133400
DEPT 41940 MUNICIPAL BUILDINGS			\$4,983.15						
DEPT 42100 POLICE									
	101	6/1/2011	\$936.19	E	42100	050	Labor Distribution	SEASONAL/PART	
	101	6/27/2011	\$1,650.84	E	42100	050	Labor Distribution	SEASONAL/PART	
	101	6/13/2011	\$1,583.19	E	42100	050	Labor Distribution	SEASONAL/PART	
	101	6/13/2011	\$13,476.86	E	42100	101	Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$12,951.26	E	42100	101	Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$13,105.16	E	42100	101	Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$1,343.91	E	42100	102	Labor Distribution	OVERTIME	
	101	6/13/2011	\$1,505.49	E	42100	102	Labor Distribution	OVERTIME	
	101	6/1/2011	\$480.19	E	42100	102	Labor Distribution	OVERTIME	
	101	6/1/2011	\$642.24	E	42100	103	Labor Distribution	SPECIAL DUTIES	
	101	6/13/2011	\$1,143.37	E	42100	103	Labor Distribution	SPECIAL DUTIES	
	101	6/1/2011	\$2,135.12	E	42100	121	Labor Distribution	P E R A	
	101	6/27/2011	\$2,247.92	E	42100	121	Labor Distribution	P E R A	
	101	6/13/2011	\$2,483.21	E	42100	121	Labor Distribution	P E R A	
	101	6/1/2011	\$16.48	E	42100	122	Labor Distribution	CONT TO RET., S	
	101	6/13/2011	\$33.94	E	42100	122	Labor Distribution	CONT TO RET., S	
	101	6/27/2011	\$35.48	E	42100	122	Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$504.41	E	42100	126	Labor Distribution	H S A	
	101	6/27/2011	\$504.41	E	42100	126	Labor Distribution	H S A	
	101	6/13/2011	\$504.41	E	42100	126	Labor Distribution	H S A	
	101	6/1/2011	\$1,330.57	E	42100	131	Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$1,026.82	E	42100	131	Labor Distribution	CONT TO EMPLO	
	101	6/27/2011	\$1,026.82	E	42100	131	Labor Distribution	CONT TO EMPLO	
LEAGUE OF MN CITIES INS T	101	6/8/2011	\$109.41	E	42100	150	CLAIM DEDUCTIBLE/EAST	WORKER'S COMP	1133363
	101	6/1/2011	\$216.45	E	42100	170	Labor Distribution	MEDICARE	
	101	6/27/2011	\$232.25	E	42100	170	Labor Distribution	MEDICARE	
	101	6/13/2011	\$255.59	E	42100	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$34.73	E	42100	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
U S BANK VISA	101	6/28/2011	\$88.50	E	42100	202	TRAIN SAFE	UNIFORMS - MISC	1133396
UNIFORMS UNLIMITED	101	6/8/2011	\$175.50	E	42100	202	MPS MAG HOLDERS/WILL	UNIFORMS - MISC	1133366
UNIFORMS UNLIMITED	101	6/14/2011	\$266.50	E	42100	209	UNIFORMS SUPPLIES/WIL	UNIFORMS - WILL	1133376
HOLIDAY FLEET	101	6/8/2011	\$18.42	E	42100	212	FUEL ALL DEPT'S	MOTOR FUELS &	1133362
WASHINGTON COUNTY SHE	101	6/14/2011	\$1,460.86	E	42100	212	FUEL MAY 2011 POLICE D	MOTOR FUELS &	1133453
ECKBERG, LAMMERS, BRIGG	101	6/8/2011	\$2,253.13	E	42100	300	PROSECUTION/POLICE D	PROF SER-LEGAL	1133361
U S BANK VISA	101	6/28/2011	\$149.98	E	42100	306	MINNESOTACO	PROF SER-OTHE	1133396
KEEPRS, INC	101	7/5/2011	\$146.41	E	42100	306	GUN MOUTED/POLICE DE	PROF SER-OTHE	1133421
PUBLIC SAFETY EQUIPMENT	101	6/21/2011	\$135.00	E	42100	306	CERTIFICATION OF RADA	PROF SER-OTHE	1133381
U S BANK VISA	101	6/28/2011	\$6.42	E	42100	306	NAPA STORE	PROF SER-OTHE	1133396
VERIZON WIRELESS	101	6/14/2011	\$78.08	E	42100	321	PHONE/POLICE DEPT.	COMMUNICATION	1133377
VERIZON WIRELESS	101	6/8/2011	\$161.85	E	42100	321	PHONES - POLICE DEPT.	COMMUNICATION	1133367
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$813.00	E	42100	360	EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$4,181.00	E	42100	360	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
WASHINGTON COUNTY PUB	101	7/5/2011	\$1,200.24	E	42100	391	2ND QTR. RADIOS/POLIC	SHARED AUTOMA	1133452
CASPERSON MOTORS	101	6/27/2011	\$57.68	E	42100	412	2304 - OIL/FILTER/ROTAT	REP & MAINT VEH	1133383
DISCOUNT TIRE CO	101	6/8/2011	\$584.00	E	42100	412	2502 TIRES/POLICE DEPT.	REP & MAINT VEH	1133360
CASPERSON MOTORS	101	6/27/2011	\$32.68	E	42100	412	2902 - OIL/FILTER - POLIC	REP & MAINT VEH	1133383
CASPERSON MOTORS	101	6/27/2011	\$47.68	E	42100	412	2101 - OIL/FILTER/ROTAT	REP & MAINT VEH	1133383
CENTURY AVENUE COLLISIO	101	6/27/2011	\$850.98	E	42100	412	K-9 TAKE HOME SQUAD	REP & MAINT VEH	1133407
CASPERSON MOTORS	101	6/27/2011	\$32.68	E	42100	412	2901 - OIL/FILTER - POLIC	REP & MAINT VEH	1133383
HUDSON FORD	101	6/21/2011	\$93.45	E	42100	412	04 FORD - POLICE DEPT.	REP & MAINT VEH	1133418
CARQUEST OF STILLWATER	101	6/2/2011	\$25.65	E	42100	412	VEHICLE MAINT. / POLICE	REP & MAINT VEH	1133349
TR COMPUTER SALES LLC	101	6/14/2011	\$120.00	E	42100	416	COMPUTER CONSULTING	REPAIR/MAINT OF	1133447
NO ST PAUL FIRE SAFETY G	101	7/5/2011	\$250.00	E	42100	444	DAY FIRE SAFETY TRAIL	COMMUNITY PRO	1133431
EASTMAN, LAURA	101	6/27/2011	\$31.22	E	42100	444	SAFETY CAMP/NNA PROJ	COMMUNITY PRO	1133385

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DEPT 42100 POLICE			\$74,777.63				
DEPT 42200 FIRE PROTECTION							
	101	6/2/2011	\$983.33 E	42200	101 Labor Distribution	WAGES AND SAL	
	101	6/2/2011	\$60.97 E	42200	122 Labor Distribution	CONT TO RET., S	
	101	6/2/2011	\$14.26 E	42200	170 Labor Distribution	MEDICARE	
ASPEN MILLS INC	101	6/28/2011	\$194.50 E	42200	202 OPERATING MATERIAL -	UNIFORMS - MISC	1133401
HOLIDAY FLEET	101	6/8/2011	\$798.61 E	42200	212 FUEL ALL DEPT'S	MOTOR FUELS &	1133362
U S BANK VISA	101	6/14/2011	\$58.91 E	42200	220 MENARDS	OPERATING SUP	1133375
U S BANK VISA	101	6/28/2011	\$40.55 E	42200	220 FIRE DEPT. CREDIT CARD	OPERATING SUP	1133394
U S BANK VISA	101	6/14/2011	\$25.71 E	42200	220 MCDONALDS	OPERATING SUP	1133375
BOUND TREE MEDICAL, LLC	101	6/28/2011	\$161.13 E	42200	240 OPERATING MATERIAL	SMALL TOOLS-EQ	1133404
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$70.00 E	42200	306 PROFESSIONAL SERVICE	PROF SER-OTHE	1133411
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$20.00 E	42200	306 PROFESSIONAL SERVICE	PROF SER-OTHE	1133411
ECKBERG, LAMMERS, BRIGG	101	6/14/2011	\$20.00 E	42200	306 PROFESSIONAL SERVICE	PROF SER-OTHE	1133411
NEXTEL COMMUNICATIONS	101	6/28/2011	\$196.22 E	42200	321 PHONES - FIRE DEPT.	COMMUNICATION	1133397
ANCOM COMMUNICATIONS I	101	6/14/2011	\$105.00 E	42200	323 EQUIPMENT REPAIR/FIRE	RADIOS-REPAIR	1133370
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$16,210.00 E	42200	360 COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
XCEL	101	6/8/2011	\$255.47 E	42200	380 GAS & ELECTRIC	ELECTRIC SERVI	1133368
XCEL	101	6/8/2011	\$104.40 E	42200	381 GAS & ELECTRIC	FUEL FOR HEAT	1133368
EMERGENCY APPARATUS M	101	6/28/2011	\$7,749.85 E	42200	412 LADDER 2103 - FIRE DEPT	REP & MAINT VEH	1133413
EMERGENCY APPARATUS M	101	6/28/2011	\$1,244.20 E	42200	412 TANKER/PUMPER 2104 - F	REP & MAINT VEH	1133413
EMERGENCY APPARATUS M	101	6/28/2011	\$1,173.84 E	42200	412 ENGINE 2105 - FIRE DEPT	REP & MAINT VEH	1133413
EMERGENCY APPARATUS M	101	6/28/2011	\$7,287.90 E	42200	412 TANKER/PUMPER 2110 - F	REP & MAINT VEH	1133413
RIVER STATES TRUCK AND	101	6/14/2011	\$1,272.83 E	42200	412 EQUIP. REPAIR/FIRE DEP	REP & MAINT VEH	1133374
EMERGENCY APPARATUS M	101	6/28/2011	\$625.79 E	42200	412 RESCUE 2107 - FIRE DEP	REP & MAINT VEH	1133413
MUNICIPAL EMERGENCY SE	101	6/14/2011	\$163.87 E	42200	419 EQUIP. MAINT. / FIRE DEP	REPAIR & MAINT	1133373
OUTDOOR POWER REPAIR	101	6/28/2011	\$112.05 E	42200	419 EQUIP MAINT. - FIRE DEP	REPAIR & MAINT	1133434
DEPT 42200 FIRE PROTECTION			\$38,949.39				
DEPT 43100 STREET MAINT							
	101	6/13/2011	\$924.00 E	43100	050 Labor Distribution	SEASONAL/PART	
	101	6/1/2011	\$948.00 E	43100	050 Labor Distribution	SEASONAL/PART	
	101	6/27/2011	\$954.00 E	43100	050 Labor Distribution	SEASONAL/PART	
	101	6/13/2011	\$1,922.40 E	43100	101 Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$1,922.40 E	43100	101 Labor Distribution	WAGES AND SAL	
	101	6/27/2011	\$1,922.40 E	43100	101 Labor Distribution	WAGES AND SAL	
	101	6/1/2011	\$996.30 E	43100	102 Labor Distribution	OVERTIME	
	101	6/27/2011	\$139.38 E	43100	121 Labor Distribution	P E R A	
	101	6/13/2011	\$139.38 E	43100	121 Labor Distribution	P E R A	
	101	6/1/2011	\$211.61 E	43100	121 Labor Distribution	P E R A	
	101	6/27/2011	\$177.09 E	43100	122 Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$238.34 E	43100	122 Labor Distribution	CONT TO RET., S	
	101	6/13/2011	\$175.23 E	43100	122 Labor Distribution	CONT TO RET., S	
	101	6/1/2011	\$137.94 E	43100	126 Labor Distribution	H S A	
	101	6/13/2011	\$123.83 E	43100	126 Labor Distribution	H S A	
	101	6/27/2011	\$124.04 E	43100	126 Labor Distribution	H S A	
	101	6/13/2011	\$209.00 E	43100	131 Labor Distribution	CONT TO EMPLO	
	101	6/1/2011	\$305.58 E	43100	131 Labor Distribution	CONT TO EMPLO	
	101	6/27/2011	\$209.55 E	43100	131 Labor Distribution	CONT TO EMPLO	
	101	6/13/2011	\$40.98 E	43100	170 Labor Distribution	MEDICARE	
	101	6/27/2011	\$41.41 E	43100	170 Labor Distribution	MEDICARE	
	101	6/1/2011	\$55.75 E	43100	170 Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	101	6/14/2011	\$6.94 E	43100	201 SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
HOLIDAY FLEET	101	6/8/2011	\$345.34 E	43100	212 FUEL ALL DEPT'S	MOTOR FUELS &	1133362
STILLWATER MEDICAL GRO	101	6/29/2011	\$71.00 E	43100	302 DUNCAN SECOR - DRUG	CONTRACT SERV	1133443
STILLWATER MEDICAL GRO	101	6/29/2011	\$71.00 E	43100	302 DRUG SCREEN - NICHOL	CONTRACT SERV	1133443
STILLWATER GAZETTE	101	6/21/2011	\$30.43 E	43100	350 NOTICE TO CONSIDER ST	PRINTING & PUBL	1133442
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$3,369.00 E	43100	360 COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$93.00 E	43100	360 EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424

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BUBERL BLACK DIRT	101	6/21/2011	\$153.90	E	43100	410	12 YDS BLACK DIRT	REPAIR & MAINT	1133405
TR COMPUTER SALES LLC	101	6/14/2011	\$24.00	E	43100	416	COMPUTER CONSULTING	REPAIR/MAINT OF	1133447
DEPT 43100 STREET MAINT			\$16,083.22						
DEPT 43130 STREET - FLOOD PREPARATION									
	101	6/22/2011	\$9.08	E	43130	224	reverse from planning dept.	FLOOD EXPENSE	
ST CROIX TREE SERVICE	101	6/21/2011	\$125.00	E	43130	224	TREE DISPOSAL-FLOOD	FLOOD EXPENSE	1133441
DEPT 43130 STREET - FLOOD PREPARAT			\$134.08						
DEPT 43160 STREET LIGHTING									
XCEL	101	6/8/2011	\$2,273.62	E	43160	380	GAS & ELECTRIC	ELECTRIC SERVI	1133368
DEPT 43200 PARKS									
	101	6/13/2011	\$355.00	E	43200	050	Labor Distribution	SEASONAL/PART	
	101	6/13/2011	\$22.01	E	43200	122	Labor Distribution	CONT TO RET., S	
	101	6/13/2011	\$5.15	E	43200	170	Labor Distribution	MEDICARE	
HOLIDAY FLEET	101	6/8/2011	\$331.45	E	43200	212	FUEL ALL DEPT'S	MOTOR FUELS &	1133362
CENTURY POWER EQUIPME	101	6/21/2011	\$33.39	E	43200	212	OPERATING MAINT. - OIL/	MOTOR FUELS &	1133408
ECONO SIGNS	101	6/29/2011	\$221.61	E	43200	220	PARK SIGNS	OPERATING SUP	1133412
VAN PAPER CO	101	6/29/2011	\$403.78	E	43200	220	PARK PAPER GOODS	OPERATING SUP	1133450
M/A ASSOCIATES INC	101	6/21/2011	\$51.46	E	43200	220	SOAP DISPENSOR	OPERATING SUP	1133425
MENARDS-STILLWATER	101	6/29/2011	\$74.44	E	43200	220	SHOP SUPPLIES	OPERATING SUP	1133427
T. R. F. SUPPLY	101	6/21/2011	\$125.04	E	43200	220	DUMPSTER SCENT	OPERATING SUP	1133445
U S BANK VISA	101	6/8/2011	\$195.75	E	43200	220	ZERO WASTE USA	OPERATING SUP	1133365
MENARDS-STILLWATER	101	6/29/2011	-\$17.72	E	43200	220	CREDIT - PARTS	OPERATING SUP	1133427
MENARDS-STILLWATER	101	6/29/2011	\$6.08	E	43200	240	WRENCH	SMALL TOOLS-EQ	1133427
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$3,946.00	E	43200	360	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	101	6/28/2011	\$161.00	E	43200	360	EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424
CARQUEST OF STILLWATER	101	6/21/2011	\$3.90	E	43200	412	LIQUID STEEL -	REP & MAINT VEH	1133406
CARQUEST OF STILLWATER	101	6/21/2011	\$9.96	E	43200	412	GREASE FITTINGS	REP & MAINT VEH	1133406
CENTURY POWER EQUIPME	101	6/29/2011	\$35.67	E	43200	412	TRIMMER LINE	REP & MAINT VEH	1133408
CENTURY POWER EQUIPME	101	6/29/2011	\$60.81	E	43200	412	OIL & FILTER	REP & MAINT VEH	1133408
CARQUEST OF STILLWATER	101	6/21/2011	\$13.20	E	43200	412	VEHCILE MAINT.	REP & MAINT VEH	1133406
TR COMPUTER SALES LLC	101	6/14/2011	\$24.00	E	43200	416	COMPUTER CONSULTING	REPAIR/MAINT OF	1133447
U S BANK VISA	101	6/8/2011	\$22.47	E	43200	420	ACE HARDWARE	R & M BLDGS, ST	1133365
KPEARSON MECHANICAL L.L	101	6/29/2011	\$339.86	E	43200	420	BEACH HOUSE RESTROO	R & M BLDGS, ST	1133422
U S BANK VISA	101	6/8/2011	\$144.13	E	43200	420	GOODIN COMPANY	R & M BLDGS, ST	1133365
U S BANK VISA	101	6/8/2011	\$629.99	E	43200	420	GOODIN COMP	R & M BLDGS, ST	1133365
AIR FRESH PORTABLE TOILE	101	6/21/2011	\$253.08	E	43200	425	MTHLY RENTAL 6/10/11-7/	SATILLITIES	1133399
DEPT 43200 PARKS			\$7,451.51						
DEPT 43300 CEMETERY									
LANDSCAPES BY MARK	101	6/21/2011	\$325.00	E	43300	310	GRAVE OPENING/MCNAL	GRAVE OPENING	1133423
MENARDS-STILLWATER	101	6/21/2011	\$13.98	E	43300	410	TOOL SHED SUPPLIES	REPAIR & MAINT	1133427
MENARDS-STILLWATER	101	6/21/2011	\$34.04	E	43300	410	TOOL SHED SUPPLIES	REPAIR & MAINT	1133427
MENARDS-STILLWATER	101	6/21/2011	\$87.02	E	43300	410	TOOL SHED SUPPLIES	REPAIR & MAINT	1133427
MENARDS-STILLWATER	101	6/21/2011	\$3.52	E	43300	410	OPERATING MAINT.	REPAIR & MAINT	1133427
DEPT 43300 CEMETERY			\$463.56						
FUND 101 GENERAL			\$203,297.09						
FUND 103 G O TIF BD FUND 1990 CAP PROJ									
DEPT 00000 GENERAL GOVERNMENT									
WASHINGTON COUNTY REC	103	6/14/2011	\$480.00	E	00000	306	FINAL 2011 TIF ADMIN/MAI	PROF SER-OTHE	1133378

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MONTHLY EXPENSES 1133348-1133455

Period Name: JUNE

Search Name	FUN	Tran Date	Amount	A	DEPT OBJ	Comments	OBJ Descr	Check Nbr
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1								
DEPT 00000 GENERAL GOVERNMENT								
WASHINGTON COUNTY REC	107	6/14/2011	\$240.00	E	00000	306 FINAL 2011 TIF ADMIN/MAI PROF SER-OTHE		1133378
FUND 203 PUBLIC WORKS EQUIPMENT REPL								
DEPT 41900 CAPITAL IMPROVEMENTS								
CENTURY POWER EQUIPME	203	6/29/2011	\$11,508.64	E	41900	530 GROUNDS MOWER	CAPITAL OUTLAY	1133408
FUND 206 WATER/SEWER IMPROVEMENT FUND								
DEPT 41603 SO MN STREET UTILITY PROJECT								
S E H	206	6/29/2011	\$5,889.66	E	41603	301 2010 I/I IMPROVEMENTS	PROF SER-ENGIN	1133436
FUND 211 LIBRARY								
DEPT 45500 LIBRARY								
	211	6/27/2011	\$2,485.83	E	45500	050 Labor Distribution	SEASONAL/PART	
	211	6/1/2011	\$2,355.69	E	45500	050 Labor Distribution	SEASONAL/PART	
	211	6/13/2011	\$2,362.72	E	45500	050 Labor Distribution	SEASONAL/PART	
	211	6/1/2011	\$3,013.30	E	45500	101 Labor Distribution	WAGES AND SAL	
	211	6/13/2011	\$3,013.30	E	45500	101 Labor Distribution	WAGES AND SAL	
	211	6/27/2011	\$3,013.30	E	45500	101 Labor Distribution	WAGES AND SAL	
	211	6/27/2011	\$375.34	E	45500	121 Labor Distribution	P E R A	
	211	6/13/2011	\$368.87	E	45500	121 Labor Distribution	P E R A	
	211	6/1/2011	\$372.27	E	45500	121 Labor Distribution	P E R A	
	211	6/1/2011	\$326.69	E	45500	122 Labor Distribution	CONT TO RET., S	
	211	6/27/2011	\$334.75	E	45500	122 Labor Distribution	CONT TO RET., S	
	211	6/13/2011	\$327.10	E	45500	122 Labor Distribution	CONT TO RET., S	
	211	6/1/2011	\$106.00	E	45500	131 Labor Distribution	CONT TO EMPLO	
	211	6/13/2011	\$39.55	E	45500	131 Labor Distribution	CONT TO EMPLO	
	211	6/27/2011	\$39.55	E	45500	131 Labor Distribution	CONT TO EMPLO	
	211	6/27/2011	\$78.29	E	45500	170 Labor Distribution	MEDICARE	
	211	6/13/2011	\$76.50	E	45500	170 Labor Distribution	MEDICARE	
	211	6/1/2011	\$76.40	E	45500	170 Labor Distribution	MEDICARE	
BAKER & TAYLOR	211	6/27/2011	\$216.33	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$26.73	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$27.98	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$11.98	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$14.95	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$88.07	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$81.46	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$11.88	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$58.47	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$73.16	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$39.01	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$11.88	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$82.48	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$239.26	E	45500	217 BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$121.16	E	45500	217 BOOKS	MATERIALS & PR	1133403

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Period Name: JUNE

Search Name	FUN	Tran Date	A Amount ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
BAKER & TAYLOR	211	6/27/2011	\$46.80 E	45500	217	BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$176.41 E	45500	217	BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$0.00 E	45500	217	BOOKS	MATERIALS & PR	1133403
BAKER & TAYLOR	211	6/27/2011	\$37.13 E	45500	217	BOOKS	MATERIALS & PR	1133403
INNOVATIVE OFFICE SOLUTI	211	6/27/2011	\$190.10 E	45500	220	SUPPLIES - LIBRARY	OPERATING SUP	1133419
SHARON SIPPEL	211	6/27/2011	\$1,425.00 E	45500	302	CLEANING SERVICE - LIB	CONTRACT SERV	1133440
COMCAST	211	6/28/2011	\$5.00 E	45500	321	HIGH SPEED INTERNET -	COMMUNICATION	1133409
OFFICE OF ENT TECHNOLO	211	6/27/2011	\$71.27 E	45500	321	PHONES - LIBRARY	COMMUNICATION	1133432
WASHINGTON COUNTY LIBR	211	6/27/2011	\$140.70 E	45500	321	QWEST'S DATA LINE JUN	COMMUNICATION	1133451
STILLWATER GAZETTE	211	6/29/2011	\$355.28 E	45500	350	LIBRARY DIRECTOR POSI	PRINTING & PUBL	1133442
LEAGUE OF MN CITIES INS T	211	6/28/2011	\$539.00 E	45500	360	EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	211	6/28/2011	\$6,911.00 E	45500	360	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
XCEL	211	6/8/2011	\$815.60 E	45500	380	GAS & ELECTRIC	ELECTRIC SERVI	1133368
XCEL	211	6/8/2011	\$54.20 E	45500	381	GAS & ELECTRIC	FUEL FOR HEAT	1133368
WASHINGTON COUNTY LIBR	211	6/27/2011	\$112.65 E	45500	391	REFERENCE DATABASE 6	SHARED AUTOMA	1133451
TOSHIBA BUSINESS SOLUTI	211	6/27/2011	\$63.75 E	45500	416	BAND/LIBRARY	REPAIR/MAINT OF	1133446
LANDSCAPES BY MARK	211	6/27/2011	\$80.00 E	45500	420	TURN ON SPRINKLER SY	R & M BLDGS, ST	1133423
TRU GREEN CHEMLAWN	211	6/27/2011	\$47.25 E	45500	420	SPRING APP/LIBRARY	R & M BLDGS, ST	1133448
MINNESOTA ELEVATOR	211	6/27/2011	\$157.23 E	45500	420	JUNE SERVICE/LIBRARY	R & M BLDGS, ST	1133429
INNOVATIVE OFFICE SOLUTI	211	6/27/2011	\$257.47 E	45500	420	SUPPLIES - LIBRARY	R & M BLDGS, ST	1133419
SVL SERVICE CORPORATIO	211	6/27/2011	\$126.70 E	45500	420	SERVICE PERFORMED/LI	R & M BLDGS, ST	1133444
DEPT 45500 LIBRARY			\$31,482.79					
FUND 211 LIBRARY			\$31,482.79					
FUND 415 MUNICIPAL BLDGS MAINT								
DEPT 41600 CAPITAL OUTLAY								
J G HAUSE CONTRUCTION, I	415	6/28/2011	\$2,285.50 E	41600	420	REMOVE & REPLACE FIR	R & M BLDGS, ST	1133420
FUND 601 WATER								
DEPT 46110 WATER-PUMPHOUSE								
XCEL	601	6/8/2011	\$1,515.94 E	46110	380	GAS & ELECTRIC	ELECTRIC SERVI	1133368
XCEL	601	6/8/2011	\$110.26 E	46110	381	GAS & ELECTRIC	FUEL FOR HEAT	1133368
SCHMIDT MECHANICAL	601	6/21/2011	\$335.33 E	46110	419	SERVICE WELL HOUSE H	REPAIR & MAINT	1133437
HOT CIRCUIT ELECTRIC	601	6/29/2011	\$830.00 E	46110	419	AIR STRIPPER & BOOSTE	REPAIR & MAINT	1133417
AUTOMATIC SYSTEMS CO	601	6/21/2011	\$1,897.81 E	46110	419	TRANSDUCER / BAYTOW	REPAIR & MAINT	1133402
MCCARTHY WELL COMPANY	601	6/29/2011	\$1,040.00 E	46110	419	WATER DEPT. ANNUAL S	REPAIR & MAINT	1133426
AUTOMATIC SYSTEMS CO	601	6/21/2011	\$96.35 E	46110	419	CONTROL BAYTOWN RES	REPAIR & MAINT	1133402
DEPT 46110 WATER-PUMPHOUSE			\$5,825.69					
DEPT 46120 WATER								
	601	6/27/2011	\$297.75 E	46120	050	Labor Distribution	SEASONAL/PART	
	601	6/13/2011	\$253.40 E	46120	050	Labor Distribution	SEASONAL/PART	
	601	6/1/2011	\$627.17 E	46120	050	Labor Distribution	SEASONAL/PART	
	601	6/27/2011	\$4,235.21 E	46120	101	Labor Distribution	WAGES AND SAL	
	601	6/1/2011	\$4,248.91 E	46120	101	Labor Distribution	WAGES AND SAL	
	601	6/13/2011	\$4,258.91 E	46120	101	Labor Distribution	WAGES AND SAL	
	601	6/1/2011	\$353.55 E	46120	121	Labor Distribution	P E R A	
	601	6/27/2011	\$328.67 E	46120	121	Labor Distribution	P E R A	
	601	6/13/2011	\$327.18 E	46120	121	Labor Distribution	P E R A	
	601	6/1/2011	\$294.11 E	46120	122	Labor Distribution	CONT TO RET., S	
	601	6/27/2011	\$272.77 E	46120	122	Labor Distribution	CONT TO RET., S	
	601	6/13/2011	\$271.48 E	46120	122	Labor Distribution	CONT TO RET., S	
	601	6/13/2011	\$206.22 E	46120	126	Labor Distribution	H S A	
	601	6/27/2011	\$205.91 E	46120	126	Labor Distribution	H S A	
	601	6/1/2011	\$198.96 E	46120	126	Labor Distribution	H S A	

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Period Name: JUNE

Search Name	FUN	Tran Date	A Amount ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
	601	6/13/2011	\$430.55 E	46120	131	Labor Distribution	CONT TO EMPLO	
	601	6/1/2011	\$510.46 E	46120	131	Labor Distribution	CONT TO EMPLO	
	601	6/27/2011	\$429.74 E	46120	131	Labor Distribution	CONT TO EMPLO	
	601	6/27/2011	\$63.81 E	46120	170	Labor Distribution	MEDICARE	
	601	6/1/2011	\$68.79 E	46120	170	Labor Distribution	MEDICARE	
	601	6/13/2011	\$63.50 E	46120	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	601	6/14/2011	\$6.94 E	46120	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
HOLIDAY FLEET	601	6/8/2011	\$493.25 E	46120	212	FUEL ALL DEPT'S	MOTOR FUELS &	1133362
U S BANK VISA	601	6/8/2011	\$20.90 E	46120	216	THE UPS STORE	CHEMICALS AND	1133365
HAWKINS WATER	601	6/21/2011	\$30.00 E	46120	216	WATER TREATMENT - CH	CHEMICALS AND	1133414
HAWKINS WATER	601	6/21/2011	\$78.86 E	46120	216	WATER TESTING	CHEMICALS AND	1133414
HAWKINS WATER	601	6/21/2011	\$32.54 E	46120	216	WATER TESTING	CHEMICALS AND	1133414
U S BANK VISA	601	6/8/2011	\$46.07 E	46120	220	MENARDS	OPERATING SUP	1133365
MENARDS-STILLWATER	601	6/21/2011	\$69.82 E	46120	220	BLADES, BAGS, & FITTIN	OPERATING SUP	1133427
MENARDS-STILLWATER	601	6/21/2011	\$5.33 E	46120	240	CUT OFF WHEEL- WATER	SMALL TOOLS-EQ	1133427
MENARDS-STILLWATER	601	6/29/2011	\$69.84 E	46120	240	SMALL TOOLS	SMALL TOOLS-EQ	1133427
S E H	601	6/29/2011	\$267.63 E	46120	301	WATER PROTECTION PL	PROF SER-ENGIN	1133436
SENSUS METERING SYSTEM	601	6/29/2011	\$1,452.00 E	46120	302	SENSUS SYSTEM SUPPO	CONTRACT SERV	1133438
WATER CONSERVATION SE	601	6/29/2011	\$800.00 E	46120	302	JUNE 2011 WATERMAIN L	CONTRACT SERV	1133455
ONE CALL CONCEPTS	601	6/21/2011	\$92.10 E	46120	307	LOCATES	GOPHER STATE	1133433
COMCAST	601	6/21/2011	\$59.95 E	46120	321	HIGH SPEED INTERNET/	COMMUNICATION	1133409
POSTMASTER	601	6/29/2011	\$104.26 E	46120	322	2ND QTR. UTILITY POSTC	POSTAGE	1133398
LEAGUE OF MN CITIES INS T	601	6/28/2011	\$4,783.00 E	46120	360	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
LEAGUE OF MN CITIES INS T	601	6/28/2011	\$564.00 E	46120	360	EXCESS LIABILITY PREMI	INSURANCE/P&L	1133424
XCEL	601	6/8/2011	\$952.92 E	46120	380	GAS & ELECTRIC	ELECTRIC SERVI	1133368
XCEL	601	6/8/2011	\$318.59 E	46120	381	GAS & ELECTRIC	FUEL FOR HEAT	1133368
U S BANK VISA	601	6/8/2011	\$135.02 E	46120	412	CLEARLY AUTO	REP & MAINT VEH	1133365
TR COMPUTER SALES LLC	601	6/14/2011	\$24.00 E	46120	416	COMPUTER CONSULTING	REPAIR/MAINT OF	1133447
DEPT 46120 WATER			\$28,354.07					
FUND 601 WATER			\$34,179.76					
FUND 602 SEWER								
DEPT 46200 SEWER - OPERATING								
	602	6/1/2011	\$4,248.91 E	46200	101	Labor Distribution	WAGES AND SAL	
	602	6/27/2011	\$4,235.21 E	46200	101	Labor Distribution	WAGES AND SAL	
	602	6/13/2011	\$4,248.91 E	46200	101	Labor Distribution	WAGES AND SAL	
	602	6/27/2011	\$307.00 E	46200	121	Labor Distribution	P E R A	
	602	6/13/2011	\$307.98 E	46200	121	Labor Distribution	P E R A	
	602	6/1/2011	\$307.98 E	46200	121	Labor Distribution	P E R A	
	602	6/13/2011	\$255.13 E	46200	122	Labor Distribution	CONT TO RET., S	
	602	6/1/2011	\$255.20 E	46200	122	Labor Distribution	CONT TO RET., S	
	602	6/27/2011	\$254.27 E	46200	122	Labor Distribution	CONT TO RET., S	
	602	6/13/2011	\$205.77 E	46200	126	Labor Distribution	H S A	
	602	6/1/2011	\$198.92 E	46200	126	Labor Distribution	H S A	
	602	6/27/2011	\$205.87 E	46200	126	Labor Distribution	H S A	
	602	6/27/2011	\$429.63 E	46200	131	Labor Distribution	CONT TO EMPLO	
	602	6/13/2011	\$429.37 E	46200	131	Labor Distribution	CONT TO EMPLO	
	602	6/1/2011	\$510.32 E	46200	131	Labor Distribution	CONT TO EMPLO	
	602	6/27/2011	\$59.44 E	46200	170	Labor Distribution	MEDICARE	
	602	6/13/2011	\$59.66 E	46200	170	Labor Distribution	MEDICARE	
	602	6/1/2011	\$59.67 E	46200	170	Labor Distribution	MEDICARE	
BAYPORT PRINTING HOUSE,	602	6/14/2011	\$6.98 E	46200	201	SUPPLIES/ADMIN	OFFICE SUPPLIE	1133371
U S BANK VISA	602	6/8/2011	\$125.37 E	46200	206	WEARGUARD	UNIFORMS - PW	1133365
MENARDS-STILLWATER	602	6/21/2011	\$83.76 E	46200	220	SUPPLES - SEWER DEPT,	OPERATING SUP	1133427
POSTMASTER	602	6/29/2011	\$104.26 E	46200	322	2ND QTR. UTILITY POSTC	POSTAGE	1133398
LEAGUE OF MN CITIES INS T	602	6/28/2011	\$2,071.00 E	46200	360	COMMERCIAL PACKAGE	INSURANCE/P&L	1133424
TR COMPUTER SALES LLC	602	6/14/2011	\$24.00 E	46200	416	COMPUTER CONSULTING	REPAIR/MAINT OF	1133447
HENRY'S WATERWORKS, IN	602	6/21/2011	\$50.59 E	46200	416	LIFT STATION COOPLER	REPAIR/MAINT OF	1133415
MENARDS-STILLWATER	602	6/29/2011	-\$15.24 E	46200	419	CREDIT - SUPPLES	REPAIR & MAINT	1133427

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Period Name: JUNE

Search Name	FUN	Tran Date	Amount	A ct	DEPT OBJ Comments	OBJ Descr	Check Nbr
DEPT 46200 SEWER - OPERATING			\$19,029.96				
DEPT 46990 SEWER - NON-OPERATING							
METROPOLITAN COUNCIL (S	602	6/14/2011	\$31,010.92	E	46990 434 JULY 2011 ANNUAL FLOW STATE FEES FOR		1133428
FUND 602 SEWER			\$50,040.88				
FUND 803 P & Z ESCROWS							
DEPT 41912 INSPIRATION							
ECKBERG, LAMMERS, BRIGG	803	6/14/2011	\$98.00	E	41912 300 PROFESSIONAL SERVICE PROF SER-LEGAL		1133411
DEPT 80014 GROUP 41 (MIKE SCHALON							
ECKBERG, LAMMERS, BRIGG	803	6/14/2011	\$63.00	E	80014 300 PROFESSIONAL SERVICE PROF SER-LEGAL		1133411
DEPT 80024 RICK PARENT							
RICHARD PARENT	803	6/27/2011	\$142.96	E	80024 810 REFUND ESCROW	REFUNDS AND R	1133435
DEPT 80029 BRIAN ZELLER							
S E H	803	6/29/2011	\$273.37	E	80029 301 MISCELLANEOUS ENGINE PROF SER-ENGIN		1133436
FUND 803 P & Z ESCROWS			\$577.33				
			\$339,981.65				

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

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Permit Number: BP2011-32	Filing Date: 6/9/2011
Parcel Address: 836 Minnesota Street So.	Bayport, MN 55003
Applicant: ST. CROIX VIEW PARTNERS OWNER OWNER	Applicant Phone: 612-325-3038
Construction Value:	Total Fees: \$5,380.00

Permit Number: BP2011-33	Filing Date: 6/16/2011
Parcel Address: 463 3RD STREET SOUTH	BAYPORT, MN 55003
Applicant: BENSON ROOFING & BENSON ROOFING & RESTORATION LLC	Applicant Phone: 612-237-9614
Construction Value: \$1,950.00	Total Fees: \$122.66

Permit Number: BP2011-34	Filing Date: 6/20/2011
Parcel Address: 130 7th St. N.	BAYPORT, MN 55003
Applicant: NILES CONSTRUCTION COMPANY NILES CONSTRUCTION COMPANY RESIDENTIAL	Applicant Phone: 651-430-3269
Construction Value: \$1,000.00	Total Fees: \$68.56

Permit Number: BP2011-35	Filing Date: 6/21/2011
Parcel Address: 748 3rd Street N.	Bayport, MN 55003
Applicant: MARY ANN ANDERSEN OWNER OWNER	Applicant Phone: 651-433-2568
Construction Value: \$1,000.00	Total Fees: \$68.56

Permit Number: BP2011-36	Filing Date: 6/21/2011
Parcel Address: 1129 PIONEER TRAIL	BAYPORT, MN 55003
Applicant: PETER HARMS OWNER OWNER	Applicant Phone: 651-336-8289
Construction Value: \$10,000.00	Total Fees: \$321.39

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Permit Number: BP2011-37 **Filing Date:** 6/28/2011
Parcel Address: 205 5TH Street S. BAYPORT, MN 55003
Applicant: J A JACOBSON ROOFING & **Applicant Phone:** 715-796-5311
J A JACOBSON ROOFING & SIDING RESIDENTIAL
Construction Value: \$8,700.00 **Total Fees:** \$181.35

Permit Number: BP2011-38 **Filing Date:** 6/28/2011
Parcel Address: 1029 PLANTERS Path BAYPORT, MN 55003
Applicant: THE ROTTLUND CO., INC. **Applicant Phone:** 651-638-0500
THE ROTTLUND CO., INC. RESIDENTIAL BUILDER
Construction Value: \$225,000.00 **Total Fees:** \$8,473.64

Permit Number: EG2011-1 **Filing Date:** 6/28/2011
Parcel Address: 130 6th St. S. BAYPORT, MN 55003
Applicant: MILLER EXCAVATING, INC. **Applicant Phone:** 651-439-1637
MILLER EXCAVATING, INC. EXCAVATION &
Construction Value: **Total Fees:** \$250.00

Permit Number: MC2011-21 **Filing Date:** 6/1/2011
Parcel Address: 544 PRAIRIE WAY S. BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME **Applicant Phone:** 651-633-1042
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.
Construction Value: \$795.00 **Total Fees:** \$80.00

Permit Number: MC2011-22 **Filing Date:** 6/1/2011
Parcel Address: 948 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME **Applicant Phone:** 651-633-1042
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.
Construction Value: \$795.00 **Total Fees:** \$80.00

Permit Number: MC2011-23 **Filing Date:** 6/1/2011
Parcel Address: 954 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME **Applicant Phone:** 651-633-1042
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.
Construction Value: \$795.00 **Total Fees:** \$80.00

Building Permit Log

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Permit Number: MC2011-24 **Filing Date:** 6/1/2011
Parcel Address: 939 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME **Applicant Phone:** 651-633-1042
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.
Construction Value:\$795.00 **Total Fees:** \$80.00

Permit Number: MC2011-25 **Filing Date:** 6/1/2011
Parcel Address: 933 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME **Applicant Phone:** 651-633-1042
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.
Construction Value:\$795.00 **Total Fees:** \$80.00

Permit Number: MC2011-26 **Filing Date:** 6/7/2011
Parcel Address: 429 3RD St. S. BAYPORT, MN 55003
Applicant: STANDARD HEATING & AIR **Applicant Phone:** 612-436-2321
STANDARD HEATING & AIR CONDITIONING
Construction Value:\$3,930.00 **Total Fees:** \$80.00

Permit Number: MC2011-27 **Filing Date:** 6/8/2011
Parcel Address: 469 MARINER WAY BAYPORT, MN 55003
Applicant: TLT ENTERPRISES **Applicant Phone:** 651-787-0630
TLT ENTERPRISES MECHANICAL
Construction Value:\$4,000.00 **Total Fees:** \$80.00

Permit Number: MC2011-28 **Filing Date:** 6/8/2011
Parcel Address: 933 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: ELANDER MECHANICAL, INC. **Applicant Phone:** 952-445-4692
ELANDER MECHANICAL, INC.
Construction Value:\$6,500.00 **Total Fees:** \$80.00

Permit Number: MC2011-29 **Filing Date:** 6/8/2011
Parcel Address: 939 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: ELANDER MECHANICAL, INC. **Applicant Phone:** 952-445-4692
ELANDER MECHANICAL, INC.
Construction Value:\$6,500.00 **Total Fees:** \$80.00

Building Permit Log

For: June, 2011

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Permit Number: MC2011-30 **Filing Date:** 6/8/2011
Parcel Address: 948 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: ELANDER MECHANICAL, INC. **Applicant Phone:** 952-445-4692
ELANDER MECHANICAL, INC.
Construction Value: \$6,500.00 **Total Fees:** \$80.00

Permit Number: MC2011-31 **Filing Date:** 6/8/2011
Parcel Address: 954 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: ELANDER MECHANICAL, INC. **Applicant Phone:** 952-445-4692
ELANDER MECHANICAL, INC.
Construction Value: \$6,500.00 **Total Fees:** \$80.00

Permit Number: MC2011-32 **Filing Date:** 6/22/2011
Parcel Address: 449 8th St. N. BAYPORT, MN 55003
Applicant: Sam Horak **Applicant Phone:** 651-439-8080
OWNER OWNER
Construction Value: \$3,000.00 **Total Fees:** \$80.00

Permit Number: MC2011-33 **Filing Date:** 6/28/2011
Parcel Address: 402 Maine Street N. Bayport, MN 55003
Applicant: ANDERSON HEATING, INC. **Applicant Phone:** 715-549-6297
ANDERSON HEATING, INC. MECHANICAL
Construction Value: \$5,975.00 **Total Fees:** \$80.00

Permit Number: PL2011-15 **Filing Date:** 6/8/2011
Parcel Address: 402 Maine Street N. Bayport, MN 55003
Applicant: ED BROWN PLUMBING LLC **Applicant Phone:** 715-328-0827
ED BROWN PLUMBING LLC Plumber
Construction Value: \$4,300.00 **Total Fees:** \$80.00

Permit Number: PL2011-16 **Filing Date:** 6/8/2011
Parcel Address: 933 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: ELANDER MECHANICAL, INC. **Applicant Phone:** 952-445-4692
ELANDER MECHANICAL, INC.
Construction Value: \$10,600.00 **Total Fees:** \$80.00

Building Permit Log

For: June, 2011

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Permit Number: PL2011-17 **Filing Date:** 6/8/2011
Parcel Address: 939 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: ELANDER MECHANICAL, INC. **Applicant Phone:** 952-445-4692
ELANDER MECHANICAL, INC.
Construction Value: \$10,600.00 **Total Fees:** \$80.00

Permit Number: PL2011-18 **Filing Date:** 6/8/2011
Parcel Address: 948 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: ELANDER MECHANICAL, INC. **Applicant Phone:** 952-445-4692
ELANDER MECHANICAL, INC.
Construction Value: \$10,600.00 **Total Fees:** \$80.00

Permit Number: PL2011-19 **Filing Date:** 6/8/2011
Parcel Address: 954 INSPIRATION PARKWAY N. BAYPORT, MN 55003
Applicant: ELANDER MECHANICAL, INC. **Applicant Phone:** 952-445-4692
ELANDER MECHANICAL, INC.
Construction Value: \$10,600.00 **Total Fees:** \$80.00

Permit Number: PL2011-20 **Filing Date:** 6/8/2011
Parcel Address: 836 Minnesota Street So. Bayport, MN 55003
Applicant: TOTAL EXCAVATION LLC **Applicant Phone:** 715-426-1777
TOTAL EXCAVATION LLC EXCAVATION &
Construction Value: \$7,000.00 **Total Fees:** \$80.00

Permit Number: PL2011-21 **Filing Date:** 6/28/2011
Parcel Address: 130 6th St. S. BAYPORT, MN 55003
Applicant: MILLER EXCAVATING, INC. **Applicant Phone:** 651-439-1637
MILLER EXCAVATING, INC. EXCAVATION &
Construction Value: \$3,500.00 **Total Fees:** \$80.00



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

Date: June 15, 2011

To: Mayor and City Council
City Administrator Mitchell Berg

From: Police Chief Laura Eastman

Subject: Approval of donation

Please consider this memorandum as a request to accept a Police Department donation received from Marcie Lantz, Stillwater, Minnesota, in the amount of \$100.00. The gift is in reference to a call the Bayport Police Department responded to. During the call, Officer David Wynia spoke with Ms. Lantz and addressed her concerns. In return, she wrote an appreciation letter for a job well done by Officer Wynia and the department in general. The donation was included with her letter.



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street Suite 222, St. Paul MN 55101-5133
 (651) 201-7507 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



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

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <u>Bayport Marina Assoc Inc.</u>		DATE ORGANIZED <u>1988</u>	TAX EXEMPT NUMBER	
STREET ADDRESS <u>200 Fifth Ave So</u>		CITY <u>Bayport</u>	STATE <u>MN</u>	ZIP CODE <u>55003</u>
NAME OF PERSON MAKING APPLICATION <u>Kathy Curtis</u>		BUSINESS PHONE <u>(651) 939-2040</u>	HOME PHONE <u>()</u>	
DATES LIQUOR WILL BE SOLD <u>July 23, 2011</u>		TYPE OF ORGANIZATION <input type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input checked="" type="checkbox"/> <u>OTHER NONPROFIT</u>		
ORGANIZATION OFFICER'S NAME <u>Michelle Lemanski</u>		ADDRESS <u>7340 Manning Ave No, Grant, MN</u>		
ORGANIZATION OFFICER'S NAME <u>Russell Sheaffer</u>		ADDRESS <u>917 Pineridge Ct, Mahanomed, MN</u>		
ORGANIZATION OFFICER'S NAME <u>Cliff Lewis</u>		ADDRESS <u>Hastings, MN</u>		
Location license will be used. If an outdoor area, describe <u>Marina grounds - Point, Pool, patio & clubhouse</u>				
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service. <u>no</u>				
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage. <u>no</u>				
APPROVAL				
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT				
CITY/COUNTY <u>Bayport</u>		DATE APPROVED _____		
CITY FEE AMOUNT <u>\$50.00</u>		LICENSE DATES _____		
DATE FEE PAID <u>6/27/11</u>				
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____		APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____		

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event



City of Bayport
 294 North Third Street
 Bayport, Minnesota 55003
 Phone 651-275-4404
 Fax 651-275-4411
<http://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 in the city and require the use of city property and/or special city services. For most special events, City Council approval is required. Therefore, it is important to plan ahead and submit the application form to City Hall at least two weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. For example, if the proposed event is to be held on June 15, 2010, the special event application form and fee must be submitted by May 24, 2010 in order to be considered at the June 7, 2010 City Council meeting.

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 special requests for city services associated with the event.

Property Information	
Address:	
City: Bayport	State: Minnesota Zip Code: 55003
Owner Name:	
Home Phone Number:	Work/Cell Phone Number:
Owner Address:	
City/State/Zip:	

Applicant Information	<input type="checkbox"/> Individual/For-profit organization	<input type="checkbox"/> Public entity/Non-profit organization
Applicant Name:		
<i>Bayport Community Action League (B.C.A.L.)</i>		
Home Phone Number:	Work/Cell Phone Number:	
<i>Nancy Aderman (651) 439-4916 (h) (651) 338-4793 (c)</i>		
Address:		
<i>P.O. Box 133</i>		
City/State/Zip:		
<i>Bayport, MN 55003</i>		
Email Address:		
<i>nancy.aderman@gmail.com</i>		

Description of Request	
<i>See attached addendum</i> <i>-Provide at least 2 separate 20 amp circuits in Lake side park</i> <i>-Provide firering at Lakeside Park for evening fire</i> <i>-Provide police, and fire dept. presence at Lakeside Park during "taste" music + fireworks.</i>	
Event Information	Start Date: <i>9/17/11</i> End Date: <i>9/17/11</i>
Days of Operation (check all that apply)	
<input type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input checked="" type="checkbox"/> Saturday	
Hours of Operation:	
Weekdays:	
Weekends: <i>5:00 - 10:00 (taste, music, fireworks)</i>	

Requested City Assistance and/or Services

- Position bon fire ring in open flat area of picnic area at Lakeside park.
- Start fire at dusk
- Provide at least a 20 amp circuits (not outlets) for band to hook up at Lakeside park. Flatbed stage will be below Shelter #4. in flat area.
- Provide police and fire dept presence during music, "tast" and fireworks at Lakeside park between 5:00-10:00pm.
- Please waive any associated fees
- Please allow directional signage to be placed

Application Process and Fees

The processing fee for the application and must be submitted with the application form to City Hall. Any additional fees and expenses associated with this request are the responsibility of the applicant/property owner, and will be billed to the applicant/property owner by the city.

Attachments to be submitted with application

- A diagram of the proposed premises
- If the request involves the sale of produce, uncooked meat, or dairy, etc., the applicant must provide a copy of all license applications required by the Department of Agriculture for City Council approval. For license information, please contact JoNell O'Neil at 651-779-5015.
- If the request involves cooked/prepared food or beverages, the applicant must provide a copy of all license applications required by Washington County Public Health and Environment for City Council approval. For license information, please contact 651-430-6655.

The undersigned understand 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 apply 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.

Applicant: Nancy Adelman, President Date: 06-22-11
BCAL

Property Owner: _____ Date: _____

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	<input type="checkbox"/> Site Inspection			
Office Use - Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee \$15.00-Public entity/Non-profit \$50.00-Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	6/23/11	CK 2209	ST
Escrow or cost incurred				



June 21, 2011

Honorable Mayor Susan St. Ores and Bayport City Council Members

Attached is a "Special Event" application for our Annual community "Derby Days" celebration which will take place on Saturday, September 17th from 8:00 a.m. to 10:30 p.m. at various locations throughout the city of Bayport.

I have also attached a list of the proposed activities for the day and evening events with approximate times, locations and city service requirements.

The only activities that need to be firmed up at this time are the "general activities" that will fall between the hours of 2:00 to 6:00 p.m. Activities may include a "Home Run" hitting contest for various age groups, a horse shoe tournament, a horse shoe tournament, and other children's events.

The "Taste" of Bayport has historically been a popular feature for Derby Days and it will be again this year. To date, participating eating establishments will be: Bayport Barbecue, Bread Art, Croixdale, La Cocinita, Bayport Legion, NJ, Woody's, and the Bayport Senior Center. The BCAL will also have a beverage booth at the "Taste". All eating establishments will be responsible for obtaining their own permits from Washington County.

Bayport is famous for its Derby Days fireworks display and once again, it will be the grand culmination of the days' activities.

All in all, we are expecting another fun and successful Derby Days celebration. We look forward to your approval and participation. As additional activities are either added or firmed up, addendums to this application may be forth coming for approval at future Council Meetings

Many thanks for your continued support of Derby Days and all of our community sponsored events.

Respectfully submitted,

Nancy Aderman
President – Bayport Community Action League

Bayport "Derby Days"

9/17/11

8:00 a.m. – 10:30 p.m.

<u>EVENT</u>	<u>TIME</u>	<u>LOCATION</u>	<u>CITY SERVICE REQUIREMENTS</u>
<u>Community Breakfast</u>	<u>8:00-10:00 a.m.</u>	<u>Croixdale</u>	<u>No City Services Required</u>
<u>Pet Parade</u>	<u>10:00-11:00 a.m.</u>	<u>Croixdale</u>	<u>No City Services Required</u>
<u>Duck Derby</u>	<u>12:00-1:00 p.m.</u>	<u>Perro Park/Creek</u>	<u>Turn on water to Perro Creek 9:30 a.m.</u>
<u>Medallion Hunt</u>	<u>1:00 - ?</u>	<u>City of Bayport</u>	<u>No city services Required</u> <u>Reserve Baseball diamond, horseshoe pits, shelters,</u> <u>extra trash cans throughout park,</u> <u>barricade off upper parking area near north shelters by flagpole</u>
<u>General Activities</u>	<u>2:00-6:00</u>	<u>Lakeside Park</u>	<u>Power turned on to all outlets and receptacled in level area below North shelter. Extra trash containers near shelters</u>
<u>Musical Entertainment</u>	<u>4:00-9:30</u>	<u>Lakeside Park</u>	<u>Power turned on in all shelters in park</u> <u>Extra trash cans around North shelter</u> <u>Remove picnic tables from North shelter</u>
<u>"Taste" of Bayport</u>	<u>6:00-9:00</u>	<u>Lakeside Park</u>	<u>Extra picnic tables around North shelter</u> <u>Fire truck/EMT vehicle on location in Park area during fireworks</u>
<u>Fireworks</u>	<u>9:00-10:30</u>	<u>Lakeside Park</u>	<u>Police presence during fireworks</u> <u>Additional events and requests for City services may be added as addendums to this application</u>
<u>General</u>	<u>2:00-10:30</u>	<u>Lakeside Park</u>	<u>addendums to this application</u>

Addendum 1



June 14, 2011

Dear Ms. Susan St. Ores – Mayor;
Council Members Connie Carlson, Michele Hanson, Mark Ostertag, Dan Goldston
Mr. Mitch berg – City Administrator,
Ms. Laura Eastman – Chief of police
Mr. Mike Bell – Fire Chief
Mr. Mel Horak – city Public Works

Attached please find the “Application for Outdoor Fireworks Display” permit for derby days celebration ion the evening of Saturday, September 17th, 2011.

A deposit check and signed copy of this contract will be submitted to Nightlighter Fireworks, Inc. once the application is approved and their contract is signed as indicated at the bottom of page 3 of their contact.

They will provide a copy of their insurance policy upon receipt of the deposit and contract. I will forward a copy of the policy as soon as I receive their copy of the signed contract.

Thank you very much for your prompt attention to approving this application.

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Johnson", is written over a horizontal line. The signature is stylized with loops and a long tail that extends to the right.

Bob Johnson
Bayport Community Action League

NIGHTLIGHTER Fireworks Inc.

Sponsor:

Date: 6-7-11

Baysport Community Action League
Box 133
Baysport, MN 55003

CONTRACT

This Contract entered into this 7th day of JUNE 20 11, engages the services of NIGHTLIGHTER Fireworks Inc., (hereinafter referred to as "NIGHTLIGHTER") to produce and perform a fireworks display under the following terms:

- NIGHTLIGHTER reserves the right to make substitutions as reasonably necessary. All substitutions will be of equal or greater quality, quantity, and value.**
- NIGHTLIGHTER shall provide qualified pyrotechnicians who will deliver, set-up, execute and take down the fireworks display. The pyrotechnicians shall conduct an after-display search of the grounds in an effort to locate and dispose of any unexploded or defective fireworks. The extent of such search shall be reasonably dictated by such elements as prevailing weather conditions, location of display sight, time of completion of display, etc.**
- NIGHTLIGHTER shall provide Liability Insurance (including spectator and property coverage) in the amount \$1,500,000⁰⁰ One Million Five Hundred pending the Sponsor as an additional insured. as Thousand Dollars**
- The cost of the display will be \$ 8,000⁰⁰ Eight Thousand Dollars At the time of signing of this Contract, Sponsor will pay a nonrefundable deposit amount of \$ 4,000⁰⁰ Four Thousand Dollars. The remaining balance of \$ 4,000⁰⁰ Four Thousand Dollars will be paid by Sponsor prior to the display being fired.**
- The date of the display will be September 17th 2011 at 8:30 PM. In case of inclement weather, the display will be rescheduled for _____ at _____ PM. In the event inclement weather forces the cancellation of the display, Sponsor will pay \$ 800⁰⁰ to cover expenses of redisplaying the display. If the display is not rescheduled, Sponsor will pay 50% of the contract total - (\$ 4,000⁰⁰) for transportation, labor, and restocking charges. The decision to proceed with the display based upon inclement weather shall be made by Sponsor/NIGHTLIGHTER. NIGHTLIGHTER shall have complete authority to cancel the display if, in the reasonable opinion of NIGHTLIGHTER, the health, safety, and well being of the pyrotechnicians and/or spectators or property would be jeopardized by proceeding with the display.**
- Sponsor shall procure and furnish a suitable location for the fireworks display in accordance with NFPA 1123, and shall secure all police, fire, local and state permits, and shall arrange for all security bonds as required by law for the location of the display. Sponsor shall furnish all necessary police, fire and other appropriate protection necessary for proper crowd control, automobile parking, and supervision in closing of debris after the display.**

7. Sponsor explicitly acknowledges that an early morning search of the grounds/ location the morning after the display is of utmost importance. If any unexploded or defective fireworks are found, that were missed during the inspection the preceding evening, the sponsor shall immediately notify **NIGHTLIGHTER**, and the local fire department.

8. **NIGHTLIGHTER** agrees to take all steps reasonably necessary to safeguard Sponsor's property and the property of the spectators. Should any losses occur, the Sponsor must notify **NIGHTLIGHTER** of the nature of the loss and the date on which the loss occurred. Said notice shall be in writing and shall provide as much detail as reasonably possible in relation to the nature and extent of the loss.

9. **NIGHTLIGHTER** shall perform all services required hereunder, except when prevented by strike, lockout, act of God, accident, or other circumstances beyond **NIGHTLIGHTER'S** control.

10. This Contract shall be construed by the laws of the state of Minnesota. In the event that any court of competent jurisdiction deems any provision of this agreement unenforceable, the remaining provisions hereof shall remain in full force and effect.

11. The Sponsor shall pay to **NIGHTLIGHTER** all costs and expenses, including reasonable attorneys fees, incurred by **NIGHTLIGHTER** in enforcing the terms of this Contract.

12. Sponsor agrees to indemnify and hold harmless **NIGHTLIGHTER** for any and all costs and liabilities, which **NIGHTLIGHTER** may incur as a result, or arising out of products not supplied by **NIGHTLIGHTER** or the actions of individuals other than the pyrotechnicians and other employees of **NIGHTLIGHTER**.

13. This Contract constitutes the entire agreement between the parties hereto and supercedes all prior and contemporaneous agreements, understandings, negotiations and discussions, either oral or executed in writing by the parties to be bound thereby. The waiver of any provisions of this Contract shall not constitute a waiver of any other provision of this contract.

14. The party signing this document for the Sponsor warrants and represents that she/he is solely authorized to enter into this agreement on behalf of the Sponsor.

ADDITIONAL PROVISIONS:

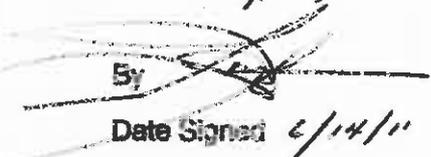
NIGHTLIGHTER Fireworks Inc.
83163 - 220th Street
Hayward, MN 56043-4040
1-(612)-281-7876

CUSTOMER: *BCIL*

Address: *P.O. Box 133*
Hayward, MN

By

Date Signed

By 

Date Signed

Phone # *6/14/11*
(651) 439-2894

(FOR USE BY LOCAL JURISDICTIONS)
SAMPLE APPLICATION / PERMIT
OUTDOOR PUBLIC FIREWORKS DISPLAY

Applicant instructions:

1. This application is for an outdoor public fireworks display only and is not valid for an indoor fireworks display.
2. This application must be completed and returned at least 15 days prior to date of display.
3. Fee upon application is \$ _____ and must be made payable to _____

Name of Applicant (Sponsoring Organization): Buyert Community Action League

Address of Applicant: P.O. Box 133, Buyert, MN 55003

Name of Applicant's Authorized Agent: Robert Johnson

Address of Agent: 130 So 6th St., Buyert, MN 55003

Telephone Number of Agent: (651) 439-8894 Date of Display: 9/17/11 Time of Display: 8:30 p.m.

Location of Display: Lakeside Park

Manner and place of storage of fireworks prior to display: Not applicable. Delivered on date to be used.

Type and number of fireworks to be discharged: Approximately 500 Marine Shells

MINNESOTA STATE LAW REQUIRES THAT THIS DISPLAY BE CONDUCTED UNDER THE DIRECT SUPERVISION OF A PYROTECHNIC OPERATOR CERTIFIED BY THE STATE FIRE MARSHAL.

Name of Supervising Operator: Timothy J. Secker Certificate No.: 413

Required attachments. The following attachments must be included with this application:

1. Proof of a ~~bond~~ or certificate of insurance in amount of at least \$ 2,000,000
(Suggested Amount: \$1.2 million minimum. \$1.5 million minimum beginning July 1, 2009.)
2. A diagram of the ground at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained.
3. Names and ages of all assistants that will be participating in the display.

The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any: _____

I understand and agree to comply with all provisions of this application, MN Statute 624.20 through 624.25, MN State Fire Code, National Fire Protection Association Standard 1123 (2006 edition), applicable federal law(s) and the requirements of the issuing authority, and will ensure that the fireworks are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of Applicant (or Agent):  Robert Johnson Date: 6/14/11

Signature of Fire Chief/County Sheriff: _____ Date: _____

Signature of Issuing Authority: _____ Date: _____



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

DATE: June 28, 2011
TO: Mayor and City Council
City Department Heads
FROM: Mitchell Berg, City Administrator
RE: Revision to purchasing policy

BACKGROUND

To ensure a code of conduct for all employees, elected and non-elected, and refrain from a potential conflict of interest, the following revision (indicated in **bold underline**) to the city's purchasing policy is recommended.

SECTION II. PURCHASING PROCEDURES

The City Council may delegate authority of the approval of bills to the City Administrator, so that bills can be paid prior to City Council meetings, provided all purchases have been made in accordance with State law, and are within the City's budgetary limits. Furthermore, a list of claims paid shall be presented to the City Council for informational purposes and action at the next regular meeting after payment of the claims.

1. Regular purchases

All purchases, **including, but not limited to materials, supplies, equipment, and services** must be within a department's approved budget or in the list of capital purchases in the replacement fund's approved budget. **In situations where an employee, elected or non-elected, may have a potential to benefit financially from a purchase, regardless of the cost, a minimum of two written quotes or bids shall be obtained by the City Administrator or City Administrator designee, for the purchase. An employee having the potential to benefit financially from the purchase must refrain from participating in the quote or bid process and a councilmember having the potential to benefit financially from the purchase must refrain from voting on the matter and/or purchase. Claims and expenditures that do not follow this procedure will not be paid or approved. Employees that do not comply with the designated process may be subject to disciplinary action.**

RECOMMENDATION

Staff recommends the City Council adopt a motion approving the revision to the city's purchasing policy, as noted.



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

Date: July 5, 2011

To: Mayor and City Council
Mitch Berg, City Administrator

From: Mel Horak, Public Works Supervisor

Subject: **Purchase of New Public Works Pickup Truck**

BACKGROUND

The Public Works Department is requesting authorization to purchase a new pickup truck. This truck will replace the 1997 Chevrolet truck that failed last year and was disposed of at auction. This truck will be use on a daily basis and was included in the city's 2009 Capital Improvement Plan (CIP), but was delayed, due to budget concerns.

Quotes for a moderately equipped one-half ton, two wheel drive Chevrolet work truck were obtained from Stillwater Motors, Stillwater, MN and Polar Chevrolet, White Bear Lake, MN. The quotes are as follows:

Stillwater Motors	\$17,628.00
Polar Chevrolet	\$15,926.00

Other vehicle expenses/equipment to be included:

Taxes, license, fees	\$1,226.84
Bed liner, trailer hitch, mud flaps	\$1,390.00
Two-way radio system	\$ 727.37
Tool boxes with appurtenances	\$2,168.69

Funding for this purchase will be obtained from the Public Works Equipment Replacement Fund, which currently has a balance in excess of \$940,000.00

RECOMMENDATION

Staff recommends the City Council adopt a motion authorizing the Public Works Department to purchase a 2011 Chevrolet 1500 Silverado pickup truck, Model #CC 10903, from Polar Chevrolet, White Bear Lake, Minnesota, including other vehicle expenses and equipment, as noted, to be funded by the Public Works Equipment Replacement Fund.



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

Date: July 5, 2011
To: Mayor and City Council
From: Mitch Berg, City Administrator
Wanda Madsen, Finance Officer
Subject: Consolidation of city fund accounts to comply with audit standards

BACKGROUND

During the 2010 audit, I was advised that new auditing standards require consolidation of several fund accounts. As such, under the direction of the city auditor, I am requesting the consolidation of several of the city's fund accounts found on the attached chart.

RECOMMENDATION

Staff recommends the City Council adopt a motion consolidating the fund accounts, as listed on the attached chart.

Fund	Fund Name	Description of Account	Fund	Analysis	Fund
102	Street Reconstruction	Account is past street construction projects and money "designated" by the Council for future road projects.	CPF	This fund no longer meets the definition of a Capital Project fund as indicated above an will therefore be co-mingled with the General fund.	GF
200	Fire Equipment Replacement	Other governments and the City of Bayport fund for the purchasing of fire equipment. Revenues are fire contracts that come in through the general fund.	SRF	This fund no longer meets the definition of a Capital Project fund as indicated above an will therefore be co-mingled with the General fund.	GF
203	Public Works Equipment Replacement	This fund received monies via transfer from the general fund to purchase public works capital outlay.	SRF	This fund no longer meets the definition of a Special Revenue fund as indicated above an will therefore be co-mingled with the General fund.	GF
204	Recreation Capital Equipment Maintenance	This fund receives monies through gambling proceeds. 10% of profit (if profits made) on gambling entities are received by the City and are use for Recreation equipment. Gambling funds can be used for any project or funds they are not restricted to only rec equipment.	SRF	This fund no longer meets the definition of a Special Development fund as indicated above an will therefore be co-mingled with the General fund.	GF
412	Cemetery Capital Improvements	This fund received monies via transfer from the general fund to purchase cemetery capital outlay.	CPF	This fund does not meet the definition of a Capital Project fund as indicated above an will therefore be co-mingled with the General fund.	GF
413	Police Equipment	This fund received monies via transfer from the general fund to purchase police capital outlay.	CPF	This fund no longer meets the definition of a Capital Project fund as indicated above an will therefore be co-mingled with the General fund.	GF
414	Office Automation	This fund received monies via transfer from the general fund to purchase general government capital outlay.	CPF	This fund no longer meets the definition of a Capital Project fund as indicated above an will therefore be co-mingled with the General fund.	GF
415	Municipal Buildings Maintenance	This fund received monies via transfer from the general fund to purchase capital outlay items related to the City buildings (fire hall, public works, city hall, library.)	CPF	This fund no longer meets the definition of a Capital Project fund as indicated above an will therefore be co-mingled with the General fund.	GF
206	Water & Sewer Improvement	A 12% surcharge is added to the water sewer bills and put in this fund for future water and sewer improvements	CPF	This fund no longer meets the definition of a Capital Project fund but does meet the definition of a Special Revenue fund	SRF

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Alcohol &
Gambling
Enforcement

ARMER/911
Program

Bureau of
Criminal
Apprehension

Driver and
Vehicle Services

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Traffic Safety

State Fire
Marshal and
Pipeline Safety



Bureau of Criminal Apprehension

1430 Maryland Avenue E., St. Paul, Minnesota 55106
Phone: 651/793-7000 FAX: 651/793-7001 TTY: 651/282-6555
Internet: <http://www.dps.state.mn.us/bca/>

June 28, 2011

Mitch Berg
City of Bayport
294 North Third Street
Bayport, MN 55003

Dear Mr. Berg,

Your City Attorney recently requested additional services. This is a timely opportunity for your agency to adopt the Bureau of Criminal Apprehension's (BCA) new Master Joint Powers Agreement (JPA). The JPA makes adding services much easier.

Enclosed please find six copies of a JPA. Some things to know about some of the information in the JPA:

- Clause 3 references payment. The amount listed, if any, is what your agency currently pays to connect; there are no charges for any additional services requested.

By law (Minn. Stat. §471.59, Subd. 1), the JPA must be approved by your city council. A sample resolution for your use is also enclosed. If you would prefer an electronic version please email your request to the address below.

Here's what we need from you:

- A copy of the city council's resolution approving the JPA or a copy of the meeting minutes showing the approval. Unapproved meeting minutes are acceptable.
- For statutory cities, the mayor and city clerk must sign the enclosed agreement (Minn. Stat. §412.201).
- For home rule charter cities, the council may delegate signing to a city employee (Minn. Stat. Ch. 410).
- For home rule charter cities, a copy of the document delegating signing authority.
- All six copies of the JPA with appropriate signatures.

If you have any questions please contact me at 651-793-2734 or Julie.johansen@state.mn.us.

Sincerely,

A handwritten signature in cursive script that reads "Julie Johansen".

Julie Johansen
Contracts and Grants Specialist

Enclosures

RESOLUTION NO. 11-

EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD JULY 11, 2011

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 July 11, 2011, at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF BAYPORT ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT

WHEREAS, the City of Bayport on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Bayport, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Bayport on behalf of its Prosecuting Attorney and Police Department, are hereby approved. Copies of the two Joint Powers Agreements are attached to this Resolution and made a part of it.
2. That the City Administrator, Mitchell Berg, or his successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Laura Eastman, Chief of Police, is appointed as the Authorized Representative's designee.

3. That the City Attorney, Nicholas Vivian, or his successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized

to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Thomas Weidner, Attorney, is appointed as the Authorized Representative's designee.

4. That Susan St. Ores, the Mayor for the City of Bayport, and Mitchell Berg, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

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

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

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 11th day of July, 2011.

ATTEST:

Mitch Berg, City Administrator

Susan St. Ores, Mayor

**STATE OF MINNESOTA
JOINT POWERS AGREEMENT
CRIMINAL JUSTICE AGENCY**

This agreement is between the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension ("BCA") and the City of Bayport on behalf of its Prosecuting Attorney ("Agency").

Recitals

Under Minn. Stat. § 471.59, the BCA and the Agency are empowered to engage in such agreements as are necessary to exercise their powers. Under Minn. Stat. § 299C.46 the BCA must provide a criminal justice data communications network to benefit criminal justice agencies in Minnesota. The Agency is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit criminal justice agencies in performing their duties. Agency wants to access these data in support of its criminal justice duties.

The purpose of this Agreement is to create a method by which the Agency has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

Agreement

1 Term of Agreement

- 1.1 **Effective date:** This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.
- 1.2 **Expiration date:** This Agreement expires five years from the date it is effective.

2 Agreement between the Parties

2.1 General access. BCA agrees to provide Agency with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Agency is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.

2.2 Methods of access.

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

A. **Direct access** occurs when individual users at the Agency use Agency's equipment to access the BCA's systems and tools. This is generally accomplished by an individual user entering a query into one of BCA's systems or tools.

B. **Indirect access** occurs when individual users at the Agency go to another Agency to obtain data and information from BCA's systems and tools. This method of access generally results in the Agency with **indirect** access obtaining the needed data and information in a physical format like a paper report.

C. **Computer-to-computer system interface** occurs when Agency's computer exchanges data and information with BCA's computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Agency employees or contractors may use any of these methods to use BCA's systems and tools as described in this Agreement. Agency will select a method of access and can change the methodology following the process in Clause 2.10.

2.3 Federal systems access. In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA will provide Agency with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.

2.4 Agency policies. Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system, and validation. Agency has created its own policies to ensure that Agency's employees and contractors comply with all applicable requirements. Agency ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at www.dps.state.mn.us/cjdn/.

2.5 Agency resources. To assist Agency in complying with the federal and state requirements on access to and use of the various systems and tools, information is available at <https://sps.x.state.mn.us/sites/bcaservicecatalog/default.aspx>.

2.6 Access granted.

A. Agency is granted permission to use all current and future BCA systems and tools for which Agency is eligible. Eligibility is dependent on Agency (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Agency's written request for use of a specific system or tool.

B. To facilitate changes in systems and tools, Agency grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Agency needs to meet its criminal justice obligations and for which Agency is eligible.

2.7 Future access. On written request by Agency, BCA also may provide Agency with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Agency agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.

2.8 Limitations on access. BCA agrees that it will comply with applicable state and federal laws when making information accessible. Agency agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.

2.9 Supersedes prior agreements. This Agreement supersedes any and all prior agreements between the BCA and the Agency regarding access to and use of systems and tools provided by BCA.

2.10 Requirement to update information. The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving a city as its prosecutor. Any change in performance of the prosecutorial function needs to be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

2.11 Transaction record. The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause 7, there must be a method of identifying which individual users at the Agency conducted a particular transaction.

If Agency uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Agency's method of access is a computer to computer interface as described in Clause 2.2C, the Agency must keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If an Agency accesses and maintains data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety, Agency must have a transaction record of all access to the data that are maintained. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

2.12 Court information access. Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by Agency under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Agency's access to and/or submission of the Court Records delivered through the BCA systems and tools.

3 Payment

The Agency understands there is a cost for access to the criminal justice data communications network described in Minn. Stat. § 299C.46. At the time this Agreement is signed, BCA understands that a third party will be responsible for the cost of access.

Agency will identify the third party and provide the BCA with the contact information and its contact person for billing purposes so that billing can be established. The Agency will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Agency chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

4 Authorized Representatives

The BCA's Authorized Representative is Dana Gotz, Department of Public Safety, Bureau of Criminal Apprehension, Minnesota Justice Information Services, 1430 Maryland Avenue, St. Paul, MN 55106, 651-793-1007, or her successor.

The Agency's Authorized Representative is Mitch Berg, City Administrator, 294 North Third Street, Bayport, MN 55003, 651-275-4404, or his/her successor.

5 Assignment, Amendments, Waiver, and Contract Complete

5.1 Assignment. Neither party may assign nor transfer any rights or obligations under this Agreement.

5.2 Amendments. Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, or their successors in office.

5.3 Waiver. If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.

5.4 Contract Complete. This Agreement contains all negotiations and agreements between the BCA and the Agency. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466, governs the Agency's liability.

7 Audits

7.1 Under Minn. Stat. § 16C.05, subd. 5, the Agency's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement. Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

7.2 Under applicable state and federal law, the Agency's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.

7.3 If Agency accesses federal databases, the Agency's records are subject to examination by the FBI and Agency will cooperate with FBI examiners and make any requested data available for review and audit.

7.4 To facilitate the audits required by state and federal law, Agency is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

8 Government Data Practices

8.1 BCA and Agency. The Agency and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Agency under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Agency or the BCA.

8.2 Court Records. If Agency chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Agency comply with the Rules of Public Access for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

9 Investigation of alleged violations; sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Agency.

9.1 Investigation. Agency and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal law, state law, and policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Agency of the suspected violation, subject to any restrictions in applicable law. When Agency becomes aware that a violation has occurred, Agency will inform BCA subject to any restrictions in applicable law.

9.2 Sanctions Involving Only BCA Systems and Tools.

The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment.

9.2.1 For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Agency must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Agency must report the status of the Individual User's access to BCA without delay.

9.2.2 If BCA determines that Agency has jeopardized the integrity of the systems or tools covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Agency's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.

9.3 Sanctions Involving Only Court Data Services

The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Agency. As part of the agreement between the Court and the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Agency. The agreement further provides that only the Court has the authority to reinstate access and use.

9.3.1 Agency understands that if it has signed the Court Data Services Subscriber Amendment and if Agency's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Agency also understands that reinstatement is only at the direction of the Court.

9.3.2 Agency further agrees that if Agency believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

11.1 Termination. The BCA or the Agency may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Agency is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

12 Continuing obligations

The following clauses survive the expiration or cancellation of this Agreement: 6. Liability; 7. Audits; 8. Government Data Practices; 9. Investigation of alleged violations; sanctions; and 10. Venue.

(THE REMAINING PORTION OF THIS PAGE WAS INTENTIONALLY LEFT BLANK)

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Name: _____
(PRINTED)

Signed: _____

Date: _____

CFMS Contract No. A- _____

2. AGENCY

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

**4. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division**

By: _____

Date: _____



City of Bayport
294 NORTH THIRD STREET
BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411

Date: June 29, 2011

To: Mayor and City Council

From: Mitchell Berg, City Administrator

Re: Presentation of the 2010 audit

A representative from our auditing firm, Schlenner Wenner & Company, will be presenting the City of Bayport's 2010 audit at the July City Council meeting; however, the audit materials will not be available in time to include with the City Council packet. As such, the information will be mailed directly to councilmembers' homes no later than Saturday, July 9th. Please feel free to contact me with specific questions prior to the City Council meeting.

**CITY OF BAYPORT
RIVERFRONT ADVISORY COMMISSION
MEETING MINUTES
Monday, June 13, 2011**

CALL TO ORDER

Staff present: City Administrator Mitch Berg

Members present: Dan Goldston, Sandy Ness, Robert McManus, Tim Siegfried, Jim Selmecki, and Don Hoye.

CALL TO ORDER

The meeting was called to order at 7:30 p.m. at the Bayport Public Library.

COMMENTS FROM THE PUBLIC

No public comments were received.

APPROVAL OF MINUTES

It was moved by Commissioner McManus and seconded by Commissioner Goldston to approve the March 29, 2011 minutes. Motion carried.

CITY COUNCIL UPDATE

The commission expressed interest in having Facilitator Mark Nagel present the final recommendations of the Riverfront Advisory Commission to the City Council. City Administrator Berg stated he would work with Facilitator Nagel to prepare the final recommendations for City Council consideration.

DISCUSSION ON THE PUBLIC INPUT SESSION

The Riverfront Advisory Commission noted and discussed the following additional comments/suggestions as a result of the public input session:

- The existing concrete pier adjacent to the beach may be used to construct a fishing pier (medium priority goal 2-5 years)
- A transient boat dock would be a valuable amenity, but concerns were expressed with long term maintenance costs (high priority goal within 1 year)
- A removable floating finger dock along the 4th Avenue boat access would be a valuable amenity (high priority goal within 1 year)
- The ice road should be left as is, and remain as a public access to the river (the commission did not designate this as a goal, but wanted to be clear in their intent that the ice road should not be intensified or restricted beyond its current state)
- Trails and connectivity to neighboring communities and other parts of Washington County is a key asset (high priority goal within 2 to 5 years)

Upon no further discussion, it was moved by Commissioner Hoye and seconded by Commissioner Selmecki to make a recommendation to the City Council to adopt the high priority goals, medium priority goals, and statement that the ice road should be left as is and remain as a public access to the river, but should not be intensified or restricted beyond its current state. In addition, all of the written public comments, derived from the public input session, should also be provided to the City Council. Motion carried.

ADJOURNMENT

It was moved by Commissioner McManus and seconded by Commissioner Goldston to adjourn the meeting at 8:15 p.m. Motion carried.



Bayport Riverfront Master Plan

High Priority Goals and Objectives – 1 year

Lakeside Park

- Construct a public transient boat dock

4th Avenue North Boat Launch Access

- Maintain the existing boat launch access in its current condition
- Promote the existing launch, access, and parking to increase usage
- Establish a long term agreement with Andersen Corporation for boat trailer parking

Ice Road Access

- Maintain the existing public access road to the river in its current condition

Citywide

- Explore cooperative relationships and programs with various organizations to educate residents on stewardship of the river, river ecology, and preservation
- Partner with existing local marinas to promote boat launch access opportunities to residents at a reduced fee
- Develop an ongoing funding source for implementing the vision, goals and objectives of the Riverfront Advisory Commission
- Implement sustainable practices, such as rain gardens, pervious pavement, and refrain from use of chemicals on permeable soils



Bayport Riverfront Master Plan

High Priority Goals and Objectives – 2 to 5 years

Lakeside Park

- Construct an amphitheater or band shell for outdoor concerts or plays
- Solicit vendors to provide food and sell convenience items
- Promote the use of the beach house to host community events, river activities, educational programs, rotating local art displays, and arts and crafts exhibits

Citywide

- Create additional trail connections to the river and to other parts of Washington County and surrounding communities
- Promote family oriented outdoor activities, such as a community picnic, summer music concert series



Bayport Riverfront Master Plan

Medium Priority Goals and Objectives – 1 year

Lakeside Park

- Restore a wide strip of native vegetation from the beach to the southern boundary of the park

Citywide

- Create a summer evening event that features Bayport residents
- Develop a community event, such as a family movie night, to compliment the Farmer's Market

Medium Priority Goals and Objectives – 2 to 5 years

Lakeside Park

- Construct a handicap accessible, portable fishing pier
- Implement low impact tourism businesses, such as a canoe/kayak rental, fishing charter, or other river related businesses

Mitchell Berg

From: Paul Vogel <vogel015@umn.edu>
Sent: Wednesday, March 16, 2011 9:28 AM
To: Mitchell Berg
Subject: Riverfront Advisory Commission

>
> Dear Mr. Berg,
>
> We wish to offer feedback on the objectives of the Riverfront Master Plan.
>
> Several years ago a Bayport citizen solicited signatures from residents regarding the desire to extend the trail in Afton through Bayport. I understood at the time that permission had even been granted from various landowners.
>
> Since we are a river town, I feel it would benefit our community, as well as the greater community of the Stillwater and Afton areas, to devise a trail that would allow everyone to enjoy and benefit from our close proximity to the beautiful St. Croix River by extending the trail system through Bayport. Walking, running and biking are healthy pursuits, but not always safe if one has to use Highway 95 or Stagecoach Trail, which has become increasingly busy because of development.
>
> Since more and more communities have or are putting in such trails, it seems obvious that this should be an important goal of the Riverfront Advisory Commission.
>
> Sincerely,
>
> Carol Baierl & Paul Vogel
> 314 4th Street North
> Bayport, MN
>

Mitchell Berg

From: CARLSON611@comcast.net
Sent: Tuesday, March 15, 2011 10:05 AM
To: Mitchell Berg
Subject: Riverfront Advisory Public Comment

As a boater on the St. Croix River I would like to see our boat launch on 4th ave. have a much needed dock added. The citizens of a town on the St. Croix River should have an adequate access to our scenic riverway. The launch itself could be angled deeper but that would require a large monetary commitment from the city that could be a long term plan. The parking is another problem that should be addressed with a long term agreement with Andersen Corp. All the pieces are somewhat in place for a boat launch except for a much needed dock for our Bayport boaters. Thank you. Rob Carlson 103 N 5th St. Bayport

Mitchell Berg

From: Rob McManus <roberthmcmanus@hotmail.com>
Sent: Saturday, April 02, 2011 8:34 AM
To: Jenny Schneider; Mitchell Berg
Subject: RE: Rick and Jenny Schneider comments

Thanks, Jenny.

One of our medium priority goals is to create said native plant buffer along the river from the beach to the southern boundary of Lakeside Park. I share your concerns regarding this, and I hope you'll keep your support for this up so it can happen. Also, we did discuss some kind of cooperation with educational programs using the beach/bath house as a learning center of sorts(if I'm not mistaken). And we have discussed the possibilities of installing more rain gardens around town to increase infiltration and decrease runoff. This is an ongoing effort as far as I can tell, and Mitch seems willing to listen and hopefully act. He and I(and I think the city in general) are in the process of discussing possible rain garden projects. One of my ideas was to ban the use of lawn chemicals on permeable soils(just about the whole town). That was moderated to something like "encourage less use" or the like.

The trails up at inspiration have been used this winter by people snowshoeing, skiing and walking dogs. And I frequently see people mountain biking and walking in warmer weather. I think whoever manages Inspiration now mows those trails. In addition, the DNR mows a wide firebreak just west of our property. They seem to be fairly well appreciated in their current state.

As far as educational opportunities are concerned, I'm pretty sure the DNR/SNA would cooperate with educational groups. They already host various graduate studies and field group outings for college level courses. If you have ideas how perhaps Andersen Elementary students or the biology classes at the high school could get involved in conservation at St. Croix Savanna I'd love to hear them. They have that small prairie restoration at Stillwater Area High School along 58th St. which could tie in neatly with larger scale learning at the SNA.

Hopefully Mitch will respond and correct any mistakes or mischaracterizations I've made here. Thanks for your interest. I'm happy to discuss any of this more with you if you'd like.

---Rob

From: YONJ01@aol.com
Date: Sat, 2 Apr 2011 07:05:54 -0400
Subject: Re: Rick and Jenny Schneider comments
To: roberthmcmanus@hotmail.com; mberg@ci.bayport.mn.us

good morning,

Thanks Rob for relaying our concerns. Here are some other random thoughts.

One other thing that I think we should think about at the park and a complaint I hear many times, is the geese problem. People indicate that everything is so nice at the beach, but then there is all the goose "poop". The committee might want to look into how to minimize their impact. One suggestion is, but would not work on the sand, is don't mow to the water's edge. create buffers with native plants at water's edge - this allows infiltration of nutrients before they can reach the water, and keeps soil in place. Geese prefer mowed lawns to the eater's edge/

Also educate others along the river (homeowners and businesses) to reduce fertilizer, create rain gardens, etc. - all this helps to keep the water cleaner at the beach for swimming.

Personally, I would like to see more issues from the committee that address environmental impacts and issues. We are fortunate to have some good sized parks in Bayport and anything to restore things back to a more natural state would be an asset.

- also are we doing anything with the nature center (or whatever it is called) up at Inspiration - seems like a neat spot and the trails are good up there- but are lacking maintenance. Need to keep those up. I know this is not the river front, but everything eventually flows to the river and impacts it.

Also, why not have some have some programs for kids to learn to enjoy the outdoors. Young kids today are spending **less** time outside - need to establish some means to help them enjoy the outdoors without a lot of structure. Reconnecting the young to natural areas is vital to long term protection of these areas.

That's all for now,
Keep up the good work and thanks for getting involved.

Jenny

In a message dated 3/30/2011 8:22:58 A.M. Central Daylight Time, roberthmcmanus@hotmail.com writes:

Mitch,

Rick and Jenny had a few comments that were of interest.

Regarding the docks, both fishing pier and transient, Rick said that on a river such items are high maintenance because of the constant water level changes and that Mel might end up spending an hour every morning adjusting their position, something we hadn't really discussed in our commission meetings. As an alternative, he and Jenny suggested the existing remains of the pier that once stood at the site that extend out from the bath house(pavilion, beach house) site might be rebuilt, rehabbed or improved to serve as a fishing pier, something it actually already does. I like this idea of repurposing historic remains of Bayport's industrial past. I don't know if it would fly with the DNR, however.

Also, they were concerned about the volume of traffic at the Beach House Marina and thought they might be exceeding what they are permitted. And they expressed concern regarding their boat storage locations, something I'm not familiar with but which I'm sure Rick could clarify. They also thought Beach House actually already rents canoes and kayaks, which I find interesting.

I've copied Jenny(if I still have the right email address for her) on this so she could correct me if need be. Could you share this with everyone? Thanks.

---Rob

=

Mitchell Berg

From: Rob McManus <roberthmcmanus@hotmail.com>
Sent: Wednesday, March 30, 2011 8:23 AM
To: Mitchell Berg
Cc: Jenny Schneider
Subject: Rick and Jenny Schneider comments

Mitch,

Rick and Jenny had a few comments that were of interest.

Regarding the docks, both fishing pier and transient, Rick said that on a river such items are high maintenance because of the constant water level changes and that Mel might end up spending an hour every morning adjusting their position, something we hadn't really discussed in our commission meetings. As an alternative, he and Jenny suggested the existing remains of the pier that once stood at the site that extend out from the bath house(pavilion, beach house) site might be rebuilt, rehabbed or improved to serve as a fishing pier, something it actually already does. I like this idea of repurposing historic remains of Bayport's industrial past. I don't know if it would fly with the DNR, however.

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I've copied Jenny(if I still have the right email address for her) on this so she could correct me if need be. Could you share this with everyone? Thanks.

--Rob



June 28, 2011

RE: Bayport, Minnesota
2011 Cleaning and Televising Inspection
of Sanitary Sewers
SEH No. BAYPO 116856 14.00

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

Attn: Mitch Berg:

As directed by the Council at the June 6, 2011 meeting, documents were prepared to enable the City to receive quotes for the cleaning and televising of the sanitary sewer main in the west half of the City. The documents were sent to 4 companies that specialize in this type of work. Quotes are to be submitted to the City by 10:00 on Wednesday, July 6, 2011. I will distribute a copy of the results of the quotes at the July 11, 2011 meeting.

Sincerely,

A handwritten signature in black ink that reads "B. C. Peters".

Barry C. Peters, P.E.
City Engineer

bcp

c: Sara Taylor, Assistant City Administrator
s:\ac\b\baypo\1168566-bdg\2011-06-28 bidtr1.docx

MEMORANDUM

TO: Mayor and City Council
FROM: Torry Kraftson, Project Engineer
DATE: June 29, 2011
SUBJECT: Quotes for 1st and 2nd Avenue improvement project

DISCUSSION

Quotes were obtained from ten contractors with the bid broken into the following categories:

- Grading, storm sewer, and removals
- Concrete work
- Bituminous paving

Three of the contractors quoted more than one category and the other contractors quoted only one category. It is recommended that the Council award construction to the contractors with the lowest quote in each category. Quotes were obtained for all components of the project, including items which the public works department planned to perform. Based on discussions with Public Works Director, Mel Horak, it was decided to get quotes for all items and then determine which items would be performed by City staff.

The lowest quote for the grading, storm sewer, and removals was Bell Trucking. It is recommended that Bell Trucking be selected to perform the highlighted items in the quote, with City staff performing the sawcutting, topsoil, and seeding items. The lowest quote for the concrete work was Curbmasters and it is recommended that they perform all concrete items. The lowest quote for bituminous paving was provided by T.A. Shifsky and Sons. It is recommended that T.A. Shifsky and Sons be selected to perform bituminous patching with the mill match edge item excluded from the project. Completion of the highlighted essential items should keep the project within budget, dependent on actual quantities measured and paid for each item.

ACTION REQUIRED

If Council concurs with the recommendations, they should pass a motion adopting **RESOLUTION 2011- ____ ACCEPTING THE QUOTES AND AWARDED QUOTES FOR THE HIGHLIGHTED ITEMS ON THE BID FORM TO:**

- **BELL TRUCKING FOR GRADING, STORM SEWER, AND REMOVALS**
- **CURBMASTERS FOR CONCRETE WORK**
- **T.A. SHIFSKY AND SONS FOR BITUMINOUS**

**Abstract of Quotes: proposed street and storm sewer improvements
City of Bayport: 1st and 2nd Avenue North (between 3rd Street and 2nd Street)**

Grading, Storm sewer, and Removals

Item No	Item	Unit	Quantity	Unit Price	Amount	Fuhr Trenching Unit Price	Amount	T.A. Schifsky & Sons Unit Price	Amount	Miller Excavating Unit Price	Amount
1	Bituminous and concrete sawcut	LF	1000	\$1.25	\$1,250.00	\$1.35	\$1,350.00	\$1.60	\$1,600.00	\$1.65	\$1,650.00
2	Bituminous removal	SY	200	\$1.50	\$300.00	\$5.00	\$1,000.00	\$2.50	\$500.00	\$2.50	\$500.00
3	Concrete Removal	SF	900	\$0.50	\$450.00	\$0.75	\$675.00	\$1.00	\$900.00	\$0.75	\$675.00
4	Remove existing 12" CMP Pipe	LF	50	\$1.50	\$75.00	\$5.00	\$250.00	\$10.00	\$500.00	\$10.00	\$500.00
5	Remove 2x3 storm sewer structure	EA	1	\$200.00	\$200.00	\$75.00	\$75.00	\$640.00	\$640.00	\$180.00	\$180.00
6	Common Excavation	CY	100	\$4.50	\$450.00	\$6.00	\$600.00	\$10.00	\$1,000.00	\$8.00	\$800.00
7	12" CMP F.E.S.	EA	1	\$300.00	\$300.00	\$140.00	\$140.00	\$390.00	\$390.00	\$300.00	\$300.00
8	Dual Wall HDPE 12"	LF	50	\$20.00	\$1,000.00	\$20.75	\$1,037.50	\$44.00	\$2,200.00	\$22.50	\$1,125.00
9	STMH 27" with R1733 casting	EA	1	\$1,200.00	\$1,200.00	\$1,275.00	\$1,275.00	\$1,800.00	\$1,800.00	\$1,650.00	\$1,650.00
10	Remove concrete curb and gutter	LF	30	\$2.70	\$81.00	\$5.00	\$150.00	\$5.00	\$150.00	\$10.00	\$300.00
11	Class 5 Aggregate Base	TN	100	\$11.00	\$1,100.00	\$14.75	\$1,475.00	\$13.00	\$1,300.00	\$14.00	\$1,400.00
12	Granular Backfill (sidewalk base)	CY	18	\$13.00	\$234.00	\$15.00	\$270.00	\$28.00	\$504.00	\$30.00	\$540.00
13	Select Topsoil Borrow screened (LV)	CY	50	\$25.00	\$1,250.00	\$21.50	\$1,075.00	\$18.00	\$900.00	\$20.00	\$1,000.00
14	Seed (MINDOT 270) and green mulch	SY	600	\$1.00	\$600.00	\$2.00	\$1,200.00	\$1.60	\$960.00	\$3.00	\$1,800.00
Subtotal Grading, storm sewer, and removals					\$8,490.00	\$10,572.50	\$13,344.00	\$12,420.00			

Concrete work

Item No	Item	Unit	Quantity	Unit Price	Amount	Fuhr Trenching Unit Price	Amount	T.A. Schifsky & Sons Unit Price	Amount	Miller Excavating Unit Price	Amount	Schmidt Curb Unit Price	Amount
15	Concrete sidewalk (8" depth 3732A Granite)	SF	1150	\$3.45	\$3,967.50	\$4.10	\$4,715.00	\$4.00	\$4,600.00	\$3.95	\$4,542.50	\$5.00	\$5,750.00
16	Truncated domes ped ramp panels	SF	16	\$35.00	\$560.00	\$28.50	\$456.00	\$40.00	\$640.00	\$42.00	\$672.00	\$35.00	\$560.00
17	Concrete Curb and Gutter B618	LF	284	\$13.90	\$3,947.60	\$15.00	\$4,260.00	\$15.80	\$4,487.20	\$16.45	\$4,671.80	\$18.00	\$5,112.00
18	Concrete Curb and Gutter B418	LF	542	\$13.75	\$7,452.50	\$15.00	\$8,130.00	\$16.00	\$8,672.00	\$15.75	\$8,536.50	\$18.00	\$9,756.00
19	Concrete 36" valley gutter (2 pours)	LF	160	\$15.00	\$2,400.00	\$15.00	\$2,400.00	\$19.00	\$3,040.00	\$18.90	\$3,024.00	\$18.00	\$2,880.00
Subtotal Concrete work					\$18,327.60	\$19,961.00	\$21,439.20	\$24,058.80					

Bituminous paving

Item No	Item	Unit	Quantity	Unit Price	Amount	Brochman Blacktopping Unit Price	Amount	Harshives (Tower) Unit Price	Amount	Miller Excavating Unit Price	Amount	Asphalt Specialties Unit Price	Amount
20	Mill match edge (1' wide)	LF	800	\$1.00	\$800.00	\$2.90	\$2,320.00	\$80.50	\$64,400.00	\$3.05	\$2,440.00	\$1.25	\$1,000.00
21	Bituminous Patching (2 x 2' lifts)	TN	120	\$100.00	\$12,000.00	\$80.50	\$9,660.00	\$80.00	\$9,600.00	\$84.55	\$10,146.00	\$113.00	\$13,560.00
Subtotal Bituminous work					\$12,800.00	\$11,980.00	\$11,920.00	\$14,560.00					

Notes: Depending on pricing, the City of Bayport may elect to perform certain items.
Quantities are estimated and actual payment will be based on field measurements.
Quotes must be approved by the Bayport City Council.
City of Stillwater Engineering Department is the Engineer for the project.
Payment will be recommended by Engineer and paid by Bayport. No progress payments made.

RESOLUTION NO. 11-__

EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD JULY 11, 2011

Pursuant to due call and notice therefore, a regular meeting of the City Council of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on July 11, 2011, 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 ACCEPTING A QUOTE TO COMPLETE THE 1ST AVENUE AND 2ND AVENUE NORTH STORMWATER IMPROVEMENT PROJECT

WHEREAS, pursuant to a solicitation for quotes for the 1st Avenue and 2nd Avenue North Stormwater Improvement Project, the following quotes were received:

	Grading Storm sewer and	Concrete Work	Butuminous Paving
Bell Trucking	\$ 8,490.00	\$ -	\$ -
Fuhr Trenching	\$ 10,572.50	\$ 19,961.00	\$ -
T.A. Schifsky&Sons	\$ 13,344.00	\$ 21,439.20	\$ 11,920.00
Miller Excavating	\$ 12,420.00	\$ 21,446.80	\$ 12,586.00
Curbmasters		\$ 18,327.60	\$ -
Schmidt Curb	\$ -	\$ 24,058.00	\$ -
Brochman	\$ -	\$ -	\$ 12,800.00
Hardrives	\$ -	\$ -	\$ 11,980.00
Asphalt Specialities	\$ -	\$ -	\$ 14,560.00

WHEREAS, it appears that Bell Trucking (for grading, storm sewer, and removals), Curbmasters (for concrete work), and T.A. Shifsky and Sons (for bituminous) were the lowest responsible quotes;

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into contracts with Bell Trucking, Curbmasters, and T.A. Shifsky and Sons for the improvement of 1st Avenue North, (in front of 221 and 205 First Avenue North), between 3rd Street North and 2nd Street North and 2nd Avenue North, between 3rd Street North and 2nd Street North, according to the plans and specifications approved by the City Council and on file in the city.
2. The City Administrator is hereby authorized and directed to return to all quoters, any applicable deposits made with their quotes, except that the deposits of the successful

quoters and the next lowest quoters shall be retained until a contract has been signed.

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

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

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 11th day of July, 2011.

ATTEST:

Mitch Berg, City Administrator

Susan St. Ores, Mayor



June 28, 2011

Mitch Berg, Bayport City Administrator
294 North 3rd Street
Bayport, MN 55003

Re: Engineering proposal for sidewalk inventory

Dear Mitch,

The City of Stillwater Engineering department has completed many sidewalk assessment projects. The first step in the process is to inventory sidewalks to determine which segments are in need of replacement. We would be pleased to prepare an inventory of sidewalks in Bayport.

There are approximately 9 miles of existing sidewalk in Bayport. We would inventory the sidewalk and prepare a color coded map indicating which segments are deteriorated (cracked, settled, or heaved). We would also inventory all of the pedestrian ramps at street intersection and depict on the map which ramps lack truncated domes according to the requirements of the Americans with Disabilities Act. We would include pictures depicting the sidewalk and pedestrian ramp conditions.

We would bill the City of Bayport at 2.0 times the hourly rate of the employees in order to cover salaries, benefits and overhead expenses. Engineering services would be billed at the end of project based on the following hourly rates:

City Engineer/Public Works Director:	\$95.52/hour
Assistant City Engineer	\$78.26/hour
Engineer Technician	\$55.49/hour
Administrative Assistant	\$47.10/hour

It is estimated that our fees to complete the proposed services would be \$2,800. Billing would be based on hours recorded by engineering staff. Any services requested beyond those identified in the proposal would be charged on an hourly basis. If the work is stopped by either party for any reason the City of Stillwater would bill for time spent to date on the project. We look forward to working with you on the project. Let me know if you have any questions. We could begin the work as soon as you provide authorization.

Sincerely,

A handwritten signature in blue ink that reads "Shawn Sanders".

Shawn Sanders, P.E.
City Engineer/Public Works Director



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

Date: July 5, 2011

To: Mayor and City Council

From: Mitch Berg, City Administrator
Sara Taylor, Assistant City Administrator/Planner
Laura Eastman, Police Chief
John Buckley, Building Official
Mike Bell, Fire Chief

Subject: Consideration of an off-sale liquor and tobacco license for the retail establishment "Bayport Liquor" to be located at 102 3rd Street North

BACKGROUND

The city has received a new off-sale liquor license and a tobacco license application from Jilleen Keil, On the Banks of the St. Croix, Inc., with an interest in leasing the retail space previously occupied by "Bayport Liquors." As part of the application process, a background investigation of the applicant is required, as well as a health, safety, and welfare inspection of the premises by the city. Any issues that arise out of the investigation and inspection must then be resolved prior to the issuance of the licenses, to ensure the premises is fit for occupancy and service.

As of the date of this memo, the following are comments from staff:

Administration/Zoning

The off-sale liquor and tobacco license applications have been received and are complete. The proposed retail space is zoned B-2 Central Business and allows liquor sales as a permitted use. Once approved by the city, staff will forward the liquor license application and certificate of insurance to the Minnesota Alcohol and Gambling Enforcement Division (AGE). AGE will notify the city when the license has been approved and when the sale of liquor is allowed. City staff will issue the appropriate license certificates to the applicant upon approval by the state, payment of any outstanding fees, and completion of any outstanding work orders.

Police

On June 6, 2011, Inspector David Heuer, Washington County Sherriff's Office completed a background investigation on the applicant. This investigation did not reveal any negative information that would disqualify the applicant from obtaining or holding a liquor license (see attached.) Once the establishment is open, the police department will be conducting a random tobacco compliance check, to verify the operation meets all applicable laws.

Building/Fire

On June 30, 2011, an inspection was completed to ensure compliance with applicable codes. The applicant has been notified of the work orders that will need to be completed before the licenses will be issued for the property (see attached.)

RECOMMENDATION

Based on the information stated above, staff recommends the City Council adopt a motion approving the issuance of an off-sale liquor license and tobacco license for Jilleen Keil, On the Banks of the St. Croix, Inc., for the proposed retail establishment "Bayport Liquor" located at 102 3rd Street North, subject to approval of AGE, work orders listed above, and correction of any health, safety, and welfare issues that the city deems necessary, to ensure the establishment is fit for occupancy and service, for a license period to expire on December 31, 2011.



Office of the Sheriff

Commitment to Excellence



William M. Hutton
Sheriff

Daniel Starry
Chief Deputy

June 6, 2011

To: Chief Laura Eastman
From: David Heuer

Ref: New Liquor License Application
Business Name: Unknown at this time
Applicants: Jilleen Keil

A liquor license background investigation has been conducted on the above individual. They have applied for an Off-Sale Liquor License in the city of Bayport. During the course of the investigation the following agencies have been checked regarding the applicant.

Federal Bureau of Investigation
National Crime Information Center
Minnesota Liquor Control
Washington County Sheriff
Dakota County Sheriff
Wisconsin Circuit Courts
CriMNet

This investigation did not reveal any negative information that would disqualify the applicant from obtaining or holding a liquor license.

David Heuer

Inspector



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

July 5, 2011

Jilleen Keil
W11115 446th Avenue
Prescott, Wisconsin 54021

Re: Inspection for Liquor License at 102 3rd Street North, Bayport, Minnesota

I was onsite June 30, 2011 for the required inspection of the building noted above relative to the liquor license application you filed with the City of Bayport. The items listed below must be addressed before a liquor license can be issued for the property:

1. Repair the walls around the two wash sinks.
2. The electrical panel inside the southwest room needs a State inspection sticker.
3. All water supply lines must have insulation installed around them.
4. Install two (2) 20-pound portable fire extinguishers, one in the electrical room and one by the front door.
5. Install lettering on the front door, minimum 1 inch, stating "*These doors shall remain unlocked during business hours.*"

If you have any questions or concerns regarding this notification, please call me at City Hall, 651-275-4408, Monday-Thursday, 7:30 a.m. to 4:30 p.m.

Sincerely,



John Buckley
City of Bayport Building Official

cc: Sara Taylor

CONTRACT EXTENSION FOR CIVIL LEGAL SERVICES

This Contract Extension ("Agreement") is entered into by and between The City of Bayport (hereinafter "City"), 294 North Third Street, Bayport, MN 55003, and the law firm of Eckberg, Lammers, Briggs, Wolff & Vierling, P.L.L.P. (hereinafter "Law Firm"), 1809 Northwestern Avenue, Stillwater, MN 55082, for the purpose of utilizing the Law Firm to provide legal services to the City.

RECITALS

A. In 2005, the City and the Law Firm entered into a Contract for Criminal Prosecution Legal Services for a term of five (5) years, from January 1, 2006 through December 31, 2010.

B. In 2010, the City extended the Contract for Civil Legal Services with the Law Firm for one year.

C. The City and the Law Firm now desire to extend the Contract for Civil Legal Services for three (3) years with hourly rates outlined as follows:

Year One (January 1, 2012 – December 31, 2013)	\$145.00
Year Two (January 1, 2013 – December 31, 2014)	\$145.00
Year Three (January 1, 2014 – December 31, 2015)	\$145.00

City Council Meeting Attendance \$200.00 per meeting
Paralegal Services: \$125.00 per hour
Law Clerk-Research: \$100.00 per hour

NOW THEREFORE, IN CONSIDERATION OF the mutual promises contained herein and other good and sufficient consideration, the parties agree to the following:

TERMS

1.1 Scope and Nature of General Counsel Services: The parties agree to the following description of the nature of the legal services to be provided by the Law Firm to the City:

- a. Attendance at regular or special City Council, City Board and Commission (including Planning Commission meetings as directed) meeting. Council meetings shall be billed at a flat rate of \$200.00.
- b. Review of Council and Planning Commission agenda items and minutes.
- c. Weekly meeting with City Manager and Department Heads to identify issues of short and long-term importance.

- d. Drafting and revisions or ordinances, resolutions and regulations.
- e. Drafting of municipal contracts, joint powers agreements, and the like; Review of contractor/vendor bond and insurance documents.
- f. Research and preparation of legal opinions on municipal or other legal matters, including open meeting law/data practices issues and general municipal employment matters.
- g. Providing regular updates on significant developments in laws affecting the City to Administrator, Council and staff.
- h. Providing a yearly legislative update.
- i. Providing four in-service presentations per year to City staff and City officers on topics selected by the firm and City with special emphasis on new developments in the law (e.g. labor issues/data practices issues/land use issues).

1.2 Best Legal Practices Initiatives: In addition to the retainer services, throughout the period of its representation, The Firm shall furnish regular Best Legal Practices Initiatives Services. The services shall include on-site meetings with city staff and department heads and, where appropriate, the City Administrator and Council to perform the specified initiatives. It is expected that the specified best practices initiatives may change as required by the growth and change of the City. All practices shall be benchmarked against those of other leading cities, not limited to cities in Minnesota. These services shall include, but may not be limited to:

- A. **Municipal Infrastructure Best Practices:** The firm shall regularly:
 - 1. Update the City Administrator and Council on current methods of funding needed municipal infrastructure including alternate methods of securing infrastructure improvements.
 - 2. Review and advice shall make reference to existing and new legislation but also City initiated methods of sharing or eliminating costs.
 - 3. Regularly benchmark infrastructure cost recovery efforts against other leading cities.
- B. **Department Specific Best Practices:** The firm shall regularly review the internal processes and procedures of City Departments to furnish recommendations in order to:
 - 1. Reduce or avoid future liability and litigation;

2. Regularly benchmark department legal processes against other leading cities;

C. Planning/Engineering Legal Best Practices: The firm shall:

1. Perform annual review of Planning/Engineering documents related documentation to ensure that the documents are up to date, consistently utilized correctly and sufficiently protective of City financial and planning interests,
2. Make regular recommendations for standardization of City documents, development agreements and contracts and processes using templates and checklists where advisable to improve efficiency and predictability,
3. Devise solutions for avoidance of liability and litigation, and assurance of proper development close out including recordation of all necessary conveyances,
4. Regularly benchmark Planning/Engineering legal processes, documentation and against other leading cities;

D. Zoning/Subdivision/Regulatory Ordinance Best Legal Practices: The firm shall:

1. Regularly furnish examples of, and suggestions for, zoning, subdivision and regulatory ordinances improvements and modifications based upon needs identified by The Firm and the City and also based upon legislative changes;
2. Regularly benchmark such ordinances against other leading cities;

1.3 Other Matters: The parties contemplate that the Law Firm may also provide civil legal services outside the scope of services covered by the general and best practices service as described in paragraph 1.1 and 1.2 above. These services shall be handled as follows:

1.3.1 Contested Case Matters: The Law Firm will provide, and the City shall utilize the Law Firm for representation in contested cases, provided the City has the right to select counsel in the contested case, and provided the City determines, in its reasonable discretion, that the Law Firm has the skill and experience to represent the City in a fashion that the City deems to be in its best interests given the expertise, costs, and litigation service delivery available from other law firms in the Twin City Metro area. These legal services will be billed to the City in accordance with the hourly rates set forth in Appendix 1, as adjusted by this Agreement, during the term of this Agreement.

1.3.2 Bond Attorney Matters: The Law Firm, unless requested by the City and agreed to by both parties, will not perform legal services as “Bond Attorney.”

1.3.3 Prosecuting Attorney Matters: The Law Firm will perform legal services in the “Prosecuting Attorney” area of services as described in a contract between the City and the Law Firm.

2. Reimbursable Costs and Expenses.

2.1 General Rule: The City will reimburse the Law Firm for actual, necessary and reasonable costs and expenses incurred by the Law Firm in the performance of the legal services contained in this Agreement.

2.2 Specific Rates:

<u>Description of Costs</u>	<u>Rate</u>
Mileage	I.R.S. Rates (except local)
Parking	Actual Cost
Meals	No Reimbursement
Photocopying	\$.25 per page
Facsimile	\$1.00 per page
Long Distance Telephone	Actual Cost
Postage	Actual Cost
Messenger	Actual Cost
Court Costs	Actual Cost
Arbitration Costs	Actual Cost
Other Contested Case Costs	Actual Cost

3. Matters Covered by Insurance: The Law Firm will assist the City in submitting claims for insurance coverage to various insurance carriers. Whenever a claim is made with an insurance carrier, which arises out of a legal issue within the scope of this Contract for Legal Services, the City will recommend that the Law Firm be utilized by the insurance carrier in the matter for which the claim is made. The City may recommend the Law Firm to an insurance carrier for claims arising out of matters which are outside the scope of this Contract for Legal Services. At the point in time when an insurance carrier admits coverage, and to the extent that they will provide retroactive payments for attorneys’ fees, the Law Firm will receive its payments for services rendered from the insurance carrier and not the City. To the extent that an insurance carrier does not pay for legal services rendered by the Law Firm, including any deductibles, the City will pay the Law Firm for services rendered at the rates charged to the insurance company, subject to billing and payment provisions of paragraph 5.

4. Conflict of Interest and Attorney/Client Privilege Issues:

- 4.1 Conflict of Interest:** The Law Firm will notify the City if the Law Firm represents or has ever represented an opposing party in a legal matter, whether within or outside of any of the retainers.
- 4.2 Attorney/Client Privilege:** The Law Firm is authorized to utilize e-mail without encryption to transmit and receive confidential client information. While digital cordless and cellular telephones within a digital service area would be best to be used to transmit and receive confidential client information and may be used by the Law Firm to transmit and receive confidential client information. The City specifically acknowledges that it understands the confidentiality risks associated with inadvertent interception.

5. Billing Format, Cycle, Payment Expectations and Interests.

- 5.1 Billing Format:** The Law Firm will submit monthly statements, for both retainer and no-retainer matters, itemizing legal services rendered for the prior month broken down into categories.
- 5.2 Billing Cycle:** The Law Firm will bill monthly for legal services rendered in the prior month. Generally, bills will go out approximately 10 days after the end of the prior month.
- 5.3 Payment Expectations:** The City will pay the bill of the Law Firm routinely according to its internal payment procedures by forwarding a check to the Law Firm paying for both legal services and expenses shown on the Law Firm's bill.
- 5.4 Disputes:** In the event that the City disputes any aspect of the Law Firm's bill, the appropriate City representative will contact Mark J. Vierling at the Law Firm stating the nature of the dispute.
- 5.5 Term:** The term of this Agreement will be from January 1, 2012 to December 31, 2015.
 - 1. During the term of the Agreement, either party may terminate the Agreement upon 60 calendar days' written notice to the other party.
 - 2. The parties agree to mutually evaluate the usage of legal services during the prior year of this Contract in order to evaluate usage and identify areas where modification(s) in the parties' relationship may be mutually beneficial.

- 5.6 **Authorized Contract Person:** Nicholas J. Vivian will act as lead attorney for the City. However, the parties contemplate that other senior attorneys in the Law Firm will also be providing services to the City subject always to advance approval by the City.
- 5.7 **City Approval:** The City Council has approved the Law Firm's performance of legal services for the City during the term of this Agreement. The signing of this Agreement will be ministerial and the Law Firm is authorized to commence performing services on January 1, 2012.
- 5.8 **Cancellation:** This Agreement may be cancelled with or without cause by either party upon ninety (90) days written notice.

CITY OF BAYPORT

Dated: _____

 By: Susan St. Ores
 Its: Mayor

Dated: _____

 By: Mitchell Berg
 Its: City Administrator

**ECKBERG, LAMMERS, BRIGGS,
 WOLFF & VIERLING, P.L.L.P.**

Dated: _____

 By: Nicholas J. Vivian
 Its: Partner

Dated: _____

 By: Nicholas J. Vivian
 Its: Partner

CONTRACT EXTENSION FOR CRIMINAL PROSECUTION LEGAL SERVICES

This Contract Extension ("Agreement") is entered into by and between The City of Bayport (hereinafter "City"), 294 North Third Street, Bayport, MN 55003, and the law firm of Eckberg, Lammers, Briggs, Wolff & Vierling, P.L.L.P. (hereinafter "Law Firm"), 1809 Northwestern Avenue, Stillwater, MN 55082, for the purpose of utilizing the Law Firm to provide legal services to the City.

RECITALS

A. In 2005, the City and the Law Firm entered into a Contract for Criminal Prosecution Legal Services for a term of five (5) years, from January 1, 2006 through December 31, 2010.

B. In 2010, the City extended the Contract for Criminal Prosecution Legal Services with the Law Firm for one year.

C. The City and the Law Firm now desire to extend the Contract for Criminal Prosecution Legal Services for three (3) years with annual flat rates outlined as follows:

Year One (January 1, 2012 – December 31, 2013)	\$28,346.55
Year Two (January 1, 2013 – December 31, 2014)	\$28,346.55
Year Three (January 1, 2014 – December 31, 2015)	\$28,346.55

NOW THEREFORE, IN CONSIDERATION OF the mutual promises contained herein and other good and sufficient consideration, the parties agree to the following:

TERMS

1. **Scope and Nature of Retainer Prosecution Services:** The parties agree to the following description of the nature of the legal services to be provided by the Law Firm to the City:
 - a. Preparing gross misdemeanor and misdemeanor formal complaints to establish probable cause and define charges;
 - b. Prepare and appear at arraignments, pretrial hearings, probation revocation hearings, omnibus hearings, Rasmussen hearings, Florence hearings, court trials, jury trials, bail motions, in-custody arraignments, expungement hearings, motion hearings, and sentencings as required;
 - c. Obtain certified documents required for criminal prosecution, including subpoenas, drivers' records, motor vehicle records, prior convictions, orders for prosecution, bank records, police reports, transcripts from prior

hearings, plea petitions from prior hearings, and other information that may be required for prosecution as required;

- d. Comply with all discovery requests from defendants, including gathering records with regard to intoxilyzers, criminal records or witnesses, taped Miranda warnings, copy of 911 calls, copy of videotaped evidence, and the like. Notices of hearings, trial dates, including changed of dates;
- e. Maintain communication with involved agencies including law enforcement agencies, courts, Minnesota correctional facilities, victim/witnesses, defendants/defense attorneys, social workers, child protection personnel, psychiatrists, victim advocate representatives, hospitals, banks, insurance companies, probation officers, Bureau of Criminal Apprehension, Tubman Family Alliance personnel as required;
- f. Training and legal update for police officers and personnel as required.
- g. Prepare reports of prosecution activities as requested by City Council; and
- h. Attend all special meetings or training sessions as requested by the police department, Code enforcement personnel, or other City staff including monthly roll call meeting for education purposes.
- i. Prepare complaints, orders, settlement agreements and other pleadings related to vehicle forfeitures, and attend all necessary court appearances regarding the same.

2. Reimbursable Costs and Expenses.

- 2.1 General Rule:** The City will reimburse the Law Firm for actual, necessary and reasonable costs and expenses incurred by the Law Firm in the performance of the legal services contained in this Agreement.

3. Conflict of Interest and Attorney/Client Privilege Issues:

- 3.1 Conflict of Interest:** The Law Firm will notify the City if the Law Firm represents or has ever represented an opposing party in a legal matter, whether within or outside of any of the retainers.
- 3.2 Attorney/Client Privilege:** The Law Firm is authorized to utilize e-mail without encryption to transmit and receive confidential client information. While digital cordless and cellular telephones within a digital service area would be best to be used to transmit and receive confidential client information and may be used by the Law Firm to transmit and receive confidential client information. The City specifically acknowledges that it

understands the confidentiality risks associated with inadvertent interception.

- 4. **Prosecution Services Billing Format, Cycle, Payment Expectations and Interests.**
 - 4.1 **Billing Format:** The Law Firm will submit twice-monthly statements, for legal services rendered for the prior month including expenses incurred.
 - 4.2 **Payment Expectations:** The City will pay the bill of the Law Firm routinely according to its internal payment procedures by forwarding a check to the Law Firm paying for both legal services and expenses shown on the Law Firm's bill.
 - 4.3 **City Approval:** The City Council has approved the Law Firm's performance of legal services for the City during the term of this Agreement. The signing of this Agreement will be ministerial and the Law Firm is authorized to commence performing services on January 1, 2012.
 - 4.4 **Cancellation:** This Agreement may be cancelled with or without cause by either party upon ninety (90) days written notice.

CITY OF BAYPORT

Dated: _____

By: Susan St. Ores
Its: Mayor

Dated: _____

By: Mitchell Berg
Its: City Administrator

**ECKBERG, LAMMERS, BRIGGS,
WOLFF & VIERLING, P.L.L.P.**

Dated: _____

By: Nicholas J. Vivian
Its: Partner



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

Date: July 5, 2011
To: Mayor and City Council
From: Mitch Berg, City Administrator
Mel Horak, Public Works Supervisor
Subject: Consider authorization to complete a 2011 sidewalk, curb, and gutter improvement project

BACKGROUND

The city has initiated this type of improvement project on an annual basis, to replace areas of public sidewalks and related curb and gutters in need of repair and to address public safety concerns. In 2011, the city budgeted \$16,000 for sidewalk replacement. Since a portion of the project cost is recovered from special assessments to benefitting property owners, the city is required to follow Minnesota Statutes 429 assessment process. According to current city policy, the city is to recover fifty percent (50%) of the project cost for replacing sidewalks. The remainder of the balance would be paid by the city with sidewalk replacement funds.

The city's current policy states that improvements to sidewalks should be made on a total block basis instead of by panel or by property. Therefore, the proposed project for 2011 consists of replacing the majority of the east sidewalk and related curb and gutter areas along 6th Street North, beginning in front of 725 6th Street North to 8th Avenue North, for a distance of approximately 1,100 feet.

The proposed timeline for the project is as follows:

July

- Receive quotes and adopt a resolution selecting an engineering firm to prepare a feasibility report, assessment roll, plans and specifications, and quotes to complete the improvement project

August

- Adopt a resolution approving the feasibility report, plans and specifications, quotes, and calling for the public improvement hearing

September

- Conduct the public improvement hearing
- Adopt a resolution ordering improvements, declaring costs to be assessed, and ordering the preparation of proposed assessments
- Begin sidewalk replacement (weather permitting)
- Adopt a resolution calling for the assessment hearing

October

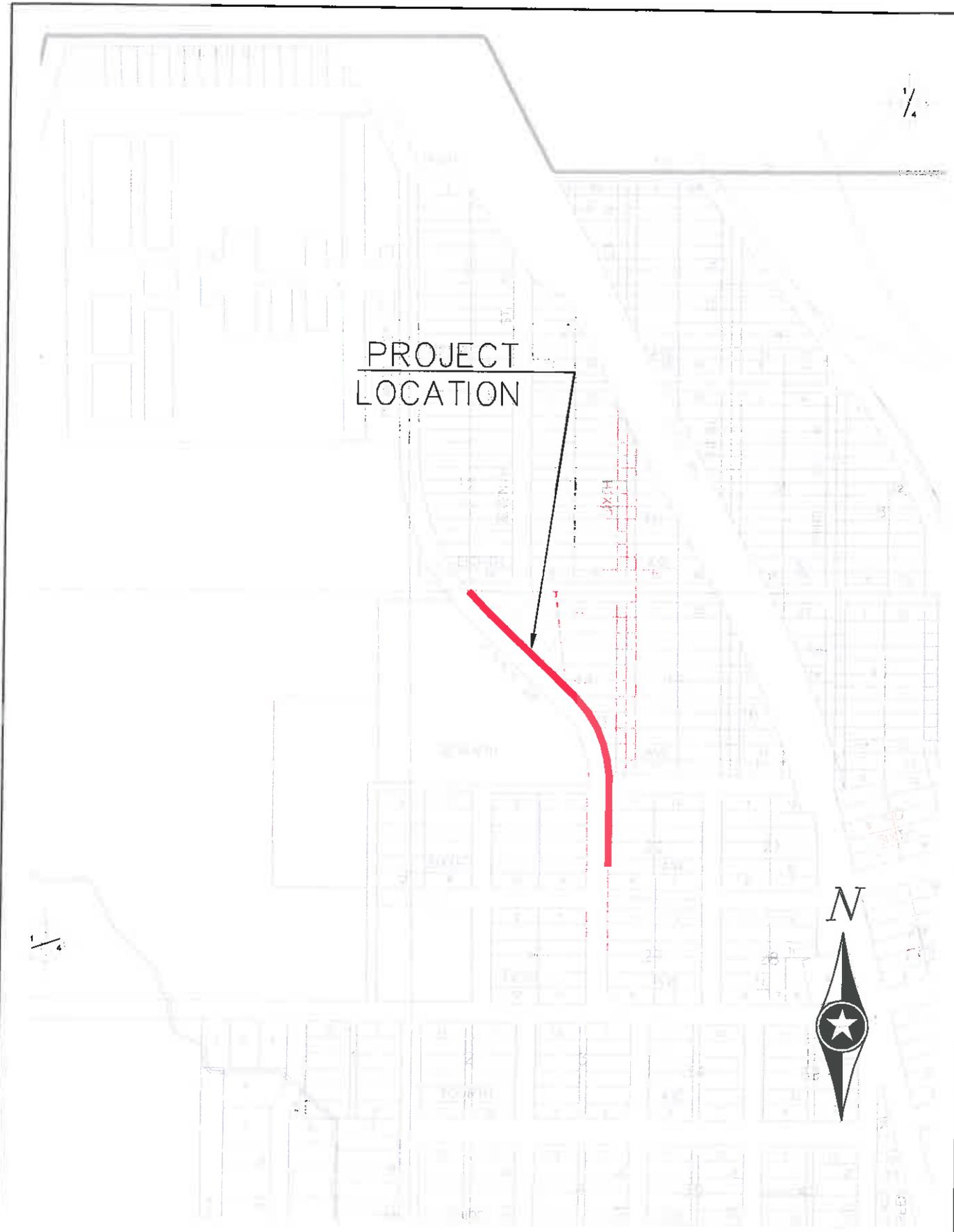
- Conduct the assessment hearing
- Adopt a resolution approving the assessments

The city has solicited quotes from SEH and the City of Stillwater to complete the feasibility report, assessment roll, plans and specifications, and work to complete the project. The quotes will be provided for City Council consideration at the meeting.

RECOMMENDATION

Staff recommends the City Council adopt a resolution selecting _____ to prepare a feasibility report, assessment roll, plans and specifications, and quotes to complete the improvement project at a cost not to exceed \$_____.

Attachments: Site map
Resolution



PROJECT
LOCATION



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

FILE NO.
ABAYP0801.00
DATE:
6/30/11

**2011 SIDEWALK
IMPROVEMENTS
BAYPORT, MINNESOTA**

**EXHIBIT
NO. 1**

RESOLUTION NO. 11-__

EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD JULY 11, 2011

Pursuant to due call and notice therefore, a regular meeting of the City Council of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on July 11, 2011, 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 ORDERING PREPARATION OF A FEASIBILITY REPORT, ASSESSMENT ROLL, PLANS AND SPECIFICATIONS, AND QUOTES TO COMPLETE THE 2011 SIDEWALK, CURB, AND GUTTER IMPROVEMENT PROJECT

WHEREAS, it is proposed to improve the sidewalk, curb, and gutter along the east side of 6th Street North, beginning in front of 725 6th Street North to 8th Avenue North (for a distance of approximately 1,100 feet) and to assess the benefited properties for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

1. That the proposed improvement, called the 2011 Sidewalk, Curb, and Gutter Improvement Project be referred to _____, designated as the "engineer," to advise the City Council as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should be completed as proposed or in connection with some other improvement; the estimated cost of the improvement; and a description of the methodology used to calculate individual assessments for affected parcels.
2. The engineer shall prepare plans and specifications for the making such improvement.
3. The City Administrator shall work with the engineer in acquiring the necessary project quotes for the improvement.

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

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

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport,

Washington County, Minnesota this 11th day of July, 2011.

ATTEST:

Mitch Berg, City Administrator

Susan St. Ores, Mayor



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

DATE: July 5, 2011
TO: Mayor and City Council
FROM: Mitch Berg, City Administrator
RE: Consider 2011-2012 labor agreement with Minnesota Teamsters Public Employee Union #320

BACKGROUND

In 2010, the city began negotiations on a union agreement for the two public works employees. Having negotiated with the union for over eight months, a tentative agreement has been reached.

The proposed changes to the agreement are as follows:

- A two year agreement to begin January 1, 2011 and terminate on December 31, 2012
 - The prior agreement was for three years
 - This condition is consistent with the recently negotiated labor agreement with law enforcement employees
- A 2% salary increase for 2011 and 2012
 - The prior agreement was for a 3% increase
 - This condition is consistent with the recently negotiated labor agreement with law enforcement employees
- One additional day of vacation (per year) would be granted to an employee with 31 years of service
- The city would contribute an additional \$10.00 per year toward uniform purchases in 2011 and 2012
 - This condition is somewhat of a lesser amount than what was negotiated with law enforcement employees

Other than the request for an additional vacation day for employees with 31 years of service, the agreement is very similar to the terms negotiated and approved by the City Council on February 7, 2011, with the law enforcement employees.

RECOMMENDATION

Staff recommends the City Council adopt a motion authorizing the City Administrator to enter into a Labor Agreement between the City of Bayport and Minnesota Teamsters Public and Law Enforcement Employee's Union, Local #320 effective January 1, 2011 to December 31, 2012.



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

DATE: July 5, 2011
TO: Mayor and City Council
FROM: Mitch Berg, City Administrator
RE: City Administrator update

Deer culling

I have received a request from a Councilmember to explore what options were available for the city to cull deer within the city limits. Of all of the options I have researched, there is a bow hunting organization that will shoot and remove the deer at no cost to the city. The date for bow hunting begins September 17, 2011. Therefore, should this be something the City Council is interested in exploring further, staff can put together a deer culling plan for presentation at the August City Council meeting.

2011 budget

On June 29, 2011 the Minnesota court system ruled in favor of a petition from the League of Minnesota Cities, Coalition of Greater Minnesota Cities, and the City of St. Paul that LGA should be funded due the fact that it was appropriated by a previous legislature. Although I am ecstatic about this news, I remain cautiously optimistic for a number of reasons, primarily being:

- The amount of LGA certified for 2011 is \$104,736 more than what we received in 2010
- While the state is still facing a 5.8 billion dollar deficit, there is concern that when a deal is struck further (or retroactive) cuts to LGA could be made
- There could be an appeal to the judge's order

Based on this information, the city should receive a LGA payment on or before July 20, 2011 of approximately \$219,982. What is still unclear, however, is if the city will receive any of the other state aid payments, which primarily consist of police and fire state aids and PERA credits. Also, what is unclear is if the city will be reimbursed for the prison's share of their sewage usage and if the city will receive its 2012 certified LGA notice, by the statutory deadline of on or before July 30, 2011.

In the meantime, I have been working with department heads to assemble a projected 2011 year end budget, based on the first five months of expenditures from within their departments. Overall, so far I am projecting the expenditures to be within budget. I will provide more detail of year end figures and preliminary budget figures for 2012 at the next budget workshop, which I would tentatively like to schedule for Monday, August 8, 2011 at 4:30 p.m.

LMC conference

Last minute, I was asked to be a speaker at a LMC conference roundtable discussion on small downtown revitalization. In addition to speaking to the group on how to successfully revitalize small downtowns, I attended two sessions, one entitled Finding Money for Infrastructure and one which recapped the 2011 legislative session.

Local variance authority

Please refer to the attached memo from the Association of Metro Cities. The new law is generally consistent with the city's past practice and criteria used for determining whether a variance shall be granted. Therefore, staff does not believe this will require any amendments to the city's current ordinance, but will be gathering more information and reviewing the specific text of the ordinance to be sure the city is in compliance with the new regulations.

Pavement rating study

In the fall of 2010, the City Council authorized the completion of a pavement rating study. The purpose of the study was to evaluate the condition of the 15 plus miles of roads within the city. The findings from the report will be useful for budgeting purposes in guiding how much the city should be allocating for its short-term and long-term street maintenance needs.

The study's findings show that 92% of the city's roads were ranked excellent to very good (a Pavement Condition Index (PCI) ranking of 70-100.) The report cites, "overall the roadways throughout the City of Bayport are predominately in excellent condition with none of the roadways inspected falling within the very poor or failed categories." However, the study did indicate two segments of 3rd Avenue South which had a low enough PCI ranking of 33-34 to warrant a mill, along with a re-compaction of the base, and new curb and gutter.

Upcoming events/meetings

July 11, 2011 – 6:00 p.m.	Regular City Council meeting
July 18, 2011 – 6:00 p.m.	Regular Planning Commission meeting
August 8, 2011 – 4:30 p.m.	City Council budget workshop



Variance Bill---Items to Evaluate Under New Law

The Governor signed 2011 Minn. Laws Ch. 19 (HF 52*/SF 13), amending Minn. Stat. Sec. 462.357, subd. 6 to restore municipal variance authority in response to *Krummenacher v. City of Minnetonka*, 783 N.W.2d 721 (Minn. June 24, 2010). The law also provides consistent statutory language between Minn. Stat. Ch. 462 and the county variance authority of Minn. Stat. Sec. 394.27, subd. 7.

The new law is effective May 6, 2011. Presumably it applies to pending applications, as the general rule is that cities are to apply the law at the time of the decision, rather than at the time of application.

The new law renames the municipal variance standard from “undue hardship” to “practical difficulties” but otherwise retains the familiar three factor test of (1) reasonableness, (2) uniqueness and (3) essential character. Also included is a sentence new to city variance authority that was already included in the county statutes: “Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the terms of the variance are consistent with the comprehensive plan.”

So in evaluating variance requests under the new law, cities should adopt findings addressing the following questions:

- Is variance in harmony with purposes and intent of ordinance?
- Is variance consistent with the comprehensive plan?
- Does proposal put property to use in a reasonable manner?
- Are there unique circumstances to the property not created by the landowner?
- Will the variance, if granted, alter the essential character of the locality?

Some cities may have ordinance provisions that codified the old statutory language, or that have their own set of standards. For those cities, the question may be whether you have to first amend your zoning code before processing variances under the new standard. A credible argument can be made that the statutory language pre-empts inconsistent local ordinance provisions. Under a preemption theory, cities could apply the new law immediately without necessarily amending their ordinance first. In any regard, it would be best practice for cities to revisit their ordinance provisions and consider adopting language that mirrors the new statute. In addition, the new law clarifies that conditions may be imposed on granting of variances if those conditions are directly related to and bear a rough proportionality to the impact created by the variance.