

**CITY OF BAYPORT  
CITY COUNCIL MEETING  
Council Chambers, 294 North 3<sup>rd</sup> Street  
February 2, 2015**

**REGULAR MEETING**

**6:00 P.M.**

**CALL TO ORDER**

**SWEARING IN OF CITY COUNCILMEMBER PATRICK MC GANN** (by Mayor St. Ores)

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

**APPROVAL OF AGENDA**

**PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS**

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

**OPEN FORUM**

The open forum is a portion of the meeting to address the City Council on subjects that are not a part of the meeting agenda. The City Council may take action or reply at the time of the statement or may give direction to staff regarding investigation of the concerns expressed. *A total of 15 minutes is allotted for the public comment period (not 15 minutes per person)*

- 1.
- 2.

**CONSENT AGENDA**

Consider a resolution adopting items 1 through 14

- |   | <b><u>TAB #</u></b> |
|---|---------------------|
| 1. January 5, 2015 City Council workshop minutes  | 1                   |
| 2. January 5, 2015 City Council regular meeting minutes   | 2                   |
| 3. January payables and receipts (check numbers 5289-5386)  | 3                   |
| 4. January building, plumbing and mechanical permits report   | 4                   |
| 5. Special event application for BCAL Easter Egg Hunt at Barker's Alps Park on April 4, 2015  | 5                   |
| 6. Special event application for BCAL Ice Cream Social at Lakeside Park on June 10, 2015  | 6                   |
| 7. Special event application for BCAL Derby Days/Taste of Bayport at Perro Park and Lakeside Park on September 19, 2015   | 7                   |
| 8. Special event application for BCAL Lighting of the Green at Village Green Park on December 2, 2015   | 8                   |
| 9. Donation of two memorial benches for Barker's Alps Park from Mary Williams   | 9                   |
| 10. Reappointment of elected and citizen representatives to the Central St. Croix Valley Cable Commission   | 10                  |
| 11. Pay Equity Report for the State of Minnesota Department of Employee Relations for 2014  | 11                  |
| 12. Optional 2:00 a.m. liquor license for Not Justa Café/Bar located at 193 3 <sup>rd</sup> Street North  | 12                  |
| 13. Donation of \$50.00 to the Fire Department and \$50.00 to the Police Department from Susan and Alex Molldrem  | 13                  |
| 14. Minnesota Lawful Gambling Premises Permit Application submitted by Bayport American Legion for Not Justa Café/Bar located at 193 3 <sup>rd</sup> Street North | 14                  |

**PUBLIC HEARINGS**

**CITY COUNCIL LIAISON REPORTS**

**STAFF/CITY ADMINISTRATOR REPORTS**

15

**UNFINISHED BUSINESS**

1. Consider Fire Protection Services Agreement for communities served by the Bayport Fire Department

16

**NEW BUSINESS**

1. Consider a resolution to hold a public hearing at the March 2, 2015 City Council meeting for a bond sale to finance the proposed new Bayport Fire Hall

17

**CITY COUNCIL ITEMS AND ANNOUNCEMENTS**

- 1.
- 2.

**ADJOURNMENT**

**RESOLUTION NO. 15-**

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

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 5<sup>th</sup> day of February 2015 at 6:00 p.m.

The following members were present:

The following members were absent:

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

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

1. January 5, 2015 City Council workshop minutes
2. January 5, 2015 City Council regular meeting minutes
3. January payables and receipts (check numbers 5289-5386)
4. January building, plumbing and mechanical permits report
5. Special event application for BCAL Easter Egg Hunt at Barker's Alps Park on April 4, 2015
6. Special event application for BCAL Ice Cream Social at Lakeside Park on June 10, 2015
7. Special event application for BCAL Derby Days/Taste of Bayport at Perro Park and Lakeside Park on September 19, 2015
8. Special event application for BCAL Lighting of the Green at Village Green Park on December 2, 2015
9. Donation of two memorial benches for Barker's Alps Park from Mary Williams
10. Reappointment of elected and citizen representatives to the Central St. Croix Valley Cable Commission
11. Pay Equity Report for the State of Minnesota Department of Employee Relations for 2014
12. Optional 2:00 a.m. liquor license for Not Justa Café/Bar located at 193 3<sup>rd</sup> Street North
13. Donation of \$50.00 to the Fire Department and \$50.00 to the Police Department from Susan and Alex Mollidrem
14. Minnesota Lawful Gambling Premises Permit Application submitted by Bayport American Legion for Not Justa Café/Bar located at 193 3<sup>rd</sup> Street North

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

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

**WHEREUPON**, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 5<sup>th</sup> day of February 2015.

ATTEST:

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

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

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

**CALL TO ORDER**

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

**ROLL CALL**

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

Members Absent: Councilmember McGann

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

**UPDATE ON THE PROPOSED NEW FIRE HALL PROJECT AND REVIEW OF THE FIRE DEPARTMENT SERVICE CONTRACTS**

Administrator Martin gave a general update on the proposed new Fire Hall project and noted the primary purpose of the workshop was to review the revised language within the fire service contracts to address obligations and related costs for the new Fire Hall. He explained the proposed contracts are structured with three main components, i.e. capital costs, operational costs, and miscellaneous provisions. Discussion followed on fixed versus variable costs, obligations to reimburse partner communities should the Fire Hall be destroyed and not rebuilt or if fire service is discontinued, opportunities to renegotiate the contracts should a community see a significant decrease in taxable market value or annex another municipality that would generate an additional volume of service calls, and insuring the building and related equipment adequately to allow for equivalent replacement. The consensus of the City Council was that the content of the overall contract was acceptable, but directed staff to further review and make any revisions deemed necessary to address specific areas of discussion, as mentioned. Administrator Martin noted the partner communities are in the process of reviewing the contracts and approval is anticipated within the next month. He also noted there would be an opportunity for additional discussion on the contracts at the January 5 regular City Council meeting.

**ADJOURNMENT**

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to adjourn the workshop at 5:57 p.m.

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

**CALL TO ORDER**

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of January 5, 2015 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

**SWEARING IN OF MAYOR SUSAN ST. ORES**

City Administrator Martin administered the Oath of Office to Mayor St. Ores.

**SWEARING IN OF CITY COUNCILMEMBER MICHELE HANSON**

Mayor St. Ores administered the Oath of Office to Councilmember Hanson and noted Councilmember McGann will be sworn in at the next meeting.

**ROLL CALL**

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

Members Absent: Councilmember McGann

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

**APPROVAL OF AGENDA**

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to approve the January 5, 2015 City Council agenda. Motion carried 4-0.

**PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS**

1. The December recycling award recipient is Jill Peterson who will receive \$30.00 for her recycling efforts, with funding made possible by a grant from Washington County.
2. Police Chief Eastman recognized Officer Quinn Willmarth's 17 years of service with the Bayport Police Department and 15 years as a member of the Washington County Special Weapons and Tactics (SWAT) Team. Commander Brian Mueller, Washington County Sheriff's Office, presented a plaque to Officer Willmarth for his service on the SWAT Team, which included additional responsibilities and training for sniper duties.
3. Police Chief Eastman presented a Lifesaving Award to Officer Zach Lund for his quick response on December 11 when he performed the Heimlich maneuver on a resident who was choking and having difficulty breathing. He also received an award from the Fire Department for his actions that saved the young mother's life.

Mayor St. Ores thanked all public safety employees for their service.

**OPEN FORUM**

**CONSENT AGENDA**

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

Councilmember Hanson introduced the following resolution and moved its adoption:

**Resolution 15-01**

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE  
JANUARY 5, 2015 CITY COUNCIL AGENDA**

1. December 1, 2014 City Council workshop minutes
2. December 1, 2014 City Council regular meeting minutes
3. December 15, 2014 City Council and Planning Commission joint workshop minutes
4. December payables and receipts (check numbers 005191-005288)
5. December building, plumbing and mechanical permits report
6. Commercial refuse hauling license renewals for 2015
7. Special event application from Kinnicroix Girl Scouts for activities at Lakeside Park on June 11-14, 2015
8. Washington County designation of the new highway alignment between Stagecoach Trail North (County State Aid Highway No. 21) and St. Croix Trail North (Minnesota Trunk Highway No. 95) Resolution *15-01A*

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

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

**PUBLIC HEARINGS**

**COUNCIL LIAISON REPORTS**

Councilmember Hanson said the next meeting of the Cable Commission is scheduled for January 22, 2015 at 6:00 p.m.

Councilmember Carlson reviewed the December 19 Library Board meeting and noted applications are being accepted for an open seat on the Library Board. The next meeting is scheduled for January 29, 2015 at 6:00 p.m. at the library. On February 5, there will be a planning meeting for a celebration commemorating 25 years of service in the current library location.

Mayor St. Ores reviewed the December Middle St. Croix Watershed Management Organization (MSCWMO) meeting, noting the MSCWMO is on budget for the year. The next meeting is scheduled for January 8, 2015. In December, she attended a holiday luncheon at the Department of Corrections and participated in the Lighting of the Village Green. She thanked the Bayport Community Action League (BCAL) for sponsoring the Village Green event and city departments for their assistance in making it an enjoyable evening for participants. She added the BCAL is sponsoring a Valentine’s party at the Bayport American Legion on February 14.

**STAFF/CITY ADMINISTRATOR REPORTS**

Fire Chief Swenson reviewed his written report and stated recent training focused on cold water rescues and winter emergencies. He reported the department responded to 1,214 calls in 2014, which are 12 more than in 2013. He said that among all on-call volunteer fire departments in the state, the

Bayport Fire Department responded to the most calls (1,214) versus 609 calls for Waseca, the next highest comparable department in the state. He reminded people to replace carbon monoxide and smoke detectors every eight years and to have their chimneys inspected and cleaned when burning wood to prevent creosote from building up and causing a fire.

Police Chief Eastman reviewed her written report, noting the response to the annual Toys for Tots drive was the largest in recent history. She thanked local businesses for serving as collection points and everyone who donated, including the Department of Corrections staff who participated for the first time. She said there has been an increase in the theft of mail and packages, as well as phone scams. Residents are encouraged to contact the Police Department first if they are suspicious of any phone request for personal or credit card information. Residents may see additional squad cars in the city as part of the Safe and Sober campaign.

Public Works Supervisor Horak reviewed his written report. He reminded residents not to flush undesirable objects other than bodily waste down the toilet, which can cause sewer backups and lead to costly repairs. Administrator Martin added the Public Works staff has been diligent in preparing the outdoor skating rinks that opened on January 1.

Assistant City Administrator/Planner Taylor reviewed the recent city newsletter and asked that new residents contact City Hall if they did not receive a copy. The city is accepting priority park reservations from residents only at this time, with reservations from non-residents accepted January 20. She thanked the Public Works department for getting the ice rinks ready for use during the school break and stated the warming house will be staffed from 4:00-9:00 p.m. on weeknights and noon-9:00 p.m. on weekends and school holidays (weather permitting). Expanded library hours include Wednesday from noon to 8:00 p.m. and Saturday from 10:00 a.m. to 3:00 p.m. She reminded residents that Library Board application information can be found on the city's website or by contacting City Hall.

City Administrator Martin said the project to install a larger water service line to the commercial property at 243 3<sup>rd</sup> Street North has been completed and the property owner is hoping to bring a grocery store operation into the space. He reviewed two stormwater management programs and explained the city has been designated a Municipal Separate Storm Sewer System (MS4) by the state and needs to comply with the MS4 program. Secondly, the MSCWMO would like the city to participate in a voluntary program called Minimal Impact Design Standards (MIDS) that would provide analysis of the city's ordinances to look for increased efficiencies in managing stormwater.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

Consider renewal of city attorney service contract: Administrator Martin said the city has utilized the Eckberg Lammers Law firm since 1994 for its criminal prosecution and civil legal services. The current three year contract expired on December 31, 2014, and the city would like to extend the contract at this time. Eckberg Lammers kept their fees flat for the 2011-2014 term and has proposed an approximate three percent per year increase for 2015-2017, with the exception of 2017 when no increase is proposed for civil legal services. Staff is pleased with the services provided by Eckberg Lammers and would like to keep its continuity with the law firm; therefore, staff recommended approval of the three year contract extension. Councilmember Hanson inquired about fees for different services and Attorney Pratt commented on the variability of certain fees. Mayor St. Ores

questioned whether the proposed rates are in line with other cities. Administrator Martin noted Eckberg Lammers typically proposes \$170.00 per hour for civil legal services when responding to requests for proposals for other municipalities, and is proposing \$155.00 per hour in 2016 and 2017 for Bayport. The criminal prosecution flat fee is more difficult to compare because it is based on the amount of activity generated within a community.

It was moved by Councilmember Goldston and seconded by Councilmember Carlson to approve a contract extension with the Eckberg Lammers Law Firm for criminal prosecution legal services and civil legal services for a term of January 1, 2015-December 31, 2017. Motion carried 4-0.

Update on proposed new Fire Hall project and review of fire service contract: Administrator Martin reported the design development process is on schedule for letting of a late winter/early spring bid, which is the optimum time to secure the most favorable bids. The utility design work is progressing, including relocation and heightening of Xcel Energy poles, to allow adequate clearance for the fire equipment. The building plans have been submitted for review via Xcel Energy's "Energy Efficient Buildings" program, which provides a free energy audit of the design and the opportunity to take advantage of applicable rebates from Xcel Energy. Staff also continues to explore solar energy options. Administrator Martin and Attorney Pratt are finalizing the fire service contracts with the three partner communities of Baytown Township, City of Oak Park Heights and West Lakeland Township.

Article 1 of the contract addresses the capital financing of a portion of the building construction costs and sets a fixed fair share rate for 15 years, as an added guarantee that the Bayport Fire Department will retain its partners long-term. The fixed rate is based on cost sharing \$2.6 million of the project costs between the four communities. This article also establishes a small equity value in the building for the partner communities. Mayor St. Ores added that staff will verify that building insurance covers replacement costs, to ensure Bayport does not have to fund a replacement building at anticipated increased costs.

Article 2 covers the annual operational costs, based on the variable fair share formula used in the past. Administrator Martin reviewed changes to this portion of the contract which includes a cap of a three percent increase in the Fire Department budget per year, using 2015 as the base year. Secondly, no community's portion of the operational cost-share rate can rise to more than 62% of the overall cost-share payments. He noted this clause is under review and may be adjusted to address any possible annexations or major developments, to ensure the other partner communities are not paying more than their fair share. The final change allows for a recalculation of the variable fair-share formula for the annual operational costs if a community's taxable market value decreases by more than 25% during the term of the agreement. Councilmember Hanson requested clarification on the example provided in the Maximum Variable Fair Share Cap section, and Attorney Pratt stated the language will be revised to clearly reflect the intent of the clause. Mayor St. Ores noted the general liability insurance carried by Bayport is part of the overall Fire Department budget and split by the four partner communities. The contract sets up an advisory committee that will meet on a quarterly basis and be staffed by an elected official from each of the communities. After seven years, the advisory committee will analyze all components of the contract for functionality; however, Administrator Martin stressed there is no "opt-out" clause during the 15 year term of the contract. Mayor St. Ores encouraged residents to become familiar with the proposed project and to request clarification from city staff as needed. Residents were reminded of the January 6 open house at Oak

Park Heights City Hall. Staff anticipates bringing the final contract to the City Council for approval in February.

**CITY COUNCIL ITEMS AND ANNOUNCEMENTS**

1. Councilmember Hanson and Mayor St. Ores commented on the exemplary service of Officer Lund and Officer Willmarth.

**ADJOURNMENT**

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 7:08 p.m. Motion carried 4-0.

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City Administrator/Clerk

## CITY OF BAYPORT

### \*Budget Control Summary

Current Period: JANUARY 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 Variance %
<b>FUND 101 GENERAL</b>				
Revenue Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$1,860,364.00	\$16,555.59	\$1,843,808.41	99.11%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41240 RECYCLING	\$6,000.00	\$2,000.00	\$4,000.00	66.67%
DEPT 41600 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$108,000.00	\$4,345.14	\$103,654.86	95.98%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$93,400.00	\$776.00	\$92,624.00	99.17%
DEPT 42200 FIRE PROTECTION	\$426,631.00	\$29,843.97	\$396,787.03	93.00%
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 STREET MAINT	\$7,000.00	\$0.00	\$7,000.00	100.00%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$30,150.00	\$525.00	\$29,625.00	98.26%
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$10,000.00	-\$10,000.00	0.00%
DEPT 43300 CEMETERY	\$12,000.00	\$1,200.00	\$10,800.00	90.00%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue Accounts</b>	<b>\$2,543,545.00</b>	<b>\$65,245.70</b>	<b>\$2,478,299.30</b>	<b>97.43%</b>
Expenditure Accounts				
DEPT 41100 ELECTIONS	\$1,000.00	\$0.00	\$1,000.00	100.00%
DEPT 41200 MAYOR & COUNCIL	\$194,540.00	\$11,387.54	\$183,152.46	94.15%
DEPT 41240 RECYCLING	\$7,115.00	\$30.00	\$7,085.00	98.58%
DEPT 41400 ADMINISTRATION	\$155,337.00	\$421.87	\$154,915.13	99.73%
DEPT 41910 PLANNING & ZONING	\$240,697.00	\$421.09	\$240,275.91	99.83%
DEPT 41940 MUNICIPAL BUILDINGS	\$49,050.00	\$3,444.86	\$45,605.14	92.98%
DEPT 42100 POLICE	\$788,668.00	\$9,832.88	\$778,835.12	98.75%
DEPT 42200 FIRE PROTECTION	\$491,432.00	\$10,054.46	\$481,377.54	97.95%
DEPT 42201 FIRE STATION	\$0.00	\$19,506.24	-\$19,506.24	0.00%
DEPT 43100 STREET MAINT	\$308,003.00	\$4,565.02	\$303,437.98	98.52%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43135 56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43140 HAYNER/2ND ST. S UTILITY PR	\$0.00	\$310.00	-\$310.00	0.00%
DEPT 43160 STREET LIGHTING	\$31,750.00	\$2,311.42	\$29,438.58	92.72%
DEPT 43200 PARKS	\$64,928.00	\$365.21	\$64,562.79	99.44%
DEPT 43300 CEMETERY	\$7,475.00	\$500.00	\$6,975.00	93.31%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure Accounts</b>	<b>\$2,339,995.00</b>	<b>\$63,150.59</b>	<b>\$2,276,844.41</b>	<b>97.30%</b>

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CITY OF BAYPORT

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

JANUARY 2015

	2015 YTD Budget	JANUARY MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
<b>FUND 101 GENERAL</b>					
Revenue	\$2,543,545.00	\$65,245.70	\$65,245.70	\$2,478,299.30	2.57%
Expenditure	\$2,339,995.00	\$63,150.59	\$63,150.59	\$2,276,844.41	2.64%
		\$2,095.11	\$2,095.11		
<b>FUND 102 STREET RECONSTRUCTION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 103 G O TIF BD FUND 1990 CAP PROJ</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 106 TIF ECON DEV DIST 2</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 107 TIF REDEVELOPMENT DISTRICT 2-1</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 200 FIRE EQUIPMENT REPLACEMENT FUN</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 201 D.A.R.E.</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 202 DRUG FORFEITURE</b>					
Revenue	\$0.00	\$475.00	\$475.00	-\$475.00	0.00%
Expenditure	\$0.00	\$814.57	\$814.57	-\$814.57	0.00%
		-\$339.57	-\$339.57		
<b>FUND 203 PUBLIC WORKS EQUIPMENT REPL</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 204 RECREATION CAP EQUIP &amp; MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 205 TAX STABILIZATION FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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

JANUARY 2015

	2015 YTD Budget	JANUARY MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 206 WATER/SEWER IMPROVEMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 207 PARK IMPROVEMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$36.96	\$36.96	-\$36.96	0.00%
		-\$36.96	-\$36.96		
<b>FUND 208 PRISON SEWER PROJECT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 209 DEVELOPER REIMBURSED PROJECTS</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 210 K-9 UNIT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 211 LIBRARY</b>					
Revenue	\$0.00	\$1,344.93	\$1,344.93	-\$1,344.93	0.00%
Expenditure	\$0.00	\$4,529.03	\$4,529.03	-\$4,529.03	0.00%
		-\$3,184.10	-\$3,184.10		
<b>FUND 303 GO TIF BOND 1990 DEBT SERVICE</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 311 GO IMPROV BONDS OF 1992 DEBT S</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 413 POLICE EQUIPMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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

JANUARY 2015

	2015 YTD Budget	JANUARY MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
		\$0.00	\$0.00		
<b>FUND 414 OFFICE AUTOMATION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 415 MUNICIPAL BLDGS MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 416 PERRO CREEK OUTLET</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 601 WATER</b>					
Revenue	\$0.00	\$319.96	\$319.96	-\$319.96	0.00%
Expenditure	\$0.00	\$56,578.80	\$56,578.80	-\$56,578.80	0.00%
		-\$56,258.84	-\$56,258.84		
<b>FUND 602 SEWER</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$64,559.21	\$64,559.21	-\$64,559.21	0.00%
		-\$64,559.21	-\$64,559.21		
<b>FUND 800 INVESTMENTS-POOLED</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 803 P &amp; Z ESCROWS</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$399.74	\$399.74	-\$399.74	0.00%
		-\$399.74	-\$399.74		
<b>FUND 851 NON EXP TRUST</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>Report Total</b>		-\$122,683.31	-\$122,683.31		

**CITY OF BAYPORT**  
**REVENUE SUMMARY YTD THRU 01/31/2015**

FUND	FUND Descr	2015 Budget	2015 YTD Amt	2015 % of Budget	2015 % of Budget Remain
FUND 101	GENERAL	\$2,543,545.00	\$65,245.70	2.57%	97.43%
FUND 102	STREET RECONSTRUCTION	\$0.00	\$0.00	0.00%	0.00%
FUND 103	G O TIF BD FUND 1990 CAP PRO	\$0.00	\$0.00	0.00%	0.00%
FUND 106	TIF ECON DEV DIST 2	\$0.00	\$0.00	0.00%	0.00%
FUND 107	TIF REDEVELOPMENT DISTRICT	\$0.00	\$0.00	0.00%	0.00%
FUND 200	FIRE EQUIPMENT REPLACEMENT	\$0.00	\$0.00	0.00%	0.00%
FUND 202	DRUG FORFEITURE	\$0.00	\$475.00	0.00%	0.00%
FUND 203	PUBLIC WORKS EQUIPMENT REP	\$0.00	\$0.00	0.00%	0.00%
FUND 204	RECREATION CAP EQUIP & MAIN	\$0.00	\$0.00	0.00%	0.00%
FUND 205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 206	WATER/SEWER IMPROVEMENT F	\$0.00	\$0.00	0.00%	0.00%
FUND 207	PARK IMPROVEMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$0.00	\$1,344.93	0.00%	0.00%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$0.00	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$0.00	\$319.96	0.00%	0.00%
FUND 602	SEWER	\$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	\$0.00	\$0.00	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$2,543,545.00	\$67,385.59	2.65%	97.35%

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

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Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
<b>FUND 101 GENERAL</b>					
101	01/06/15	\$2,000.00	4708	LIQUOR - ON SALE	R 101-00000-32100 BUSINES
101	01/06/15	\$200.00	4708	LIQUOR - SUNDAY NJ's Café #12720	R 101-00000-32100 BUSINES
101	01/06/15	\$240.00	4710	LIQUOR - OFF SALE Mallards #6270	R 101-00000-32100 BUSINES
101	01/06/15	\$2,000.00	4710	LIQUOR - ON SALE Mallards #6271	R 101-00000-32100 BUSINES
101	01/06/15	\$200.00	4710	LIQUOR - SUNDAY Mallards #6272	R 101-00000-32100 BUSINES
101	01/06/15	\$300.00	4711	LIQUOR - CLUB Bayport American Legion	R 101-00000-32100 BUSINES
101	01/06/15	\$200.00	4711	LIQUOR - SUNDAY	R 101-00000-32100 BUSINES
101	01/06/15	\$2,000.00	4712	LIQUOR - ON SALE Greystone #12963	R 101-00000-32100 BUSINES
101	01/06/15	\$240.00	4712	LIQUOR - OFF SALE	R 101-00000-32100 BUSINES
101	01/06/15	\$240.00	4713	LIQUOR - OFF SALE Bayport Liquor #5382	R 101-00000-32100 BUSINES
101	01/06/15	\$200.00	4714	LIQUOR - SUNDAY Woody's Bar and Grill	R 101-00000-32100 BUSINES
101	01/06/15	\$2,000.00	4714	LIQUOR - ON SALE	R 101-00000-32100 BUSINES
101	01/06/15	\$240.00	4714	LIQUOR - OFF SALE	R 101-00000-32100 BUSINES
101	01/06/15	\$2,000.00	4715	LIQUOR - ON SALE	R 101-00000-32100 BUSINES
101	01/06/15	\$200.00	4715	LIQUOR - SUNDAY Bayport BBQ #4881	R 101-00000-32100 BUSINES
101	01/06/15	\$250.00	4716	TOBACCO Holiday Station #941242	R 101-00000-32100 BUSINES
101	01/06/15	\$200.00	4717	LIQUOR - SUNDAY Letoile du Nord #1973	R 101-00000-32100 BUSINES
101	01/06/15	\$240.00	4717	LIQUOR - OFF SALE	R 101-00000-32100 BUSINES
101	01/06/15	\$2,000.00	4717	LIQUOR - ON SALE	R 101-00000-32100 BUSINES
101	01/16/15	\$624.21	4737	GAMBLING PROCEEDS CK # 10540	R 101-00000-32204 GAMBLIN
101	01/16/15	\$833.38	4743	GAMBLING PROCEEDS CK # 10603	R 101-00000-32204 GAMBLIN
101	01/26/15	\$133.00	4759	GAMBLING PROCEEDS CK # 8003	R 101-00000-32204 GAMBLIN
101	01/08/15	\$15.00	4724	REFUND - WORKERS COMP CK # 775960	R 101-00000-36251 REFUND
101	01/07/15	\$100,000.00	4720	INVESTMENT REFUND & REIMBURSEMEN	G 101-11101 INVESTMENTS
101	01/21/15	\$100,000.00	4749	INVESTMENT REFUND & REIMBURSEMEN	G 101-11101 INVESTMENTS
101	01/21/15	\$92.50	4738	BUILDING SURCHARGE CK # 42785	G 101-20104 STATE SURCHA
101	01/26/15	\$26.71	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	01/15/15	\$0.36	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	01/07/15	\$10.75	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	01/07/15	\$420.00	4703	DANGEROUS DOG COURT (REFUND & REI	E 101-41200-300 PROF SER-L
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Atomic Recycling #	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Advanced Disposal	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Highland Sanitatto	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Maroney's #3612	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE PPJ Enterprises #	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Ray Anderson & S	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Republic Services	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Shamrock Disposa	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Tennis Roll Off #2	R 101-41240-32100 BUSINES
101	01/05/15	\$200.00	4706	REFUSE HAUL LICENSE Lightning Disposal	R 101-41240-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Hor	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Fires	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Infra	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Mille	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Harri	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Stan	R 101-41910-32100 BUSINES
101	01/06/15	\$100.00	4705	CONTRACTOR LICENSE - GENERAL TNC I	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Broc	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Sabr	R 101-41910-32100 BUSINES
101	01/06/15	\$100.00	4705	CONTRACTOR LICENSE - GENERAL Parkos	R 101-41910-32100 BUSINES
101	01/06/15	\$100.00	4705	CONTRACTOR LICENSE - GENERAL Siegfri	R 101-41910-32100 BUSINES
101	01/06/15	\$100.00	4705	CONTRACTOR LICENSE - GENERAL Morco	R 101-41910-32100 BUSINES

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

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Period Name: JANUARY

<b>FUN</b>	<b>Tran Date</b>	<b>Amount</b>	<b>Refer</b>	<b>Comments</b>	<b>Account Descr</b>
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Asph	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Asso	R 101-41910-32100 BUSINES
101	01/06/15	\$100.00	4705	CONTRACTOR LICENSE - GENERAL Corval	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Corv	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4705	CONTRACTOR LICENSE - SPECIALTY Genz	R 101-41910-32100 BUSINES
101	01/06/15	\$100.00	4705	CONTRACTOR LICENSE - GENERAL Kraus-	R 101-41910-32100 BUSINES
101	01/06/15	\$50.00	4709	CONTRACTOR LICENSE - SPECIALTY DSM	R 101-41910-32100 BUSINES
101	01/13/15	\$50.00	4723	CONTRACTOR LICENSE - SPECIALTY Ham	R 101-41910-32100 BUSINES
101	01/14/15	\$100.00	4734	CONTRACTOR LICENSE - GENERAL Not Ju	R 101-41910-32100 BUSINES
101	01/16/15	\$60.00	4736	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSTI
101	01/21/15	\$1,018.39	4738	PLAN REVIEW CK # 42785	R 101-41910-32210 BUILDIN
101	01/21/15	\$1,566.75	4738	BUILDING PERMIT CK # 42785	R 101-41910-32210 BUILDIN
101	01/15/15	\$300.00	4730	PLANNING CONCEPT/SITE REVIEW CK #	R 101-41910-34100 P & Z PE
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Dixon #7311	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Kaemmer #19	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Johnson #612	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - NO SPAY/NEUT Radke #64	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - Friedri	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - SPAY/NEUT CASH - McKea	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - Germai	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - Lake	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Dombrovski #	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT B. Hogberg #1	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - SPAY/NEUT CASH - Grab	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - SPAY/NEUT CASH - Hoff	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - K. Willi	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Reed #2503	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Siegfried #702	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Moslemi #409	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - Wiberg	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Heitkamp #30	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - SPAY/NEUT CASH - O'Tool	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - NO SPAY/NEUT CASH - K.	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - SPAY/NEUT DeLorme #27	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - NO SPAY/NEUT CASH - Ka	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - Kamps	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - Kamps	R 101-42100-32240 ANIMAL F
101	01/07/15	\$30.00	4718	PET LICENSE - SPAY/NEUT Williams #146	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - Swans	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT CASH - Ehlers	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Novak #17608	R 101-42100-32240 ANIMAL F
101	01/07/15	\$20.00	4718	PET LICENSE - SPAY/NEUT Braun #5066	R 101-42100-32240 ANIMAL F
101	01/07/15	\$10.00	4718	PET LICENSE - SPAY/NEUT Pieper #7752	R 101-42100-32240 ANIMAL F
101	01/08/15	\$40.00	4719	PET LICENSE - NO SPAY/NEUT Scott Laiti	R 101-42100-32240 ANIMAL F
101	01/08/15	\$10.00	4719	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	01/14/15	\$30.00	4725	PET LICENSE - SPAY/NEUT Mary Clare Hol	R 101-42100-32240 ANIMAL F
101	01/13/15	\$10.00	4732	PET LICENSE - SPAY/NEUT Spencer #611	R 101-42100-32240 ANIMAL F
101	01/13/15	\$20.00	4733	PET LICENSE - NO SPAY/NEUT Goulette #	R 101-42100-32240 ANIMAL F
101	01/16/15	\$10.00	4735	PET LICENSE - SPAY/NEUT Hudson #2608	R 101-42100-32240 ANIMAL F
101	01/16/15	\$10.00	4735	PET LICENSE - SPAY/NEUT Geiger #5865	R 101-42100-32240 ANIMAL F
101	01/16/15	\$10.00	4741	PET LICENSE - SPAY/NEUT GREG BORGE	R 101-42100-32240 ANIMAL F
101	01/05/15	\$1.00	4704	POLICE REPORTS CASH	R 101-42100-34201 POLICE A
101	01/13/15	\$5.00	4731	POLICE REPORTS CASH - IAN SIRENO	R 101-42100-34201 POLICE A
101	01/07/15	\$20.00	4721	COURT FINE REFUND & REIMBURSEMEN	R 101-42100-35101 COURT FI

**CITY OF BAYPORT**  
**MONTHLY RECEIPTS**  
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FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	01/05/15	\$50.00	4700	NITE TO UNITE (DONATIONS) Molldrem	R 101-42100-36231 DONATIO
101	01/12/15	\$10.00	4726	ANIMAL CONTROL ck # 16560	R 101-42100-37000 MISCELL
101	01/12/15	\$20.00	4727	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	01/12/15	\$20.00	4728	ANIMAL CONTROL CK # 9021	R 101-42100-37000 MISCELL
101	01/12/15	\$10.00	4729	ANIMAL CONTROL CK # 1032	R 101-42100-37000 MISCELL
101	01/21/15	\$10.00	4746	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	01/21/15	\$10.00	4752	ANIMAL CONTROL CK # 4122	R 101-42100-37000 MISCELL
101	01/22/15	\$20.00	4754	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	01/22/15	\$20.00	4755	ANIMAL CONTROL CK # 3633	R 101-42100-37000 MISCELL
101	01/26/15	\$20.00	4758	ANIMAL CONTROL CK # 3754	R 101-42100-37000 MISCELL
101	01/26/15	\$10.00	4760	ANIMAL CONTROL CK # 9420	R 101-42100-37000 MISCELL
101	01/22/15	\$234.22	4756	FIRE PROTECTION PERMITS CK # 58211	R 101-42200-32200 NONBUSI
101	01/07/15	\$29,559.75	4722	FIRE SERVICE CONTRACT CK # 10238	R 101-42200-34202 FIRE CON
101	01/05/15	\$50.00	4700	FIRE DONATIONS Molldrem #3342	R 101-42200-36232 DONATIO
101	01/05/15	\$75.00	4698	BEACHHOUSE - RESIDENT(FRI-SUN) Rita	R 101-43200-34780 PARK FEE
101	01/05/15	\$75.00	4707	BEACHHOUSE - RESIDENT(FRI-SUN) Lang	R 101-43200-34780 PARK FEE
101	01/21/15	\$75.00	4739	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	01/21/15	\$150.00	4742	PICNIC SHELTER - RESIDENT (101-250) C	R 101-43200-34780 PARK FEE
101	01/21/15	\$150.00	4748	PICNIC SHELTER - RESIDENT (101-250) C	R 101-43200-34780 PARK FEE
101	01/26/15	\$10,000.00	4763	PERRO PARK HOCKEY RINK GRANT CK #	R 101-43201-36233 GRANTS
101	01/21/15	\$700.00	4747	CEMETERY - OPEN/CLOSE GRAVE- CASKE	R 101-43300-34940 CEMETER
101	01/21/15	\$500.00	4747	CEMETERY - WINTER CASKET BURIAL CK	R 101-43300-34940 CEMETER
<b>FUND 101 GENER</b>		\$265,796.02			
<b>FUND 202 DRUG FORFEITURE</b>					
202	01/22/15	\$475.00	4757	DRUG FORFEITURE CK # 0962918765	R 202-00000-36249 DRUG FO
<b>FUND 202 DRUG</b>		\$475.00			
<b>FUND 206 WATER/SEWER IMPROVEMENT FUND</b>					
206	01/15/15	\$234.44	0	UB REC Re-trans UB SERV 28 TRUNK W/I	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$119.39	0	UB REC Re-trans UB SERV 41 TRUNK SEW	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$55.96	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$49.30	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$22.89	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$20.69	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$135.49	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$73.95	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$3.30	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$46.28	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$77.10	0	UB Receipt Serv 21 TRUNK/W COMB	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$151.60	0	UB REC Re-trans UB SERV 36 TRUNK S/R	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$532.34	0	UB REC Re-trans UB SERV 27 TRUNK W/C	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$326.48	0	UB REC Re-trans UB SERV 26 TRUNK W/R	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$3.51	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$405.16	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$22.80	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$84.03	0	UB Receipt Serv 31 TRUNK/S COMB	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$360.37	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$20.71	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$42.48	0	UB REC Re-trans UB SERV 37 TRUNK S/C	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$188.69	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$35.10	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$8.73	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$105.72	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
206	01/26/15	\$1,174.69	0	UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$6.30	0	UB REC Re-trans UB SERV 27 TRUNK W/C	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$90.30	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$153.62	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$320.45	0	UB REC Re-trans UB SERV 36 TRUNK S/R	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$3.79	0	UB REC Re-trans UB SERV 37 TRUNK S/C	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$14.37	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$79.30	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$443.59	0	UB REC Re-trans UB SERV 26 TRUNK W/R	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$23.10	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$534.46	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$72.30	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$358.04	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$27.09	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$4.20	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$4.50	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$28.20	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$76.78	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$61.32	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/08/15	\$705.68	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$90.70	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$255.17	0	UB REC Re-trans UB SERV 38 TRUNK S/IN	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$5.67	0	UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	01/15/15	\$18.60	0	UB REC Re-trans UB SERV 21 TRUNK/W C	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$60.90	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$28.80	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$81.09	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$645.67	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$9.33	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	01/20/15	\$753.08	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	01/26/15	\$7.75	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
<b>FUND 206 WATE</b>		<b>\$9,265.35</b>			
<b>FUND 211 LIBRARY</b>					
211	01/26/15	\$8.00	4745	LIBRARY SERVICE CHARGE CK # 7819	R 211-45500-34760 LIBRARY
211	01/26/15	\$16.00	4745	LIBRARY SERVICE CHARGE CK # 4539	R 211-45500-34760 LIBRARY
211	01/26/15	\$4.99	4745	LIBRARY SERVICE CHARGE CK # 5610	R 211-45500-34760 LIBRARY
211	01/26/15	\$3.00	4745	LIBRARY SERVICE CHARGE CK # 9055	R 211-45500-34760 LIBRARY
211	01/26/15	\$1,000.00	4761	LIBRARY DONATIONS CK # 1650	R 211-45500-36230 DONATIO
211	01/26/15	\$144.96	4762	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
211	01/26/15	\$32.99	4762	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
211	01/26/15	\$102.99	4762	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
211	01/26/15	\$32.00	4762	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
<b>FUND 211 LIBRA</b>		<b>\$1,344.93</b>			
<b>FUND 601 WATER</b>					
601	01/20/15	\$138.83	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	01/08/15	\$1,633.69	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/08/15	\$13.63	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/20/15	\$0.10	0	UB Receipt Serv Pen 9 INSTITUTION	G 601-14601 WATER BILLING
601	01/20/15	\$910.60	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/20/15	\$7.60	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/20/15	\$4,633.33	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/26/15	\$1,950.04	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	01/08/15	\$282.56	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/26/15	\$8.52	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/26/15	\$414.08	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/26/15	\$12,839.66	0	UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	01/26/15	\$14.44	0	UB Receipt Serv Pen 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	01/26/15	\$87.12	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/26/15	\$7.21	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	01/26/15	\$9.54	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/08/15	\$7.95	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/15/15	\$2.76	0	UB REC Re-trans UB SERV 1 WATER	G 601-14601 WATER BILLING
601	01/08/15	\$2.50	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	01/26/15	\$4.96	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/26/15	\$328.84	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$7.95	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/08/15	\$32.24	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/20/15	\$356.80	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	01/15/15	\$6.83	0	UB REC Re-trans UB SERV 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$189.52	0	UB REC Re-trans UB SERV 6 WATER METE	G 601-14601 WATER BILLING
601	01/20/15	\$10,904.31	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$6,396.79	0	UB REC Re-trans UB SERV 5 COMM WATE	G 601-14601 WATER BILLING
601	01/08/15	\$12.72	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/20/15	\$4.23	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/26/15	\$84.44	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/15	\$865.52	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/20/15	\$1,018.58	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/08/15	\$3.14	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/15	\$8,847.97	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/20/15	\$8.80	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/15/15	\$0.04	0	UB REC Re-trans UB SERV 9 INSTITUTIO	G 601-14601 WATER BILLING
601	01/15/15	\$12.31	0	UB REC Re-trans UB SERV 9 INSTITUTIO	G 601-14601 WATER BILLING
601	01/15/15	\$3.18	0	UB REC Re-trans UB SERV 8 SAFE WT'R F	G 601-14601 WATER BILLING
601	01/15/15	\$73.04	0	UB REC Re-trans UB SERV 5 COMM WATE	G 601-14601 WATER BILLING
601	01/20/15	\$0.22	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/20/15	\$775.50	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$24.75	0	UB REC Re-trans UB SERV 8 SAFE WT'R F	G 601-14601 WATER BILLING
601	01/08/15	\$142.40	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	01/20/15	\$50.80	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$2,820.08	0	UB REC Re-trans UB SERV 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	01/15/15	\$4,398.80	0	UB REC Re-trans UB SERV 1 WATER	G 601-14601 WATER BILLING
601	01/08/15	\$2.96	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/08/15	\$133.32	0	UB Receipt Serv 2 WATER ONLY	G 601-14601 WATER BILLING
601	01/20/15	\$2.58	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/20/15	\$1,138.56	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/08/15	\$3.18	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	01/08/15	\$704.14	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/08/15	\$0.04	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	01/15/15	\$2.50	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	01/08/15	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$5,466.10	0	UB REC Re-trans UB SERV 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$1,251.20	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	01/08/15	\$283.75	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$4,921.14	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/15/15	\$6.35	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	01/16/15	\$331.83	4744	S E H ENGINEERING REIMBURSMENT CK	E 601-46120-301 PROF SER-E

**CITY OF BAYPORT  
MONTHLY RECEIPTS**

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Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	01/15/15	\$143.77	0	UB REC Re-trans UB UR	R 601-46120-37110 WATER R
601	01/20/15	\$0.20	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/08/15	\$77.26	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/26/15	\$2.04	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/20/15	\$5.00	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/20/15	\$17.94	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/15/15	\$11.90	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/15/15	\$60.53	0	UB REC Re-trans UB UR	R 601-46120-37110 WATER R
601	01/08/15	\$1.32	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
<b>FUND 601 WATE</b>		<b>\$74,909.03</b>			
<b>FUND 602 SEWER</b>					
602	01/08/15	\$48.50	0	UB Receipt Serv 20 SEWER ONLY	G 602-14602 SEWER BILLING
602	01/08/15	\$2.96	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$10.00	0	UB Receipt Serv 24 SEWER COMMER	G 602-14602 SEWER BILLING
602	01/08/15	\$827.08	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$448.37	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$0.04	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$10.58	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$315.05	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$2.50	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$159.50	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$5,887.27	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/26/15	\$1,173.52	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$50.50	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$682.60	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$2,102.92	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$7.43	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$964.75	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$155.40	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$1,449.40	0	UB REC Re-trans UB SERV 15 1ST SEWER	G 602-14602 SEWER BILLING
602	01/26/15	\$157.45	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$42.55	0	UB REC Re-trans UB SERV 25 COMM SEW	G 602-14602 SEWER BILLING
602	01/26/15	\$64.28	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/26/15	\$61.98	0	UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	01/26/15	\$4.64	0	UB Receipt Serv Pen 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	01/26/15	\$95.27	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/26/15	\$7.21	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/26/15	\$10.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/26/15	\$105.05	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/26/15	\$5.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$0.11	0	UB Receipt Serv Pen 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$2,979.85	0	UB REC Re-trans UB SERV 23 INDUSTRI S	G 602-14602 SEWER BILLING
602	01/08/15	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$511.80	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$5.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$33.95	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$3,994.81	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$6.35	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$1,265.80	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$2.50	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$0.05	0	UB REC Re-trans UB SERV 29 INSTIT SEW	G 602-14602 SEWER BILLING
602	01/15/15	\$0.54	0	UB REC Re-trans UB SERV 10 SEWER	G 602-14602 SEWER BILLING

**CITY OF BAYPORT**  
**MONTHLY RECEIPTS**  
 Period Name: JANUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
602	01/15/15	\$12.60	0	UB REC Re-trans UB SERV 29 INSTT SEW	G 602-14602 SEWER BILLING
602	01/15/15	\$510.67	0	UB REC Re-trans UB SERV 25 COMM SEW	G 602-14602 SEWER BILLING
602	01/20/15	\$8,941.68	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$3.64	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$1,105.05	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	01/20/15	\$313.00	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$3,470.50	0	UB REC Re-trans UB SERV 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$6.83	0	UB REC Re-trans UB SERV 10 SEWER	G 602-14602 SEWER BILLING
602	01/08/15	\$230.43	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/15/15	\$1,703.66	0	UB REC Re-trans UB SERV 10 SEWER	G 602-14602 SEWER BILLING
<b>FUND 602 SEWER</b>		<u>\$39,955.62</u>			
		<u>\$391,745.95</u>			

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 01/31/2015**

01 Month = 8.34

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
FUND 101 GENERAL					
41100	ELECTIONS	\$1,000.00	\$0.00	\$1,000.00	100.00%
41200	MAYOR & COUNCIL	\$194,540.00	\$11,387.54	\$183,152.46	94.15%
41240	RECYCLING	\$7,115.00	\$30.00	\$7,085.00	99.58%
41400	ADMINISTRATION	\$155,337.00	\$421.87	\$154,915.13	99.73%
41910	PLANNING & ZONING	\$240,697.00	\$421.09	\$240,275.91	99.83%
41940	MUNICIPAL BUILDINGS	\$49,050.00	\$3,444.86	\$45,605.14	92.98%
42100	POLICE	\$788,668.00	\$9,832.88	\$778,835.12	98.75%
42200	FIRE PROTECTION	\$491,432.00	\$10,054.46	\$481,377.54	97.95%
42201	FIRE STATION	\$0.00	\$19,506.24	-\$19,506.24	0.00%
43100	STREET MAINT	\$308,003.00	\$4,565.02	\$303,437.98	98.52%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43135	56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
43140	HAYNER/2ND ST. S UTILITY PR	\$0.00	\$310.00	-\$310.00	0.00%
43160	STREET LIGHTING	\$31,750.00	\$2,311.42	\$29,438.58	92.72%
43200	PARKS	\$64,928.00	\$365.21	\$64,562.79	99.44%
43300	CEMETERY	\$7,475.00	\$500.00	\$6,975.00	93.31%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
FUND 101 GENERAL		\$2,389,995.00	\$63,150.59	\$2,326,844.41	97.36%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 208 PRISON SEWER PROJECT		\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
41911	BAYTOWN DEVELOPMENTS	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
41913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJ		\$0.00	\$0.00	\$0.00	0.00%
FUND 210 K-9 UNIT					
42103	K - 9 UNIT	\$0.00	\$0.00	\$0.00	0.00%
FUND 210 K-9 UNIT		\$0.00	\$0.00	\$0.00	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$0.00	\$4,529.03	-\$4,529.03	0.00%
FUND 211 LIBRARY		\$0.00	\$4,529.03	-\$4,529.03	0.00%
FUND 412 CEMETERY CAPITAL IMPROV					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
43300	CEMETERY	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 CEMETERY CAPITAL IMPROV		\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUND					
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUND		\$0.00	\$0.00	\$0.00	0.00%

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 01/31/2015**

01 Month = 8.34

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
<b>FUND 414 OFFICE AUTOMATION</b>					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%
43200	PARKS	\$0.00	\$0.00	\$0.00	0.00%
46120	WATER	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 414 OFFICE AUTOMATION</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 415 MUNICIPAL BLDGS MAINT</b>					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41940	MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 415 MUNICIPAL BLDGS MAINT</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 601 WATER</b>					
41609	TCE EVAL GRANT	\$0.00	\$0.00	\$0.00	0.00%
41610	LYNN MOST PROJECT	\$0.00	\$42,200.00	-\$42,200.00	0.00%
44151	TCE WATER MAIN IMPROVEME	\$0.00	\$0.00	\$0.00	0.00%
46110	WATER-PUMPHOUSE	\$0.00	\$2,741.12	-\$2,741.12	0.00%
46120	WATER	\$0.00	\$11,637.68	-\$11,637.68	0.00%
<b>FUND 601 WATER</b>		<b>\$0.00</b>	<b>\$56,578.80</b>	<b>-\$56,578.80</b>	<b>0.00%</b>
<b>FUND 602 SEWER</b>					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$1,715.21	-\$1,715.21	0.00%
46990	SEWER - NON-OPERATING	\$0.00	\$62,844.00	-\$62,844.00	0.00%
<b>FUND 602 SEWER</b>		<b>\$0.00</b>	<b>\$64,559.21</b>	<b>-\$64,559.21</b>	<b>0.00%</b>
<b>FUND 800 INVESTMENTS-POOLED</b>					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 800 INVESTMENTS-POOLED</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 803 P &amp; Z ESCROWS</b>					
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET VACATI	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 01/31/2015**

01 Month = 8.34

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	Balance	2015 % of Budget Remain
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	PETE MILLER - PHASE 11/BAYT	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
80019	JG HAUSE CONSTRUCTION	\$0.00	\$0.00	\$0.00	0.00%
80020	HYNNEK CUP APPLICATION	\$0.00	\$0.00	\$0.00	0.00%
80021	GORDON TELLINGHUISEN	\$0.00	\$0.00	\$0.00	0.00%
80022	DUANCE JOHNSON	\$0.00	\$0.00	\$0.00	0.00%
80023	MI-TECH SERVICES, INC.	\$0.00	\$0.00	\$0.00	0.00%
80024	RICK PARENT	\$0.00	\$0.00	\$0.00	0.00%
80025	JUDY SEEBERGER	\$0.00	\$0.00	\$0.00	0.00%
80026	MIDWEST PARA TRANSIT	\$0.00	\$0.00	\$0.00	0.00%
80027	CEMETARY - ST. MIKE S/ST. CH	\$0.00	\$0.00	\$0.00	0.00%
80028	ASPHALT SPEC - 111 CENTRAL	\$0.00	\$0.00	\$0.00	0.00%
80029	BRIAN ZELLER	\$0.00	\$0.00	\$0.00	0.00%
80030	LARKIN HOFFMAN & LUNDGREN	\$0.00	\$0.00	\$0.00	0.00%
80031	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80040	HEFTY	\$0.00	\$0.00	\$0.00	0.00%
80041	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80042	LANDFORM/VARDE GROUP	\$0.00	\$0.00	\$0.00	0.00%
80043	MAINSTREET HOLDING, LLC	\$0.00	\$0.00	\$0.00	0.00%
80044	HAYNER PROPERTY FEASIB STU	\$0.00	\$0.00	\$0.00	0.00%
80045	DRH-INSPIRATION PHASE II PL	\$0.00	\$190.60	-\$190.60	0.00%
80046	JOE BUSH/DAVID KLINGER	\$0.00	\$0.00	\$0.00	0.00%
80047	JANE KEYES	\$0.00	\$0.00	\$0.00	0.00%
80048	KAEMMER/VRAMBOUT	\$0.00	\$0.00	\$0.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$0.00	\$0.00	0.00%
80050	12 POINT ROAD	\$0.00	\$0.00	\$0.00	0.00%
80051	BERGSTROM/ ENG & GRADING	\$0.00	\$163.14	-\$163.14	0.00%
80052	MILLER EXCAVATING WATER SE	\$0.00	\$0.00	\$0.00	0.00%
80053	CHRIS HAYNER	\$0.00	\$46.00	-\$46.00	0.00%
80054	LYNN MOST	\$0.00	\$0.00	\$0.00	0.00%
FUND 803 P & Z ESCROWS		\$0.00	\$399.74	-\$399.74	0.00%
		\$2,389,995.00	\$189,217.37	\$2,200,777.63	92.08%

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 5289-5386**

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<b>FUND 101 GENERAL</b>										
<b>DEPT 41100 ELECTIONS</b>										
ECKBERG LAMMERS	101	01/26/15	\$0.00	E	41100	322	DEC 2015 PROFESSIONA	POSTAGE	005363	
			\$0.00							
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>										
ECKBERG LAMMERS	101	01/26/15	\$200.00	E	41200	300	FIRE STATION	PROF SER-LEGAL	005363	
ECKBERG LAMMERS	101	01/26/15	\$797.50	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	005363	
ECKBERG LAMMERS	101	01/26/15	\$200.00	E	41200	300	ATTEND CC MTG	PROF SER-LEGAL	005363	
S E H	101	01/26/15	\$1,840.03	E	41200	301	MSF ATTEND MTG WITH	PROF SER-ENGIN	005377	
S E H	101	01/26/15	\$163.11	E	41200	301	UTILITY EXTEN MAINE S	PROF SER-ENGIN	005377	
S E H	101	01/26/15	\$267.09	E	41200	301	STAFF MTG	PROF SER-ENGIN	005377	
S E H	101	01/26/15	\$188.42	E	41200	301	CC MTG	PROF SER-ENGIN	005377	
ECM PUBLISHERS, INC.	101	01/06/15	\$31.70	E	41200	350	2014 PUB/2015 BUDGET	PRINTING & PUBL	005293	
BAYPORT PRINTING HOU	101	01/26/15	\$911.81	E	41200	351	DEC 2014 NEWSLETTER	NEWS LETTER PRI	005359	
PETTY CASH	101	01/26/15	\$5.00	E	41200	402	CASH REIMBURSEMENT	CONFERENCES &	005376	
PETTY CASH	101	01/26/15	\$21.62	E	41200	402	CASH REIMBURSEMENT	CONFERENCES &	005376	
PETTY CASH	101	01/26/15	\$18.00	E	41200	402	CASH REIMBURSEMENT	CONFERENCES &	005376	
SCVRTA	101	01/26/15	\$150.00	E	41200	433	2015 MEMBERSHIP	DUES & MEMBERS	005378	
LEAGUE OF MINNESOTA C	101	01/06/15	\$3,709.00	E	41200	433	2015 LMC MEMBERSHIP	DUES & MEMBERS	005314	
METRO CITIES	101	01/21/15	\$1,661.00	E	41200	433	2015 MEMBERSHIP DUES	DUES & MEMBERS	005341	
			\$10,164.28							
<b>DEPT 41240 RECYCLING</b>										
KORPELA, DEREK	101	01/26/15	\$30.00	E	41240	370	JAN 2015 RECYCLING RE	RECYCLING INCE	005367	
			\$30.00							
<b>DEPT 41400 ADMINISTRATION</b>										
LEAGUE OF MINNESOTA C	101	01/21/15	\$175.00	E	41400	402	MCMA 2015 PROFESSIO	CONFERENCES &	005338	
TR COMPUTER SALES LLC	101	01/06/15	\$67.50	E	41400	416	2015 SONICWALL RENE	REPAIR/MAINT OF	005322	
TR COMPUTER SALES LLC	101	01/06/15	\$97.50	E	41400	416	2015 JAN MTHLY STORA	REPAIR/MAINT OF	005322	
TR COMPUTER SALES LLC	101	01/06/15	\$46.87	E	41400	416		REPAIR/MAINT OF	005300	
MUNICIPAL CLERKS AND	101	01/26/15	\$35.00	E	41400	430	SARA TAYLOR MEMBERS	MISC	005373	
			\$421.87							
<b>DEPT 41910 PLANNING &amp; ZONING</b>										
HOLIDAY FLEET	101	01/06/15	\$136.76	E	41910	212	2014 DECEMBER FUEL C	MOTOR FUELS & L	005294	
PETTY CASH	101	01/26/15	\$7.77	E	41910	402	CASH REIMBURSEMENT	CONFERENCES &	005376	
TR COMPUTER SALES LLC	101	01/06/15	\$39.06	E	41910	416	2014 HELP DESK SERVIC	REPAIR/MAINT OF	005300	
TR COMPUTER SALES LLC	101	01/06/15	\$56.25	E	41910	416	2015 SONICWALL RENE	REPAIR/MAINT OF	005322	
TR COMPUTER SALES LLC	101	01/06/15	\$81.25	E	41910	416	2015 JAN MTHLY STORA	REPAIR/MAINT OF	005322	
AMBO	101	01/06/15	\$100.00	E	41910	433	2015 MEMBERSHIP DUES	DUES & MEMBERS	005307	
			\$421.09							
<b>DEPT 41940 MUNICIPAL BUILDINGS</b>										
JOHNSON, CHAD	101	01/26/15	\$325.00	E	41940	302	JAN 2015 CLEANING SER	CONTRACT SERVI	005366	
WASHINGTON COUNTY S	101	01/26/15	\$272.82	E	41940	302	2015 ANNUAL CODE RED	CONTRACT SERVI	005386	
OFFICE OF ENT TECHNOL	101	01/26/15	\$525.09	E	41940	321	2014 PHONES/CITY HALL	COMMUNICATION	005374	
COMCAST	101	01/06/15	\$63.77	E	41940	321	JAN 2015 HIGHSPEED IN	COMMUNICATION	005310	
XCEL	101	01/06/15	\$655.22	E	41940	380	2014 DEC GAS & ELECTR	ELECTRIC SERVIC	005305	
XCEL	101	01/06/15	\$406.75	E	41940	381	2014 DEC GAS & ELECTR	FUEL FOR HEAT	005305	
SUMMIT FIRE PROTECTIO	101	01/26/15	\$270.00	E	41940	420	ANNUAL FIRE SPRINKLE	R & M BLDGS, ST	005381	
NOVA COMMUNICATIONS	101	01/06/15	\$768.00	E	41940	420	1/1/2015-12/31/2015 PA	R & M BLDGS, ST	005320	
PETTY CASH	101	01/26/15	\$78.10	E	41940	420	CASH REIMBURSEMENT	R & M BLDGS, ST	005376	
PETTY CASH	101	01/26/15	\$72.81	E	41940	420	CASH REIMBURSEMENT	R & M BLDGS, ST	005376	

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 5289-5386**

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PETTY CASH	101	01/26/15	\$7.30	E	41940	420	CASH REIMBURSEMENT	R & M BLDGS, ST	005376
<b>DEPT 41940 MUNICIPAL BUILDING</b>			<b>\$3,444.86</b>						
<b>DEPT 42100 POLICE</b>									
WASHINGTON COUNTY S	101	01/06/15	\$1,750.01	E	42100	212	2014 DEC FUEL CHGS/PO	MOTOR FUELS & L	005304
BAYPORT TRANSMISSION	101	01/26/15	\$25.00	E	42100	212	2009 DODGE CHARGER/	MOTOR FUELS & L	005360
ECKBERG LAMMERS	101	01/06/15	\$2,365.03	E	42100	300	2014 DECEMBER PROSEC	PROF SER-LEGAL	005292
BCA	101	01/06/15	\$15.00	E	42100	306	BACK GROUND CK - SAM	PROF SER-OTHER	005309
VERIZON WIRELESS	101	01/21/15	\$39.11	E	42100	321	2014 PHONES/POLICE D	COMMUNICATION	005353
VERIZON WIRELESS	101	01/21/15	\$105.03	E	42100	321	2014 PHONES/POLICE D	COMMUNICATION	005353
THOMAS REUTERS - WES	101	01/21/15	\$134.83	E	42100	321	INFORMATION CHGS-PO	COMMUNICATION	005350
BAYPORT TRANSMISSION	101	01/06/15	\$25.00	E	42100	412	2013 DODGE CHARGER/	REP & MAINT VEH	005308
TR COMPUTER SALES LLC	101	01/06/15	\$39.06	E	42100	416	2014 HELP DESK SERVIC	REPAIR/MAINT OF	005300
TR COMPUTER SALES LLC	101	01/06/15	\$81.25	E	42100	416	2015 JAN MTHLY STORA	REPAIR/MAINT OF	005322
TR COMPUTER SALES LLC	101	01/06/15	\$56.25	E	42100	416	2015 SONICWALL RENE	REPAIR/MAINT OF	005322
<b>DEPT 42100 POLICE</b>			<b>\$4,635.57</b>						
<b>DEPT 42200 FIRE PROTECTION</b>									
HOLIDAY FLEET	101	01/06/15	\$888.61	E	42200	212	2014 DECEMBER FUEL C	MOTOR FUELS & L	005294
EISINGER, ALLEN	101	01/21/15	\$53.01	E	42200	220	COSTCO REFUND/FIRE D	OPERATING SUPP	005329
U S BANK VISA	101	01/06/15	\$60.00	E	42200	220	PIZZA MAN	OPERATING SUPP	005301
MUNICIPAL EMERGENCY	101	01/06/15	\$3,539.00	E	42200	240	2014 KIT, ROPE RESCUE	SMALL TOOLS-EQ	005296
U S BANK VISA	101	01/06/15	\$1,049.79	E	42200	240	OFFICE MAX	SMALL TOOLS-EQ	005301
JOHNSON, CHAD	101	01/26/15	\$175.00	E	42200	306	JAN 2015 CLEANNING SE	PROF SER-OTHER	005366
VERIZON WIRELESS	101	01/06/15	\$176.24	E	42200	321	2014 NOV - DEC 2014 PH	COMMUNICATION	005302
VERIZON WIRELESS	101	01/06/15	\$80.04	E	42200	321	2014 NOV - DEC 2014 PH	COMMUNICATION	005302
ANCOM COMMUNICATION	101	01/06/15	\$227.00	E	42200	323	2014 CHARGER & BATTE	RADIOS-REPAIR &	005289
XCEL	101	01/06/15	\$509.36	E	42200	380	2014 DEC GAS & ELECTR	ELECTRIC SERVIC	005305
XCEL	101	01/06/15	\$1,633.57	E	42200	381	2014 DEC GAS & ELECTR	FUEL FOR HEAT	005305
CAPSTONE	101	01/06/15	\$430.00	E	42200	402	2014 MATERIAL FIRE IN	CONFERENCES &	005290
U S BANK VISA	101	01/06/15	\$595.00	E	42200	402	FIRE ENGINEER	CONFERENCES &	005301
U S BANK VISA	101	01/06/15	\$595.00	E	42200	402	FIRE ENGINEER	CONFERENCES &	005301
U S BANK VISA	101	01/06/15	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	005301
U S BANK VISA	101	01/06/15	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	005301
<b>DEPT 42200 FIRE PROTECTION</b>			<b>\$10,054.46</b>						
<b>DEPT 42201 FIRE STATION</b>									
ECKBERG LAMMERS	101	01/26/15	\$145.00	E	42201	300	FIRE STATION LAND	PROF SER-LEGAL	005363
ECKBERG LAMMERS	101	01/26/15	\$1,856.00	E	42201	300	FIRE CONTRACTS	PROF SER-LEGAL	005363
MPCA	101	01/21/15	\$310.00	E	42201	301	FIRE STATION & UTILIT	PROF SER-ENGIN	005346
INDEPENDENT TESTING	101	01/21/15	\$1,920.00	E	42201	301	2014 DRILL RIG & CREW	PROF SER-ENGIN	005334
S E H	101	01/26/15	\$6,486.62	E	42201	301	FIRE STATION SURVEY/	PROF SER-ENGIN	005377
MINNESOTA DEPT OF HEA	101	01/21/15	\$150.00	E	42201	301	FIRE HALL WATERMAIN	PROF SER-ENGIN	005343
AMERICAN ENGINEERING	101	01/21/15	\$3,240.00	E	42201	302	2014 BORINGS/FIRE HAL	CONTRACT SERVI	005324
LEO A DALY	101	01/26/15	\$5,398.62	E	42201	302	FIRE STATION HEADQUA	CONTRACT SERVI	005370
<b>DEPT 42201 FIRE STATION</b>			<b>\$19,506.24</b>						
<b>DEPT 43100 STREET MAINT</b>									
SAFE-FAST, INC.	101	01/21/15	\$26.99	E	43100	205	2014 UNIFORMS/ JOSH E	UNIFORMS - JOSH	005349
HOLIDAY FLEET	101	01/06/15	\$686.36	E	43100	212	2014 DECEMBER FUEL C	MOTOR FUELS & L	005294
CENTURY POWER EQUIP	101	01/26/15	\$14.34	E	43100	212	CHAINSAW MIX OIL/STR	MOTOR FUELS & L	005362
AGGREGATE INDUSTRIES	101	01/26/15	\$134.95	E	43100	225	WINTER ROAD SAND/ST	SALT & SAND PUR	005356
MINNESOTA UC FUND/DE	101	01/21/15	\$6.89	E	43100	306	2014 UNEMPL BENEFIT -	PROF SER-OTHER	001764
STILLWATER MEDICAL GR	101	01/26/15	\$106.00	E	43100	306	DRUG SCREEN/STREET D	PROF SER-OTHER	005380
BOYER TRUCKS	101	01/26/15	\$28.64	E	43100	412	SWITCH-TRUCK #5/STR	REP & MAINT VEH	005361
CARQUEST OF STILLWAT	101	01/21/15	\$19.30	E	43100	412	2015 CLEANER/STREET	REP & MAINT VEH	005325

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CARQUEST OF STILLWAT	101	01/21/15	-19.30	E	43100	412	CLEANER RETURNED/ST	REP & MAINT VEH	005325
CARQUEST OF STILLWAT	101	01/21/15	\$62.61	E	43100	412	2015 FUEL SUPPLEMENT	REP & MAINT VEH	005325
TR COMPUTER SALES LLC	101	01/06/15	\$11.25	E	43100	416	2015 SONICWALL RENE	REPAIR/MAINT OF	005322
TR COMPUTER SALES LLC	101	01/06/15	\$7.81	E	43100	416	2014 HELP DESK SERVIC	REPAIR/MAINT OF	005300
TR COMPUTER SALES LLC	101	01/06/15	\$16.25	E	43100	416	2015 JAN MTHLY STORA	REPAIR/MAINT OF	005322
ALLIED BLACKTOP CO	101	01/21/15	\$2,947.57	E	43100	422	2014 FINAL PMT SEAL C	SEALCOATING	005323
<b>DEPT 43100 STREET MAINT</b>			<b>\$4,049.66</b>						
<b>DEPT 43140 HAYNER/2ND ST. S UTILITY PROJE</b>									
MINNESOTA POLLUTION	101	01/21/15	\$310.00	E	43140	306	2ND ST. SO SEWER EXTE	PROF SER-OTHER	005344
<b>DEPT 43140 HAYNER/2ND ST. S UT</b>			<b>\$310.00</b>						
<b>DEPT 43160 STREET LIGHTING</b>									
XCEL	101	01/06/15	\$2,311.42	E	43160	380	2014 DEC GAS & ELECTR	ELECTRIC SERVIC	005305
<b>DEPT 43160 STREET LIGHTING</b>			<b>\$2,311.42</b>						
<b>DEPT 43200 PARKS</b>									
CENTURY POWER EQUIP	101	01/26/15	\$111.60	E	43200	220	OPERATING SUPPLIES/P	OPERATING SUPP	005362
ROSEMOUNT SAW & TOO	101	01/06/15	\$60.80	E	43200	412	2014 - BRUSH CHIPPER	REP & MAINT VEH	005297
TR COMPUTER SALES LLC	101	01/06/15	\$7.81	E	43200	416	2014 HELP DESK SERVIC	REPAIR/MAINT OF	005300
TR COMPUTER SALES LLC	101	01/06/15	\$11.25	E	43200	416	2015 SONICWALL RENE	REPAIR/MAINT OF	005322
TR COMPUTER SALES LLC	101	01/06/15	\$16.25	E	43200	416	2015 JAN MTHLY STORA	REPAIR/MAINT OF	005322
AIR FRESH PORTABLE TOI	101	01/26/15	\$78.75	E	43200	425	MTHLY RENTAL TENNIS	SATILLITIES	005357
AIR FRESH PORTABLE TOI	101	01/26/15	\$78.75	E	43200	425	MTHLY RENTAL TENNIS	SATILLITIES	005357
<b>DEPT 43200 PARKS</b>			<b>\$365.21</b>						
<b>DEPT 43300 CEMETERY</b>									
LANDSCAPES BY MARK	101	01/26/15	\$500.00	E	43300	310	HAZELWOOD CEMETERY	GRAVE OPENINGS	005369
<b>DEPT 43300 CEMETERY</b>			<b>\$500.00</b>						
<b>FUND 101 GENERAL</b>			<b>\$56,214.66</b>						
<b>FUND 202 DRUG FORFEITURE</b>									
<b>DEPT 42101 DARE EXPENDITURES</b>									
STILLWATER TOWING IN	202	01/06/15	\$125.00	E	42101	449	2014 SERVICE CASE#11	DRUG FORFITURE	005298
EASTMAN, LAURA	202	01/21/15	\$20.75	E	42101	449	DMV LICENSE VEH REIM	DRUG FORFITURE	005328
BAYPORT TRANSMISSION	202	01/26/15	\$668.82	E	42101	449	ACORD 2003/POLICE DE	DRUG FORFITURE	005360
<b>DEPT 42101 DARE EXPENDITURES</b>			<b>\$814.57</b>						
<b>FUND 202 DRUG FORFEITURE</b>			<b>\$814.57</b>						
<b>FUND 207 PARK IMPROVEMENT FUND</b>									
<b>DEPT 44100 PROJECT</b>									
LOUCKS ASSOCIATES	207	01/26/15	\$36.96	E	44100	306	PER CREEK PHASE 2	PROF SER-OTHER	005371
<b>DEPT 44100 PROJECT</b>			<b>\$36.96</b>						
<b>FUND 207 PARK IMPROVEMENT FUND</b>			<b>\$36.96</b>						
<b>FUND 211 LIBRARY</b>									
<b>DEPT 45500 LIBRARY</b>									
JODI OTTO	211	01/21/15	\$241.03	E	45500	302	2014 24" CONTAINERS/L	CONTRACT SERVI	005336
TOSHIBA BUSINESS SOLU	211	01/26/15	\$278.92	E	45500	302	MTHLY CONTRACT/LIBR	CONTRACT SERVI	005384
SHARON SIPPEL	211	01/26/15	\$1,650.00	E	45500	302	JAN 2015 CLEANING SER	CONTRACT SERVI	005379
OFFICE OF ENT TECHNOL	211	01/26/15	\$75.64	E	45500	302	PHONES/LIBRARY	CONTRACT SERVI	005374
COMCAST	211	01/06/15	\$190.60	E	45500	321	2015 JAN HIGH SPEED I	COMMUNICATION	005310
COMCAST	211	01/06/15	\$20.00	E	45500	321	2015 JAN HIGHSPEED IN	COMMUNICATION	005310
XCEL	211	01/06/15	\$932.48	E	45500	380	2014 DEC GAS & ELECTR	ELECTRIC SERVIC	005305
XCEL	211	01/06/15	\$629.96	E	45500	381	2014 DEC GAS & ELECTR	FUEL FOR HEAT	005305

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 5289-5386**

Period Name: JANUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
WASHINGTON COUNTY LI	211	01/26/15	\$83.43	E	45500	391	POSTAGE OVERDUE/LIBR	SHARED AUTOMA	005385
WASHINGTON COUNTY LI	211	01/26/15	\$72.97	E	45500	391	4TH QTR 2014 LOST/DA	SHARED AUTOMA	005385
ANDERSON HEATING	211	01/26/15	\$154.00	E	45500	420	NO HEAT 2ND FLOOR/LI	R & M BLDGS, ST	005358
<b>DEPT 45500 LIBRARY</b>			<u>\$4,529.03</u>						
<b>FUND 211 LIBRARY</b>			<u>\$4,529.03</u>						
<b>FUND 601 WATER</b>									
<b>DEPT 41610 LYNN MOST PROJECT</b>									
INDUSTRIAL UTILITIES, I	601	01/21/15	\$42,200.00	E	41610	302	2014 4" WATER LINE-LY	CONTRACT SERVI	005335
<b>DEPT 41610 LYNN MOST PROJECT</b>			<u>\$42,200.00</u>						
<b>DEPT 46110 WATER-PUMPHOUSE</b>									
XCEL	601	01/06/15	\$2,047.94	E	46110	380	2014 DEC GAS & ELECTR	ELECTRIC SERVIC	005305
XCEL	601	01/06/15	\$238.98	E	46110	381	2014 DEC GAS & ELECTR	FUEL FOR HEAT	005305
LINNER ELECTRIC	601	01/21/15	\$454.20	E	46110	419	2014 ELECTRICAL REPAI	REPAIR & MAINT	005340
<b>DEPT 46110 WATER-PUMPHOUSE</b>			<u>\$2,741.12</u>						
<b>DEPT 46120 WATER</b>									
SAFE-FAST, INC.	601	01/21/15	\$26.99	E	46120	203	2014 UNIFORMS/TIM GA	UNIFORMS - TIM	005349
HOLIDAY FLEET	601	01/06/15	\$229.09	E	46120	212	2014 DECEMBER FUEL C	MOTOR FUELS & L	005294
HAWKINS WATER	601	01/21/15	\$30.00	E	46120	216	2014 WATER TREATMEN	CHEMICALS AND	005330
HAWKINS WATER	601	01/21/15	\$5,836.10	E	46120	216	2014 WATER TREATMEN	CHEMICALS AND	005330
T. R. F. SUPPLY	601	01/26/15	\$281.10	E	46120	220	CLEANING SUPPLIES.WA	OPERATING SUPP	005382
WASHINGTON COUNTY	601	01/21/15	\$65.00	E	46120	220	HAZ WASTE LICENSE FE	OPERATING SUPP	005354
ABLE HOSE & RUBBER IN	601	01/26/15	\$99.83	E	46120	220	SS BANDING/WATER DE	OPERATING SUPP	005355
SUMMIT FIRE PROTECTIO	601	01/26/15	\$295.00	E	46120	302	ANNUAL FIRE SPRINKLE	CONTRACT SERVI	005381
THE RETROFIT COMPANI	601	01/26/15	\$208.06	E	46120	302	2014 LIGHT BULB DISPO	CONTRACT SERVI	005383
ONE CALL CONCEPTS	601	01/26/15	\$100.00	E	46120	307	2015 ANNUAL FEE/WATE	GOPHER STATE O	005375
ONE CALL CONCEPTS	601	01/21/15	\$15.95	E	46120	307	2014 DECEMBER LOCATE	GOPHER STATE O	005348
COMCAST	601	01/21/15	\$69.45	E	46120	321	2015 JAN/FEB HIGHSPEE	COMMUNICATION	005326
XCEL	601	01/06/15	\$1,665.67	E	46120	380	2014 DEC GAS & ELECTR	ELECTRIC SERVIC	005305
XCEL	601	01/06/15	\$1,539.51	E	46120	381	2014 DEC GAS & ELECTR	FUEL FOR HEAT	005305
CARQUEST OF STILLWAT	601	01/06/15	\$7.48	E	46120	412	2014 CHG. WINDSHIELD	REP & MAINT VEH	005291
TR COMPUTER SALES LLC	601	01/06/15	\$7.81	E	46120	416	2014 HELP DESK SERVIC	REPAIR/MAINT OF	005300
TR COMPUTER SALES LLC	601	01/06/15	\$11.25	E	46120	416	2015 SONICWALL RENE	REPAIR/MAINT OF	005322
TR COMPUTER SALES LLC	601	01/06/15	\$16.25	E	46120	416	2015 JAN MTHLY STORA	REPAIR/MAINT OF	005322
LAKE COUNTRY DOOR LL	601	01/26/15	\$465.00	E	46120	420	GARAGE DOOR REPAIR	R & M BLDGS, ST	005368
FASTENAL	601	01/26/15	\$107.42	E	46120	420	CABINET SCHELVES/WAT	R & M BLDGS, ST	005364
MINNESOTA RURAL WATE	601	01/06/15	\$250.00	E	46120	433	2015 MEMBERSHIP DUES	DUES & MEMBERS	005317
<b>DEPT 46120 WATER</b>			<u>\$11,326.96</u>						
<b>FUND 601 WATER</b>			<u>\$56,268.08</u>						
<b>FUND 602 SEWER</b>									
<b>DEPT 46200 SEWER - OPERATING</b>									
T. R. F. SUPPLY	602	01/06/15	\$87.00	E	46200	206	2014 UNIFORMS - MEL H	UNIFORMS - PW S	005299
HOLIDAY FLEET	602	01/06/15	\$153.47	E	46200	212	2014 DECEMBER FUEL C	MOTOR FUELS & L	005294
AIR FRESH PORTABLE TOI	602	01/26/15	\$70.00	E	46200	302	EXTRA PUMPING INSPIR	CONTRACT SERVI	005357
AIR FRESH PORTABLE TOI	602	01/06/15	\$70.00	E	46200	302	1/12/15 & 1/26/15 EXTR	CONTRACT SERVI	005306
FLEXIBLE PIPE TOOL CO	602	01/26/15	\$76.75	E	46200	412	GAUGE SEWER TRUCK/S	REP & MAINT VEH	005365
TR COMPUTER SALES LLC	602	01/06/15	\$7.83	E	46200	416	2014 HELP DESK SERVIC	REPAIR/MAINT OF	005300
TR COMPUTER SALES LLC	602	01/06/15	\$11.25	E	46200	416	2015 SONICWALL RENE	REPAIR/MAINT OF	005322
TR COMPUTER SALES LLC	602	01/06/15	\$16.25	E	46200	416	2015 JAN MTHLY STORA	REPAIR/MAINT OF	005322
MILLER EXCAVATING	602	01/21/15	\$438.33	E	46200	419	2014 MAN HOLE/SEWER	REPAIR & MAINT	005342
<b>DEPT 46200 SEWER - OPERATING</b>			<u>\$930.88</u>						

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 5289-5386**

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Period Name: JANUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>DEPT 46990 SEWER - NON-OPERATING</b>									
METROPOLITAN COUNCIL	602	01/26/15	\$31,422.00	E	46990	434	2015 FEB ANNUAL FLOW	STATE FEES FOR	005372
METROPOLITAN COUNCIL	602	01/06/15	\$31,422.00	E	46990	434	2015 JANUARY ANNUAL	STATE FEES FOR	005316
<b>DEPT 46990 SEWER - NON-OPERAT</b>			\$62,844.00						
<b>FUND 602 SEWER</b>			\$63,774.88						
<b>FUND 803 P &amp; Z ESCROWS</b>									
<b>DEPT 80045 DRH-INSPIRATION PHASE II PLAT</b>									
S E H	803	01/26/15	\$190.60	E	80045	301	INSPIRATION PHASE 3	PROF SER-ENGIN	005377
<b>DEPT 80045 DRH-INSPIRATION PH</b>			\$190.60						
<b>DEPT 80051 BERGSTROM/ ENG &amp; GRADING</b>									
S E H	803	01/26/15	\$163.14	E	80051	301	12 POINT RD BERGSTRO	PROF SER-ENGIN	005377
<b>DEPT 80051 BERGSTROM/ ENG &amp; G</b>			\$163.14						
<b>DEPT 80053 CHRIS HAYNER</b>									
WASHINGTON COUNTY R	803	01/06/15	\$46.00	E	80053	350	2014 - RESOLUTION 14-	PRINTING & PUBL	005303
<b>DEPT 80053 CHRIS HAYNER</b>			\$46.00						
<b>FUND 803 P &amp; Z ESCROWS</b>			\$399.74						
			\$182,037.92						

## City of Bayport

294 North 3rd Street  
Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

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### Building Permit Log

For: January, 2015

Printed: 1/27/2015

Page 1 of 2

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<b>Permit Number:</b> BP2015-1	<b>Filing Date:</b> 1/20/2015
<b>Parcel Address:</b> 100 4TH Ave. N.	BAYPORT, MN 55003
<b>Applicant:</b> GEORGE SIEGFRIED GEORGE SIEGFRIED CONSTRUCTION General	<b>Applicant Phone:</b> 651-275-1112
<b>Construction Value:</b> \$185,000.00	<b>Total Fees:</b> \$2,677.64

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<b>Permit Number:</b> MC2015-1	<b>Filing Date:</b> 1/27/2015
<b>Parcel Address:</b> 294 3rd Street N.	Bayport, MN 55003
<b>Applicant:</b> SCHWANTES HEATING & AIR INC SCHWANTES HEATING & AIR INC MECHANICAL	<b>Applicant Phone:</b> 651-439-3331
<b>Construction Value:</b> \$2,700.00	<b>Total Fees:</b> \$80.00

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<b>Permit Number:</b> MC2015-2	<b>Filing Date:</b> 1/27/2015
<b>Parcel Address:</b> 320 5TH St. S.	BAYPORT, MN 55003
<b>Applicant:</b> AIRTECH HEATING & COOLING AIRTECH HEATING & COOLING MECHANICAL	<b>Applicant Phone:</b> 651-340-5956
<b>Construction Value:</b> \$8,900.00	<b>Total Fees:</b> \$80.00

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<b>Permit Number:</b> MC2015-3	<b>Filing Date:</b> 1/27/2015
<b>Parcel Address:</b> 302 MINNESOTA St. S.	BAYPORT, MN 55003
<b>Applicant:</b> REIBEL HEATING & AC REIBEL HEATING & AC MECHANICAL-GAS FITTING	<b>Applicant Phone:</b> 651-429-4444
<b>Construction Value:</b> \$2,000.00	<b>Total Fees:</b> \$80.00

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<b>Permit Number:</b> PL2015-1	<b>Filing Date:</b> 1/27/2015
<b>Parcel Address:</b> 193 3rd Street N.	BAYPORT, MN 55003
<b>Applicant:</b> DAD'S PLUMBING & HEATING CO DAD'S PLUMBING & HEATING CO Plumber-Gasfitting	<b>Applicant Phone:</b> 651-433-2095
<b>Construction Value:</b> \$2,600.00	<b>Total Fees:</b> \$80.00

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## Building Permit Log

For: January, 2015

Printed: 1/27/2015

Page 2 of 2

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**Permit Number:** PL2015-2

**Parcel Address:** 130 7th St. N.

**Applicant:** CHAMPION PLUMBING LLC  
CHAMPION PLUMBING LLC Plumber

**Construction Value:** \$1,000.00

**Filing Date:** 1/27/2015

BAYPORT, MN 55003

**Applicant Phone:** 651-365-1340

**Total Fees:** \$80.00

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

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

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

*EASTER EGG HUNT*

**Property Information**

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

Street, alley, or other city property description: \_\_\_\_\_

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

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

Applicant/Contact Name: *Bob Johnson*

Organization/Business Name: *BCAL*

Main Phone Number: *651-439-8894 (h)* Alternate Phone Number: *651-379-3212 (w)*

Address: *130 S 6th St.*

City/State/Zip: *Bayport, MN 55003*

Email Address: *bobje@wire.com*

**Event Information**

Start Date: *April 4th, 2015* End Date: *April 14th, 2015*

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

Weekday Hours: \_\_\_\_\_ Weekend Hours: *10:00 a.m. to 11:00 a.m.*

Description of event, activities, location and proposed alteration of city property:

- Community Easter Egg Hunt @ Barker's Alps.
- Lines in Fresh grass
- BCAL will spray-paint to circles on grass for kids to locate candy

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

- Discs in trash cans  
 - Pick up dog waste in soccer field area

**Application Requirements and Fees**

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

**Applicant Acknowledgement and Signature**

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

Signature: 

Date: 1/15/15

Office Use - Fees	Amount Due	Date	Payment	Stat
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 1/15/15	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check Johnson Kjh 8680	
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes: N/A	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received: Pending				



**City of Bayport**  
 294 North Third Street  
 Bayport, Minnesota 55003  
 Phone 651-275-4404  
 Fax 651-275-4411  
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## City of Bayport SPECIAL EVENT APPLICATION

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

*ICE CREAM SOCIAL*

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

<b>Applicant Information</b>		<input type="checkbox"/> Individual/For-profit organization	<input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: <i>Bob Johnson</i>			
Organization/Business Name: <i>BCAL</i>			
Main Phone Number: <i>651-439-8844 (h)</i>		Alternate Phone Number: <i>651-319-3212 (w)</i>	
Address: <i>130 S. 6th St.</i>			
City/State/Zip: <i>Bayport, MN 55003</i>			
Email Address: <i>bobje.mn@ic.com</i>			

<b>Event Information</b>	
Start Date: <i>June 10<sup>th</sup>, 2015</i>	End Date: <i>June 10<sup>th</sup>, 2015</i>
Day(s): <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input checked="" type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Sunday <input type="checkbox"/> Saturday	
Weekday Hours: <i>4:00 p.m. to 7:00 p.m.</i> Weekend Hours: _____	
Description of event, activities, location and proposed alteration of city property: <i>Community Ice Cream Social at Beach House and picnic area near playground and shelter #3 &amp; 4.</i>	

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

- Trash cans with liners
- Picnic tables in picnic area between Beach House and shelters 43, 44
- Access to freezer in Beach House

**Application Requirements and Fees**

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

**Applicant Acknowledgement and Signature**

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

Signature: 

Date: 1/14/15

Other Use - Fees	Amount Due	Date	Payment	Other
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 1/15/15	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check Johnson Jh 8680	
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes: N/A	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received: Pending				



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

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

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

*DERBY DAYS / TASTE OF BAYPORT*

**Property Information**

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

Street, alley, or other city property description: \_\_\_\_\_

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

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

Applicant/Contact Name: *Bob Johnson*

Organization/Business Name: *BZAL*

Main Phone Number: *651-439-8894 (h)*   Alternate Phone Number: *651-379-3212 (w)*

Address: *130 S. 6th St.*

City/State/Zip: *Bayport, MN 55003*

Email Address: *bob.j@myinc.com*

**Event Information**

Start Date: *Sept. 19th, 2015*   End Date: *Sept. 19th, 2015*

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

Weekday Hours: *9:00 a.m. to 10:00 p.m.*   Weekend Hours: *9:00 a.m. to 10:00 p.m.*

**Description of event, activities, location and proposed alteration of city property:**

*Derby Days / Taste of Bayport*

- *Vintage Dutchball - Lakeside Park*
- *Taste of Bayport - Lakeside Park*
- *Pet Parade - Lakeside Park*
- *Ice Cream Social - Lakeside Park*
- *Fireworks - Lakeside Park*
- *Peto Creek - Duck Races*
- *Citywide Medalion Hunt*
- *Music in the Park - Lakeside Park*

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

*Deck built - Turn on creek @ 9:00 a.m., trim grass around both sides of creek, remove barriers from spillover after races  
 - music in the park, Taste, Fireworks - Point on to all shelters; extra trash cans with liners; place picnic tables around area between beach house and shelters #3, 4; Road barricades for area near shelters; fire-ring and wood; cut grass in outfield; rake infield of lakeside park baseball diamond, place bases.  
 - Police presence throughout day and evening*

**Application Requirements and Fees**

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

**Applicant Acknowledgement and Signature**

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

Signature: 

Date: *1/14/15*

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



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**SPECIAL EVENT APPLICATION**

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*LIGHTING OF THE GREEN*

**Property Information**

City property:  Lakeside Park  Barker's Alps Park  Perro Park  Village Green Park  
 Street, alley, or other city property description: \_\_\_\_\_

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

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

Applicant/Contact Name: *Bob Johnson*  
 Organization/Business Name: *BCAL*

Main Phone Number: *651-439-8894 (h)* Alternate Phone Number: *651-379-3212 (w)*

Address: *130 L. 6th St.*  
 City/State/Zip: *Bayport, MN 55003*

Email Address: *bobje@mirinc.com*

**Event Information**

Start Date: *December 2, 2015* End Date: *December 2, 2015*

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

Weekday Hours: *6:00 p.m. to 8:00 p.m.* Weekend Hours: \_\_\_\_\_

Description of event, activities, location and proposed alteration of city property:  
*- Lighting of the Village Green for the Holiday Season. No alteration to City Property.*

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

- String lights on V. Cr. trees and shrubs in landscaped area
- Power on to lights
- Large "switch" to turn on lights
- Lines for trash cans
- Orange cones for reserved parking for fire truck
- Suction Fire Truck
- Fire King for bonfire - and wood, - Police presence

**Application Requirements and Fees**

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

**Applicant Acknowledgement and Signature**

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

Signature: 

Date: 1/14/15

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: 1/15/15	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check Johnson \$680	Kjh
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes: N/A	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received: 1/15 Pending				



**City of Bayport**  
 294 North Third Street  
 Bayport, Minnesota 55003  
 Phone 651-275-4404  
 Fax 651-275-4411  
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**City of Bayport**  
**DONATION INFORMATION FORM**

<b>Donor Information</b>	<input checked="" type="checkbox"/> City Resident / Business	<input type="checkbox"/> Nonresident	<input type="checkbox"/> Other
Name: <u>MARY M. Williams</u>			
Main Phone Number: <u>65</u>		Alternate Phone Number: <u>CELL</u>	
Address: <u>638 MINNESOTA ST. 58</u>			
City/State/Zip: <u>BAYPORT, MN. 55003-1472</u>			
Email Address: <u></u>			
Organization Name (if applicable): <u>N/A</u>			

<b>Donation Information</b>	<i>(Barbers Bliss Park)</i>		
<input checked="" type="checkbox"/> Bench with dedication plaque - \$1,000.00 <i>Thail</i>	<input type="checkbox"/> Bike rack - \$500.00		
<input type="checkbox"/> City newsletter - \$50.00 / \$100.00 / \$250.00	<input type="checkbox"/> Flag - \$100.00		
<input type="checkbox"/> Picnic table - \$1,500.00	<input type="checkbox"/> Flower planter - \$500.00		
<input type="checkbox"/> Tree - \$250.00	<input type="checkbox"/> Waste receptacle - \$500.00		
<input type="checkbox"/> Monetary donation of \$ <u>2,000</u> for	<input type="checkbox"/> Cemetery	<input type="checkbox"/> General Fund	<input type="checkbox"/> Parks
	<input type="checkbox"/> Fire Dept.	<input type="checkbox"/> Police Dept.	
Engraved text on bench plaque shall read as follows: <i>(Please print and refer to examples on reverse)</i>			
<u>Will send text for 2 repairs under separate cover/letter.</u>			

<b>Donor Acknowledgment</b>
I understand that as the designated donor, this donation will be designated for city department use or used toward the purchase of the item, as specified above. I also understand that depending on availability, lead time, and weather conditions, it could take up to one (1) year to install an item. However, the city will make every effort to complete the installation as soon as possible. I also understand that the city has been given only an approximate size for the dedication plaque. Hence, if I have selected to donate funds for a bench, the city has my permission to format and size the text above accordingly, in order to fit the text on the plaque. Should it be necessary to change any of the text content for any reason, I am aware that I will be contacted by the city.
Signature: <u>Mary M. Williams</u> Date: <u>12/30/12</u>

<b>Office Use</b>
Staff notes: <i>(Include requested placement location)</i> <u>Text to be supplied</u>
Donation amount received: <u>\$2,000.00</u> Date received: <u>12/30/12</u>
Payment method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check # <u>5002</u> Received by: <u>Karen Husted</u>



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

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**Date:** January 22, 2015  
**To:** Mayor and City Council  
**From:** Logan Martin, City Administrator  
**Re:** Reappointment of elected and citizen representatives to the Central St. Croix Valley Cable Commission

***BACKGROUND***

Recently, the city was notified by the Central St. Croix Valley Cable Commission that the terms of both our elected and citizen representatives expired December 31, 2014. Michele Hanson is the primary elected representative, with Connie Carlson as the alternate. Brian DeLisle is the citizen representative. The commission commended the service and contributions of all representatives and therefore requested they be reappointed for another term.

***RECOMMENDATION***

Staff recommends the City Council adopt a motion reappointing elected representative Michele Hanson and alternate elected representative Connie Carlson for a term of one year and citizen representative Brian DeLisle for a term of two years.



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

---

**Date:**      January 15, 2015

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

**From:**      Wanda Madsen, Finance Officer

**Subject:**    Pay Equity Report for the State of Minnesota Department of Employee Relations

***BACKGROUND***

Every three years the Department of Employee Relations (DOER) requires local governments and school districts to file a pay equity report. The pay equity report is a state mandated report which requires local governments to conduct a job evaluation study to show that the city is meeting equitable compensation standards as defined in state rules. The city is required to report this year on data in place as of December 31, 2014.

***RECOMMENDATION***

Staff recommends the City Council adopt a motion approving the 2014 Pay Equity Report.



Minnesota Department of Public Safety  
**Alcohol and Gambling Enforcement Division (AGED)**  
 444 Cedar Street, Suite 133, St. Paul, MN 55101-5133  
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555  
 www.dps.state.mn.us

**Application for Optional 2 AM Liquor License**

License type code: 2AM License Expiration Date \_\_\_\_\_ ID# \_\_\_\_\_  
 (For Office Use Only)

Licensee Name: Not Justa Bar CAFE

Trade Name: Not Justa Cafe Inc.

Licensed Location Address: 143 N 3<sup>rd</sup> St

City, State, Zip Code: Bayport MN 55003

Business Phone: 651-491-9029

If the above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

<u>Steven A Meyer</u>				<u>538 upper 216th ave Somerset WI 54025</u>
Partner/Officer Name	(First Middle Last)	DOB	Social Security #	Home Address
<u>Barbara A Meyer</u>				<u>538 upper 216th ave Somerset WI 54025</u>
Partner/Officer Name	(First Middle Last)	DOB	Social Security #	Home Address

Partner/Officer Name	(First Middle Last)	DOB	Social Security #	Home Address
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Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: **Alcohol and Gambling Enforcement Division (AGED)**. Mail this application and check to : AGED, 444 Cedar St., Suite 133, St. Paul, MN 55101-5133.

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1,000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes  No Does your city or county licensing official allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_

(I certify that the city or county of \_\_\_\_\_ approves the sale of alcoholic beverages until 2 AM)

Licensee Minnesota Tax ID Number (Required) \_\_\_\_\_

Licensee Signature Steven A Meyer Date 1-14-15

(I certify that I have answered the above questions truthfully and correctly)

**Licensee: Prior to submitting this application to the Alcohol and Gambling Enforcement Division, it must be signed by your local city or county licensing official.**



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

**City of Bayport**  
**DONATION INFORMATION FORM**

<b>Donor Information</b>		<input type="checkbox"/> City Resident / Business	<input checked="" type="checkbox"/> Nonresident	<input type="checkbox"/> Other
Name: Susan and Alex Mollidrem				
Main Phone Number:		Alternate Phone Number:		
Address: 13260 26 <sup>th</sup> Street N				
City/State/Zip: West Lakeland, MN 55082				
Email Address:				
Organization Name (if applicable):				

<b>Donation Information</b>	
<input type="checkbox"/> Bench with dedication plaque - \$1,000.00	<input type="checkbox"/> Bike rack - \$500.00
<input type="checkbox"/> City newsletter - \$50.00 / \$100.00 / \$250.00	<input type="checkbox"/> Flag - \$100.00
<input type="checkbox"/> Picnic table - \$1,500.00	<input type="checkbox"/> Flower planter - \$500.00
<input type="checkbox"/> Tree - \$250.00	<input type="checkbox"/> Waste receptacle - \$500.00
<input checked="" type="checkbox"/> Monetary donation of \$ 100.00 for	<input type="checkbox"/> Cemetery <input type="checkbox"/> General Fund <input type="checkbox"/> Parks
	<input checked="" type="checkbox"/> Fire Dept. <input checked="" type="checkbox"/> Police Dept.
Engraved text on bench plaque shall read as follows: <i>(Please print and refer to examples on reverse)</i>	

<b>Donor Acknowledgment and Signature</b>	
<p>I understand that as the designated donor, this donation will be designated for city department use or used toward the purchase of the item, as specified above. I also understand that depending on availability, lead time, and weather conditions, it could take up to one (1) year to install an item. However, the city will make every effort to complete the installation as soon as possible. I also understand that the city has been given only an approximate size for the dedication plaque. Hence, if I have selected to donate funds for a bench, the city has my permission to format and size the text above accordingly, in order to fit the text on the plaque. Should it be necessary to change any of the text content for any reason, I am aware that I will be contacted by the city.</p>	
Signature: _____	Date: _____

<b>Office Use</b>	
Staff notes: <i>(Include requested placement location)</i>	
Donation amount received: 100.00	Date received: 12/31/14
Payment method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 3342	Received by: KH / ST
	3341

**LG214 Premises Permit Application**

**Annual Fee \$150 (NON REFUNDABLE)**

**Required Attachments to LG214**

- 1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
- 2. \$150 annual premises permit fee, for each permit (non refundable). Make check payable to "State of Minnesota."

**Mail the application and required attachments to:**  
 Gambling Control Board  
 1711 West County Road B, Suite 300 South  
 Roseville, MN 55113  
  
**Questions?** Call 651-539-1900 and ask for Licensing.

**Organization Information**

- 1. Organization name American Legion Post 491 License number 00467
- 2. Chief executive officer (CEO) Wayne Peterson Daytime phone (651) 439-5463
- 3. Gambling manager Marion Coffman Daytime phone (651) 491-2418

**Gambling Premises Information**

- 4. Current name of site where gambling will be conducted Not Justa Bar
- 5. List any previous names for this location Rascals, Captains Corner, Hefty's, Perro Creek Tavern
- 6. Street address where premises is located 193 N. 3rd St.  
Do not use a P.O. box number or mailing address.

7. City	<b>OR</b>	Township	County	Zip code
Bayport			Washington	55003

- 8. Does your organization own the building where the gambling will be conducted?  
 Yes  No **If no, attach LG215 Lease for Lawful Gambling Activity.**  
A lease is not required if only a raffle will be conducted.
- 9. Is any other organization conducting gambling at this site?  Yes  No  Don't know
- 10. Has your organization previously conducted gambling at this site?  Yes  No  Don't know

**Gambling Bank Account Information. Must be in Minnesota.**

11. Bank name	Bank account number
1st State Bank & Trust	4970047 4824701
12. Bank street address	City State Zip code
950 N. Hwy 95	Bayport MN 55003

**All Temporary and Permanent Off-site Storage Spaces**

13. Address (Do not use a P.O. box number)	City	State	Zip code
350 St. Croix Tr. N.	Lakeland	MN	55043
14. Address (Do not use a P.O. box number)	City	State	Zip code
		MN	

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

<p><b>CITY APPROVAL</b> for a gambling premises located within city limits</p>	<p><b>COUNTY APPROVAL</b> for a gambling premises located in a township</p>
City name _____	County name _____
Date approved by city council _____	Date approved by county board _____
Resolution number _____	Resolution number _____
Signature of city personnel _____	Signature of county personnel _____
Title _____ Date signed _____	Title _____ Date signed _____
	TOWNSHIP NAME _____
	<b>Complete below only if required by the county.</b> On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. [A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.]
	Print township name _____
	Signature of township officer _____
	Title _____ Date _____

**Acknowledgment and Oath**

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.</li> <li>2. The Board and its agents, and the commissioners of revenue and public safety and their agents are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.</li> <li>3. I have read this application and all information submitted to the Board is true, accurate, and complete.</li> <li>4. All required information has been fully disclosed.</li> <li>5. I am the chief executive officer of the organization.</li> </ol> | <ol style="list-style-type: none"> <li>6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.</li> <li>7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.</li> <li>8. Any changes in application information will be submitted to the Board no later than 10 days after the change has taken effect.</li> <li>9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.</li> <li>10. I understand the fee is nonrefundable regardless of license approval/denial.</li> </ol> |
|---|---|

 _____ Signature of Chief Executive Officer (designee may not sign)	1/20/15 _____ Date
Print name <u>Wayne Peterson</u>	

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the	Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public	Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.
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# ***Bayport Fire Department***

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

February memo from the Chief:

January was a busy month attending City Council and Board meetings to finalize the fire service contracts. Now that all four of the communities have approved our proposal, we can begin the bid process for the new Fire Hall which is very exciting for all of us. The Sentence to Serve (STS) crews have been busy cleaning the vehicles and Fire Hall this month. This is a free service and reduces the work load for department members. The safety message this month is a reminder to pull over when emergency vehicles have their emergency lights activated, including tow trucks. Please see the article below for more information.

## **MOVE RIGHT FOR SIRENS AND LIGHTS**

If you or someone you love is in need of emergency assistance, you want help to arrive immediately. Did you know that there's one simple thing everyone can do to help firefighters, ambulances, and law enforcement officers provide emergency assistance as quickly as possible? Just ***Move Right for Sirens & Lights.***



Every year in the United States there are 16,000 collisions involving fire department emergency vehicles responding to or returning from incidents. These collisions result in over 1,000 firefighter injuries and 50 deaths. Many, if not most, of these accidents would be avoided if everyone would just ***Move Right for Sirens & Lights.*** Why, then, doesn't everyone just pull to the right? Many people panic. Some don't know or understand the law. Others simply don't adhere to the rules of the road. The law is very specific: Drivers must yield the right-of-way to an emergency vehicle. Firefighters work hard to avoid vehicle collisions by driving slowly when traveling against traffic, coming to a complete stop at intersections, etc. However, the cooperation of ALL vehicles on the roadway is essential.

## **SIMPLE RULES**

There are some simple rules to follow when you're on the road and encounter an emergency vehicle whose lights are flashing, whether the siren is sounding or not.

**DO** pull to the right and come to a complete stop. If you're traveling on a high-speed road or if there is no room to stop, slow down as much as possible. If you are in the left lane, **DO** pull over into the right lane as traffic in the lane to your right moves over. If you cannot move to the right because of another vehicle or obstacle, just stop. Your action will let the driver of the emergency vehicle know what you are doing and allow the driver to anticipate where to drive.

When an emergency vehicle approaches you from behind while you are stopped at an intersection, **DO** stay where you are unless you can pull to the right. On a two or four-lane highway or street without barriers, both sides of traffic should pull to the right. If the emergency vehicle is traveling on the opposite direction of a divided highway or street, you do not need to pull over.

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



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

Laura Eastman  
Chief of Police

**Date:** January 22, 2015  
**To:** Mayor and City Council  
City Administrator Martin  
**From:** Chief Laura Eastman  
**Subject:** **Police Reports and Updates**

**Past Events:**

Toys for Tots toy drive - Reserves to Golden Valley PD @ 4:00 pm in excess of 500 TOYS.

**Upcoming Events**

February 25, @ 6:00 pm: Community Watch Meeting at Croixdale – Chief Eastman and Department of Corrections' staff review the prison's 100 year anniversary celebration.

**Misc. Information:**

2014 call load= 3,172

**December Call Load (continued)**

12/23 – 12/31: 911 open line, 4<sup>th</sup> degree dui, warrant arrest, open bottle, elderly financial exploitation, dept. info/welfare concern, civil assist, medical L1, medical L1, 911 open line, assist probation, phone call scam report, medical L3, scam report, theft report, assist city hall, stolen package, assist Croixdale, speed 57/30, w/w equipment violation, w/w speed, das/speed, 46/30/no poi, medical L1, lift assist, home detention check, medical L1, family assist unwanted male, aoa/oph, DAS, w/w fail to change address, junk veh. ordinance, crime prevention, w/w parking on grass, domestic, w/w speed x2, welfare check intoxicated male, aoa/suicidal male, w/w speed, aoa/domestic x2, tobacco and alcohol liq. License delivered, aoa/domestic, poss. Break-in, medical L1, veh. lockout, medical L1, w/w speed x2, lockout, aoa/shop lifters, assist city hall, home detention check, w/w speed x2, aoa unwanted male, aoa/checking for probation violation, vacation checks, city ord. issue snow birds, property damage accident, speed 58/40/drug para.

## January Call Load

- 01 – 2<sup>nd</sup> Degree DUI (forfeiture) 2<sup>nd</sup> degree test refusal/3<sup>rd</sup> degree dui (forfeiture), found check, speed 48/30.
- 02 – w/w parking violation, w/w speed, DAS, 10-50, liquor license.
- 03 – Fight, w/w speed, theft report assist, welfare concern, audible alarm, alarm.
- 04 – Medical L1, Medical L2, lost dog information, structure fire, school crossing, assist city hall.
- 05 – Records request, CSC report prison, public assist, audible alarm, audible alarm aud. Alarm unwanted female.
- 06 – school crossing, officer information, background hockey rink staff, medical L1, vacation checks, 911 open line, car vs. deer.
- 07 – check area, cross walks, motorist assist, assist, w/w speed, fire alarm, assist city hall/Liq. License, w/w speed.
- 08 – DAS/speed 55/40, crosswalks, DAC, medical L1, aud. Alarm, veh. lockout, medical L1, Meet and greet (Croixdale), 10-50 traffic arrest, AOA/HPD follow-up, page public works, DK female out of control, medical L1, vehicle lockout.
- 09 – Informational stalled veh., school crossing, social services referral/elderly extortion, susp. call/scam, fire AW, w/w speed.
- 10 – 3<sup>rd</sup> degree refusal/4<sup>th</sup> degree dui, medical L3, train blocking 38 mins., w/w speed, w/w speed/fail to change address, intoxicated driver info., w/w speed, medical L1 x2.
- 11 – w/w speed, speed 53/40, speed 59/40, susp. vehicle, noise ordinance (train horn).
- 12 – Crosswalks, train horn complaint, crosswalks, domestic, burning complaint.
- 13 – aoa/open door, w/w parking violation, school crossing, aoa/fight, erratic driver, malicious civil assist, sped 51/40.
- 14 – 911 hang up, suspicious activity, asst. city hall/council and planning packets, Speed 59/40, speed 64/40.
- 15 – Disturbance, medical L1, school crossing, alarm, NSF checks, school crossing, crossing arm violation, w/w/no front plate/cracked windshield/no POI, w/w speed, DAR/NPOI.
- 16 – Public assist, aoa/accident no injuries, damage to city property, 911 open line, dog complaint, family assist.
- 17 – Dead coyote, 10-50, w/w speed, live trap, open door, driving complaint.
- 18 – w/w speed, aoa/medical L1, w/w speed x3, welfare concern, dk driver, DAR.
- 19 – Strong smell of gas, w/w speed x 3, w/w parking on grass, animal complaint, speed 59/40.
- 20 – Suspicious activity, school crossing, vacation check, child dispute, w/w speed x2, w/w speed, No POI, equipment violation, w/w loud exhaust,
- 21 – Suspicious vehicle, welfare check, civil assist, aoa/welfare check, assist, w/w speed, speed 46/30, extra patrol, parking complaint/AOA/theft report, careless driving cite.

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

Dec-14	Speed	Seatbelt	Child seat	DAS,R,C	Underage D&D	UAC	Open Bottle	No Insurance	No POI	Warrants	WW
501 Chief Eastman											
503 Aaron Slinger				1							1
505 Quinn Wilmard											1
506 Chad Johnson	1										4
507 Dustin Purpur	1										2
508 Capt Hutchinson											
509 Jay Jackson	2			2				1			13
510 John Miller	6			2	1		1		1		7
512 Zach Lund	3			1					1	3	4
513 Keith Frank	5										
Monthly Total	18	1	0	6	0	1	1	1	4	4	42
Year Total	303	26	1	70	1	1	17	14	55	16	355
Officer	Drugs	MJ in MV	Dac-IPS	Stop Sign	Drug Para	DWI	Distracted	City Ord	Ted Fost	Careless	Other
501 Chief Eastman											
503 Aaron Slinger								1			1
505 Quinn Wilmard						1		8			1
506 Chad Johnson											
507 Dustin Purpur											
508 Capt Hutchinson											
509 Jay Jackson			1							1	
510 John Miller						1				1	
512 Zach Lund					2	1					
513 Keith Frank											
Monthly Total	0	0	1	0	2	3	0	10	0	2	2
Year Total	2	20	2	3	22	51	2	101	0	3	51

Notes :



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

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Date: January 26, 2015

To: Mayor and City Council  
Logan Martin, City Administrator

From: Mel Horak, Public Works Supervisor

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

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

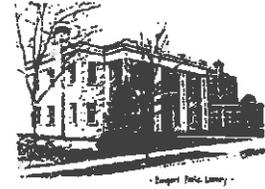
1. Flooded skating rinks numerous times
2. Performed ongoing tree trimming on city boulevard trees and alley right-of-ways
3. Responded to icy roadways, sidewalks and bike paths
4. Completed ongoing maintenance and repairs to trucks and equipment
5. Installed multiple new water meters and repaired numerous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

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

Winter is a great time for tree trimming. Over the next few months, the Public Works Department will be inspecting trees for disease and structural defects. Pruning during the dormant season (October 15-March 15) is recommended every 5-7 years. This includes removal of dead or broken limbs, pruning for street and sidewalk clearance (14-16 feet), and thinning tree canopies to improve their form.

# Bayport Public Library

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

**Date:** January 26, 2014

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

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

**Re:** Bayport Library Update

It has been a great start to the year for the Bayport Public Library. We have started our new hours and the public feedback has been very positive. We again thank the Mayor and City Council for making our expanded hours possible.

We had a great turnout for our winter break movies. Lots of little ones and parents braved the cold to watch the three movies we had during the time off from school.

Interviews for the open library board position will be taking place at the end of the month. We hope to have a new board member in place by the February meeting. We have an excellent batch of candidates to choose from and we are confident that the new member will be a great addition to the board.

We will be hosting a kid's craft project at the library on Valentine's Day. Members of the Foundation will be on hand to assist young ones in a very cute Valentine's Craft. Please join us at the library on Saturday, February 14th from 10am-3pm.

Planning will also begin on a 25<sup>th</sup> Anniversary celebration for the library. It will be 25 years in 2015 that the library occupied its current location. We hope to have some exciting programming announcements in the near future.

Thanks to you all,



Mark Blando

Director

Bayport Public Library



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

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**Date:** January 26, 2015

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

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

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

### **INSPIRATION PHASE III-B**

On January 20, the Planning Commission and City Council convened a joint workshop to review a concept development plan for the remaining single-family lots in Inspiration referred to as Phase III-B. Owner/developer Inspiration Holdings LLC, along with two resident representatives from the homeowner's association provided some insight regarding the resident outreach/involvement that has taken place over the past year and the neighborhood's overall opinion of the concept plan. Builder/applicant Mattamy Homes presented the details of the concept plan geared for 113 single-family homes, provided examples of their architecture, and facilitated discussion with the Planning Commission and City Council on the concept. Based on input provided by staff and city officials, the applicant is working on preparing submittals for a revised preliminary plat application, which is anticipated to be heard by the Planning Commission on March 16.

### **CITY EMPLOYEE SAFETY COMMITTEE**

With assistance from the city's safety consultant Complete Health Environmental and Safety Services (CHESS), the employee safety committee recently convened its last quarterly meeting of 2014. As the city staff safety coordinator, I assist CHESS with scheduling mandated safety training for city departments, ensuring city equipment and buildings are in compliance with OSHA standards, updating employee safety procedures and policies, convening quarterly employee safety committee meetings, and securing grants for city projects and equipment geared towards improving employee safety.

The employee safety committee was developed about nine years ago and the purpose of the quarterly safety committee meetings are to discuss safety related concerns/topics and establish policies, procedures and goals to promote/ensure employee safety. At the last meeting, CHESS commended city staff for completing the designated safety goals for 2014, one of which included a reduction of employee work-related injuries, resulting in decreased city costs related to worker's compensation insurance and employee leave. Goals for 2015 were established and include developing a plan to address safety concerns related to the aging wood playground structure at Lakeside Park, reviewing post injury/accident employee safety policies, and securing a grant to improve employee safety for at least one city department, which could potentially include upgrading the security features at the library or installing additional security cameras at City Hall/Police Department. Look for updates on the progress of these goals to be provided later this year.



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**Date:** January 26, 2015  
**To:** Honorable Mayor and City Council  
**From:** Logan Martin, City Administrator  
**Re:** **Administration Department Update – February City Council meeting**

### **FIRE HALL PROGRESS**

The Fire Protection Services agreement has been approved by all partner communities, and will be considered by Bayport at the February 2 meeting. This agreement formalizes our service relationship with Oak Park Heights, Baytown, and West Lakeland for the next 15 years, and also establishes a cost-share ratio whereby all four communities fairly share \$2.3 million in capital costs for the construction project. As you will recall, this has been a major process, and we are extremely pleased with the outcome. This is a fine example of governmental partnership and collaboration, and we truly thank all parties involved for their leadership during this process.

The architect is still working diligently to prepare documents for an early March bid release date. Bidders would have three weeks to prepare a proposal, and bids would be formally opened in early April. At that time, the City Council will have an opportunity to review the bids and authorize final approval of the project.

### **WATER TREATMENT SYSTEM PROJECT**

Staff continues to be in communication with the Minnesota Department of Health and the Minnesota Pollution Control Agency regarding the opportunity to further upgrade our water treatment system in relation to the Trichloroethylene (TCE) issue. At this time, the two state agencies are reviewing engineering reports on the potential project, which will inform their decision to recommend it for State funding. We anticipate knowing more in the coming months, and are still hopeful that a project could be approved this summer.

### **DOWNTOWN REDEVELOPMENT OPPORTUNITY**

The redevelopment opportunity along Highway 95 at the site of the former vacuum store continues to be a high priority. Staff is currently analyzing the available funding that could be used to acquire and prepare the site for re-use, and we remain in contact with property owners in the area to discuss acquisition and future use options. We anticipate discussing this item preliminarily in a workshop session in March or April, and will provide updated information as it becomes available.

### **UPCOMING MEETINGS AND EVENTS**

February 2	City Council meeting	6:00pm	City Hall
February 14	BCAL Valentine's Dance	6:00pm	American Legion
February 16	City Offices Closed (President's Day)		
March 2	Quarterly City Council workshop	4:30pm	City Hall
March 2	City Council meeting	6:00pm	City Hall
March 16	Planning Commission meeting	6:00pm	City Hall



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Date: January 26, 2015  
To: Honorable Mayor and City Council  
From: Logan Martin, City Administrator  
Re: **Consider Fire Protection Services Agreement for communities served by the Bayport Fire Department**

### *BACKGROUND*

In order to formalize a long-term arrangement with our partner communities as we consider construction of a new Fire Hall, City staff has been working with elected and appointed officials from Oak Park Heights, Baytown, and West Lakeland to execute a Fire Protection Services Agreement. This agreement ensures that the communities will be served by the Bayport Fire Department for the next 15 years, and also establishes a cost-share arrangement for the construction of the new Fire Hall. In total, the cost-share component raises \$2.3 million over its 15-year term, which is a major aspect of the funding scenario for this project.

As of January 13, all three partner communities have approved the contract as presented. This is a critical step in the financial preparation for the Fire Hall project, and it more importantly solidifies a long term partnership among the four communities. It is now necessary for the Bayport City Council to consider the contract for a final time, and complete the execution of the document. A full recap of the details of the contract is below.

### Fire Service Contract

The contract is structured in three parts, with Article 1 addressing the Fire Hall capital costs; Article 2 incorporating the typical Fire Service operational costs; and Article 3 covering minor miscellaneous features. All components of the contract are bound by a 15 year term, which is a significant change from the year-to-year contracts previously utilized.

The components of the contract are unchanged since the Council received an update at the January meeting, with the exception of Article 2, Section 8, I (**bolded below**), which addresses how annexation affects the 62% cap. Language was added to state that growth in the fair share percentage caused by annexation would not be bound by the cap, to address the Council's concern that major growth via annexation should be the community's responsibility.

For reference, the following is a complete recap of the major components of the agreement.

#### Article 1 – Fire Station Project Capital Financing

- Establishes an annual payment amount for each community for 15 years to cost-share the capital construction costs.
- (Section 2) The fair share rate that each community pays for building construction is fixed, and will not increase or decrease as the fair share rate for annual operations is recalculated. This provides ease of budgeting for each community, as the annual payment for the capital costs of the Fire Hall can be anticipated and will not change for the full 15 year term.
- (Section 5, iv & v) In the unlikely event that a natural disaster occurs and the Fire Hall is not rebuilt or service is discontinued, each community is reimbursed for its equity portion of building's value that has been paid to date, less annual depreciation of the asset.

## Article 2 – Fire Department Operational Payments

- This article replicates the annual contract currently utilized with the partner communities, with a few modifications.
- (Section 2, i) The fair share rate used to calculate annual costs remains variable, and will be recalculated each year utilizing our standard formula.
- (Section 2, iii) The annual budget of the Bayport Fire Department cannot increase by more than 3% per year. This provides some “cost consistency” for our service partners as they enter into a long term arrangement with the Department. Chief Swenson is confident that this budget target can be met, and it will require very lean budgeting for the department going forward.
- (Section 2, iv) If a community’s taxable market value decreases by more than 25% during the term of the agreement, the parties involved agree to recalculate the variable fair-share formula for the annual operational costs (the fixed rate would not change as it is needed to fund annual bond payments). This clause protects communities if a large tax-value generator (King Plant in Oak Park Heights, Andersen Corporation in Bayport) sees a significant change in taxable market value.
- (Section 2, v) No community’s portion of the operational cost-share rate can rise to more than 62% of the overall cost-share payments. Similar to the 3% budget cap, this clause provides price stability for the partner communities over the 15 year term, and ensures that one community is not paying the overwhelming share of the Department’s operational costs.
- **(Section 8, i)** If a community grows via annexation during the agreement, the newly acquired area will be served by the Bayport Fire Department (if practicable per the Chief’s discretion). If such growth causes a community to pass the 62% cap, the new cap amount created by the annexation becomes the effective cap for the community.

## Article 3 – Miscellaneous

- (Section 1) The Bayport Fire Department Advisory Committee will continue to meet on a quarterly basis in a purely advisory capacity. Approximately seven years into the arrangement, the Committee will undertake an analysis of this arrangement to ensure that all components of the contract are functioning successfully.
- (Section 4) The provisions of the contract cannot be deemed severable, meaning there is no clause that allows a partner community to opt-out of the contract during the term.

The aforementioned components of the contract address the concerns raised by elected and appointed officials in our partner communities, and effectively protect all four communities as this long-term arrangement is undertaken. City Attorney Pratt was the author of this document, and he is comfortable with its current state. Approval has been received by Oak Park Heights, Baytown, and West Lakeland, and the Bayport City Council is the final entity to consider this contract.

### *RECOMMENDATION*

Staff recommends the City Council approve the Fire Protection Services Agreement with Oak Park Heights, Baytown, and West Lakeland as presented, and authorize the Mayor and City Administrator to execute the document.

### Attachments

Fire Services Contract

## **FIRE PROTECTION SERVICES AGREEMENT**

THIS FIRE PROTECTION SERVICES AGREEMENT (the "Agreement") is made as of this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between the Cities of Bayport ("Bayport") and Oak Park Heights, Minnesota ("Oak Park Heights"), and the Townships of Baytown ("Baytown") and West Lakeland, Minnesota ("West Lakeland").

### **RECITALS**

- A. Bayport maintains medical rescue service equipment and fire-fighting trucks equipped with hose and water tanks suitable for use in the protection of property against loss by fire in urban and rural areas inside and outside of the corporate limits of Bayport. Oak Park Heights, Baytown and West Lakeland do not maintain medical rescue service equipment or fire-fighting equipment of their own, and each municipality desires to purchase the services of Bayport on an ongoing basis for fire and medical rescue services within each municipality's respective corporate limits.
- B. To more efficiently and comprehensively serve properties inside and outside the Bayport corporate limits, Bayport has taken action to acquire vacant and unused land located at 5th Avenue and Stagecoach Trail from the State of Minnesota for the purposes of constructing a new fire station (the "Fire Station"). The State of Minnesota has passed legislation authorizing the acquisition of the land at no cost to Bayport, which generates a significant cost-savings for the overall fire station project.
- C. The purpose of this Agreement is to memorialize the cooperative obligations and responsibilities of the parties hereto, in order to provide for a steady and consistent revenue stream to (i) share in the capital costs of the construction and initial equipping of the Fire Station upon completion of construction, and (ii) support the ongoing rescue and fire-fighting obligations of the Bayport Fire Department (the "Fire Department").

NOW, THEREFORE, BE IT RESOLVED BY THE CITIES OF BAYPORT AND OAK PARK HEIGHTS, MINNESOTA, AND THE TOWNSHIPS OF BAYTOWN AND WEST LAKELAND, MINNESOTA, AS FOLLOWS:

### **ARTICLE ONE – FIRE STATION PROJECT CAPITAL FINANCING**

1. Fire Station Project Components. The Fire Station project will include the following major construction elements:

- (i) Design, engineering, bidding and project management.
- (ii) Grading and preparation of building site.
- (iii) Construction of Fire Station.
- (iv) Installation of utilities.
- (v) Initial equipping of Fire Station upon completion of construction.

2. Fire Station Financing Structure – Capital Budget; Fixed Fair Share Formula. The cost-sharing method for financing the Fire Station project shall be identical to the "fair share formula" currently used by the parties hereto to calculate the annual operating cost responsibilities of each municipality. The fair share formula calculation for 2014 for payment of the Project Costs (herein defined) for the Fire Station shall remain constant over the term of this Agreement (hereinafter the "Fixed Fair Share Formula"), and the parties hereto understand and acknowledge the Fixed Fair Share Formula percentages are as indicated below:

- (i) Oak Park Heights: 52.58%
- (ii) West Lakeland: 19.91%
- (iii) Bayport: 17.88%
- (iv) Baytown: 9.63%

3. Fire Station Revenue Sources. As of the date of this Agreement, the total cost for the Fire Station project, including all construction and soft costs, contingency, and interest/financing costs related to the anticipated future issuance of general obligation bonds by Bayport, is an estimate but will not exceed \$6,000,000 (the "Project Costs"). The following revenue sources and their estimated amounts are anticipated to be allocated to reduce the Project Costs:

- (i) Private grants: \$1,400,000
- (ii) Bayport up-front cash contribution: \$2,000,000
- (iii) Remaining amount to be allocated via fair share formula: \$2,600,000

The remaining amount of the Project Costs indicated in Section 3(iii) above shall be shared by all parties to this Agreement, based upon the fixed Fair Share Formula enumerated in Section 2, as follows:

	<u>Total Cost</u>	<u>Per Year (for 15 years)</u>
Oak Park Heights:	\$1,367,080	\$91,139
West Lakeland:	\$517,660	\$34,511
Bayport:	\$464,880	\$30,992
Baytown:	\$250,380	\$16,692

The preceding costs are estimated as of the date of this Agreement. Depending on bid results for the Fire Station project, final interest/financing costs related to any general obligation bonds to be issued by Bayport, and additional grant monies received by Bayport, these costs may be further revised and finalized. Such additional revisions may be made without an amendment to this Agreement. Bayport will notify each party of the finalized costs within a reasonable time of completion of construction.

A party's annual payment for the Project Costs under the Fixed Fair Share Formula is payable in four equal payments on the 15<sup>th</sup> day of January, April, July and October. These amounts shall be paid regardless of whether the services of Bayport contemplated by this Agreement are utilized by any party to this Agreement. Bayport will inform each party hereto of the payment due in 2015 under the Fixed Fair Share Formula, once final Project Costs are known.

Once the Project Costs are finalized as described in the preceding paragraph, a party may decide to "prepay" its share of the above Project Costs by depositing such amount with Bayport. Bayport will verify the sufficiency of the funds and shall certify full payment by such party. In such instance, the prepaying party will be entitled to all of the benefits, and shall continue to bear all the responsibilities, allocated to it under this Agreement, except for the requirement to pay its annual amount toward the Project Costs.

4. General Obligation Bonds. Bayport may issue one or more series of general obligation bonds to finance the remaining Project Costs specified in Section 3(iii) above. The parties hereto understand and acknowledge that if bonds are issued, the costs of issuance of the bonds (i.e. financial advisor/legal fees, underwriter fees, rating agency fees, etc.) and the total interest costs of the bonds will be included in the remaining Project Costs amount and will be subject to the Fixed Fair Share Formula. Bayport will be the municipality ultimately responsible for repayment of the bonds, and the bonds will not be a full faith and credit obligation of any other party to this Agreement.

## 5. Ownership of Fire Station; Recovery of Investment.

- (i) *Ownership and Repair.* The parties to this Agreement agree and acknowledge that Bayport will be the owner of the Fire Station, including, but not limited to, all the furniture, fixtures and equipment therein, and is the fee title owner of the underlying land. Any amounts paid by any other party to this Agreement do not give rise to any ownership interest in, or responsibility towards, those items. Bayport will complete the Fire Station project and will cause it to be constructed and completed free from all liens in accordance with plans and specifications approved by Bayport, and within the project's budget. After construction, Bayport will keep the Fire Station and its furniture, fixtures and equipment in good condition and free from all liens. Bayport will from time to time make all needed and proper repairs, replacements, additions and betterments of the Fire Station so that it may at all times be operated properly and advantageously.
- (ii) *No Sale; Compliance with Restrictive Covenants.* Under the deed granting the Fire Station land to Bayport from the State of Minnesota, Bayport is subject to various restrictive covenants on the land (the "Restrictive Covenants"), including using the land only for fire station purposes, including without limitation office space for the officers and the storage of firefighting apparatus such as fire engines and related vehicles, personal protective equipment, fire hoses and other specialized equipment. Therefore, Bayport will not sell, mortgage or in any manner dispose of the Fire Station or any part thereof, including any and all extensions and additions that may be made thereto. Bayport shall also apply with all other Restrictive Covenant conditions and requirements, which are attached hereto as Exhibit A and incorporated herein.
- (iii) *Property and Liability Insurance.* Bayport will procure and keep in force insurance on the Fire Station and the equipment and furnishings thereof, protecting against loss or damage by fire, tornado, wind storm, flood, theft and all other causes customarily insured against for like properties. In the event of loss covered by said insurance policies or bonds and in order to comply with the Restrictive Covenants, the proceeds thereof shall be used to repair or restore the damage to an equivalent value. Bayport will further keep in force liability insurance policies covering its operation of the Fire Station. Upon request of any other party to this Agreement, Bayport will provide copies of certificates or other suitable documents showing the insurance coverages described in this Section are being maintained.
- (iv) *Destruction of Fire Station; Recovery of Investment.* During the term of this Agreement, in the event the Fire Station is destroyed and any insurance proceeds are not used for its reconstruction, each party to this Agreement will be compensated in the aggregate amount it has contributed to the Project Costs under the Fixed Share Formula, as of the date of destruction, subject to a straight-line 39-year depreciation figure under the Modified Accelerated Cost Recovery System Alternative Depreciation System (MACRS/ADS). Subject to the requirements of the Restrictive Covenants, Bayport may use insurance proceeds to compensate the parties hereto under such a scenario.
- (v) *Discontinuance of Fire Station; Recovery of Investment.* During the term of this Agreement, in the event the Fire Station is discontinued on the underlying land for whatever reason, the Fire Department ceases to exist, or the Fire Department merges with another entity, each party to this Agreement will be compensated in the amount that it has contributed under the Fixed Fair Share Formula, as of the date the Fire Station is no longer operational or operated by Bayport. This date may be determined by the State of Minnesota in case of a violation of the Restrictive Covenants, or by a third party upon agreement of the parties hereto. For example, if the Fire Station is determined to be no longer operational as of January 1, 2020, each party to this Agreement shall be

reimbursed for five years of payments under the Fixed Fair Share Formula (see Section 3(iii) above) by Bayport within a reasonable time of such request. Reimbursement payments shall be subject to a straight-line 39-year depreciation figure under the Modified Accelerated Cost Recovery System Alternative Depreciation System (MACRS/ADS).

6. Utility Sizing; Reimbursement. The parties to this Agreement understand and acknowledge the Fire Station will be served by new water and sanitary sewer connections, which will be extended by Bayport. These utility connections are currently included in the Project Costs and are allocated to all parties hereto under the Fixed Fair Share Formula. It is anticipated that Bayport will construct and size the utility infrastructure to allow for future development of parcels in the vicinity of the Fire Station. If those parcels develop over the term of this Agreement and utilize the utility infrastructure that also serves the Fire Station, Bayport will reimburse the other parties to this Agreement pro rata amounts that were allocable to the construction of utility infrastructure available for such future developments.

## **ARTICLE TWO – FIRE DEPARTMENT OPERATIONAL BUDGET COST SHARE AND OPERATIONAL STANDARDS**

1. Provision of Vehicle(s), Equipment and Personnel. In consideration of the promises and the mutual covenants contained herein, Bayport agrees, subject to the terms and conditions hereinafter set forth, upon call for fire or medical rescue services within any other member community to this Agreement requesting Bayport's assistance for emergency medical rescue service or for fighting fires, to send a vehicle or vehicles, equipment and driver and additional personnel, if available, with reasonable dispatch to said medical rescue emergency, fire or other applicable event. The Bayport Fire Chief or his agent shall have the unfettered discretion to dispatch such vehicle(s), equipment and personnel, if any, as deemed necessary to respond to said call. Upon arrival at the scene of the fire or medical rescue emergency, as the case may be, the driver and other personnel furnished by Bayport shall use said vehicle(s) and equipment as may be necessary in fighting said fire or providing medical rescue emergency services.

### **2. Payment for Services – Annual Operational Budget.**

- (i) *Annual Budget.* The separate payment for the provision of vehicle(s), equipment and personnel on an as-needed basis to each municipality under this Agreement (i.e. the "Fire Department Budget"), will be determined on an annual basis pursuant to a variable fair share formula. This formula for each party in any given year is that party's current net tax capacity plus the five-year rolling average of fire calls carried out in such party's jurisdiction, divided by 2 (hereinafter, the "Variable Fair Share Formula"). The parties hereto understand and acknowledge the Variable Fair Share Formula as of the date of this Agreement for 2015 is described in Article 1, Section 2.
- (ii) *Timing of Payments.* A party's payment for the funding of the annual Fire Department budget, under the Variable Fair Share Formula, for each one-year period of this Agreement is payable in four equal payments on the 15<sup>th</sup> day of January, April, July and October. These amounts shall be paid regardless of whether the services of Bayport contemplated by this Agreement are utilized by another party to this Agreement. Beginning in 2016, Bayport will timely inform each party of its payment due under the Variable Fair Share Formula in advance of the given year.
- (iii) *Maximum Annual Budget Increases.* The Fire Department Budget will not be raised by more than three percent (3%) in any given year during the term of this Agreement. The "base year" for this formula shall begin January 1, 2015. This budgetary ceiling will not affect any changes to the Variable Fair Share Formula, which may increase a party's contribution on a per dollar basis by more than 3% in any given year.

- (iv) *Significant Reduction in Tax Capacity of a Party; Renegotiation of Variable Fair Share Formula.* If any party to this Agreement sustains a significant reduction in tax capacity to its taxable property during the term of this Agreement, due to a taxable entity being declared tax-exempt, a major reduction in market value, or for any other reason (“significant” being defined as a reduction of 25% or more of the immediately previous tax capacity value, as verified by the Washington County Assessor), the parties hereto agree to renegotiate this Agreement in good faith to recalculate the Variable Fair Share Formula. Payments due by each party for capital costs of the Fire Station under the Fixed Fair Share Formula shall not be affected.
- (v) *Maximum Variable Fair Share Cap.* At all times during the term of this Agreement:
- (A) The individual Variable Fair Share Formula allocable to any party under this Agreement shall not constitute more than sixty-two percent (62%) of the total Variable Fair Share Formula (the “Maximum Variable Fair Share Cap”). If a party reaches or exceeds the Maximum Variable Fair Share Cap, the remaining percentage of the Variable Fair Share Formula shall be reallocated among the remaining parties to this Agreement, based on each party’s pro rata share of the total Variable Fair Share Formula. Once the party that meets or exceeds the Maximum Variable Fair Share Cap falls below such Cap, the Variable Fair Share Formula will again be applied to all the parties hereto.
- (B) For example, if a party individually reaches 65% of the total Variable Fair Share Formula, the party’s individual Variable Fair Share Formula will instead be calculated at 62%, which is the Maximum Variable Fair Share Cap. The remaining parties to this Agreement will absorb the excess percentage based on their pro rata shares of the Variable Fair Share Formula. If one party’s share constitutes 2/3 of the remaining percentage, such party would absorb 2% of such excess, and the remaining parties would absorb 0.5% of the excess percentage.

3. Operations. The operation of the vehicle(s) and the direction of their use at the scene of a fire or medical rescue emergency, together with said equipment, shall be directed by the Chief, or Assistant Chief, of the Bayport Fire Department if they are present at the fire or medical rescue emergency. Otherwise, said operation and direction shall be in the charge of the driver of said vehicle(s) deployed to the fire or medical rescue emergency.

4. Insurance Coverage. In addition to the property and liability insurance maintained in connection with the Fire Station under Article 1, Section 5(iii) hereof, Bayport shall maintain general liability insurance for its services rendered under this Agreement and shall include each party to this Agreement as an additional insured for the term of this Agreement and any extension thereof. Bayport shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, Subdivision 1, as amended. Bayport shall also maintain inland marine, automobile, and property insurance coverage. Upon request by a party to this Agreement, Bayport shall provide proof of such insurance coverage and the additional insured endorsement naming such party. Bayport shall also maintain workers’ compensation coverage as required by law.

5. Indemnification. Bayport agrees to defend and indemnify each party to this Agreement against any claims brought or actions filed against such party or any officer, employee, or volunteer of such party for injury to, death of, or damage to the property of any third person or persons, arising from Bayport’s performance of services under this Agreement. Under no circumstances, however, shall Bayport be required to pay on behalf of itself or any other party, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466, applicable to any one party. The limits of liability for any party to this Agreement and Bayport may not be added together to determine the maximum amount of liability for Bayport. The intent of this subdivision is to impose on Bayport a limited duty to defend and

indemnify each party to this Agreement for claims arising out of the performance of this Agreement subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties for a single occurrence to be defended by a single attorney.

6. No Waiver. Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.

7. Good Faith; Availability of Vehicle(s), Equipment and Personnel. Bayport will act in good faith in sending vehicle(s), equipment and personnel to any fire or medical rescue emergency, shall use best efforts and practices to provide such fire and emergency rescue services pursuant to current fire safety protocol and as required under federal and state law and the then-current Minnesota Fire Code, and no liability shall attach to Bayport by reason of any such fire or medical rescue emergency or by reason of any negligent act or omission of the driver(s) or any of the personnel sent by Bayport in connection with the work of fighting any fire or providing medical rescue services; if multiple fires or medical rescue emergencies occur at the same time within the Fire Department's service area, the Bayport Fire Chief or his agent shall have the unfettered discretion to direct the deployment of available vehicle(s), equipment and personnel to a certain location or locations. Shall road or weather conditions be, in the unfettered judgment of the Bayport Fire Chief or his agent, unfavorable in furnishing of vehicle(s), equipment and personnel at the time, Bayport is not obligated to respond to said call. Bayport and its officers, employees and volunteers shall not be liable to any party to this Agreement or any other person for any failure to furnish assistance under this Agreement or for recalling assistance as provided herein, should conditions or circumstances warrant such action.

8. Annexation and Detachment. Subject to the requirements of this Section, any party to this Agreement may annex land into its corporate boundaries, and may have all or a portion of its land detached and added to another jurisdiction.

- (i) *Annexation*. Upon a party to this Agreement annexing additional property, such that the corporate boundaries of the party are extended beyond the area of service provided for as of the date of this Agreement, fire services shall be extended to such annexed area, unless the Bayport Fire Chief determines the Fire Department to be incapable of reasonably extending fire service. The newly annexed area will be included in the Variable Fair Share Formula allocated to such annexing party as of the date of the annexation as long as fire protection coverage is also extended. Each party shall promptly notify the Fire Department and the other parties to this Agreement of any planned annexations should these be reasonably anticipated.

Once a party reaches the Maximum Variable Fair Share Cap at any time during this Agreement, any further annexations that include property receiving fire services will not be subject to the Cap, but will still be included in the Variable Fair Share Formula. If an annexed area is not provided with fire services for any reason, it shall not be included in the Variable Fair Share Formula allocable to such party. For example, if a proposed annexation increases a party's Variable Fair Share Formula figure to 63%, the Maximum Variable Fair Share Cap shall also increase to 63%. Any further increases in the Variable Fair Share Formula not related to annexation will not be included, due to the Maximum Variable Fair Share Cap.

- (ii) *Detachment*. If a party to this Agreement detaches its property, in whole or in part, to an adjacent annexing municipality, such detached property will remain subject to all the requirements of this Agreement, including the payments required under the Fixed Fair Share Formula and the Variable Fair Share Formula. Each party shall promptly notify

the Fire Department and the other parties to this Agreement of any planned detachments should these be reasonably anticipated.

### ARTICLE THREE -- MISCELLANEOUS

1. Advisory Committee; Seven-Year Review. At all times under this Agreement Bayport will retain managerial and operational authority over the Fire Department and the Fire Station. The parties to this Agreement will designate a representative or representatives to constitute an advisory commission to meet on a quarterly basis. The advisory commission will have no formal authority to control the Fire Department, the Fire Station any party to this Agreement, or any other particular of this Agreement, but may propose recommendations or other action items to the parties hereto. On or about the seventh year of the anniversary of this Agreement, whether or not the advisory commission is regularly meeting, the parties hereto shall designate representatives to attend a formal meeting that reviews all aspects of this Agreement, including current policies and practices hereunder.

2. Termination; Amendment; Additional Parties. Unless otherwise amended or continued by agreement of the parties hereto, this Agreement shall terminate on December 31, 2029. This Agreement may only be amended upon mutual written consent of all of the parties hereto. If at a future date additional municipalities request fire services from Bayport, this Agreement must be amended to include such municipality or municipalities and recalculate the Fixed and Variable Fair Share Formulas.

3. Service Contract; Interpretation; Signatures. This Agreement is a service contract. The parties hereto do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise. This Agreement shall be interpreted according to Minnesota law. This Agreement may be signed individually, and the aggregation of all such signature pages shall collectively be a part of this Agreement.

4. No Severability. The provisions of this Agreement shall not be deemed severable. If any part of this Agreement is rendered void, invalid, or otherwise unenforceable, such rendering shall render the remainder of this Agreement as unenforceable and without further effect.

(The remainder of this page is intentionally left blank.)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate on the day and year first above written.

**CITY OF BAYPORT, MINNESOTA**

\_\_\_\_\_  
Its Mayor

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**CITY OF OAK PARK HEIGHTS, MINNESOTA**

\_\_\_\_\_  
Its Mayor

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**TOWN OF WEST LAKELAND, MINNESOTA**

\_\_\_\_\_  
Its Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Its Clerk

\_\_\_\_\_  
Date

**TOWN OF BAYTOWN, MINNESOTA**

\_\_\_\_\_  
Its Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Its Clerk

\_\_\_\_\_  
Date



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

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Date: January 26, 2015

To: Honorable Mayor and City Council

From: Logan Martin, City Administrator

Re: **Consider Resolution calling for public hearing on March 2, 2015 to prepare for the sale of bonds to finance the Fire Hall project**

#### *BACKGROUND*

The Fire Hall project is being funded in three major ways: an initial City of Bayport cash contribution (\$2M), public and private grants (\$1.4M), and the cost-share contributions from partner communities (\$2.3M). Because the funds from the recently approved 15 year cost-share contract will be received by the City from the partners in annual payments over the entire term of the contract, it is necessary for the City to sell bonds in the short term so the required funds will be available during construction. The City intends to prepare a separate Capital Improvement Plan (CIP) in order to sell General Obligation Capital Improvement Bonds with a proposed 15 year payback term, which is the appropriate mechanism with this type of public safety building project. A public hearing must be held before the CIP and bonds may be approved. A number of legally mandated steps will be taken in the coming months to prepare for the sale of these bonds, which are outlined below.

1. February 2 City Council Meeting
  - o Call for Public Hearing on the CIP and the bonds
  - o Advertise Public Hearing at least 14 days before it is held
2. March 2 City Council Meeting
  - o Hold Public Hearing on CIP and authorization of bonds
3. March 2 – April 2
  - o Public comment period open
4. May 4 City Council Meeting
  - o Set the Bond sale date
5. June 1 City Council Meeting
  - o Sell Bonds

A full discussion of the General Obligation Capital Improvement Bond process will occur at the May 4 City Council meeting, and the City's Financial Advisor for this project (Springsted, Inc.) will be on hand at that time to inform the Council and respond to any questions.

Construction bids are anticipated to be received on April 7, so the above referenced calendar of events is purposefully structured so that no official bond sale activity occurs until after construction bids have been received. This provides the opportunity for the City to delay the project and the subsequent bond sale if the bid results prove to be unfavorable.

#### *RECOMMENDATION*

Staff recommends approval of a resolution calling for a public hearing by the City Council on the proposed adoption of a five year Capital Improvement Plan and the preliminary issuance of General Obligation Capital Improvement Bonds thereunder.

#### Attachments

Resolution calling for Public Hearing

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

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

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 2<sup>nd</sup> day February 2015 at 6:00 p.m.

The following members were present:

The following members were absent:

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

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

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

Section 1. Public Hearing. The City has previously acquired real property and is proposing to construct and equip a new fire station on the property (the "Project"), which Project is proposed to be financed through a variety of methods, including cash contributions, grants, and general obligation bonds (the "Bonds"). Bond financing for the Project is therefore to be considered pursuant to a public hearing, concerning the adoption of a five year capital improvement plan for the City (the "Plan") prepared in compliance with Minnesota Statutes, Section 475.521, as amended (the "Act"). This Council shall meet on March 2, 2015, at or after 6:00 p.m., to hold a public hearing on the proposed adoption of the Plan and the preliminary issuance of the Bonds, all pursuant to and in accordance with the Act.

Section 2. Preparation of Plan; Notice of Public Hearing. City staff is authorized and directed to work with its legal and financing consultants to prepare the Plan and the financing parameters for the Bonds, in advance of the public hearing. City staff is authorized and directed to cause notice of the public hearing to be published in the City's official newspaper or a newspaper of general circulation within the City at least 14 but not more than 28 days before the public hearing. The form of the public hearing notice is attached hereto as Exhibit A.

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

Susan St. Ores –  
Connie Carlson –  
Michele Hanson –

Dan Goldston –  
Patrick McGann –

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

ATTEST:

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

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

**EXHIBIT A**

**FORM OF NOTICE OF PUBLIC HEARING**

**CITY OF BAYPORT, MINNESOTA**

**NOTICE OF PUBLIC HEARING  
ON A PROPOSED FIVE YEAR CAPITAL IMPROVEMENT PLAN AND  
THE PRELIMINARY ISSUANCE OF GENERAL OBLIGATION CAPITAL  
IMPROVEMENT BONDS THEREUNDER**

NOTICE IS HEREBY GIVEN that the Bayport City Council will meet at or after 6:00 p.m. on Monday, March 2, 2015 at City Hall, 294 North Third Street in the City, to conduct a public hearing on a proposed five year Capital Improvement Plan and the preliminary issuance of general obligation capital improvement bonds thereunder, all pursuant to Minnesota Statutes, Section 475.521, as amended. Copies of the proposed five year Capital Improvement Plan are on file at City Hall, in the office of the City Administrator. Persons wishing to express an opinion regarding this matter are invited to attend and testify at the hearing or to submit written comments prior to or at the hearing.

**BY ORDER OF THE BAYPORT CITY COUNCIL**

By: Logan Martin  
City Administrator