

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
May 5, 2014**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

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

APPROVAL OF AGENDA

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

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

OPEN FORUM

The open forum is a portion of the meeting to address the City Council on subjects that are not 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 6

- | | <u>TAB #</u> |
|---|---------------------|
| 1. April 7, 2014 City Council regular meeting minutes | 1 |
| 2. April payables and receipts (check numbers 1137047-1137147) | 2 |
| 3. April building, plumbing and mechanical permits report | 3 |
| 4. Temporary on-sale liquor license application from Greater Stillwater Chamber of Commerce for Rockin' Ribs event on June 20-21 at Lakeside Park | 4 |
| 5. Temporary on-sale liquor license application from Bethlehem Lutheran Church for Dane's Place event on June 29, 2014 at Village Green Park | 5 |
| 6. Application for Minnesota Lawful Gambling Exempt Permit from Bethlehem Lutheran Church for Dane's Place event on June 29, 2014 | 6 |

PRESENTATION OF THE 2013 CITY AUDIT

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CITY COUNCIL LIAISON REPORTS

STAFF/CITY ADMINISTRATOR REPORTS

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PUBLIC HEARINGS

1. Consider a Minnesota Investment Fund loan from the Minnesota Department of Employment and Economic Development to the city to offset the cost for equipment and infrastructure improvements proposed by Andersen Corporation

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NEW BUSINESS

1. Consider a Minnesota Investment Fund loan from the Minnesota Department of Employment and Economic Development to Andersen Corporation 10
2. Consider a request for an amendment to an existing conditional use permit to allow expanded hours for outdoor seating and consumption of food and beverages within the uncovered front porch area at the Hesley Jensen American Legion Post 491, located at 263 3rd Street North 11
3. Consider a request for a variance to exceed the maximum square footage allowed for accessory structures in the R-1 Single-family Estate zoning district for the residential property located at 12 Point Road 12
4. Consider awarding the 2014 Sealcoating Project 13
5. Consider an amendment to Chapter 46 – Solid Waste, Article III. of the Bayport City Code of Ordinances related to storage, collection and disposal 14

UNFINISHED BUSINESS

1. Consider plans and specifications for the next phase of improvements for Perro Park 15

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

- 1.
- 2.

ADJOURNMENT

RESOLUTION NO. 14-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD MAY 5, 2014**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 5th day of May 2014 at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-6 FROM THE
MAY 5, 2014 CITY COUNCIL AGENDA**

1. April 7, 2014 City Council regular meeting minutes
2. April payables and receipts (check numbers 1137047-1137147)
3. April building, plumbing and mechanical permits report
4. Temporary on-sale liquor license application from Greater Stillwater Chamber of Commerce for Rockin' Ribs event on June 20-21 at Lakeside Park
5. Temporary on-sale liquor license application from Bethlehem Lutheran Church for Dane's Place event on June 29, 2014 at Village Green Park
6. Application for Minnesota Lawful Gambling Exempt Permit from Bethlehem Lutheran Church for Dane's Place event on June 29, 2014

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 5th day of May 2014.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
APRIL 7, 2014
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of April 7, 2014 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Members Absent: None

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

APPROVAL OF AGENDA

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to approve the April 7, 2014 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The March recycling award recipient is Pam Austgen who will receive \$30.00 for her recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

1. Mary Planten-Krell, Youth Service Bureau (YSB) Executive Director, provided an overview of the organization and an update on the diversion services they provide in the East Metro/Bayport. She noted YSB has a strong working relationship with the Bayport Police and Fire Departments and provided services to ten Bayport families last year. She reviewed the organization's funding sources and indicated YSB is again requesting \$1,300.00 in support from Bayport. Mayor St. Ores commented on the valuable services YSB provides and noted the annual funding request is part of the 2014 budget. YSB is expanding its volunteer program and more information is available on their website or by calling the office at 651-439-8800.
2. Minnesota State Senator Karin Housley thanked Mayor St. Ores, Councilmember McGann and Administrator Martin for testifying at the Capitol on behalf of the Bayport Land Transfer Bill that would enable the city to acquire four acres for a new fire station from the Minnesota Department of Corrections (DOC) at a minimal cost. She provided an update on the bill and anticipates it being heard by the Senate this week; no date has been set for the bill to be heard by the House. Mayor St. Ores acknowledged the efforts of Senator Housley and Representative Lohmer for sponsoring the bills, as well as the DOC for their support.

CONSENT AGENDA

Mayor St. Ores read items 1-10 on the consent agenda.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 14-06

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-10 FROM THE
APRIL 7, 2014 CITY COUNCIL AGENDA**

1. March 3, 2014 City Council regular meeting minutes
2. March 3, 2014 City Council workshop meeting minutes
3. March payables and receipts (check numbers 1136938-1137046)
4. March building, plumbing and mechanical permits report
5. Special event application from BCAL for Dane's Place Pig Roast on June 28, 2014
6. Intergovernmental agreement with Washington County Water Coalition
7. Support of grant application to Minnesota Department of Employment and Economic Development Job Creation Fund from Andersen Corporation (*Resolution 14-06A*)
8. Special event application from Run Stillwater Inc. for running race on Saturday, July 12, 2014
9. Special event application from the Bayport American Legion Post 491 for the Memorial Day Parade on Monday, May 26, 2014
10. Donation of a city park bench from Tim and Karen McCloud, Adam McCloud Foundation

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

Susan St. Ores – aye
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Patrick McGann – aye

PUBLIC HEARINGS

COUNCIL LIAISON REPORTS

Councilmember McGann reported the City Council will be considering two appointments to the Planning Commission later in the meeting.

Councilmember Carlson reviewed the March Library Board meeting, noting that over 100 children attended a movie at the library during spring break. The annual Easter Egg Roll is scheduled for Tuesday, April 15 at 11:00 a.m., and a pajama story time will be held on Thursday, April 24 at 6:00 p.m. A daylong strategic planning retreat will be held April 12 to help define the library's vision for the next 3-4 years, and the board is seeking another resident to participate in this planning process. The next board meeting will be a combined session with the Washington County and Stillwater libraries on Wednesday, April 23 at the Wildwood Library.

Mayor St. Ores recently attended two legislative subcommittee meetings for the Bayport Land Transfer Bill and the Washington County League of Local Governments reception. She reported the April 5 Master Gardener's class held at the library was well attended and provided useful information as the "Bayport in Bloom" contest gets underway.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Swenson recognized the support the city has received in its efforts to acquire land for a new fire station. He reviewed his written report and noted the department is working on confined space planning. He recently attended a week of leadership training in Maryland, funded mainly by Federal Emergency Management Agency, and stated the training was excellent and provided invaluable networking and grant information opportunities.

Police Chief Eastman noted the positive feedback generated by the department's Facebook page and said the reserve officers are instrumental in providing input and updates. She also recognized the value of the city's partnership with the Youth Service Bureau and explained the referral process. Four candidates will be completing the Reserve Officer Academy on April 12 and 13. Upon completion, they will join the department's ten active reserve officers. Chief Eastman recently attended the Minnesota Chief's Convention and reported she will be speaking at the Bayport Senior Center on April 29. Councilmember McGann highlighted the seriousness and extent of mail theft in the area, and Chief Eastman encouraged residents to call 911 if they observe suspicious activity.

Public Works Supervisor Mel Horak reviewed his written report. Councilmember Hanson inquired about further plans to mitigate trichloroethylene (TCE) in the city's water supply by connecting well #3 to the air stripper. Administrator Martin stated the TCE levels continue to be monitored closely and the city recently learned of new grant opportunities to fund the TCE mitigation project. He indicated staff will be actively exploring this funding source.

Assistant City Administrator/Planner Taylor reported the interview process for the Planning Commission vacancies has been completed and a recommendation to appoint two new members will be considered on tonight's agenda. The Planning Commission will meet on April 21 to consider requests for a commercial conditional use permit and residential variance. Staff has been reviewing city ordinances to better address complaints and code violations and an amendment to the ordinance regulating wild animals will be considered later on tonight's agenda. The revisions would prohibit residents from providing an artificial food source to wild animals, especially deer and geese. Residents who notified City Hall they are running water to prevent frozen water lines will be contacted by city staff when it is safe to turn the water off. Boat trailer parking permits for residents will be available April 15; the cost is \$25.00. The Bayport Community Action League is sponsoring the annual Easter Egg Hunt at Barker's Alps Park on Saturday, April 19 at 10:00 a.m. and a citywide garage sale on June 6 and 7. Residents may contact City Hall to sign up for the sale.

Administrator Martin introduced John Parotti of SEH who will be replacing Barry Peters as the city's engineering consultant. Mr. Parotti said he lives in the St. Croix Valley and has been the city engineer for Lakeland, Lakeland Shores, Lake St. Croix Beach and St. Mary's Point for ten years. Administrator Martin encouraged people to visit the Minnesota Department of Transportation website for up-to-date information on road realignments and closures due to the new bridge construction.

UNFINISHED BUSINESS

NEW BUSINESS

Consider new appointments to the Planning Commission: Assistant City Administrator/Planner Taylor reported the city received four applications for the two vacancies on the Planning Commission. Staff recommended the appointment of Brad Abrahamson and Elizabeth Kelly, based on their background and experience. Brad would fill the seat vacated by Todd Gilles and Elizabeth would fill the seat vacated by Jason Obler.

It was moved by Councilmember Hanson and seconded by Councilmember McGann to appoint Brad Abrahamson to the Planning Commission for a term to expire on December 31, 2016, and Elizabeth Kelly for a term to expire on December 31, 2015.

Consider next phase of proposed improvements for Perro Park: Administrator Martin stated the city has \$100,000.00 allocated in the 2014 budget for Phase II improvements at Perro Park, with emphasis on maximizing the \$15,000.00 donation from the American Legion to upgrade the ball field area. Park

Consultant Larry Wacker detailed the scope of work and cost estimates for the proposed improvements. The preliminary cost estimates are \$18,700.00 for infield improvements, \$11,600.00 for playground relocation, \$41,100.00 for tennis court improvements, and \$27,430.00 for miscellaneous improvements including asphalt paths, concrete steps, signage and design/engineering fees. The total improvement cost of \$98,830.00 would be offset by the American Legion donation, for an estimated cost to the city of \$83,830.00. If approved, the bid package would be distributed in May, with the improvements completed this summer. Mayor St. Ores commented on the need to ensure the grade and pathways for the Phase II improvements are aligned with future improvements to prevent re-work and re-investment. Discussion followed on adding a sign at the corner of 3rd Street North and 3rd Avenue North, and Consultant Wacker said an identification feature has not been finalized and the cost estimate presented is for a stone sign similar to the one at Lakeside Park. He anticipates bringing final details to the May City Council meeting. Councilmember Goldston encouraged using a single contractor who could complete the entire project to streamline costs and scheduling. Councilmember Hanson questioned the impact of the Farmer's Market and skating rink on the new aggregate infield. Consultant Wacker said five inches of aggregate material would be installed and packed down to a stable surface that could be maintained for several years, with occasional grooming. Administrator Martin added the American Legion has expressed interest in assisting with the annual maintenance costs. Upgrading the outfield/multi-use play area would be part of a later improvement phase. Councilmember Hanson questioned installing basketball goals since they are available across the street at the Andersen Elementary playground and wanted to make sure the pathways are in alignment with the new entrance to the pleasure skating rink. Handicapped access to the park would be at the parking area near People's Church where handicapped parking is already designated. The general consensus was to leave the two basketball goals in the project at this time and review further when additional pricing information is available.

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to proceed with the preparation of the plans and specifications and the solicitation of bids for Phase II improvements for Perro Park. Motion carried 5-0.

Consider an amendment to Chapter 14 – Animals, Article V. Wild Animals of the Bayport City Code of Ordinances related to artificial feeding and discuss mitigation options for excessive deer populations:

Administrator Martin stated that in response to direction at the March 3 City Council workshop, staff has revised the city's animal ordinance to prohibit artificial feeding of deer and other wild animals, which would help address the increased nuisance of deer and geese in the city. The city has received numerous complaints about deer damaging shrubs and newly planted trees throughout Bayport. Police Chief Eastman added that deer-vehicle accidents are a real concern and supports prohibiting artificial food sources for wildlife. Violation of the ordinance would be handled as a misdemeanor.

Discussion followed on deer culling options and Administrator Martin stated the city would set a number to be culled, if this option is pursued. He has talked with River Valley Deer Management that performs deer culling activities via bow hunting and donates the deer meat to individuals or food shelves. He added hunting would typically occur in the early morning or dusk hours, preferably in September-December, with the focus on culling the doe population. The City of Hudson has successfully used this group to manage its deer population by culling the herd each year for the past ten years, to the point a hunt may not be needed this year. Councilmember McGann recommended waiting until the artificial food sources stop to see if the herd decreases and pursue a culling option later this year, if needed. He also suggested having the deer management group assess the deer population in Bayport in the interim to help determine the extent of the problem. Councilmember Goldston stated that once the natural feeding habitat returns, the deer will seek a less populated environment. The general consensus was to assess the need for culling after the ordinance amendment takes effect and coordinate an assessment of the deer population with River Valley Deer Management in the near future.

Councilmember Hanson introduced the following ordinance and moved its adoption:

Ordinance #841

**AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY,
MINNESOTA AMENDING CHAPTER 14 - ANIMALS, ARTICLE V. WILD ANIMALS,
OF THE BAYPORT CITY CODE**

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

Susan St. Ores – aye

Dan Goldston – aye

Patrick McGann – aye

Connie Carlson – aye

Michele Hanson – aye

Staff was directed to begin the process of informing residents of the amendment prohibiting artificial feeding.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Hanson thanked the McCloud family/Adam McCloud Foundation for the bench donation. The memorial bench will be located near the former Valley Agencies building.

ADJOURNMENT

It was moved by Councilmember Goldston and seconded by Councilmember McGann to adjourn the meeting at 7:40 p.m. Motion carried 5-0.

City Administrator/Clerk

CITY OF BAYPORT

*Budget Control Summary

Current Period: APRIL 2014

Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Variance
FUND 101 GENERAL				
Revenue Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$2,099,823.00	\$319,573.81	\$1,780,249.19	84.78%
DEPT 41200 MAYOR & COUNCIL	\$0.00	-\$10,947.00	\$10,947.00	0.00%
DEPT 41240 RECYCLING	\$5,500.00	\$2,400.00	\$3,100.00	56.36%
DEPT 41600 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$119,800.00	\$44,720.66	\$75,079.34	62.67%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$91,720.00	\$15,312.10	\$76,407.90	83.31%
DEPT 42200 FIRE PROTECTION	\$395,450.00	\$158,895.75	\$236,554.25	59.82%
DEPT 43100 STREET MAINT	\$5,000.00	\$35.00	\$4,965.00	99.30%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$28,150.00	\$2,894.33	\$25,255.67	89.72%
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$5,000.00	-\$5,000.00	0.00%
DEPT 43300 CEMETERY	\$10,000.00	\$6,405.00	\$3,595.00	35.95%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Accounts	\$2,755,443.00	\$544,289.65	\$2,211,153.35	80.25%
Expenditure Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41100 ELECTIONS	\$4,800.00	\$470.00	\$4,330.00	90.21%
DEPT 41200 MAYOR & COUNCIL	\$190,462.00	\$55,317.77	\$135,144.23	70.96%
DEPT 41240 RECYCLING	\$7,176.00	\$999.90	\$6,176.10	86.07%
DEPT 41400 ADMINISTRATION	\$158,118.00	\$43,789.94	\$114,328.06	72.31%
DEPT 41601 ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41603 SO MN STREET UTILITY PROJ	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41605 INFLOW/INFILTRATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41607 2011 STREET PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41900 CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41903 DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$231,305.00	\$67,643.38	\$163,661.62	70.76%
DEPT 41940 MUNICIPAL BUILDINGS	\$139,050.00	\$15,392.97	\$123,657.03	88.93%
DEPT 42100 POLICE	\$758,692.00	\$213,599.91	\$545,092.09	71.85%
DEPT 42200 FIRE PROTECTION	\$521,831.00	\$136,802.48	\$385,028.52	73.78%
DEPT 42201 FIRE STATION	\$0.00	\$7,383.47	-\$7,383.47	0.00%
DEPT 43100 STREET MAINT	\$552,703.00	\$58,766.30	\$493,936.70	89.37%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43160 STREET LIGHTING	\$30,000.00	\$7,443.65	\$22,556.35	75.19%
DEPT 43200 PARKS	\$73,831.00	\$85,906.24	-\$12,075.24	-16.36%
DEPT 43300 CEMETERY	\$37,475.00	\$1,680.22	\$35,794.78	95.52%
DEPT 44100 PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
Total Expenditure Accounts	\$2,755,443.00	\$695,196.23	\$2,060,246.77	74.77%

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CITY OF BAYPORT
***Fund Summary -**
Budget to Actual©

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APRIL 2014

	2014 YTD Budget	APRIL MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
FUND 101 GENERAL					
Revenue	\$2,755,443.00	\$91,445.09	\$544,289.65	\$2,211,153.35	19.75%
Expenditure	\$2,755,443.00	\$221,993.12	\$695,196.23	\$2,060,246.77	25.23%
		<u>-\$130,548.03</u>	<u>-\$150,906.58</u>		
FUND 102 STREET RECONSTRUCTION					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 103 G O TIF BD FUND 1990 CAP PROJ					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 106 TIF ECON DEV DIST 2					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 200 FIRE EQUIPMENT REPLACEMENT FUN					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 201 D.A.R.E.					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 202 DRUG FORFEITURE					
Revenue	\$0.00	\$4,951.00	\$5,006.00	-\$5,006.00	0.00%
Expenditure	\$0.00	\$527.30	\$1,848.23	-\$1,848.23	0.00%
		<u>\$4,423.70</u>	<u>\$3,157.77</u>		
FUND 203 PUBLIC WORKS EQUIPMENT REPL					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 204 RECREATION CAP EQUIP & MAINT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 205 TAX STABILIZATION FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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***Fund Summary -
Budget to Actual©**

APRIL 2014

	2014 YTD Budget	APRIL MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 206 WATER/SEWER IMPROVEMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 207 PARK IMPROVEMENT FUND					
Revenue	\$0.00	\$0.00	\$5,000.00	-\$5,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$5,000.00		
FUND 208 PRISON SEWER PROJECT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 209 DEVELOPER REIMBURSED PROJECTS					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 210 K-9 UNIT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$60.00	\$491.28	-\$491.28	0.00%
		-\$60.00	-\$491.28		
FUND 211 LIBRARY					
Revenue	\$294,950.00	\$576.05	\$2,384.51	\$292,565.49	0.81%
Expenditure	\$294,740.00	\$29,629.69	\$83,838.25	\$210,901.75	28.44%
		-\$29,053.64	-\$81,453.74		
FUND 303 GO TIF BOND 1990 DEBT SERVICE					
Revenue	\$0.00	\$0.00	\$556.04	-\$556.04	0.00%
Expenditure	\$0.00	\$9,895.00	\$9,895.00	-\$9,895.00	0.00%
		-\$9,895.00	-\$9,338.96		
FUND 311 GO IMPROV BONDS OF 1992 DEBT S					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 412 CEMETERY CAPITAL IMPROV					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 413 POLICE EQUIPMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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

	2014 YTD Budget	APRIL MTD Amount	2014 YTD Amount	2014 YTD Balance	2014 % YTD Budget
FUND 414 OFFICE AUTOMATION		\$0.00	\$0.00		
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 415 MUNICIPAL BLDGS MAINT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 416 PERRO CREEK OUTLET					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 601 WATER					
Revenue	\$332,750.00	\$3,386.67	\$18,545.52	\$314,204.48	5.57%
Expenditure	\$495,764.00	\$31,408.51	\$204,126.03	\$291,637.97	41.17%
		-\$28,021.84	-\$185,580.51		
FUND 602 SEWER					
Revenue	\$618,000.00	\$0.00	\$4,000.00	\$614,000.00	0.65%
Expenditure	\$691,889.00	\$49,182.67	\$175,909.67	\$515,979.33	25.42%
		-\$49,182.67	-\$171,909.67		
FUND 800 INVESTMENTS-POOLED					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 803 P & Z ESCROWS					
Revenue	\$0.00	\$1,008.91	\$1,808.91	-\$1,808.91	0.00%
Expenditure	\$0.00	\$94.80	\$4,361.85	-\$4,361.85	0.00%
		\$914.11	-\$2,552.94		
FUND 851 NON EXP TRUST					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
Report Total		-\$241,423.37	-\$594,075.91		

CITY OF BAYPORT
REVENUE SUMMARY YTD THRU 04/30/2014

FUND	FUND Descr	2014 Budget	2014 YTD Amt	2014 % of Budget	2014 % of Budget Remain
FUND 101	GENERAL	\$2,755,443.00	\$544,289.65	19.75%	80.25%
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	\$5,006.00	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	\$5,000.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT.	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$294,950.00	\$2,384.51	0.81%	99.19%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$556.04	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$332,750.00	\$18,545.52	5.57%	94.43%
FUND 602	SEWER	\$618,000.00	\$4,000.00	0.65%	99.35%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	\$1,808.91	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$4,001,143.00	\$581,590.63	14.54%	85.46%

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
FUND 101 GENERAL					
101	04/22/14	\$50.00	4163	LIQUOR - TEMP (PER DAY) Bob Johnson	R 101-00000-32100 BUSINES
101	04/28/14	\$100.00	4172	LIQUOR - TEMP (PER DAY) Greater Stillwa	R 101-00000-32100 BUSINES
101	04/17/14	\$1,178.68	4154	GAMBLING PROCEEDS ck # 10071	R 101-00000-32204 GAMBLIN
101	04/09/14	\$1.00	4124	NOTARY-NOT CITY BUSINESS	R 101-00000-34105 USER FEE
101	04/15/14	\$1.00	4147	NOTARY-NOT CITY BUSINESS CASH - Bic	R 101-00000-34105 USER FEE
101	04/15/14	\$25.03	4148	REFUNDS & REIMBURSEMENTS CK # 363	R 101-00000-36240 REFUNDS
101	04/10/14	\$2,230.00	16759	HAZ LLC - BP2014-14 FAC FEE 2011 RATE	G 101-20102 S A C CHARGES
101	04/01/14	\$5.00	4110	PLUMBING SURCHARGE - RESIDENTIAL SI	G 101-20104 STATE SURCHA
101	04/01/14	\$5.00	4110	PLUMBING SURCHARGE - RESIDENTIAL C	G 101-20104 STATE SURCHA
101	04/01/14	\$5.00	4110	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	04/08/14	\$5.00	4119	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	04/08/14	\$5.00	4119	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	04/08/14	\$59.90	4120	BUILDING SURCHARGE Parkos Constructio	G 101-20104 STATE SURCHA
101	04/09/14	\$5.00	4121	PLUMBING SURCHARGE - RESIDENTIAL A	G 101-20104 STATE SURCHA
101	04/09/14	\$5.00	4121	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	04/09/14	\$2.25	4121	BUILDING SURCHARGE Andrew Junker Im	G 101-20104 STATE SURCHA
101	04/08/14	\$20.00	4122	BUILDING SURCHARGE Lindus Constructio	G 101-20104 STATE SURCHA
101	04/08/14	\$0.50	4123	MECHANICAL SURCHARGE - COMMERCIA	G 101-20104 STATE SURCHA
101	04/14/14	\$1.94	4137	BUILDING SURCHARGE WS&D Permit Serv	G 101-20104 STATE SURCHA
101	04/14/14	\$5.00	4138	PLUMBING SURCHARGE - RESIDENTIAL Si	G 101-20104 STATE SURCHA
101	04/14/14	\$5.00	4138	PLUMBING SURCHARGE - RESIDENTIAL Si	G 101-20104 STATE SURCHA
101	04/17/14	\$5.00	4151	PLUMBING SURCHARGE - RESIDENTIAL D	G 101-20104 STATE SURCHA
101	04/17/14	\$0.72	4156	MECHANICAL SURCHARGE - COMMERCIA	G 101-20104 STATE SURCHA
101	04/22/14	\$5.00	4161	PLUMBING SURCHARGE - RESIDENTIAL D	G 101-20104 STATE SURCHA
101	04/22/14	\$5.00	4166	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	04/22/14	\$4.50	4168	BUILDING SURCHARGE Randall's Home I	G 101-20104 STATE SURCHA
101	04/10/14	\$8.33	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/16/14	\$81.93	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/23/14	\$4.99	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/29/14	\$14.25	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/03/14	\$5.34	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	04/03/14	\$88.02	4113	HEALTH PARTNERS CK # 4427008	G 101-27109 HEALTH PARTN
101	04/03/14	\$58.34	4113	HEALTH SAVING ACCT. CK # 4427008	G 101-27122 H S A
101	04/07/14	\$50.00	4112	CONTRACTOR LICENSE - SPECIALTY Apoll	R 101-41910-32100 BUSINES
101	04/08/14	\$50.00	4123	CONTRACTOR LICENSE - SPECIALTY	R 101-41910-32100 BUSINES
101	04/17/14	\$100.00	4155	CONTRACTOR LICENSE - GENERAL Siegfri	R 101-41910-32100 BUSINES
101	04/17/14	\$50.00	4160	CONTRACTOR LICENSE - SPECIALTY NAC	R 101-41910-32100 BUSINES
101	04/01/14	\$15.00	4105	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	04/01/14	\$50.00	4108	SPECIAL EVENT APP - PROFIT AGENCIES	R 101-41910-32200 NONBUSI
101	04/14/14	\$25.00	4130	SIGN PERMIT - TEMPORARY Jennifer Hym	R 101-41910-32200 NONBUSI
101	04/08/14	\$294.19	4120	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/08/14	\$1,176.75	4120	BUILDING PERMIT Parkos Construction #	R 101-41910-32210 BUILDIN
101	04/09/14	\$118.00	4121	BUILDING PERMIT Andrew Junker Improv	R 101-41910-32210 BUILDIN
101	04/09/14	\$76.70	4121	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/08/14	\$574.25	4122	BUILDING PERMIT Lindus Construction #6	R 101-41910-32210 BUILDIN
101	04/08/14	\$373.26	4122	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/08/14	\$64.50	4123	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/14/14	\$103.25	4137	BUILDING PERMIT WS&D Permit Service	R 101-41910-32210 BUILDIN
101	04/17/14	\$362.50	4156	PLAN REVIEW (25%)	R 101-41910-32210 BUILDIN
101	04/22/14	\$115.05	4168	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	04/22/14	\$177.00	4168	BUILDING PERMIT Randall's Home Improv	R 101-41910-32210 BUILDIN
101	04/14/14	\$50.00	4140	ROW EXCAVATION INSPECTION Elverum/	R 101-41910-32214 EXCAVAT

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	04/14/14	\$300.00	4140	ROW EXCAVATION PERMIT Elverum/Cent	R 101-41910-32214 EXCAVAT
101	04/01/14	\$75.00	4110	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	04/01/14	\$75.00	4110	PLUMBING PERMIT - RESIDENTIAL Cham	R 101-41910-32220 PLUMBIN
101	04/09/14	\$75.00	4121	PLUMBING PERMIT - RESIDENTIAL A. Jun	R 101-41910-32220 PLUMBIN
101	04/14/14	\$75.00	4138	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	04/14/14	\$75.00	4138	PLUMBING PERMIT - RESIDENTIAL Silver	R 101-41910-32220 PLUMBIN
101	04/17/14	\$75.00	4151	PLUMBING PERMIT - RESIDENTIAL DSM E	R 101-41910-32220 PLUMBIN
101	04/22/14	\$75.00	4161	PLUMBING PERMIT - RESIDENTIAL Derric	R 101-41910-32220 PLUMBIN
101	04/01/14	\$75.00	4110	MECHANICAL PERMIT - RESIDENTIAL Apo	R 101-41910-32230 MECHANI
101	04/08/14	\$75.00	4119	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	04/08/14	\$75.00	4119	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	04/09/14	\$75.00	4121	MECHANICAL PERMIT - RESIDENTIAL A. J	R 101-41910-32230 MECHANI
101	04/08/14	\$258.00	4123	MECHANICAL PERMIT - COMMERCIAL Nor	R 101-41910-32230 MECHANI
101	04/17/14	\$1,450.00	4156	MECHANICAL PERMIT - COMMERCIAL NA	R 101-41910-32230 MECHANI
101	04/22/14	\$75.00	4166	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	04/01/14	\$500.00	4109	VACANT BUILDING REGISTRATION Wells	R 101-41910-34100 P & Z PE
101	04/17/14	\$437.69	4157	BUILDING INSPECTIONS (LAKELAND) ck	R 101-41910-34103 LAKELAN
101	04/07/14	\$10.00	4116	PET LICENSE - SPAY/NEUT Scheidler #14	R 101-42100-32240 ANIMAL F
101	04/07/14	\$10.00	4116	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	04/14/14	\$10.00	4127	PET LICENSE - SPAY/NEUT Gear #1752	R 101-42100-32240 ANIMAL F
101	04/14/14	\$10.00	4128	PET LICENSE - SPAY/NEUT Cash - McCart	R 101-42100-32240 ANIMAL F
101	04/10/14	\$10.00	4129	PET LICENSE - SPAY/NEUT CASH - Lampi	R 101-42100-32240 ANIMAL F
101	04/16/14	\$10.00	4141	PET LICENSE - SPAY/NEUT Carlson #5741	R 101-42100-32240 ANIMAL F
101	04/16/14	\$10.00	4141	PET LICENSE - SPAY/NEUT Carlson #5741	R 101-42100-32240 ANIMAL F
101	04/23/14	\$10.00	4167	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	04/23/14	\$10.00	4167	PET LICENSE - SPAY/NEUT Brittany Harm	R 101-42100-32240 ANIMAL F
101	04/28/14	\$10.00	4173	PET LICENSE - SPAY/NEUT Michels #5834	R 101-42100-32240 ANIMAL F
101	04/07/14	\$30.00	4085	PEDDLER LICENSE Tour Main Street #101	R 101-42100-33100 ADMINIS
101	04/07/14	\$30.00	4111	PEDDLER LICENSE Phillip Gartner, #111	R 101-42100-33100 ADMINIS
101	04/07/14	\$46.67	4116	POLICE ADMINISTRATIVE FEES Impound	R 101-42100-33100 ADMINIS
101	04/07/14	\$3.73	4115	POLICE REPORTS LexisNexis #472001121	R 101-42100-34201 POLICE A
101	04/07/14	\$3.73	4115	POLICE REPORTS American Family #1367	R 101-42100-34201 POLICE A
101	04/07/14	\$3.73	4115	POLICE REPORTS Metro Reptg. Bureau #1	R 101-42100-34201 POLICE A
101	04/08/14	\$3.73	4118	POLICE REPORTS Metro Rept. Bureau #10	R 101-42100-34201 POLICE A
101	04/29/14	\$3,662.65	16761	MARCH 2014 FINES TRIAL COURT	R 101-42100-35101 COURT FI
101	04/03/14	\$20.00	4104	ANIMAL CONTROL CK # 3644	R 101-42100-37000 MISCELL
101	04/01/14	\$20.00	4095	BURNING PERMIT CASH - MN DNR	R 101-42200-32200 NONBUSI
101	04/01/14	\$250.00	4107	FIRE PROTECTION PERMITS Total Fire Pr	R 101-42200-32200 NONBUSI
101	04/15/14	\$56.50	4117	FIRE PROTECTION PERMITS CK # 57185	R 101-42200-32200 NONBUSI
101	04/21/14	\$20.00	4165	BURNING PERMIT MN Native Landscapes	R 101-42200-32200 NONBUSI
101	04/24/14	\$260.00	4170	BURNING PERMIT Prairie Restorations #3	R 101-42200-32200 NONBUSI
101	04/29/14	\$75.00	4180	FIRE INSPECTION CK # 23438	R 101-42200-34101 FIRE INS
101	04/15/14	\$54,049.25	4117	FIRE SERVICE CONTRACT CK # 57185	R 101-42200-34202 FIRE CON
101	04/16/14	\$20,106.25	4149	FIRE SERVICE CONTRACT CK # 12115	R 101-42200-34202 FIRE CON
101	04/01/14	\$75.00	4096	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	04/09/14	\$50.00	4125	BEACHHOUSE - RESIDENT(M-TH) Kristen	R 101-43200-34780 PARK FEE
101	04/10/14	\$5.00	4126	PARK FIELD-COURT RENTAL FEE Cash Re	R 101-43200-34780 PARK FEE
101	04/14/14	\$150.00	4131	PICNIC SHELTER - RESIDENT (101-250) S	R 101-43200-34780 PARK FEE
101	04/14/14	\$700.00	4132	PICNIC SHELTER - NONRESIDENT (251-5	R 101-43200-34780 PARK FEE
101	04/15/14	\$25.00	4133	BOAT TRAILER PARKING PERMIT CASH -	R 101-43200-34780 PARK FEE
101	04/15/14	\$50.00	4134	BEACHHOUSE - RESIDENT(M-TH) Paulson	R 101-43200-34780 PARK FEE
101	04/14/14	\$25.00	4135	BOAT TRAILER PARKING PERMIT Rob Car	R 101-43200-34780 PARK FEE
101	04/14/14	\$75.00	4136	BEACHHOUSE - RESIDENT(FRI-SUN) Philli	R 101-43200-34780 PARK FEE
101	04/15/14	\$1,000.00	4144	TRASH RECEPTACLE/BARRICADE CK # 10	R 101-43200-34780 PARK FEE

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101	04/15/14	\$25.00	4146	BOAT TRAILER PARKING PERMIT CASH -	R 101-43200-34780 PARK FEE
101	04/16/14	\$50.00	4150	PARK FIELD-COURT RENTAL FEE Bruchu	R 101-43200-34780 PARK FEE
101	04/16/14	\$50.00	4152	BEACHHOUSE - RESIDENT(M-TH) Stanisla	R 101-43200-34780 PARK FEE
101	04/17/14	\$25.00	4153	BOAT TRAILER PARKING PERMIT Williams	R 101-43200-34780 PARK FEE
101	04/21/14	\$20.00	4159	PARK FIELD-COURT RENTAL FEE Stillwate	R 101-43200-34780 PARK FEE
101	04/21/14	\$25.00	4164	BOAT TRAILER PARKING PERMIT Rob Ne	R 101-43200-34780 PARK FEE
101	04/24/14	\$25.00	4169	BOAT TRAILER PARKING PERMIT B. Hans	R 101-43200-34780 PARK FEE
101	04/24/14	\$25.00	4171	BOAT TRAILER PARKING PERMIT Clark #	R 101-43200-34780 PARK FEE
101	04/29/14	\$150.00	4174	PICNIC SHELTER - RESIDENT (101-250) C	R 101-43200-34780 PARK FEE
101	04/01/14	\$500.00	4106	PARK DONATIONS Adam McCloud Benefit	R 101-43200-36230 DONATIO
101	04/01/14	\$500.00	4106	PARK DONATIONS Tim McCloud #16760	R 101-43200-36230 DONATIO
101	04/29/14	\$300.00	4181	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
101	04/29/14	\$200.00	4181	CEMETERY - SATURDAY BURIAL Robert R	R 101-43300-34940 CEMETER
FUND 101 GENER		\$94,459.10			
FUND 202 DRUG FORFEITURE					
202	04/17/14	\$721.00	4158	DRUG FORFEITURE CASH - #512 LUND	R 202-00000-36249 DRUG FO
202	04/07/14	\$31.00	4114	POLICE DEPT. DRUG FOR (REFUNDS & RE	E 202-42101-449 DRUG FORF
202	04/29/14	\$4,230.00	16760	ADMINSUPPLUS OPERATION/POLICE DEP	R 202-42102-36249 DRUG FO
FUND 202 DRUG		\$4,982.00			
FUND 206 WATER/SEWER IMPROVEMENT FUND					
206	04/22/14	\$10.32	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/03/14	\$11.80	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$6.90	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$12.60	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$8.34	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$46.61	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$50.14	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$309.81	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$151.41	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$313.79	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$162.04	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$9.24	0	UB Receipt Surc 3 TRUNK WATER	G 206-12103 A/R GEN BILLIN
206	04/16/14	\$10.21	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/17/14	\$51.10	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/17/14	\$10.50	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/03/14	\$182.63	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/17/14	\$12.67	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/29/14	\$4,065.42	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$7.35	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$9.60	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$1.20	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$1.20	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/03/14	\$5.04	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/03/14	\$10.50	0	UB Receipt Surc 3 TRUNK WATER	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$119.35	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$16.50	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$119.64	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/22/14	\$19.23	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/29/14	\$115.49	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/29/14	\$78.82	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/17/14	\$51.30	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$743.96	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN

**CITY OF BAYPORT
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Period Name: APRIL

FUN	Tran Date	Amount	Refer	Comments	Account Descr
206	04/08/14	\$2.70	0	UB Receipt Serv 21 TRUNK/W COMB	G 206-12103 A/R GEN BILLIN
206	04/10/14	\$156.47	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/09/14	\$26.76	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$24.41	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$710.27	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$102.51	0	UB Receipt Serv 31 TRUNK/S COMB	G 206-12103 A/R GEN BILLIN
206	04/09/14	\$202.77	0	UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	04/09/14	\$1,310.49	0	UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$502.38	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$95.58	0	UB Receipt Serv 21 TRUNK/W COMB	G 206-12103 A/R GEN BILLIN
206	04/03/14	\$196.07	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/03/14	\$4.56	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/09/14	\$226.57	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/09/14	\$31.31	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/10/14	\$143.72	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/10/14	\$9.60	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$102.46	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/02/14	\$495.65	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$4.07	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$1.57	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$22.57	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$1.50	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$25.95	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/09/14	\$265.72	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$31.50	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$87.30	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/02/14	\$1.50	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	04/02/14	\$492.73	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/02/14	\$1.57	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$8.93	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$5.27	0	UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$3.86	0	UB Receipt Surc 3 TRUNK WATER	G 206-12103 A/R GEN BILLIN
206	04/14/14	\$78.99	0	UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$90.80	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$468.26	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	04/08/14	\$24.15	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
FUND 206 WATE		\$12,685.23			
FUND 211 LIBRARY					
211	04/28/14	\$8.00	4179	LIBRARY SERVICE CHARGE CK # 3215	R 211-45500-34760 LIBRARY
211	04/28/14	\$8.00	4179	LIBRARY SERVICE CHARGE CK # 9443	R 211-45500-34760 LIBRARY
211	04/28/14	\$24.00	4179	LIBRARY SERVICE CHARGE CK # 6134	R 211-45500-34760 LIBRARY
211	04/28/14	\$8.00	4179	LIBRARY SERVICE CHARGE CK # 1035	R 211-45500-34760 LIBRARY
211	04/28/14	\$250.00	4175	LIBRARY GRANTS CK # 0000121461	R 211-45500-36233 GRANTS
211	04/28/14	\$278.05	4178	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
FUND 211 LIBRA		\$576.05			
FUND 601 WATER					
601	04/22/14	\$3.18	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/16/14	\$680.75	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/22/14	\$118.19	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/22/14	\$4.73	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/22/14	\$10.00	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/22/14	\$1.59	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING

**CITY OF BAYPORT
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Period Name: APRIL

FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	04/09/14	\$19.08	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/16/14	\$4.77	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/14/14	\$208.62	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/09/14	\$0.32	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	04/09/14	\$325.21	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/09/14	\$0.02	0	UB Receipt Serv Pen 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	04/03/14	\$71.00	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/16/14	\$3.31	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/22/14	\$1,443.17	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/22/14	\$199.12	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/16/14	\$152.40	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/17/14	\$136.48	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/02/14	\$5,919.36	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/22/14	\$6.36	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/17/14	\$5.39	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/17/14	\$668.97	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/09/14	\$50.80	0	UB Receipt Serv 2 WATER ONLY	G 601-14601 WATER BILLING
601	04/09/14	\$4.09	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/09/14	\$14,572.06	0	UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	04/16/14	\$114.48	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/10/14	\$80.00	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/10/14	\$3.08	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/10/14	\$1,899.10	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/09/14	\$89.69	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/22/14	\$10.00	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	04/10/14	\$55.93	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/09/14	\$3,318.83	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/14/14	\$2.36	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/14/14	\$2,377.93	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/14/14	\$11.13	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/22/14	\$3.18	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/17/14	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/22/14	\$4.78	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/16/14	\$77.12	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	04/16/14	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/16/14	\$0.01	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	04/17/14	\$14.31	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/22/14	\$76.42	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/16/14	\$1,828.85	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/16/14	\$0.39	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/16/14	\$3,777.29	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/16/14	\$14.63	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/10/14	\$12.72	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/14/14	\$42.24	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	04/29/14	\$1,493.56	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/08/14	\$384.16	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/03/14	\$0.04	0	UB Receipt Serv Pen 9 INSTITUTION	G 601-14601 WATER BILLING
601	04/03/14	\$89.83	0	UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	04/03/14	\$3.18	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/03/14	\$0.37	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	04/03/14	\$48.54	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/03/14	\$2.88	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/03/14	\$2,373.73	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/02/14	\$209.16	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING

**CITY OF BAYPORT
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Period Name: APRIL

FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	04/08/14	\$10.00	0	UB Receipt Serv 6 WATER METER2	G 601-14601 WATER BILLING
601	04/08/14	\$216.13	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/29/14	\$68.77	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/22/14	\$75.98	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/08/14	\$10.00	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	04/08/14	\$1,135.52	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/29/14	\$35.87	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/08/14	\$3.17	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/08/14	\$5,995.23	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/14/14	\$10,591.66	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/08/14	\$14.31	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/02/14	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/08/14	\$229.53	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	04/08/14	\$10.81	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/08/14	\$14.08	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/02/14	\$14.08	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	04/08/14	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	04/22/14	\$44.35	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/08/14	\$11.13	0	UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	04/02/14	\$2.95	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	04/17/14	\$10.58	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/03/14	\$3.69	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/09/14	\$1,155.94	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/08/14	\$1.22	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/10/14	\$7.28	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/22/14	\$0.91	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/14/14	\$113.23	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/02/14	\$1.22	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/22/14	\$15.81	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/08/14	\$50.54	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/16/14	\$130.44	0	UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	04/17/14	\$1,200.00	4151	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	04/22/14	\$1,200.00	4161	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	04/17/14	\$350.00	4151	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	04/22/14	\$350.00	4161	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	04/16/14	\$0.73	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/14/14	\$6.78	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/10/14	\$0.65	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/09/14	\$1.89	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/08/14	\$0.17	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/02/14	\$11.68	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/08/14	\$263.51	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/03/14	\$0.49	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	04/29/14	\$0.77	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
FUND 601 WATE		\$66,396.35			
FUND 602 SEWER					
602	04/14/14	\$33.95	0	UB Receipt Serv 29 INSTITUTE SEWER	G 602-14602 SEWER BILLING
602	04/02/14	\$5,439.94	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/03/14	\$19,259.47	0	UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	04/16/14	\$3,533.81	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/16/14	\$570.59	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/16/14	\$0.25	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/03/14	\$52.32	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING

**CITY OF BAYPORT
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Period Name: APRIL

FUN	Tran Date	Amount	Refer	Comments	Account Descr
602	04/02/14	\$48.50	0	UB Receipt Serv 20 SEWER ONLY	G 602-14602 SEWER BILLING
602	04/03/14	\$2.88	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/03/14	\$2,044.14	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/16/14	\$92.90	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/14/14	\$1,534.50	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/16/14	\$85.10	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	04/16/14	\$0.39	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/16/14	\$10.06	0	UB Receipt Serv 24 SEWER COMMER	G 602-14602 SEWER BILLING
602	04/16/14	\$0.01	0	UB Receipt Serv Pen 24 SEWER COMMER	G 602-14602 SEWER BILLING
602	04/02/14	\$14.65	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/16/14	\$61.15	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/02/14	\$2.95	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/14	\$867.25	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/03/14	\$0.05	0	UB Receipt Serv Pen 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	04/22/14	\$5.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/09/14	\$362.08	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/09/14	\$2,400.88	0	UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLING
602	04/22/14	\$117.20	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/22/14	\$5.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/22/14	\$10.00	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/09/14	\$0.28	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/14	\$33,878.50	0	UB Receipt Serv 17 PLANT	G 602-14602 SEWER BILLING
602	04/08/14	\$272.75	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/08/14	\$10.00	0	UB Receipt Serv 24 SEWER COMMER	G 602-14602 SEWER BILLING
602	04/08/14	\$249.59	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/08/14	\$2.25	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/08/14	\$14.65	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/22/14	\$1,343.55	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/22/14	\$66.34	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/22/14	\$221.35	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/22/14	\$10.00	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/09/14	\$2,548.51	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/08/14	\$5,161.71	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/14/14	\$966.19	0	UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLING
602	04/14/14	\$2.04	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/14/14	\$9,694.53	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/03/14	\$100.95	0	UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLING
602	04/29/14	\$19,259.47	0	UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	04/10/14	\$2.89	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/10/14	\$1,610.33	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/22/14	\$80.75	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/29/14	\$54.58	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/08/14	\$1,091.00	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/17/14	\$590.77	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	04/17/14	\$0.39	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/17/14	\$154.15	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/08/14	\$3.17	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	04/08/14	\$74.39	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
602	04/08/14	\$61.15	0	UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLING
602	04/09/14	\$0.32	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	04/03/14	\$0.37	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
FUND 602 SEWER		\$114,081.94			
FUND 803 P & Z ESCROWS					

CITY OF BAYPORT
MONTHLY RECEIPTS

Period Name: APRIL

FUN	Tran Date	Amount	Refer	Comments	Account Descr
803	04/24/14	\$1,008.91	4162	MAIN STREET HOLDING (ESCROW) CK #	R 803-80043-34100 P & Z PE
FUND 803 P & Z E		\$1,008.91			
		\$294,189.58			

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 04/30/2014

4 Month = 33.36

DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$4,800.00	\$470.00	\$4,330.00	90.21%
41200	MAYOR & COUNCIL	\$190,462.00	\$55,317.77	\$135,144.23	70.96%
41240	RECYCLING	\$7,176.00	\$999.90	\$6,176.10	86.07%
41400	ADMINISTRATION	\$158,118.00	\$43,789.94	\$114,328.06	72.31%
41601	ALLEY PAVING PROJECT	\$0.00	\$0.00	\$0.00	0.00%
41603	SO MN STREET UTILITY PROJEC	\$0.00	\$0.00	\$0.00	0.00%
41605	INFLOW/INFILTRATION	\$0.00	\$0.00	\$0.00	0.00%
41607	2011 STREET PROJECT	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$231,305.00	\$67,643.38	\$163,661.62	70.76%
41940	MUNICIPAL BUILDINGS	\$139,050.00	\$15,392.97	\$123,657.03	88.93%
42100	POLICE	\$758,692.00	\$213,599.91	\$545,092.09	71.85%
42200	FIRE PROTECTION	\$521,831.00	\$136,802.48	\$385,028.52	73.78%
42201	FIRE STATION	\$0.00	\$7,383.47	-\$7,383.47	0.00%
43100	STREET MAINT	\$552,703.00	\$58,766.30	\$493,936.70	89.37%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43160	STREET LIGHTING	\$30,000.00	\$7,443.65	\$22,556.35	75.19%
43200	PARKS	\$73,831.00	\$85,906.24	-\$12,075.24	-16.36%
43300	CEMETERY	\$37,475.00	\$1,680.22	\$35,794.78	95.52%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
FUND 101 GENERAL		\$2,755,443.00	\$695,196.23	\$2,060,246.77	74.77%
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	\$491.28	-\$491.28	0.00%
FUND 210 K-9 UNIT		\$0.00	\$491.28	-\$491.28	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$294,740.00	\$83,838.25	\$210,901.75	71.56%
FUND 211 LIBRARY		\$294,740.00	\$83,838.25	\$210,901.75	71.56%
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%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 04/30/2014

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DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	\$0.00	0.00%
FUND 413	POLICE EQUIPMENT FUND				
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	OFFICE AUTOMATION				
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%
43200	PARKS	\$0.00	\$0.00	\$0.00	0.00%
46120	WATER	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$0.00	\$0.00	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	MUNICIPAL BLDGS MAINT				
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41940	MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	\$0.00	0.00%
FUND 601	WATER				
41609	TCE EVAL GRANT	\$0.00	\$0.00	\$0.00	0.00%
44151	TCE WATER MAIN IMPROVEME	\$0.00	\$4,921.06	-\$4,921.06	0.00%
46110	WATER-PUMPHOUSE	\$47,450.00	\$8,788.09	\$38,661.91	81.48%
46120	WATER	\$448,314.00	\$190,416.88	\$257,897.12	57.53%
FUND 601	WATER	\$495,764.00	\$204,126.03	\$291,637.97	58.83%
FUND 602	SEWER				
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$291,889.00	\$53,627.35	\$238,261.65	81.63%
46990	SEWER - NON-OPERATING	\$400,000.00	\$122,282.32	\$277,717.68	69.43%
FUND 602	SEWER	\$691,889.00	\$175,909.67	\$515,979.33	74.58%
FUND 800	INVESTMENTS-POOLED				
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	\$0.00	0.00%
FUND 803	P & Z ESCROWS				
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 04/30/2014

4 Month = 33.36

DEPT	DEPT Descr	2014 Budget	2014 YTD Amt	Balance	2014 % of Budget Remain
80008	CHARLES LUTZ STREET VACATI	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	PETE MILLER - PHASE 11/BAYT	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
80019	JG HAUSE CONSTRUCTION	\$0.00	\$46.00	-\$46.00	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	\$4,175.05	-\$4,175.05	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	\$46.00	-\$46.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$47.40	-\$47.40	0.00%
80050	12 POINT ROAD	\$0.00	\$47.40	-\$47.40	0.00%
FUND 803 P & Z ESCROWS		\$0.00	\$4,361.85	-\$4,361.85	0.00%
		\$4,237,836.00	\$1,163,923.31	\$3,073,912.69	72.53%

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MONTHLY EXPENSES 1137047-1137147

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Period Name: APRIL

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
FUND 101 GENERAL									
DEPT 41200 MAYOR & COUNCIL									
LEAGUE OF MN CITIES IN	101	04/24/14	\$39.97	E	41200	150	WORKERS COMPENSATI	WORKER S COMP	1137119
ECKBERG, LAMMERS, BRI	101	04/29/14	\$159.50	E	41200	300	CODE ENFORCEMENT	PROF SER-LEGAL	1137112
ECKBERG, LAMMERS, BRI	101	04/29/14	\$72.50	E	41200	300	MINNESOTA INVESTMEN	PROF SER-LEGAL	1137112
ECKBERG, LAMMERS, BRI	101	04/29/14	\$398.75	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	1137112
ECKBERG, LAMMERS, BRI	101	04/29/14	\$21.75	E	41200	300	DISCUSS POTENTIAL TIF	PROF SER-LEGAL	1137112
ECKBERG, LAMMERS, BRI	101	04/29/14	\$200.00	E	41200	300	MEETINGS	PROF SER-LEGAL	1137112
S E H	101	04/29/14	\$75.60	E	41200	301	CC MTG	PROF SER-ENGIN	1137132
SCHLENNER WENNER & C	101	04/07/14	\$1,610.00	E	41200	303	PROFESSIONAL SERVICE	PROF SER-AUDIT	1137078
WASHINGTON COUNTY G	101	04/28/14	\$480.00	E	41200	304	TIF DISTRICT #35	PROF SER-ASSESS	1137143
WASHINGTON COUNTY G	101	04/28/14	\$240.00	E	41200	304	TIF DISTRICT # 72	PROF SER-ASSESS	1137143
COMPLETE HEALTH ENVI	101	04/28/14	\$350.00	E	41200	306	MARCH 2014 MAINTENA	PROF SER-OTHER	1137109
BEARENCE MANAGEMENT	101	04/24/14	\$5,000.00	E	41200	306	3/30/14-3/30/15 RENEW	PROF SER-OTHER	1137106
ECM PUBLISHERS, INC.	101	04/29/14	\$55.30	E	41200	350	PHN-ANDERSEN CORP L	PRINTING & PUBL	1137113
LEAGUE OF MN CITIES IN	101	04/23/14	\$12,491.00	E	41200	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
LEAGUE OF MN CITIES IN	101	04/28/14	\$277.00	E	41200	360	VOLUNTEER ACCIDENT P	INSURANCE/P&L	1137119
LEAGUE OF MN CITIES IN	101	04/23/14	\$3,708.00	E	41200	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
US INTERNET	101	04/28/14	\$50.60	E	41200	416	APR/MAY 2014 ANTI SPA	REPAIR/MAINT OF	1137140
YOUTH SERVICE BUREAU	101	04/23/14	\$1,500.00	E	41200	444	2014 DONATION	COMMUNITY PRO	1137147
DEPT 41200 MAYOR & COUNCIL			\$26,729.97						
DEPT 41240 RECYCLING									
VINCENT, DUSTIN	101	04/24/14	\$30.00	E	41240	370	APRIL 2014 RECYCLING	RECYCLING INCE	1137142
DEPT 41240 RECYCLING			\$30.00						
DEPT 41400 ADMINISTRATION									
LEAGUE OF MN CITIES IN	101	04/24/14	\$1,049.13	E	41400	150	WORKERS COMPENSATI	WORKER S COMP	1137119
MAMA	101	04/28/14	\$20.00	E	41400	402	MAY 18TH MAMA/APMP	CONFERENCES &	1137120
DONALD SALVERDA & ASS	101	04/24/14	\$300.00	E	41400	402	2014 LEADERSHIP GRO	CONFERENCES &	1137111
TR COMPUTER SALES LLC	101	04/28/14	\$30.00	E	41400	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/23/14	\$67.50	E	41400	416	DATTO LITE SL2000 MTH	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/23/14	\$1,471.87	E	41400	416	SERVER INSTALL	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/28/14	\$32.99	E	41400	416		REPAIR/MAINT OF	1137137
DEPT 41400 ADMINISTRATION			\$2,971.49						
DEPT 41910 PLANNING & ZONING									
HOLIDAY FLEET	101	04/07/14	\$130.63	E	41910	212	MARCH 2014 FUEL	MOTOR FUELS & L	1137069
ECKBERG, LAMMERS, BRI	101	04/29/14	\$261.00	E	41910	300	BUILDING OFFICIAL APP	PROF SER-LEGAL	1137112
S E H	101	04/29/14	\$397.70	E	41910	301	ANDERSEN SCHOOL SITE	PROF SER-ENGIN	1137132
GTS EDUCATIONAL EVEN	101	04/28/14	\$25.00	E	41910	402	2014 LAND USE PLANNIN	CONFERENCES &	1137116
TR COMPUTER SALES LLC	101	04/23/14	\$56.25	E	41910	416	DATTO LITE SL2000 MTH	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/28/14	\$25.00	E	41910	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/23/14	\$1,226.56	E	41910	416	SERVER INSTALL	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/28/14	\$27.49	E	41910	416	MICROSOFT OUTLOOK 2	REPAIR/MAINT OF	1137137
DEPT 41910 PLANNING & ZONING			\$2,149.63						
DEPT 41940 MUNICIPAL BUILDINGS									
JOHNSON, CHAD	101	04/28/14	\$325.00	E	41940	302	APRIL 2014 CLEANING S	CONTRACT SERVI	1137117
COMCAST	101	04/29/14	\$60.55	E	41940	321	MAY 2014 HIGH-SPEED I	COMMUNICATION	1137108
OFFICE OF ENT TECHNOL	101	04/23/14	\$470.33	E	41940	321	PHONES - CITY HALL	COMMUNICATION	1137129
LEAGUE OF MN CITIES IN	101	04/23/14	\$1,634.00	E	41940	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
XCEL	101	04/02/14	\$827.48	E	41940	380	2014 FEB/MAR GAS & EL	ELECTRIC SERVIC	1137062
XCEL	101	04/02/14	\$363.95	E	41940	381	2014 FEB/MAR GAS & EL	FUEL FOR HEAT	1137062
MINNESOTA ELEVATOR	101	04/28/14	\$150.04	E	41940	420	APRIL MTLY SERVICE/CI	R & M BLDGS, ST	1137123

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Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
DEPT 41940 MUNICIPAL BUILDING			\$3,831.35						
DEPT 42100 POLICE									
CITY OF WOODBURY	101	04/03/14	\$1,680.95	E	42100	107	2014 SPECIAL RESPONSE	TACTICAL TEAM S	1137047
LEAGUE OF MN CITIES IN	101	04/24/14	\$9,472.80	E	42100	150	WORKERS COMPENSATI	WORKER S COMP	1137119
UNIFORMS UNLIMITED	101	04/03/14	\$132.75	E	42100	202	OPERATING MATERIAL/P	UNIFORMS - MISC	1137058
UNIFORMS UNLIMITED	101	04/03/14	\$365.74	E	42100	202	OPERATING SUPPLIES/P	UNIFORMS - MISC	1137058
UNIFORMS UNLIMITED	101	04/03/14	\$956.96	E	42100	209	UNIFORMS-WILLMARTH/	UNIFORMS - WILL	1137058
UNIFORMS UNLIMITED	101	04/03/14	\$70.49	E	42100	211	UNIFORMS-MILLER/POLI	UNIFORMS - MILL	1137058
U S BANK VISA	101	04/29/14	\$18.98	E	42100	212	OREILLY AUTO	MOTOR FUELS & L	1137139
BAYPORT TRANSMISSION	101	04/23/14	\$416.10	E	42100	212	2005 DODGE DURANGO/	MOTOR FUELS & L	1137105
WASHINGTON COUNTY S	101	04/03/14	\$1,818.14	E	42100	212	MARCH 2014 FUEL/POLI	MOTOR FUELS & L	1137061
U S BANK VISA	101	04/29/14	\$12.83	E	42100	220	RADIOSHACK	OPERATING SUPP	1137139
STEARNS WEAR	101	04/23/14	\$21.40	E	42100	220	UNIFORMS SUPPLIES	OPERATING SUPP	1137134
U S BANK VISA	101	04/29/14	\$5.25	E	42100	220	ACE HARDWARE	OPERATING SUPP	1137139
WASHINGTON COUNTY S	101	04/24/14	\$68.08	E	42100	220	PROPERTY DRUMS/POLI	OPERATING SUPP	1137145
U S BANK VISA	101	04/29/14	\$16.06	E	42100	220	RADIOSHACH	OPERATING SUPP	1137139
U S BANK VISA	101	04/29/14	\$20.09	E	42100	220	CSA FORENSIC	OPERATING SUPP	1137139
CARDIAC SCIENCE CORP	101	04/24/14	\$225.00	E	42100	220	OPERATING SUPPLIES/P	OPERATING SUPP	1137107
ECKBERG, LAMMERS, BRI	101	04/03/14	\$2,364.35	E	42100	300	PROSECUTION FOR MAR	PROF SER-LEGAL	1137049
EASTMAN, LAURA	101	04/15/14	\$20.75	E	42100	306	TITLE SALE AT AUCTION	PROF SER-OTHER	1137087
MCPA	101	04/03/14	\$45.00	E	42100	306	2014 MEMBERSHIP/POLI	PROF SER-OTHER	1137052
STILLWATER TOWING IN	101	04/03/14	\$125.00	E	42100	306	ICR114500606/POLICE D	PROF SER-OTHER	1137056
STILLWATER TOWING IN	101	04/03/14	\$125.00	E	42100	306	ICR#114500490/POLICE	PROF SER-OTHER	1137056
STILLWATER TOWING IN	101	04/03/14	\$125.00	E	42100	306	ICR 114500648/POLICE	PROF SER-OTHER	1137056
BAYPORT TRANSMISSION	101	04/15/14	\$140.00	E	42100	306	VEH TO AUCTION/POLIC	PROF SER-OTHER	1137084
VERIZON WIRELESS	101	04/15/14	\$66.38	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	1137099
VERIZON WIRELESS	101	04/15/14	\$105.03	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	1137099
THOMAS REUTERS - WES	101	04/15/14	\$134.83	E	42100	321	MAR 2014 INFORMATIO	COMMUNICATION	1137097
LEAGUE OF MN CITIES IN	101	04/23/14	\$746.00	E	42100	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
LEAGUE OF MN CITIES IN	101	04/23/14	\$3,764.00	E	42100	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
U S BANK VISA	101	04/29/14	\$14.22	E	42100	403	HOLIDAY	POLICE TRAINING	1137139
U S BANK VISA	101	04/29/14	\$162.00	E	42100	403	ARC SERVICES/TRAININ	POLICE TRAINING	1137139
U S BANK VISA	101	04/29/14	\$86.72	E	42100	403	CARBONES PIZZERIA	POLICE TRAINING	1137139
EASTMAN, LAURA	101	04/03/14	\$242.02	E	42100	403	CONFERENCE REIMBURS	POLICE TRAINING	1137048
MINNESOTA BUREAU OF	101	04/03/14	\$75.00	E	42100	412	RECERTIFICATION COUR	REP & MAINT VEH	1137053
TR COMPUTER SALES LLC	101	04/23/14	\$56.25	E	42100	416	DATTO LITE SL2000 MTH	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/28/14	\$25.00	E	42100	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1137137
U S BANK VISA	101	04/29/14	\$225.00	E	42100	416	CARDIAC SCIENCE	REPAIR/MAINT OF	1137139
TR COMPUTER SALES LLC	101	04/23/14	\$1,226.56	E	42100	416	SERVER INSTALL	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/28/14	\$27.49	E	42100	416	MICROSOFT OUTLOOK 2	REPAIR/MAINT OF	1137137
DEPT 42100 POLICE			\$25,203.22						
DEPT 42200 FIRE PROTECTION									
LEAGUE OF MN CITIES IN	101	04/24/14	\$14,747.20	E	42200	150	WORKERS COMPENSATI	WORKER S COMP	1137119
U S BANK VISA	101	04/29/14	\$17.97	E	42200	201	OFFICE MAX	OFFICE SUPPLIES	1137139
ASPEN MILLS INC	101	04/24/14	\$18.45	E	42200	202	UNIFORMS SUPPLIES/FI	UNIFORMS - MISC	1137103
MUNICIPAL EMERGENCY	101	04/29/14	\$3,862.00	E	42200	202	UNIFORMS OPERATING	UNIFORMS - MISC	1137125
ASPEN MILLS INC	101	04/07/14	\$1,752.35	E	42200	202	UNIFORMS SUPPLIES/FI	UNIFORMS - MISC	1137064
HOLIDAY FLEET	101	04/07/14	\$961.78	E	42200	212	MARCH 2014 FUEL	MOTOR FUELS & L	1137069
U S BANK VISA	101	04/29/14	\$8.02	E	42200	220	JIMMY JOHN'S	OPERATING SUPP	1137139
U S BANK VISA	101	04/29/14	\$52.70	E	42200	220	JIMMY JOHN'S	OPERATING SUPP	1137139
U S BANK VISA	101	04/29/14	\$61.84	E	42200	220	PIZZA MAN	OPERATING SUPP	1137139
U S BANK VISA	101	04/07/14	\$73.42	E	42200	220	WOODYS BAR & GRILL	OPERATING SUPP	1137080
MUNICIPAL EMERGENCY	101	04/07/14	\$807.61	E	42200	240	3 VOICE AMPLIFIER/FIRE	SMALL TOOLS-EQ	1137074

CITY OF BAYPORT

MONTHLY EXPENSES 1137047-1137147

Period Name: APRIL

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
MUNICIPAL EMERGENCY	101	04/15/14	\$1,599.13	E	42200	240	SUPPLIES/FIRE DEPT.	SMALL TOOLS-EQ	1137096
JOHNSON, CHAD	101	04/07/14	\$175.00	E	42200	306	MARCH 2014 CLEANING	PROF SER-OTHER	1137070
JOHNSON, CHAD	101	04/29/14	\$175.00	E	42200	306	APRIL 2014 CLEANING S	PROF SER-OTHER	1137117
REGIONS HOSPITAL	101	04/24/14	\$197.60	E	42200	306	EMT REFRESHER/FIRE D	PROF SER-OTHER	1137130
VERIZON WIRELESS	101	04/07/14	\$80.04	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	1137081
VERIZON WIRELESS	101	04/15/14	\$352.48	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	1137099
LEAGUE OF MN CITIES IN	101	04/23/14	\$14,598.00	E	42200	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
XCEL	101	04/02/14	\$359.44	E	42200	380	2014 FEB/MAR GAS & EL	ELECTRIC SERVIC	1137062
XCEL	101	04/02/14	\$883.75	E	42200	381	2014 FEB/MAR GAS & EL	FUEL FOR HEAT	1137062
U S BANK VISA	101	04/29/14	\$598.12	E	42200	391	MICROSOFT STORE	SHARED AUTOMA	1137139
U S BANK VISA	101	04/29/14	\$32.13	E	42200	391	MICROSOFT STORE	SHARED AUTOMA	1137139
U S BANK VISA	101	04/29/14	\$53.56	E	42200	391	MICROSOFT STORE	SHARED AUTOMA	1137139
U S BANK VISA	101	04/29/14	\$167.32	E	42200	402	QUEST SERVICES	CONFERENCES &	1137139
U S BANK VISA	101	04/07/14	\$725.00	E	42200	402	DELTA AIR	CONFERENCES &	1137080
U S BANK VISA	101	04/29/14	\$125.00	E	42200	402	DELTA	CONFERENCES &	1137139
U S BANK VISA	101	04/07/14	\$25.00	E	42200	402	AGENT FEE TRAVEL LEA	CONFERENCES &	1137080
U S BANK VISA	101	04/29/14	\$25.00	E	42200	402	DELTA AIR	CONFERENCES &	1137139
THANE HAWKINS POLAR	101	04/07/14	\$198.40	E	42200	412	VEH PART/FIRE DEPT.	REP & MAINT VEH	1137079
CARQUEST OF STILLWAT	101	04/15/14	\$4.85	E	42200	412	MAINT SUPPLY/FIRE DEP	REP & MAINT VEH	1137085
MENARDS-STILLWATER	101	04/07/14	\$59.99	E	42200	412	OPERATING MATERIAL/F	REP & MAINT VEH	1137072
U S BANK VISA	101	04/07/14	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	1137080
U S BANK VISA	101	04/29/14	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	1137139
U S BANK VISA	101	04/07/14	\$197.90	E	42200	412	WATHERTECH MACNEIL	REP & MAINT VEH	1137080
RED POWER DIESEL SERV	101	04/07/14	\$29.75	E	42200	412	PARTS/FIRE DEPT.	REP & MAINT VEH	1137076
U S BANK VISA	101	04/29/14	\$21.42	E	42200	412	MISTER CAR WAS	REP & MAINT VEH	1137139
EISINGER, ALLEN	101	04/07/14	\$60.48	E	42200	419	MILEAGE REIMBURSEME	REPAIR & MAINT	1137067
WASHINGTON COUNTY S	101	04/07/14	\$1,700.00	E	42200	530	VEHICLE BUILD-2014 CH	CAPITAL ASSETS	1137082
DEPT 42200 FIRE PROTECTION			<u>\$44,850.54</u>						
DEPT 42201 FIRE STATION									
ECKBERG, LAMMERS, BRI	101	04/29/14	\$302.25	E	42201	300	FIRE STATION LAND	PROF SER-LEGAL	1137112
DEPT 42201 FIRE STATION			<u>\$302.25</u>						
DEPT 43100 STREET MAINT									
LEAGUE OF MN CITIES IN	101	04/24/14	\$4,175.30	E	43100	150	WORKERS COMPENSATI	WORKER S COMP	1137119
HOLIDAY FLEET	101	04/07/14	\$386.00	E	43100	212	MARCH 2014 FUEL	MOTOR FUELS & L	1137069
ZEP SALES & SERVICES	101	04/07/14	\$20.00	E	43100	225	OPERATING SUPPLIES/S	SALT & SAND PUR	1137083
STILLWATER MEDICAL GR	101	04/28/14	\$106.00	E	43100	306	OCH SERVICES/HORAK	PROF SER-OTHER	1137135
LEAGUE OF MN CITIES IN	101	04/23/14	\$3,034.00	E	43100	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
LEAGUE OF MN CITIES IN	101	04/23/14	\$85.00	E	43100	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
NORTHERN SAFETY TECH	101	04/24/14	\$32.17	E	43100	412	STROBE LIGHT SWITCH/	REP & MAINT VEH	1137127
CARQUEST OF STILLWAT	101	04/07/14	\$51.33	E	43100	412	PARTS-SWEEPER/STREE	REP & MAINT VEH	1137065
CARQUEST OF STILLWAT	101	04/07/14	\$47.23	E	43100	412	FILTER-SWEEPER/STREE	REP & MAINT VEH	1137065
CARQUEST OF STILLWAT	101	04/15/14	\$72.57	E	43100	412	HYD HOSE & PARTS/STR	REP & MAINT VEH	1137085
NORTHERN SAFETY TECH	101	04/24/14	\$32.17	E	43100	412	STROBE LIGHT SWITCH/	REP & MAINT VEH	1137127
CARQUEST OF STILLWAT	101	04/15/14	\$12.96	E	43100	412	HYD HOSE GUARDS/STR	REP & MAINT VEH	1137085
MAC QUEEN EQUIPMENT	101	04/15/14	\$1,185.34	E	43100	412	PARTS & BROOM-SWEEP	REP & MAINT VEH	1137093
NORTHERN SAFETY TECH	101	04/24/14	-\$24.09	E	43100	412	STROBE LIT SWITCH-CR	REP & MAINT VEH	1137127
MAC QUEEN EQUIPMENT	101	04/07/14	\$788.59	E	43100	412	PARTS SWEEPER/STREE	REP & MAINT VEH	1137071
CARQUEST OF STILLWAT	101	04/15/14	\$9.62	E	43100	412	PARTS-SWEEPER/STREE	REP & MAINT VEH	1137085
CARQUEST OF STILLWAT	101	04/15/14	\$159.68	E	43100	412	FILTERS-SWEEPER/STRE	REP & MAINT VEH	1137085
TR COMPUTER SALES LLC	101	04/23/14	\$11.25	E	43100	416	DATTO LITE SL2000 MTH	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/28/14	\$5.49	E	43100	416	MICROSOFT OUTLOOK 2	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/28/14	\$5.00	E	43100	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	101	04/23/14	\$245.31	E	43100	416	SERVER INSTALL	REPAIR/MAINT OF	1137137

CITY OF BAYPORT
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Period Name: APRIL

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
BAKER & TAYLOR	211	04/28/14	\$217.43	E	45500	217	BOOKS/LIBRARY DEPT.	MATERIALS & PR	1137104
BAKER & TAYLOR	211	04/28/14	\$249.38	E	45500	217	BOOKS/LIBRARY DEPT.	MATERIALS & PR	1137104
BAKER & TAYLOR	211	04/28/14	\$120.42	E	45500	217	BOOKS/LIBRARY DEPT.	MATERIALS & PR	1137104
BAKER & TAYLOR	211	04/28/14	\$140.58	E	45500	217	BOOKS/LIBRARY DEPT.	MATERIALS & PR	1137104
BAKER & TAYLOR	211	04/28/14	\$98.06	E	45500	217	BOOKS/LIBRARY DEPT.	MATERIALS & PR	1137104
BAKER & TAYLOR	211	04/28/14	\$50.37	E	45500	217	BOOKS/LIBRARY DEPT.	MATERIALS & PR	1137104
BAKER & TAYLOR	211	04/28/14	\$115.83	E	45500	217	BOOKS/LIBRARY DEPT.	MATERIALS & PR	1137104
SHARON SIPPEL	211	04/28/14	\$1,425.00	E	45500	302	LIBRARY CLEANING SER	CONTRACT SERVI	1137133
KINDER MELODIES	211	04/28/14	\$675.00	E	45500	302	MAR/APRIL 2014 STORY	CONTRACT SERVI	1137118
NOVA COMMUNICATIONS	211	04/28/14	\$297.00	E	45500	321	PARTNER PLAN/LIBRARY	COMMUNICATION	1137128
OFFICE OF ENT TECHNOL	211	04/28/14	\$75.00	E	45500	321	PHONES/LIBRARY	COMMUNICATION	1137129
COMCAST	211	04/28/14	\$90.55	E	45500	321	MAY 2014 HIGH-SPEED I	COMMUNICATION	1137108
LEAGUE OF MN CITIES IN	211	04/23/14	\$6,220.00	E	45500	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
LEAGUE OF MN CITIES IN	211	04/23/14	\$494.00	E	45500	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
XCEL	211	04/02/14	\$1,096.98	E	45500	380	2014 FEB/MAR GAS & EL	ELECTRIC SERVIC	1137062
XCEL	211	04/02/14	\$873.25	E	45500	381	2014 FEB/MAR GAS & EL	FUEL FOR HEAT	1137062
MINITEX	211	04/28/14	\$114.26	E	45500	391	OPERATING SUPPLIES/LI	SHARED AUTOMA	1137122
WASHINGTON COUNTY LI	211	04/28/14	\$57.98	E	45500	391	1ST QTR 2014 KIST DAN	SHARED AUTOMA	1137144
WASHINGTON COUNTY LI	211	04/28/14	\$57.20	E	45500	391	POSTAGE OVERDUE NOT	SHARED AUTOMA	1137144
TOSHIBA BUSINESS SOLU	211	04/28/14	\$40.80	E	45500	416	PARTS, LABOR, TONER/L	REPAIR/MAINT OF	1137136
MINNESOTA ELEVATOR	211	04/28/14	\$157.23	E	45500	420	APRIL SERVICES/LIBRAR	R & M BLDGS, ST	1137123
AMERICAN LIBRARY ASSO	211	04/28/14	\$100.00	E	45500	433	2014 MEMBERSHIP/LIBR	DUES & MEMBERS	1137102
DEPT 45500 LIBRARY			\$15,309.23						
FUND 211 LIBRARY			\$15,309.23						
FUND 303 GO TIF BOND 1990 DEBT SERVICE									
DEPT 41903 DEBT SERVICE									
U S BANK TRUST N.A.	303	04/28/14	\$9,895.00	E	41903	860	2014 INTEREST	DEBT SERVICE - I	1137138
DEPT 41903 DEBT SERVICE			\$9,895.00						
FUND 303 GO TIF BOND 1990 DEBT SE			\$9,895.00						
FUND 601 WATER									
DEPT 46110 WATER-PUMPHOUSE									
XCEL	601	04/02/14	\$2,052.81	E	46110	380	2014 FEB/MAR GAS & EL	ELECTRIC SERVIC	1137062
XCEL	601	04/02/14	\$302.53	E	46110	381	2014 FEB/MAR GAS & EL	FUEL FOR HEAT	1137062
GRAINGER	601	04/15/14	\$202.25	E	46110	419	PLUMBING SUPPLIES/WA	REPAIR & MAINT	1137088
DEPT 46110 WATER-PUMPHOUSE			\$2,557.59						
DEPT 46120 WATER									
LEAGUE OF MN CITIES IN	601	04/24/14	\$3,751.26	E	46120	150	WORKERS COMPENSATI	WORKER S COMP	1137119
CCP INDUSTRIES	601	04/15/14	\$136.98	E	46120	203	UNIFORMS - TIM GARDN	UNIFORMS - TIM	1137086
HOLIDAY FLEET	601	04/07/14	\$314.27	E	46120	212	MARCH 2014 FUEL	MOTOR FUELS & L	1137069
U S BANK VISA	601	04/29/14	\$9.02	E	46120	216	USPS	CHEMICALS AND	1137139
MVTL	601	04/24/14	\$54.00	E	46120	216	WATER TESTING/WATER	CHEMICALS AND	1137126
U S BANK VISA	601	04/29/14	\$13.69	E	46120	216	THE UPS	CHEMICALS AND	1137139
HAWKINS WATER	601	04/07/14	\$20.00	E	46120	216	WATER TREATMENT-CHL	CHEMICALS AND	1137068
U S BANK VISA	601	04/29/14	\$6.44	E	46120	216	USPS	CHEMICALS AND	1137139
U S BANK VISA	601	04/29/14	\$29.78	E	46120	240	NORTHERN TOOL	SMALL TOOLS-EQ	1137139
U S BANK VISA	601	04/29/14	\$316.49	E	46120	240	MISSISSIPPI WELDERS	SMALL TOOLS-EQ	1137139
U S BANK VISA	601	04/29/14	\$77.41	E	46120	240	GERGUSON	SMALL TOOLS-EQ	1137139
ONE CALL CONCEPTS	601	04/07/14	\$40.70	E	46120	307	FAX NORMAL VOICE DAY	GOPHER STATE O	1137075
LEAGUE OF MN CITIES IN	601	04/23/14	\$4,307.00	E	46120	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
LEAGUE OF MN CITIES IN	601	04/23/14	\$517.00	E	46120	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
XCEL	601	04/02/14	\$1,935.89	E	46120	380	2014 FEB/MAR GAS & EL	ELECTRIC SERVIC	1137062

CITY OF BAYPORT
MONTHLY EXPENSES 1137047-1137147

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Period Name: APRIL

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
XCEL	601	04/02/14	\$2,200.21	E	46120	381	2014 FEB/MAR GAS & EL	FUEL FOR HEAT	1137062
U S BANK VISA	601	04/29/14	\$182.09	E	46120	412	MILLS FLEET FARM	REP & MAINT VEH	1137139
TR COMPUTER SALES LLC	601	04/28/14	\$5.00	E	46120	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	601	04/23/14	\$11.25	E	46120	416	DATTO LITE SL2000 MTH	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	601	04/23/14	\$245.31	E	46120	416	SERVER INSTALL	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	601	04/28/14	\$5.49	E	46120	416	MICROSOFT OUTLOOK 2	REPAIR/MAINT OF	1137137
MILLER EXCAVATING	601	04/07/14	\$618.75	E	46120	419	THAW WATER LINE/WAT	REPAIR & MAINT	1137073
DEPT 46120 WATER			\$14,798.03						
FUND 601 WATER			\$17,355.62						
FUND 602 SEWER									
DEPT 46200 SEWER - OPERATING									
LEAGUE OF MN CITIES IN	602	04/24/14	\$3,751.27	E	46200	150	WORKERS COMPENSATI	WORKER S COMP	1137119
U S BANK VISA	602	04/29/14	\$67.81	E	46200	206	WEARGUARD	UNIFORMS - PW S	1137139
U S BANK VISA	602	04/29/14	\$230.00	E	46200	206	LABONVILLE	UNIFORMS - PW S	1137139
FASTENAL	602	04/24/14	\$4.00	E	46200	220	SUPPLIES(BOLTS)/SEWE	OPERATING SUPP	1137115
CARQUEST OF STILLWAT	602	04/15/14	\$26.65	E	46200	240	TOOLS/SEWER DEPT.	SMALL TOOLS-EQ	1137085
U S BANK VISA	602	04/29/14	\$97.87	E	46200	240	MENARDS	SMALL TOOLS-EQ	1137139
AIR FRESH PORTABLE TOI	602	04/24/14	\$105.00	E	46200	302	PUMPING INSPIRATION	CONTRACT SERVI	1137101
LEAGUE OF MN CITIES IN	602	04/23/14	\$1,865.00	E	46200	360	P & L 03/30/14-03/30/15	INSURANCE/P&L	1137119
TR COMPUTER SALES LLC	602	04/23/14	\$245.33	E	46200	416	SERVER INSTALL	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	602	04/28/14	\$5.00	E	46200	416	LOOK@IT SERVER MONI	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	602	04/23/14	\$11.25	E	46200	416	DATTO LITE SL2000 MTH	REPAIR/MAINT OF	1137137
TR COMPUTER SALES LLC	602	04/28/14	\$5.55	E	46200	416	MICROSOFT OUTLOOK 2	REPAIR/MAINT OF	1137137
ROETTGER WELDING	602	04/07/14	\$154.00	E	46200	419	DRAIN COVER/SEWER D	REPAIR & MAINT	1137077
DEPT 46200 SEWER - OPERATING			\$6,568.73						
DEPT 46990 SEWER - NON-OPERATING									
METROPOLITAN COUNCIL	602	04/28/14	\$30,570.58	E	46990	434	MAY 2014 MTHLY ANNU	STATE FEES FOR	1137121
DEPT 46990 SEWER - NON-OPERAT			\$30,570.58						
FUND 602 SEWER			\$37,139.31						
FUND 803 P & Z ESCROWS									
DEPT 80049 AMERICAN LEGION									
ECM PUBLISHERS, INC.	803	04/28/14	\$47.40	E	80049	350	263 3RD ST N PHN/ AME	PRINTING & PUBL	1137113
DEPT 80049 AMERICAN LEGION			\$47.40						
DEPT 80050 12 POINT ROAD									
ECM PUBLISHERS, INC.	803	04/28/14	\$47.40	E	80050	350	12 POINT RD PHN ESCR	PRINTING & PUBL	1137113
DEPT 80050 12 POINT ROAD			\$47.40						
FUND 803 P & Z ESCROWS			\$94.80						
			\$207,541.01						

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: April, 2014

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Permit Number: BP2014-12	Filing Date: 4/1/2014
Parcel Address: 970 Pickett Street N.	Bayport, MN 55003
Applicant: TOTAL FIRE PROTECTION	Applicant Phone:
TOTAL FIRE PROTECTION FIRE SUPPRESSION	
Construction Value:	Total Fees: \$250.00
<hr/>	
Permit Number: BP2014-13	Filing Date: 4/1/2014
Parcel Address: 437 CENTRAL Ave.	BAYPORT, MN 55003
Applicant: ANDY JUNKER	Applicant Phone: 651-214-2643
Construction Value: \$4,500.00	Total Fees: \$196.95
<hr/>	
Permit Number: BP2014-14	Filing Date: 4/8/2014
Parcel Address: 193 3rd Street N.	BAYPORT, MN 55003
Applicant: J. G. HAUSE CONSTRUCTION	Applicant Phone: 651-439-0189
J. G. HAUSE CONSTRUCTION RESIDENTIAL	
Construction Value:	Total Fees: \$2,230.00
<hr/>	
Permit Number: BP2014-15	Filing Date: 4/8/2014
Parcel Address: 970 Pickett Street N.	Bayport, MN 55003
Applicant: PARKOS CONSTRUCTION	Applicant Phone: 651-455-0031
PARKOS CONSTRUCTION COMPANY General	
Construction Value: \$119,800.00	Total Fees: \$1,530.84
<hr/>	
Permit Number: BP2014-16	Filing Date: 4/14/2014
Parcel Address: 963 INSPIRATION PARKWAY N.	BAYPORT, MN 55003
Applicant: RANDALLS HOME IMPROVEMENT	Applicant Phone: 651-428-3301
RANDALLS HOME IMPROVEMENT RESIDENTIAL	
Construction Value: \$9,000.00	Total Fees: \$296.55

Building Permit Log

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Permit Number: BP2014-17
Parcel Address: 625 3rd Avenue N.
Applicant:RENEWAL BY ANDERSEN, INC.
RENEWAL BY ANDERSEN, INC. RESIDENTIAL
Construction Value:\$3,885.00

Filing Date: 4/14/2014
Bayport, MN 55003
Applicant Phone: 651-264-4777
Total Fees: \$105.19

Permit Number: BP2014-18
Parcel Address: 942 INSPIRATION PARKWAY S.
Applicant:RANDALLS HOME IMPROVEMENT
RANDALLS HOME IMPROVEMENT RESIDENTIAL
Construction Value:\$8,700.00

Filing Date: 4/22/2014
BAYPORT, MN 55003
Applicant Phone: 651-428-3301
Total Fees: \$296.40

Permit Number: BP2014-19
Parcel Address: 502 PRAIRIE WAY S.
Applicant:RANDALLS HOME IMPROVEMENT
RANDALLS HOME IMPROVEMENT RESIDENTIAL
Construction Value:\$7,500.00

Filing Date: 4/22/2014
BAYPORT, MN 55003
Applicant Phone: 651-428-3301
Total Fees: \$271.46

Permit Number: BP2014-20
Parcel Address: 970 Pickett Street N.
Applicant:SERVICE FIRE PROTECTION INC.
SERVICE FIRE PROTECTION INC. FIRE
Construction Value:\$2,200.00

Filing Date: 4/29/2014
Bayport, MN 55003
Applicant Phone: 952-591-9200
Total Fees: \$75.00

Permit Number: EG2014-1
Parcel Address: 3RD AVENUE TO REAR OF 287
Applicant:CENTURY LINK
MASTEC TEC NORTH AMERICA INC UTILITIES
Construction Value:

Filing Date: 4/1/2014
Applicant Phone: 651-714-7529
Total Fees: \$350.00

Permit Number: MC2014-25
Parcel Address: 433 4TH St. S.
Applicant:AFFORDABLE COMFORT
AFFORDABLE COMFORT MECHANICAL, dba Apollo
Construction Value:\$7,848.00

Filing Date: 4/1/2014
BAYPORT, MN 55003
Applicant Phone: 651-770-0603
Total Fees: \$80.00

Building Permit Log

For: April, 2014

Printed:4/30/2014

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Permit Number: MC2014-26	Filing Date: 4/1/2014
Parcel Address: 437 CENTRAL Ave.	BAYPORT, MN 55003
Applicant: ANDY JUNKER	Applicant Phone:
OWNER OWNER	
Construction Value: \$1,000.00	Total Fees: \$80.00
<hr/>	
Permit Number: MC2014-27	Filing Date: 4/3/2014
Parcel Address: 970 Pickett Street N.	Bayport, MN 55003
Applicant: NORTHLAND MECHANICAL	Applicant Phone: 763-544-5100
NORTHLAND MECHANICAL CONTRACTORS	
Construction Value: \$25,800.00	Total Fees: \$323.00
<hr/>	
Permit Number: MC2014-28	Filing Date: 4/8/2014
Parcel Address: 422 PRAIRIE WAY S.	BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME	Applicant Phone: 651-633-1042
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.	
Construction Value: \$937.00	Total Fees: \$80.00
<hr/>	
Permit Number: MC2014-29	Filing Date: 4/8/2014
Parcel Address: 425 PRAIRIE WAY S.	BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME	Applicant Phone: 651-633-1042
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.	
Construction Value: \$1,061.00	Total Fees: \$80.00
<hr/>	
Permit Number: MC2014-30	Filing Date: 4/15/2014
Parcel Address: 970 Pickett Street N.	Bayport, MN 55003
Applicant: NAC MECHANICAL & PLUMBING	Applicant Phone: 651-490-9869
NAC MECHANICAL & PLUMBING General	
Construction Value: \$145,000.00	Total Fees: \$1,813.22
<hr/>	
Permit Number: MC2014-31	Filing Date: 4/22/2014
Parcel Address: 428 PRAIRIE WAY S.	BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME	Applicant Phone: 651-633-1042
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.	
Construction Value: \$1,000.00	Total Fees: \$80.00

Building Permit Log

For: April, 2014

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Permit Number: PL2014-12
Parcel Address: 455 PRAIRIE WAY S.
Applicant: SILVER TREE PLUMBING &
SILVER TREE PLUMBING & HEATING, LLC
Construction Value: \$16,400.00

Filing Date: 4/1/2014
BAYPORT, MN 55003
Applicant Phone: 651-319-4103
Total Fees: \$80.00

Permit Number: PL2014-13
Parcel Address: 689 2nd Street N.
Applicant: CHAMPION PLUMBING LLC
CHAMPION PLUMBING LLC Plumber
Construction Value: \$900.00

Filing Date: 4/1/2014
Bayport, MN 55003
Applicant Phone: 651-365-1340
Total Fees: \$75.00

Permit Number: PL2014-14
Parcel Address: 437 CENTRAL Ave.
Applicant: ANDY JUNKER
OWNER OWNER
Construction Value: \$5,000.00

Filing Date: 4/1/2014
BAYPORT, MN 55003
Applicant Phone: 651-214-2643
Total Fees: \$80.00

Permit Number: PL2014-15
Parcel Address: 425 PRAIRIE WAY S.
Applicant: SILVER TREE PLUMBING &
SILVER TREE PLUMBING & HEATING, LLC
Construction Value: \$10,975.00

Filing Date: 4/14/2014
BAYPORT, MN 55003
Applicant Phone: 651-319-4103
Total Fees: \$80.00

Permit Number: PL2014-16
Parcel Address: 422 PRAIRIE WAY S.
Applicant: SILVER TREE PLUMBING &
SILVER TREE PLUMBING & HEATING, LLC
Construction Value: \$9,950.00

Filing Date: 4/14/2014
BAYPORT, MN 55003
Applicant Phone: 651-319-4103
Total Fees: \$80.00

Permit Number: PL2014-17
Parcel Address: 3920 Paradise Avenue N.
Applicant: DSM EXCAVATING COMPANY,
DSM EXCAVATING COMPANY, INC. SEWER &
Construction Value:

Filing Date: 4/16/2014
Stillwater, MN 55082
Applicant Phone: 651-480-1355
Total Fees: \$1,630.00

Building Permit Log

For: April, 2014

Printed:4/30/2014

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Permit Number: PL2014-18**Parcel Address:** 3515 PETE MILLER TRAIL N.**Applicant:**DERRICK CUSTOM HOMES, LLC
COUNTRYSIDE PLUMBING & HEATING**Construction Value:****Filing Date:** 4/17/2014

STILLWATER, MN 55082

Applicant Phone: 715-246-2320**Total Fees:** \$1,630.00

Permit Number: TS2014-2**Parcel Address:** 309 4th Street N.**Applicant:**ANDERSEN PARENT GROUP
OWNER OWNER**Construction Value:****Filing Date:** 4/14/2014

Bayport, MN 55003

Applicant Phone:**Total Fees:** \$25.00



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 444 Cedar Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization: GREATER STILLWATER CHAMBER Date organized: 1891 Tax exempt number: 41-1990512
 Address: 200 CHESTNUT EAST ST 204 City: STILLWATER State: Minnesota MN Zip Code: 55082
 Name of person making application: TODD STROETEN, PRES/EX DIR. Business phone: 651.439.4001 Home phone: 651.325.7642
 Date set ups will be sold: JUNE 20-21, 2014 Type of organization: Club Charitable Religious Other non-profit
 Organization officer's name: TODD STROETEN, PRES/EX DIR City: STILLWATER State: Minnesota Zip: 55082
 Add New Officer

Location where permit will be used. If an outdoor area, describe.
CITY OF BAYPORT - LAKE SIDE PARK - OUTDOOR FIELD & AND BASEBALL AREA

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
LIFT BRINGG BREWERY - 1900 TOWER DRIVE, STILLWATER, MN 55082
JOSHUA WOLF BREWERY CO. LLC, c/o COMMERCIAL RE SERVICES, 85 E. 7th St #20 ST. CROIX VINEYARDS - 6428 MANNING AV. STILLWATER, MN 55082
 If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
McGARRY KERNNEY AGENCY, STILLWATER 55082 \$1,000,000 POLICY

APPROVAL

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

Bayport
 City/County
\$100.00
 City Fee Amount
April 28, 2014
 Date Fee Paid

 Date Approved

 Permit Date

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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



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



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

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>Bethlehem Lutheran Church</i>		DATE ORGANIZED	TAX EXEMPT NUMBER <i>ES 22463</i>	
STREET ADDRESS <i>490 N. 4th St.</i>		CITY <i>Bayport</i>	STATE <i>MN</i>	ZIP CODE <i>55003</i>
NAME OF PERSON MAKING APPLICATION <i>Bob Johnson</i>		BUSINESS PHONE <i>(651) 379-3212</i>		HOME PHONE <i>(651) 439-8894</i>
DATES LIQUOR WILL BE SOLD <i>6/29/14</i>		TYPE OF ORGANIZATION <input type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input checked="" type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Bob Johnson</i>		ADDRESS <i>130 6th St. S., Bayport, MN 55003</i>		
ORGANIZATION OFFICER'S NAME		ADDRESS		
ORGANIZATION OFFICER'S NAME		ADDRESS		
Location license will be used. If an outdoor area, describe <i>City of Bayport Village Green. Intersection of Hwy 95 and 4th Ave. Bayport, MN</i>				
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service. <i>Yes: American Legion Wesley Jensen Post 491. Bayport, MN</i>				
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage. <i>American Legion Post 491 will provide liability insurance</i>				
APPROVAL				
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT				
CITY/COUNTY <i>Bayport</i>		DATE APPROVED _____		
CITY FEE AMOUNT <i>\$50.00</i>		LICENSE DATES _____		
DATE FEE PAID <i>April 22, 2014</i>				
SIGNATURE CITY CLERK OR COUNTY OFFICIAL		APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT		

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

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that: <ul style="list-style-type: none"> - conducts lawful gambling on five or fewer days, and - awards less than \$50,000 in prizes during a calendar year. If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.	Application fee (non refundable) If application is postmarked or received 30 days or more before the event \$50 ; otherwise \$100 .
--	---

ORGANIZATION INFORMATION

Organization name <i>Bethlehem Lutheran Church</i>		Previous gambling permit number	
Minnesota tax ID number, if any <i>ES22463</i>	Federal employer ID number (FEIN), if any <i>41-0824179</i>		
Type of nonprofit organization. Check one. <input type="checkbox"/> Fraternal <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Veterans <input type="checkbox"/> Other nonprofit organization			
Mailing address <i>490 North 4th St.</i>	City <i>Beaufort</i>	State <i>MN</i>	Zip code <i>55003</i>
Name of chief executive officer [CEO] <i>Bob Johnson</i>		Daytime phone number <i>(651) 379-3212</i>	E-mail address <i>bob.je.mirinc.com</i>

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
 Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
 Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affillate of national, statewide, or international parent nonprofit organization [charter]
 If your organization falls under a parent organization, attach copies of both of the following:
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
City of Beaufort Village Green

Address [do not use PO box] <i>490 North 4th St.</i>	City or township <i>Beaufort</i>	Zip code <i>55003</i>	County <i>Washington</i>
---	-------------------------------------	--------------------------	-----------------------------

Date[s] of activity. For raffles, indicate the date of the drawing.
Saturday, June 29th, 2014

Check each type of gambling activity that your organization will conduct.
 Bingo* Raffle [total value of raffle prizes awarded for year \$ _____] Paddlewheels* Pull-tabs* Tipboards*

*Gambling equipment for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

**CITY APPROVAL
for a gambling premises
located within city limits**

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].
 The application is denied.

Print city name _____

Signature of city personnel _____

Title _____ Date _____

Local unit of government must sign

**COUNTY APPROVAL
for a gambling premises
located in a township**

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
 The application is denied.

Print county name _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP. If required by the county.

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.

[A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief executive officer's signature _____ Date 4/16/14

Print name Robert W. Johnston

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
 - all gambling conducted on one day.
- Only one application is required if one or more raffle drawings are conducted on the same day

Send application with:

a copy of your proof of nonprofit status, and
 application fee (non refundable). Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

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

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

**SCHILFENNER
WENNER & CO.**
CERTIFIED PUBLIC ACCOUNTANTS
& BUSINESS CONSULTANTS

Molly Thompson, CPA

Audit Partner

Ph. 320-251-0286

mthompson@swcccpas.com

Working with People, Not Just Numbers

**SCHILFENNER
WENNER & CO.**
CERTIFIED PUBLIC ACCOUNTANTS
& BUSINESS CONSULTANTS

An Independently Owned Member
MCGLADREY ALLIANCE



**CITY OF BAYPORT,
MINNESOTA**

Presentation of Audited Financial Statements

December 31, 2013

For management use only

Working with People. Not Just Numbers.

Agenda

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

Audit Results

Financial Highlights

Report to Members of Governance

Working with People, Not Just Numbers

Audit Results

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

Auditors' Report on Financial Statements (Financial Statements Pg. 2-3)

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

Compliance with MN Statutes (Financial Statements Pg. 52)

- The following areas were tested: deposits & investments, conflicts of interest, public indebtedness, claims & disbursements, contracting & bidding, miscellaneous provisions, and tax increment financing
- The City has complied with the material terms and conditions of applicable legal provisions tested.

Working with People, Not Just Numbers

Financial Highlights

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

Government Wide Assets



	2013	2012
■ Current Assets	\$14,197,917	\$15,240,096
□ Noncurrent Assets	\$21,281,694	\$21,286,364

Government Wide Liabilities



	2013	2012
■ Current Liabilities	\$309,976	\$257,812
□ Noncurrent Liabilities	\$475,638	\$657,401

Working with People, Not Just Numbers

Financial Highlights

Changes in Net Position
Years Ended December 31, 2013 and 2012

	Governmental		Business-Type		Total			
	Activities		Activities		Government			
	2013	2012	2013	2012	2013	2012		
REVENUE								
Charges for Services	\$ 773,443	\$ 605,821	\$ 1,180,692	\$ 1,063,428	\$ 1,954,135	\$ 1,669,249		
Grants and Contributions	390,708	256,134	83,412	11,892	474,120	268,026		
Taxes	1,101,024	1,278,100	-	-	1,101,024	1,278,100		
Intergovernmental	345,508	342,651	-	-	345,508	342,651		
Unrestricted Investment								
Income	(683,799)	610,056	(185,514)	157,404	(869,313)	767,460		
Other	83,968	96,400	-	-	83,968	96,400		
Total Revenues	2,010,852	3,189,162	1,078,590	1,232,724	3,089,442	4,421,886	(1,332,444)	-30%
PROGRAM EXPENSES								
General Government	662,604	612,654	-	-	662,604	612,654	49,950	8%
Public Safety	1,297,519	1,171,517	-	-	1,297,519	1,171,517	126,002	11%
Public Works	460,107	427,578	-	-	460,107	427,578	32,529	8%
Parks and Recreation	447,226	474,873	-	-	447,226	474,873	(27,647)	-6%
Debt Service	24,799	29,796	-	-	24,799	29,796	(4,997)	-17%
Water	-	-	533,532	450,375	533,532	450,375	83,157	18%
Sewer	-	-	590,973	576,728	590,973	576,728	14,245	2%
Total Expenses	2,892,255	2,716,418	1,124,505	1,027,103	4,016,760	3,743,521	273,239	7%
Change Before Other Items	\$ (881,403)	\$ 472,744	\$ (45,915)	\$ 205,621	\$ (927,318)	\$ 678,365	(1,605,683)	-237%

Financial Highlights

Definitions from lines on prior page:

- ▶ Charges for Services includes: Licenses and fees, permits, fines, inspections, fire contracts, water and sewer charges
- ▶ Grants and Contributions includes: grants, contributions and donations
- ▶ Taxes includes: Property and special assessment collections
- ▶ Intergovernmental includes: Local government aid, PERA aid, etc.
- ▶ Unrestricted investment income includes: interest, dividends, and gains/losses
- ▶ Other includes: Franchise fees, refunds, etc.



Financial Highlights

General Summaries-Enterprise Funds Years Ended December 31, 2013 and 2012

	Water Fund		Sewer Fund	
	2013	2012	2013	2012
Total Assets	\$ 6,739,128	\$ 6,785,142	\$ 3,255,069	\$ 3,355,508
Total Liabilities	\$ 101,139	\$ 35,388	\$ 19,883	\$ 98,222
Total Revenues	\$ 535,245	\$ 553,678	\$ 728,859	\$ 679,046
Total Expenditures	\$ 640,535	\$ 450,375	\$ 669,484	\$ 576,728
Net Transfers	\$ (6,475)	\$ 7,171	\$ (81,475)	\$ (111,475)
Change in Net Position	\$ (111,765)	\$ 110,474	\$ (22,100)	\$ (9,157)

	Total			
	2013	2012		
Proprietary Funds				
Total Assets	\$ 9,994,197	\$ 10,140,650	\$ Change	% Change
Total Liabilities	\$ 121,022	\$ 133,610	(12,588)	-1%
Total Revenues	\$ 1,264,104	\$ 1,232,724	31,380	3%
Total Expenditures	\$ 1,310,019	\$ 1,027,103	282,916	28%
Net Transfers	\$ (87,950)	\$ (104,304)	16,354	-16%
Change in Net Position	\$ (133,865)	\$ 101,317	(235,182)	-232%

Financial Highlights

BUDGETARY COMPARISON SCHEDULE - GENERAL FUND FOR THE YEAR ENDED DECEMBER 31, 2013

RESOURCES (INFLOWS):	Budget	Actual	Variance with	Explanation of Variances Greater than \$10,000
	Amounts- Original and Final	Amounts Budgetary Basis	Final Budget Over (Under)	
Transfers	\$ 999,981	\$ 1,046,144	\$ 46,163	
Licenses, Permits & Fees	102,550	218,250	115,700	Special assessment receipts of approximately \$109,000 were recorded here, but were not budgeted. Property tax receipts were less than budgeted by approximately \$63,000. Approximately \$97,000 more in building permits received.
Intergovernmental	466,388	515,115	48,727	Additional revenues in other intergovernmental items of approximately \$5,000, approximately \$23,000 more of police and fire aid received, and approximately \$15,600 of street state aids that were not budgeted.
Charges for Services	333,233	381,938	26,700	Approximately \$24,000 more in Iceland building inspections.
Fines	35,000	40,307	5,307	
Investment Income	250,000	(479,110)	(729,110)	Significant losses resulting from the maturity of many fund income securities during 2013.
Miscellaneous	77,995	88,820	10,825	Unbudgeted insurance refunds.
Transfers In	-	87,950	87,950	Transfers in were not budgeted.
AMOUNTS AVAILABLE	2,285,147	1,899,409	(385,738)	

CHARGES TO APPROPRIATIONS (OUTLEWS):

General Government	140,662	124,761	(15,901)	Salaries and wages were approximately \$13,000 less than budgeted.
Administration	141,074	191,364	50,290	More attorney fees and fees for engineering and contracted services than budgeted.
Mayor and Council	219,008	226,386	7,383	
Boards and Commissions	470	489	19	
Elections	51,525	70,171	18,646	Cemetery repairs and maintenance exceeded budgeted amounts by \$20,400.
General Government	702,313	696,784	(5,529)	
Public Safety:	366,419	442,117	75,698	Most significant items in excess of budget are as follows: Fire runs, drills, & medical - \$20,500; Workers compensation - \$5,900; Operating supplies - \$23,000; Professional services - \$14,800.
Police	267,239	287,248	20,009	Unbudgeted contingency expenditures of approximately \$12,500; various repairs and maintenance in excess of budget by approximately \$9,500.
Fire	57,741	57,916	175	
Public Works	79,600	258,927	179,327	Capital outlay for various items such as fire equipment and Penno Park improvements exceeded budgeted amounts.
Parks and Recreation	125,300	-	(125,300)	No transfers out recorded or required
Capital Outlay	2,151,346	2,356,163	204,817	
Transfers Out	-	-	-	
TOTAL CHARGES	\$ 133,801	\$ (456,754)	\$ (590,555)	

BUDGETARY CHANGE IN FUND BALANCE

\$ 133,801 \$ (456,754) \$ (590,555)

Financial Highlights

COMPARISON TO OTHER CITIES TOTAL GOVERNMENTAL FUNDS INFORMATION ONLY

Below are comparative numbers for 2012 as compiled from the Minnesota State Auditor's Office. Such information is available at www.auditor.state.mn.us

	Falcon					Oak Park
	Bayport	Heights	Lauderdale	Newport	Heights	
Population	3,597	5,426	2,427	3,460	4,654	
Taxable Tax Capacity	2,238,914	3,577,826	1,593,338	3,091,764	7,823,155	
Net Tax Levy	910,590	841,315	496,993	1,999,196	4,045,336	
Total Revenue	\$ 3,198,152	\$ 2,307,815	\$ 1,521,234	\$ 4,222,095	\$ 5,038,174	
Total Current Expenditures	\$ 2,228,095	\$ 1,874,817	\$ 1,144,853	\$ 2,609,826	\$ 3,459,205	
Total Capital Outlay	201,838	553,842	51,054	731,303	160,856	
Total Debt Service	155,205	68,466	113,124	350,727	639,534	
Total Expenditures	\$ 2,585,138	\$ 2,497,125	\$ 1,309,031	\$ 3,691,856	\$ 4,259,595	
As Per Capita:						
Taxable Tax Capacity	\$ 622	\$ 659	\$ 657	\$ 894	\$ 1,681	
Net Tax Levy	253	155	205	578	869	
Total Revenue	\$ 889	\$ 425	\$ 627	\$ 1,220	\$ 1,138	
Total Current Expenditures	\$ 619	\$ 345	\$ 472	\$ 754	\$ 743	
Total Capital Outlay	56	102	21	211	35	
Total Debt Service	43	13	47	101	137	
Total Expenditures	\$ 718	\$ 460	\$ 540	\$ 1,066	\$ 915	

Report to Members of Governance

Required Communications:

- Preferred accounting practices are being used by management
- No changes in accounting policies
- No significant or unusual transactions noted
- No alternative accounting treatments discussed with management
- No significant estimates in the financial statements
- Adjustments posted as a result of year-end bookkeeping and the audit are listed as Exhibit A

Report to the Members of Governance

Required Communications (continued):

- Uncorrected misstatements are reported to you in the representation letter provided to you in the packet.
- No disagreements with management
- No consultations with other accountants
- No significant issues discussed with management
- No significant difficulties encountered during the audit
- Management Letter
- Three comments pertaining to minor accounting matters have been discussed with management

**SCHILFENNER
WENNER & CO.**
CERTIFIED PUBLIC ACCOUNTANTS
& BUSINESS CONSULTANTS

Molly Thompson, CPA

Audit Partner

Ph. 320-251-0286

mthompson@swcccpas.com

Working with People, Not Just Numbers



Bayport Fire Department

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

April Memo from the Chief:

The Fire Department held its annual Booya on April 26, 2014, in honor of retired firefighters and friends of the Bayport Fire Department. The event went very well and was an excellent showing of support for the Bayport Fire Department. April call volumes continue to hold near 100 calls per month, as we have seen in the past. The road closures and traffic re-routes associated with the St. Croix Crossing and other construction projects have again been the focus, ensuring that our response routes are appropriately prepared.

The department held its biannual first responder refresher course and once again all members have been re-certified as a first responder or EMT, along with our two paramedics. This is one of the department's qualifications/certifications required to be a member. The annual audit of the relief fund was performed, with no findings discovered, and a clean statement was given. This month the focus will be on working with City Attorney Pratt and the Oak Park Heights' city attorney to get the service agreement and cost-share contracts ready for review on the new fire station.

Thanks,
Mark

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



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



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

Laura Eastman
Chief of Police

Date: April 30, 2014
To: Mayor and City Council
City Administrator Martin
From: Police Chief Laura Eastman
Subject: **Police Reports and Updates**

UPCOMING EVENTS

Monday, May 26 at 8:30 a.m.: Memorial Day Parade – Bayport Officers

PAST EVENTS

April 12 and 13: Reserve Academy – Officer Miller/Officer Jackson/Chief Eastman
April 14: Bayport Business Buddies – meet and greet and interview – Chief Eastman
April 24: Andersen Elementary School “Razzle Dazzle” Carnival – Bayport Reserves
April 27: Youth Service Bureau – Meet Your Local Heroes – K9 Officer Jackson
April 30: Senior Center – “Women in History” – Chief Eastman

End of March

03/25 – crosswalks, civil complaint.
03/26 – crosswalks x 2, Assist Admin, no seat belt use x 2, speed 45/30, speed 50/40, w/w speed x 2, danco violation/aoa, School x-ing x 2, medical L 1, CO detector alarm, medical L 1, Car vs. deer, DWI/ speed 60/40.
03/27 – Crosswalks, speed 58/40, speed 60/40, speed 55/40, Medical L1 x 2, fraud vul. Adult, evidence destruction, speed 55/40, burning pole, w/w Park in fire lane.
03/28 – Speed 54/40, NPI, fire alarm system warning, susp. activity/extra patrol, crosswalks, DAR, No Ins., speed 50/40, Level 3, NPI, NPI/speed 52/40, w/w speed, crosswalks, NPI, 911 open line, medical L1, Public assist, speed 56/40, w/w speed.
03/29 – Speed 55/40, Medical L3, w/w speed, 4th degree speed 51/40, train complaint.
03/30 – w/w speed, medical L1, theft report, w/w speed.
03/31 – Medical L1, crime prevention, extra patrol x 2, fail to yield to ped. In crosswalk, school crossing x 2, assist pw/phone co, property check, vac. check, open door, w/w speed.

April Call Load

04/01 – school crossing, dogs at large, loose dog, train blocking 16.39, aoa/suicidal male, train complaint, w/w driving w/out headlights, loud exhaust, w/w improper headlights.
04/02 – DAR driver/DOC passenger, crosswalks, public assist, susp. activity, medical L3, assist city hall, civil issue, crosswalk, w/w seatbelt, fraud report, truck complaint, aband. Veh.
04/03 – Public assist, crime prevention, found dog, train complaint, crosswalks, speed 56/40, w/w fail to change DL, public assist, public assist/officer info. ord. violation x 2, train complaint, assist to city hall.
04/04 – train idling x4 for the day, veh. stuck, city ord. comp. w/w stop sign, dog at large, speed 54/40, speed 49/30, speed 57/40, w/w equipment, gas smell.

04/05 – crime prevention, susp. vehicle, w/w speed, citation parking on sidewalk, loose dog, w/w speed, School x-ing, 911 hang up, officer info., medical L1/suicidal female, w/w speed.

04/06 – Check area, speed 56/40, property damage crash, medical L3, theft report/ gas drive off, medical L2, Medical L1, medical L1, Handgun permit to purchase, school x-ing, officer information, 911 hang up, AOA, medical L3.

04/07 –crosswalks, speed 66/55, speed 56/40, medical L1, identity theft, crosswalks, speed 55/40, speed 57/40, speed 55/40, speed 546/40, speed 56/40/DAR,NPI, vandalism report, medical L2.

04/08 – 4th dui/speed 56/40, crosswalks, ordinance viol., found stolen license plate, speed 56/40, medical L3, crosswalks, speed 62/40, speed 55/40, speed 61/40, speed 58/40, NPI, informational, vandalism, check welfare, medical L1, train complaint.

04/09 – crosswalks, speed 71/55, speed 56/40, phone scam/questions, dog at large, city ord./2hr parking violation, public assist, crosswalks, speed 59/40, aoa/susp. Situation, w/w speed, NPI,w/w speed.

04/10 – AOA susp.veh.,crosswalks, 911 aband., public asst., Permit x2, found property, missing dog, missing dog found returned, speed 54/40.

04/11 – no mn/dl, open bottle, no insurance, crosswalks, AOA/fight, dog at large, burning comp. public works concern, crosswalks, 911 hang up, w/w speed.

04/12 – w/w speed, v/w equipment violation, reserve academy, welfare check, susp. veh. Offering sale of heroin, w/w speed x2, speed 62/40, w/w speed, speed 57/40.

04/13 – 4th degree DUI, found hypo. Needle, w/w equipment, injured deer to be dispatched, medical L1, DAS.

04/14 – DAR, School crossing, assist city hall, K9 Demo, school crossing, DAS/speed 69/50/NPI, W/W speed.

04/15 – School crossing, found keys, park reservations posted, noise complaint, 4th degree assault/disarm a police officer/terroristic threats/obs. w/force.

04/16 – AOA/unknown situation, dead deer, Speed 41/30, AOA, PW background check, AOA/death notification, medical L3.

04/17 – Officer information, lock out, paper service, Medical L1, neighbor complaint, road hazard, Asst. city hall, w/w speed, w/w equipment.

04/18 – Damage to property, school crossing, trucks jack breaking, Leads online ICR, w/w speed, 911 open line, speed 59/40.

04/19 – missing vulnerable adult, 3rd degree DUI, susp. Activity, medical L1, w/w equipment violation, loud exhaust, family assist, AOA panic alarm, welfare check.

04/20 – 2nd degree dui/centerline violation, lift assist, medical L1, port a potty tipped over, open bottle, driver allow, small amount of MJ in MV/poss. drug para.

04/21 – Susp. male at holiday, aoa/alarm, AOA/suicidal f/intox. And OD, crosswalks, parking comp., dog comp. directed patrol speed, water main break, speed 54/40.

04/22 – Susp. vehicle, crosswalks x2, missing child, juvenile runaway.

04/23 – Susp. Activity, school crossing, assist AW security, w/w loud exhaust, speed 45/30, w/w speed, school crossing, w/w speed x 2, city ord.,violation x2, found pills, w/w equipment.

04/24 – School crossing, neighborhood dispute/no contact order, w/w speed x 3/window tint, DAR, w/w speed, asst. Casperson motors, medical L3, w/w speed.

04/25 – ignition interlock req. mad. Plate removal, AOA/sup. Male, safety concern, crosswalks, loose dog, 911 open line, passing on right, w/w stop sign, missing juvenile, resident asst. locked out of home.

04/26 - w/w speed, traffic detail, w/w speed x2, speed 61/40, AOA/grass fire, no seat belt, NPI, speed 68/55, extra patrol, DAC.

04/27 – 4th Degree DUI x2, Medical L1-10/72, w/w speed, driving complaint, Medical L3, medical L1, AOA/Robbery.

04/28- 04/30 NA

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

Mar-14	Speed	Seatbelt	Child seat	DAS,R,C	Underage D&D	UAC	Open Bottle	No Insurance	No POI	Warrants	W/W
501 Chief Eastman											4
503 Aaron Slinger	5			2				1	2		6
505 Quinn Wilmarth	3			1							3
506 Chad Johnson											
507 Dustin Purpur	9			2			1		3		11
508 Capt Hutchinson											
509 Jay Jackson	2			1				2	2		2
510 John Miller	7	6							2		6
512 Zach Lund											1
513 Kieth Frank	8								1		
Monthly Total	34	6	0	6	0	0	1	3	10	0	33
Year Total	69	6	1	16	0	0	2	4	17	1	80

Officer	Drugs	MJ in MV	Dac-IPS	Stop Sign	Drug Para	DWI	Distracted	City Ord	Ted Foss	Careless	Other
501 Chief Eastman								2			1
503 Aaron Slinger											
505 Quinn Wilmarth											
506 Chad Johnson											
507 Dustin Purpur		1			1	3					3
508 Capt Hutchinson											
509 Jay Jackson		1	1			1		2			1
510 John Miller											
512 Zach Lund						1					
513 Keith Frank											1
Monthly Total	0	2	1	0	1	5	0	6	0	0	6
Year Total	0	8	1	0	7	11	0	19	0	0	14

Notes : Chief Eastman & Captain Hutchinson - Stolen Property & Illegal business transactions
Purpur - 2nd Deg Dwi - veh forfeiture Jackson - 2nd Degree DWI - Veh forfeiture
Lund - 2nd Degree test refusal/B-card viol - Veh forfeiture



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

Date: April 29, 2014

To: Mayor and City Council
Logan Martin, City Administrator

From: Mel Horak, Public Works Supervisor

Re: Public Works Department Update

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

1. Starting spring street sweeping
2. Performing tree trimming of boulevard trees
3. Raking/spring cleaning of city properties with assistance from Sentence to Serve crews
4. Repairing problematic water meters
5. Completing ongoing maintenance and repairs to equipment, focusing on the street sweeping and turf maintenance equipment
6. Installing multiple new water meters and completing several new sewer-water service inspections
7. Performing ongoing operation of water and sewer systems, which includes daily inspections of facilities, water tests, water reports, and attending to system malfunctions

The Bayport Public Library

Date: April 29, 2014

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

From: Mark Blando, Bayport Public Library Director

Re: Bayport Library Update

The library had a very successful Strategic Planning Retreat on April 12th. Several community members and library staff met for the day with facilitators Stu Wilson and Melissa Brechon from Library Strategies. The library board will look over the resulting plan and adopt it at either or May or June meeting.

The library will be hosting author Patrick Hicks for a book reading and book signing on Friday, May 16th at 7pm. Patrick is the author of the well reviewed book *The Commandant of Lubizec*. We are very excited to have Patrick at our library!

As a show of thanks to all of our hard working volunteers, the library and the Foundation for the Bayport Public Library will be hosting a Volunteer Appreciation event on Thursday, May 15 at 6:30pm

The Easter Bunny made his annual appearance at the library for the Easter Egg Roll. A big thank you to all the volunteers who helped make it such an enjoyable event. On the plus side, the Easter Bunny only made 4 children cry this year.

We are also very pleased to announce that The Okee Dokee Brothers will be kicking off our Summer Reading Program this year. The concert will be held June 9th at 1pm at Lakeside Park. We invite you all to come out and enjoy this free concert.

Thanks to you all,

Mark

Mark Blando
Director
Bayport Public Library



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

Date: April 28, 2014
To: Mayor and City Council
Logan Martin, City Administrator
From: Wanda Madsen, Finance Officer
Re: **Finance Department 1st Quarter 2014 Update**

For January, February, and March 2014, the following undertakings were performed:

1. Water Department
 - A. Collections and processing of utility payments for 1st Quarter 2014
 - B. December administration of water/sewer billing for 4th quarter which was sent out December 28, 2013
 - C. Communication with Public Works regarding numerous repair issues regarding malfunctioning meters
2. Processed 11 payrolls, consisting of Monthly and Biweekly, along with setting up four new part-time employees. Completion of Federal, State, with benefits/deduction payments and reports submitted. Other assorted payroll assignments.
3. Employer's Quarterly Federal Tax Return, Minnesota Unemployment Insurance, and Minnesota Withholdings process submitted for 1st Quarter 2014.
4. Processed financials for monthly City Council meeting packets.
5. Assisted with the 2013 audit.
6. Routine payables and receivables, along with other monthly financial duties.



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PHONE 651-275-4404 FAX 651-275-4411

Date: April 29, 2014

To: Mayor and City Council
Logan Martin, City Administrator

From: John Buckley, Building Official

Re: Building Department 2013 Year-end Report

The year-end report is below, and the upcoming year looks very promising for construction in the City of Bayport. The city issued 24 building permits for new single family homes in 2013.

Listed below is a breakdown of the construction valuation and fees paid for all City of Bayport permits issued in the year of 2013, as well as the fees received from the City of Lakeland.

- Total construction valuation: \$14,690,747
- Total permit fees paid to the city: \$403,742
- Total fees from Lakeland contract: \$37,086

In addition, 19 residential properties in Baytown Township were permitted to connect to Bayport's municipal water supply through a joint powers agreement between Baytown Township and the City of Bayport. A total of \$30,875 in fees was collected for these new connections to the water supply.

The construction trend for 2014 looks very good at this time. Please feel free to contact me if you have any questions about the Building Department or permits.



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

Date: April 30, 2014
To: Mayor and City Council
From: Sara Taylor, Assistant City Administrator/Planner
Re: **Department Update – May City Council meeting**

PLANNING COMMISSION

The Planning Commission held a meeting on Monday, April 21. New Planning Commissioners Brad Abrahamson and Elizabeth Kelly were administered the oath of office and two land use applications were considered. The Planning Commission is recommending approval of the Bayport American Legion's request to amend their existing conditional use permit, to allow expanded hours for outdoor seating. The Planning Commission is also recommending approval of a request for a variance to exceed the maximum square footage allowed for accessory structures at 12 Point Road. Staff is recommending approval of both applications, which will be presented to the City Council for consideration on May 5.

CODE ENFORCEMENT PROCESS AND ORDINANCE REVISIONS

Per the City Council's direction at the March 3 workshop, staff has been continuing to review and develop revisions to various city ordinances, to better address ongoing complaints and frequent code violations. At the May 5 meeting, staff will present proposed revisions to Chapter 46 – Solid Waste of the Bayport City Code of Ordinances, which would enhance regulations for storage, collection, disposal, and placement of waste and applicable containers. Staff will be reviewing ordinances related to long grass, hazardous/diseased trees, and off-street parking over the next few months and drafting proposed revisions for consideration at an upcoming meeting.

CEMETERY RECORDS

Over the past few months, Office Support Specialist Karen Huftel and I have been cross-referencing paper cemetery records and deeds with the city's electronic database for Hazelwood Cemetery. Not only will this help ensure we have the most accurate and up-to-date information on file, but it will also help identify blocks of gravesites that may be abandoned. Once updated, we will use this information to complete a site assessment of the cemetery, to ensure the database accurately reflects the location of occupied gravesites and placement of headstones. We intend to use this information to develop a comprehensive map of occupied and unoccupied gravesites, to better assist staff and potential purchasers with locating family members buried within the cemetery and also with identifying gravesites available for purchase.



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

Date: April 30, 2014
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: Administration Department Update – May City Council meeting

FIRE STATION UPDATE

Consistent progress continues to be made on the Fire Station project, as the bill conveying the land to the City is still under consideration at the State. The Senate approved the Omnibus Land Bill on April 30, which includes our land transfer. This action by the Senate will conceivably encourage the House to do the same before the end of Session. This conveyance would be a significant success, saving the City over \$200,000 and continuing our positive relationship with the Department of Corrections.

The City recently received some outstanding news, as we were informed that the Fred C. and Katherine B. Andersen Foundation approved a significant grant to support the construction of the Fire Station. The award will be formally announced at the May City Council meeting, and will greatly reduce the amount of public funds required to complete the station. This is wonderful news!

TCE MITIGATION PROJECT

Staff has been working with the Minnesota Department of Health and the Minnesota Pollution Control Agency on an opportunity to move the City's TCE mitigation project up on the priority funding list. We are optimistic that new funds have been made available at the State level that could make this project a reality in the very near future. Further updates will be provided as they come available.

FLOOD MONITORING IN EFFECT

The river elevation is being monitored by staff on a daily basis, as are long-term flood prediction models. At this point, the river is projected to be near crest by May 3 and the threat of major flooding remains low. However, staff continues to discuss this situation and monitor the river visually throughout town, and we will be prepared to respond in a quick manner as needed.

UPCOMING MEETINGS AND EVENTS

May 5	City Council workshop	5:00pm	City Hall
May 5	City Council meeting	6:00pm	City Hall
May 26	Memorial Day Parade	8:30am	Central/Hwy 95 to Cemetery
June 2	City Council meeting	6:00pm	City Hall



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

Date: April 29, 2014

To: Mayor and City Council

From: Logan Martin, City Administrator

Re: Consider a Minnesota Investment Fund loan from MN Department of Employment and Economic Development to Andersen Corporation

BACKGROUND

The City has been partnering with Andersen Corporation over the last few months regarding an exciting expansion project at their Bayport plant. The project features the creation of 100 new jobs in Bayport, along with an \$18 million investment into facility upgrades and equipment to support the expansion of this product line. No new construction of facilities is involved, as Andersen is able to repurpose and utilize existing space, thus eliminating any physical exterior changes to the building. Andersen Corporation considered completing this expansion at their sites throughout the United States, and ultimately selected Bayport for the project due to its pre-existing infrastructure, highly skilled workforce, and capacity at the flagship plant.

Because this project features the creation of jobs and the expansion of a pre-existing business in Minnesota, Andersen was able to apply for and receive financial assistance from the Minnesota Department of Employment and Economic Development (DEED). This program, known as the Minnesota Investment Fund, was established by the State to provide financial assistance to companies choosing to create jobs in Minnesota rather than relocating them elsewhere. By creating 100 new jobs at the Bayport facility, Andersen was awarded a forgivable loan of \$500,000 from the State of Minnesota.

The project guidelines stipulate that funding flows from the State to the City, and is then distributed to Andersen, ensuring that the City is an active partner in the project. As such, the City is required to hold a public hearing on the loan, approve a resolution of support, and adopt a business subsidy policy (which will be considered in June). The City retains the project funds until reimbursement is requested by Andersen, at which point the funds can be distributed to the business. The Minnesota Investment Fund program is structured to be a forgivable loan so long as the terms of the loan agreement are met, which is monitored via annual reporting to the State of Minnesota.



CITY OF BAYPORT
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PHONE 651-275-4404 FAX 651-275-4411

Date: April 29, 2014

To: Mayor and City Council

From: Logan Martin, City Administrator

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RECOMMENDATION

Staff recommends approval of Resolution 14 - 08, supporting an application to the Minnesota Department of Employment and Economic Development for the Minnesota Investment Fund.

ATTACHMENTS

Resolution 14 - 08

RESOLUTION NO. 14-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD MAY 5, 2014**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 5th day of May 2014 at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**RESOLUTION OF SUPPORT FOR AN APPLICATION TO THE MINNESOTA
DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT FOR THE
MINNESOTA INVESTMENT FUND**

BE IT RESOLVED that the City of Bayport act as the legal sponsor for project(s) contained in the Business and Community Development Application to be submitted on March 10, 2014, and that the Mayor and City Administrator are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Andersen Corporation.

BE IT FURTHER RESOLVED that the City of Bayport has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE FURTHER RESOLVED that the City of Bayport has not incurred any costs and has not entered into any written agreements to purchase property.

BE IT FURTHER RESOLVED that the City of Bayport has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Bayport may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City of Bayport certifies that it will comply with all applicable laws and regulations as stated in all contract agreements and described on the Compliance Section (S-7) of the Business and Community Development Application.

AS APPLICABLE, BE IT FURTHER RESOLVED that the City of Bayport has obtained credit reports and credit information from Andersen Corporation and. Upon review by the City of Bayport and City Attorney Andrew Pratt, no adverse findings or concerns regarding, but not limited to, tax liens, judgments, court actions, and filings with state, federal and other regulatory agencies were identified. Failure to disclose any such adverse information could result in revocation or other legal action.

NOW, THEREFORE BE IT RESOLVED that the Mayor and City Administrator, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

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 5th day of May 2014.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

MEMORANDUM

DATE: April 23, 2014

TO: City Council (May 5, 2014 meeting)
Logan Martin, City Administrator

FROM: Sara Taylor, Assistant City Administrator/Planner

SUBJECT: Consider a request for an amendment to an existing conditional use permit to allow expanded hours for outdoor seating and consumption of food and beverages within the uncovered front porch area at the Hesley Jensen American Legion Post 491, located at 263 3rd Street North

A. BACKGROUND

The property is located at 263 3rd Street North and is legally described as Lot 3, Block 56, Bayport, Washington County, Minnesota. It is zoned B-2 Central Business and contains an existing commercial building that is currently occupied by the Hesley Jensen American Legion Post 491. It also contains an off-street parking area on the south side of the building and an uncovered front porch area on the west side of the building along Highway 95. The property is surrounded by commercial businesses to the north, south, and west, and residential homes to the east.

Club Manager Cheryl Dubuque has submitted an application for an amendment to the existing conditional use permit (CUP) to allow expanded hours for outdoor seating and consumption of food and beverages within the outdoor, uncovered front porch area. Clubs, taverns, and restaurants are permitted uses in the B-2 Central Business District. However, any outdoor storage, use, seating, or food or beverage consumption requires a CUP that specifies conditions under which outdoor use is permitted.

The following informational items are attached:

- narrative by the property owner
- a photo of the existing property with the outdoor front porch

B. STAFF COMMENTS

The purpose of a CUP is to regulate uses that are not permitted by right in a zoning district. As part of the application process for a CUP, the property should be reviewed for compliance with performance standards set forth by city code, impacts and overall compatibility with the surrounding neighborhood, and whether the proposed use would be beneficial to the community.

The existing outdoor porch area and CUP were approved by the city in 2008. The porch is uncovered, to allow water infiltration and contains a railing system to provide fall protection for patrons. Ingress/egress to the porch area is limited from within the building, through a patio door accessed from the interior bar area. The area contains approximately six seats for patrons and appropriate receptacles to dispose of tobacco products.

As a condition of the original CUP that was granted in 2008, the hours of operation for outdoor seating, smoking of tobacco, and consumption of food and beverages on the front porch area

were limited to 10:00 a.m. – 10:00 p.m. However, because the facility hosts several community and special events on weekends, especially during the summer months, they are requesting the CUP be amended to allow expanded hours for use of the outdoor front porch on Friday and Saturday evenings until 12:00 a.m., which is consistent with several other restaurant/tavern establishments in the city with outdoor areas.

C. SUGGESTED FINDINGS OF FACT AND CONDITIONS OF APPROVAL

A majority of the parcels in the immediate vicinity of the subject property are zoned and used for commercial purposes, some of which include outdoor patio or porch areas with similar hours, which have not had a negative impact on the neighborhood. As such, allowing an amendment to the CUP for expanded outdoor hours may be appropriate. However, to comply with regulations set forth by city code, staff recommends the following conditions of approval:

- ❑ The outdoor porch area shall be in compliance with the site plan that was submitted as part of the original CUP application, including a railing system with limited ingress/egress through the building, and maintained in a manner that is compliant with city code.
- ❑ The outdoor porch area shall be limited to smoking of tobacco and consumption of food and beverages only. The sale of food, beverages, tobacco or any other items shall be contained inside the building.
- ❑ The seating capacity of the outdoor porch area shall be limited to six seats.
- ❑ The outdoor porch area shall contain appropriate receptacles to dispose of tobacco products.
- ❑ The outdoor porch area hours of operation shall be limited to 10:00 a.m. – 10:00 p.m., Sunday-Thursday, and 10:00 a.m. – 12:00 a.m., Friday-Saturday (to be consistent with CUPs for other restaurant/tavern outdoor patio areas in the city).
- ❑ Lighting for the outdoor porch area shall be limited to down-lit surface mounted fixtures, mounted to the building.
- ❑ Speakers, music, or other audio devices shall not be allowed in the outdoor porch area, in an effort to minimize noise.
- ❑ A combination of vegetation and/or pervious landscaping material shall be installed and maintained underneath the porch, to allow water infiltration.
- ❑ Should the city receive complaints regarding the use of the porch area which raise concerns regarding the health, safety and welfare of the residents of the city, a hearing before the City Council will be scheduled immediately, at which time modification, suspension or revocation of the CUP will be considered.
- ❑ The CUP may be reviewed for compliance on an annual basis, or as the City Council deems necessary, to ensure compliance with the conditions of the CUP.

D. PLANNING COMMISSION ACTION

At its meeting on April 21, 2014, the Planning Commission discussed and held a public hearing on the application. One public comment was received at the public hearing regarding outdoor seating hours for other restaurant/tavern establishments in the city and staff replied that the hours requested were consistent with several other establishments. Following discussion, the Planning

Commission voted 5-0 to recommend approval of the application to the City Council, subject to the findings of fact and conditions of approval recommended by staff.

E. RECOMMENDATION

Staff recommends approval of an amendment to the existing conditional use permit to allow expanded hours for outdoor seating and consumption of food and beverages within the outdoor, uncovered front porch area at the Hesley Jensen American Legion Post 491, located at 263 3rd Street North, subject to the suggested findings of fact and conditions of approval as presented.

City Council action on the application is requested.

SUE(CHERYL)DUBUQUE
AMERICAN LEGION POST 491
263N. 3RD STREET
BAYPORT, MN.55003
MARCH 18 2014

City of Bayport Planning Commission:

The Hesley Jensen American Legion Post 491 would like to ask permission to expand our patio hours. Our present hours of use are Wed. thru Sun. until 10P.M. We would like to request our hours be extended to 12:00 A.M. on Fri. and Sat.

Due to fact that we host a number of both community and special events as well as bingo on the weekends it would be nice for our patrons to be able to enjoy our patio After 10:00 without jeopardizing our license or being subject to paying a fine.

As we all are aware our summer evenings in Minnesota are limited, so we would like to take advantage of them as much as we can!

Our location is such that I don't feel there would be any repercussions from surrounding businesses or home owners. As a rule I'm sure you are aware that for the most part we cater to an older clientele and are pretty laid back. There are always unforeseen circumstances but I have yet to experience any since I took over for Aaron Prichard.

If you have any Questions please contact me at (651)439-5463.

Sincerely,



Sue (Cheryl) Dubuque
Club Manager
Hesley Jensen Post #491



RESOLUTION NO. _____

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD MAY 5, 2014**

Pursuant to due call and notice therefore, the regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 5th day of May, 2014.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION AMENDING A CONDITIONAL USE PERMIT TO ALLOW EXPANDED HOURS FOR OUTDOOR SEATING AND CONSUMPTION OF FOOD AND BEVERAGES WITHIN THE UNCOVERED FRONT PORCH AREA AT 263 3RD STREET NORTH, LEGALLY DESCRIBED AS LOT 3, BLOCK 56, OF BAYPORT, WASHINGTON COUNTY, MINNESOTA

WHEREAS, The city received a request from Cheryl Dubuque, Club Manager of the Hesley Jensen American Legion Post 491 to consider an amendment to the existing conditional use permit (CUP) to allow expanded hours for outdoor seating and consumption of food and beverages; and

WHEREAS, The Planning Commission of the City of Bayport held a public hearing on April 21, 2014 for the purpose of obtaining public comment on the application. At the close of the public hearing, the Planning Commission unanimously recommended approval of the application to the City Council; and

WHEREAS, The City Council of the City of Bayport approved the application on May 5, 2014 at its regular meeting; and

WHEREAS, The City Council has made the following findings of fact:

FINDINGS OF FACT

- A. On or about March 19, 2014, the city received an application requesting an amendment to the existing conditional use permit (CUP) that was issued in 2008, to allow expanded hours for outdoor seating and consumption of food and beverages within the uncovered front porch area at 263 3rd Street North.
- B. The subject property is zoned B-2 Central Business. Clubs, taverns, and restaurants are permitted uses in the B-2 Central Business District. However, any outdoor storage, use, seating, or food or beverage consumption requires a CUP that specifies conditions under which outdoor use is permitted.
- C. The outdoor porch used to accommodate outdoor seating and food/beverage consumption is located at the northwest corner of the building, and set back 20 feet from the edge of the road right-of-way. It contains a railing system to provide fall protection and ingress/egress is limited from within the building, through a patio door accessed from the interior bar area.
- D. A majority of the parcels in the immediate vicinity of the subject property are zoned and used for commercial purposes. The hours of operation for outdoor seating and dining are consistent with other establishments in the city with outdoor uses, which have not had a negative impact. As such, allowing a CUP for the proposed use is appropriate.

- E. The Planning Commission held a public hearing on the application on April 21, 2014. At the close of the public hearing, the Planning Commission unanimously recommended approval of the request to the City Council.
- F. Based on paragraphs (A)-(E) above, a CUP is justified to allow outdoor seating and consumption of food/beverages.

NOW THEREFORE BE IT RESOLVED: By the City Council of the City of Bayport, Washington County, Minnesota, does hereby ordain as follows:

1. The application for the requested CUP is hereby approved, subject to the conditions below and based on findings of fact above:
 - The outdoor porch area shall be in compliance with the site plan that was submitted as part of the original CUP application, including a railing system with limited ingress/egress through the building, and maintained in a manner that is compliant with city code.
 - The outdoor porch area shall be limited to smoking of tobacco and consumption of food and beverages only. The sale of food, beverages, tobacco or any other items shall be contained inside the building.
 - The seating capacity of the outdoor porch area shall be limited to six seats.
 - The outdoor porch area shall contain appropriate receptacles to dispose of tobacco products.
 - The outdoor porch area hours of operation shall be limited to 10:00 a.m. – 10:00 p.m., Sunday-Thursday, and 10:00 a.m. – 12:00 a.m., Friday-Saturday (to be consistent with CUPs for other restaurant/tavern outdoor patio areas in the city).
 - Lighting for the outdoor porch area shall be limited to down-lit surface mounted fixtures, mounted to the building.
 - Speakers, music, or other audio devices shall not be allowed in the outdoor porch area, in an effort to minimize noise.
 - A combination of vegetation and/or pervious landscaping material shall be installed and maintained underneath the porch, to allow water infiltration.
 - Should the city receive complaints regarding the use of the porch area which raise concerns regarding the health, safety and welfare of the residents of the city, a hearing before the City Council will be scheduled immediately, at which time modification, suspension or revocation of the CUP will be considered.
 - The CUP may be reviewed for compliance on an annual basis, or as the City Council deems necessary, to ensure compliance with the conditions of the CUP.
2. The entire record of the hearing before the Planning Commission, including without limitation, the testimony and exhibits presented together with the discussion of the City Council regarding the matters described herein are hereby made a part of the record of these proceedings.

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

Susan St. Ores -
Dan Goldston -
Michele Hanson -

Connie Carlson -
Patrick McGann -

THEREUPON said resolution was declared duly passed and adopted and signed by the Mayor and the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota on this 5th day of May, 2014.

ATTEST:

Logan Martin
City Administrator

Susan St. Ores
Mayor

MEMORANDUM

DATE: April 23, 2014

TO: City Council (May 5, 2014 meeting)
Logan Martin, City Administrator

FROM: Sara Taylor, Assistant City Administrator/Planner

SUBJECT: Consider a request for a variance to exceed the maximum square footage allowed for accessory structures in the R-1 Single-family Estate zoning district for the residential property located at 12 Point Road

A. BACKGROUND

The property is located at 12 Point Road and is legally described as Lot 12, Point Addition, Bayport, Washington County, Minnesota. It is zoned R-1 Single-family Estate and contains an existing single-family residential dwelling with an attached garage, a detached garage/storage building, and a detached pool house. The property is surrounded by single-family residential homes to the north, south, and west, and the St. Croix River to the east.

On behalf of property owners Bill and Beverly Bergstrom, applicant Bruce Lenzen, Design/Build LLC, has submitted an application requesting a variance to exceed the maximum square footage allowed for accessory structures within this zoning district. The maximum square footage allowed for attached and detached accessory structures in all residential zoning districts is the lesser of 2,000 square feet or 10% of the total lot area. The intent of this ordinance is to prevent the total aggregate area and/or number of garages and accessory structures from overshadowing the principal dwelling on the property, and to minimize impervious coverage. Because the square footage of all accessory structures on this property exceeds 2,000 square feet and is non-compliant with the zoning ordinance, a variance is required to allow the proposed conditions.

The following informational items are attached:

- narrative by the applicant and property owners
- land survey of the property with existing structures and elevations
- photos of the property with existing structures
- land survey of the property with proposed structures and elevations

B. STAFF COMMENTS

City records indicate that prior to 2002, this property contained a legally non-conforming single-story residential dwelling consisting of approximately 2,400 square feet, a pool house consisting of approximately 717 square feet, and an inground pool. The structures were considered legally non-conforming because they did not meet the minimum regulatory flood protection elevation of 693' required by the city's Floodplain Management Ordinance. In 2001, these structures sustained substantial flood damage, destroying more than 50% of their market value. Section 11.15 of the city's floodplain ordinance states that if any nonconforming use or structure is substantially damaged, i.e. destroyed by any means, including flooding, to the extent of 50% or more of its market value at the time of destruction, then it should be brought into compliance with the requirements of the ordinance. Therefore, in 2002, the property owners demolished the existing single-family dwelling, with plans to sell the property or reconstruct a new dwelling in accordance with the floodplain ordinance. Due to

apparent, minimal damage, the pool house was allowed to remain, but the inground pool was also demolished. The property was sold to a new owner shortly thereafter.

In October of 2002, the city issued a building permit to the new property owners, approving construction of a new single-family dwelling with attached garage consisting of approximately 5,582 square feet, a new detached garage consisting of approximately 990 square feet, as well as miscellaneous driveways, walkways, and patio areas, most of which still remain on the property. As a condition of approval for the building permit, the new structures were to be constructed at a minimum elevation of 693' and meet all setback, impervious coverage, and fill requirements, to ensure compliance with the floodplain ordinance. Construction was completed in 2003. Since then, the property has been sold to multiple owners. The current owners purchased the property in 2012.

Recently, the city was approached by the current property owners and applicant about the potential of constructing an addition to the existing detached garage on the property, to facilitate additional storage and a hobby woodworking area. After reviewing the property conditions and holding multiple meetings with the applicant, city staff discovered several discrepancies with the property related to existing structures and elevations, which did not comply with the city's zoning and floodplain ordinances. A summary of the discrepancies is depicted in the chart below.

DISCREPANCY	ALLOWED BY CITY CODE	EXISTING
Total number of accessory structures	1 storage/tool/garden shed (<120 sq. ft.) 1 attached garage 1 detached garage, rural storage building, or agricultural/farm building	1 attached garage 1 detached pool house 1 detached garage Total = 1 attached; 2 detached
Total area of accessory structures	The lesser of 2,000 sq. ft. or 10% of lot area	1 attached garage = 1,342 sq. ft. 1 detached pool house = 717 sq. ft. 1 detached garage = 990 sq. ft. Total = 3,049 sq. ft.
Elevation/fill around structures	No less than 15 ft. of fill around structures at an elevation of 693'	Elevation varies from 690' – 693' around structures

Unfortunately, due to limited information in city records and because the current property owners, applicant, and city staff were not part of the demolition, plan review, and new construction for this property in 2002, we do not have a good understanding as to why these discrepancies exist. Based on the information we have on record, it appears there was an oversight by both the original builder and city staff, to ensure the property was built according to the approved plans and in compliance with city ordinances.

Staff has been working diligently with the applicant and property owners to identify a solution to address these discrepancies. Because the structures on the property are at an elevation below 693' and/or do not contain 15' of fill protection as required by the building permit issued in 2002, they are subject to substantial flood damage. Therefore, the city and the Department of Natural Resources are in agreement that it is crucial to address and correct this condition as soon as possible. The applicant and property owners are in agreement that correcting this condition is not only important for the long term integrity of the structures, but also to decrease flood insurance requirements and premiums.

Although the property is currently in compliance with total impervious coverage requirements, the total number and area of accessory structures significantly exceeds the maximum allowed by the city's zoning code. Because the original detached pool house was allowed to remain on the property, and the cumulative square footage of the pool house and attached garage exceeded the maximum

2,000 square foot threshold for accessory structures, the detached garage should not have been permitted and should be addressed.

The applicant and property owners have agreed to demolish the existing, non-conforming pool house, which will bring the property into compliance with one accessory structure per parcel, as well as bring in the necessary fill and re-grade to comply with the required 693' elevation a minimum of 15' around the existing house/attached garage and detached garage. They have also agreed to convert 295 sq. ft. of their existing attached garage into living space, reducing the net accessory structure area on the property. In light of these improvements, the applicant is requesting a variance to allow a 1,010 sq. ft. addition to the existing detached garage. A summary of the proposed improvements and outcomes is depicted in the chart below.

	CITY CODE	EXISTING	PROPOSED	OUTCOME
Lot area	Min. 20,000 sq. ft.	102,170 sq. ft.	102,170 sq. ft.	Complies with city code
Impervious area	Max. 20%	16.8%	16.67%	Complies with city code
Accessory structures	Max. 2,000 sq. ft.	3,049 sq. ft.	3,047 sq. ft. (Includes demolishing pool house, converting a portion of attached garage to living space, and adding on to the detached garage)	Requires variance of 1,047 sq. ft.; results in decrease of 2 sq. ft. from existing conditions
Principal dwelling	Min. 1,200 sq. ft.	4,540 sq. ft.	4,835 sq. ft.	Complies with city code
Elevation/fill	15' fill around structures at 693' elevation	15' fill at 690'-693' elevation	15' fill around structures at 693' elevation	Complies with city code

C. SUGGESTED FINDINGS OF FACT AND CONDITIONS OF APPROVAL

Minnesota Statutes 462.357 Subd. 6 (2) states in part that variances shall only be granted when they are in harmony with the general purpose and intent of the ordinance and when the applicant establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties" as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.

The applicant and property owners recognize the importance of correcting the discrepancies included in this report and therefore are willing to make a significant investment to bring in the required fill and demolish the existing, non-conforming pool house. Although the proposed improvements to the existing detached garage will require a variance, the outcome of the total impervious area and accessory structure area will actually result in a net decrease from the existing site conditions and increase compliance with city ordinances. The property owners are proposing to continue use of the property in a reasonable manner, which includes excess square footage of accessory structures, but which is due to circumstances that existed at the time of purchase, and not created by the current landowner. As a result of the variance, several site improvements will be completed, which will improve the essential character of the property, including removal of a secondary detached accessory structure visible from the St. Croix River, relocating accessory storage area to the rear of the property, and installing fill to preserve existing structures at the regulatory flood protection elevation. For these reasons, staff feels the criteria for the variance have been met and is therefore recommending approval, with the following conditions:

- ❑ Once the variance has been recorded, the property owner and/or applicant may submit the appropriate plans/specifications and permit applications to the city for demolition and removal of the secondary accessory structure, repurposing 295 sq. ft. of attached garage from accessory area to finished dwelling area with uninhibited access to the principal dwelling, and bringing in fill and commencing grading activities to comply with the city's floodplain ordinance. The appropriate permit(s) must be obtained from the city and/or other applicable agencies prior to commencing any work on the property.
- ❑ In conjunction with the work listed above, the property owner and/or applicant may submit the appropriate plans/specifications and permit application to the city to complete only minor excavation, grading, and foundation work for the proposed garage addition. However, under no circumstances will a building permit be issued for any structural work associated with the garage addition prior to demolition and removal of the secondary accessory structure, repurposing 295 sq. ft. of attached garage from accessory area to finished dwelling area, and filling/grading activities to comply with the city's floodplain ordinance.
- ❑ Prior to commencement of any minor excavation, grading, and foundation work for the garage addition, a financial surety in the form of a cash payment, letter of credit, or bond, in an amount deemed appropriate by the city, shall be submitted by the property owner to the city, to ensure completion of work in accordance with the conditions of the variance.
- ❑ With the exception of the variance to allow the excess accessory structure area, any proposed or future improvements to the property must comply with all zoning, floodplain, and general city ordinances.
- ❑ The type and color of the exterior finishes for the proposed detached garage addition shall compliment the principal dwelling and existing detached garage and consist of earth or summer vegetation tones.
- ❑ In association with the proposed site improvements, impacts to existing vegetation/trees shall be minimized as much as possible. Prior to cutting or removal of any vegetation/trees, the property owner/applicant must submit a plan identifying existing vegetation/trees, proposed preservation methods, proposed vegetation/trees to be removed or relocated, and a restoration plan for review. A vegetative cutting permit must be obtained from the city. Vegetation/trees six inches in diameter at breast height will require equivalent replacement, or replacement deemed equivalent by the city.

D. PLANNING COMMISSION ACTION

At its meeting on April 21, 2014, the Planning Commission discussed and held a public hearing on the application. No public comments were received prior to or at the public hearing. Following discussion, the Planning Commission voted 5-0 to recommend approval of the application to the City Council, subject to the findings of fact and conditions of approval recommended by staff.

E. RECOMMENDATION

Staff recommends approval of a variance to exceed the maximum square footage allowed for accessory structures in the R-1 Single-family Estate zoning district for the residential property located at 12 Point Road by allowing an addition to the existing detached garage on the property up to 1,010 square feet, subject to the suggested findings of fact and conditions of approval as presented. City Council action on the application is requested.

City Of Bayport
294 North 3RD Street
Bayport , MN 55003

3/17/14

Bruce Lenzen Design Build LLC
106 Buckeye ST
STE: 202
Hudson, WI 54016
(Agent)

Bill Beverly Bergstrom
12 Point Road
Bayport, MN 55003
(Owners)

RE: Request for Variance to Sec. 703.05 Accessory Buildings and Structures.

703.05. The total aggregate area of residential accessory buildings per lot, attached and detached, shall not exceed **the lesser of 2,000 square feet or ten percent of the total lot area**. In addition, the height of such structure shall not exceed the lesser of one story, up to a maximum of 17 feet, or the height of the principal structure on the lot, except when said structures are located in business, industrial or planned unit developments.

History: The existing structures, (shown on site plan) were constructed in 2002, with the exception of the existing Guest house, which was built 20+ years prior. In 2002 the City of Bayport approved the existing site plan and issued a building permit for the structures that exist to this day. The approved structures included the 717 sq/ft Guest house, a 990 sq/ft Accessory Building, and 1388 sq/ft attached garage, which has since been reduced to 1342 sq/ft. The total existing Accessory Building and Structures previously permitted in 2002 is 3049 Sq/ft.

The current owners of the property, Bill and Beverly Bergstrom purchased the property in 2012, and desire to expand the existing detached garage to a total of 2000 square feet. Upon application for building permit, City staff informed the Bergstrom's that the existing structures already exceeded the maximum allowable size. The Bergstrom's purchased the home believing that the existing structures were compliant, and seek to find a solution to remedy the situation in a fair manner.

The applicant proposes the following solution to enable the proposed 1010 sq/ft garage addition to be built. Remove the existing Guest house of 717 sq/ft, and also repurpose 295 sq/ft from the existing attached garage, totaling 1012 sq/ft. The net result would not increase the existing non-conformity of the structures on the property.

509.05. Grading permit

As part of this proposed project, filling and grading would occur to bring the existing structures, and future proposed structure, compliant with FEMA regulations pertaining to flood proofing requirements. The filling and grading would be performed in conjunction with the removal of the Guest house and building of the Garage.

Regards



Bruce Lenzen
(Agent)

WI License #1170890
MN License #BC639077

651-329-4060

brucelenzendesignbuild.com



PROJECT:
 William Beigham
 12 Point Rd.
 Bayport, MN 56005
LOT 13 - POINT ADDITION
SEC. 3, T39N R20W

NOTES:
 Surveyed this information for reference purposes only. It is not intended to be used for any other purpose. The information was prepared by Kemper & Associates, Inc. and is the property of Kemper & Associates, Inc. The information is not to be used for any other purpose without the written consent of Kemper & Associates, Inc. Existing monuments are also shown. A detailed verification of the information was completed by Kemper & Associates, Inc.

- LEGEND:**
- PROPERTY LINE
 - EXISTING IMPROVEMENTS
 - EXISTING UTILITY LINE
 - EXISTING UNDERGROUND UTILITY LINE
 - EXISTING UNDERGROUND TELEPHONE LINE
 - EXISTING SURVEY MONUMENT
 - CONCRETE MONUMENT
 - WOOD MONUMENT
 - IRON MONUMENT
 - STEEL MONUMENT
 - BRASS MONUMENT
 - ALUMINUM MONUMENT
 - IRON MONUMENT
 - STEEL MONUMENT
 - BRASS MONUMENT
 - ALUMINUM MONUMENT

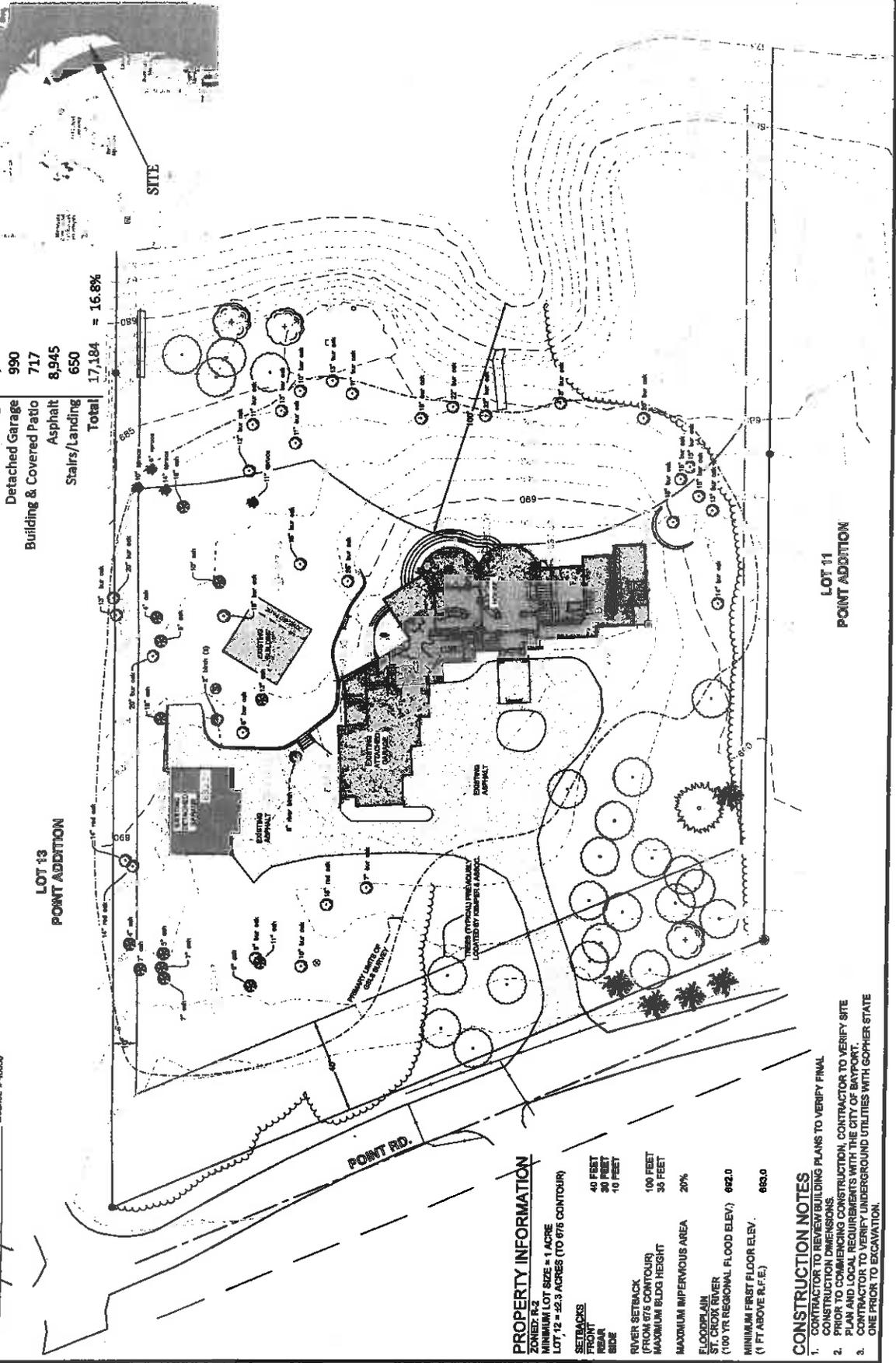
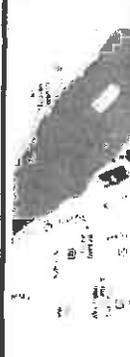
SCALE IN FEET
 0 20 40

THE ELEVATIONS SHOWN ARE MEAN SEA LEVEL ELEVATIONS DERIVED FROM GPS OBSERVATIONS.

DRAWN BY:	JMS
CHECKED BY:	JMS
DATE:	02/24/14
DRAW TITLE:	270 - Point Addition
JOB NO.:	
REVISION DISC.:	DATE
BY:	JMS
DATE:	02/24/14
FIELD SURVEY:	JMS
DATE:	02/24/14

EXISTING CONDITIONS

SHEET NO. 1 OF 1



Approx. SQ. FT.	102,170
Lot (to 675 contour)	
Existing Impervious House & Attached Garage	5,882
Detached Garage	990
Building & Covered Patio	717
Asphalt Stairs/Landing	8,945
Total	17,194 = 16.8%

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT THIS SITE PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DAILY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

JOSEPH GRANBERG
 SIGNATURE
 DATE 3/10/14 LICENSE # 48550

LOT 13
POINT ADDITION

LOT 11
POINT ADDITION

PROPERTY INFORMATION
 ZONING: R-2
 MINIMUM LOT SIZE: 1 ACRE
 LOT 12 = 22.3 ACRES (TO 675 CONTOUR)

SETBACKS
 FRONT 40 FEET
 REAR 30 FEET
 SIDE 10 FEET

RIVER SETBACK
 (FROM 675 CONTOUR)
 MAXIMUM BLOOD HEIGHT 100 FEET
 MAXIMUM IMPERVIOUS AREA 20%

FLOODPLAIN
 ST. CROIX RIVER
 (100 YR REGIONAL FLOOD ELEV.) 662.0
 MINIMUM FIRST FLOOR ELEV. 663.0
 (1 FT ABOVE R.F.E.)

- CONSTRUCTION NOTES**
- CONTRACTOR TO REVIEW BUILDING PLANS TO VERIFY FINAL CONSTRUCTION DIMENSIONS.
 - PRIOR TO COMMENCING CONSTRUCTION, CONTRACTOR TO VERIFY SITE PLAN AND LOCAL REQUIREMENTS WITH THE CITY OF BAYPORT.
 - CONTRACTOR TO VERIFY UNDERGROUND UTILITIES WITH GOPHER STATE ONE PRIOR TO EXCAVATION.

Single-family house with attached garage



View from Point Road looking east toward St. Croix River



View from St. Croix River looking west

Attached and detached garages/accessory structures



View from Point Road looking northeast



View from driveway looking north

Secondary accessory detached structure (pool house) to be demolished



View from driveway looking east toward St. Croix River



View from St. Croix River looking west



770 COUNTY RD 15
 NEW RICHMOND MN 5607
 PH: 763-884-3822

PROJECT:
 William Bergheim
 12 Point Rd.
 Point, MN 55003

LOT 12 - POINT ADDITION
 S.S. 2, T28N, R30W

NOTES:
 Some original site information shown
 for reference purposes was previously
 completed by Kemper & Associates.
 CS Land Solutions has re-surveyed the
 critical areas of this project as
 delineated on the map. Existing
 structures are shown in blue. The
 location of existing utilities is shown
 in yellow. The location of the
 proposed certificate of survey
 completed by Kemper & Associates
 is shown in red.

LEGEND:
 EXISTING STRUCTURE
 EXISTING UTILITY
 PROPOSED UTILITY
 PROPOSED CONSTRUCTION

SCALE IN FEET
 0 20 40

THE ELEVATIONS SHOWN ARE
 ON HAD 1985 DATUM
 UNLESS OTHERWISE NOTED
 OBSERVATIONS:

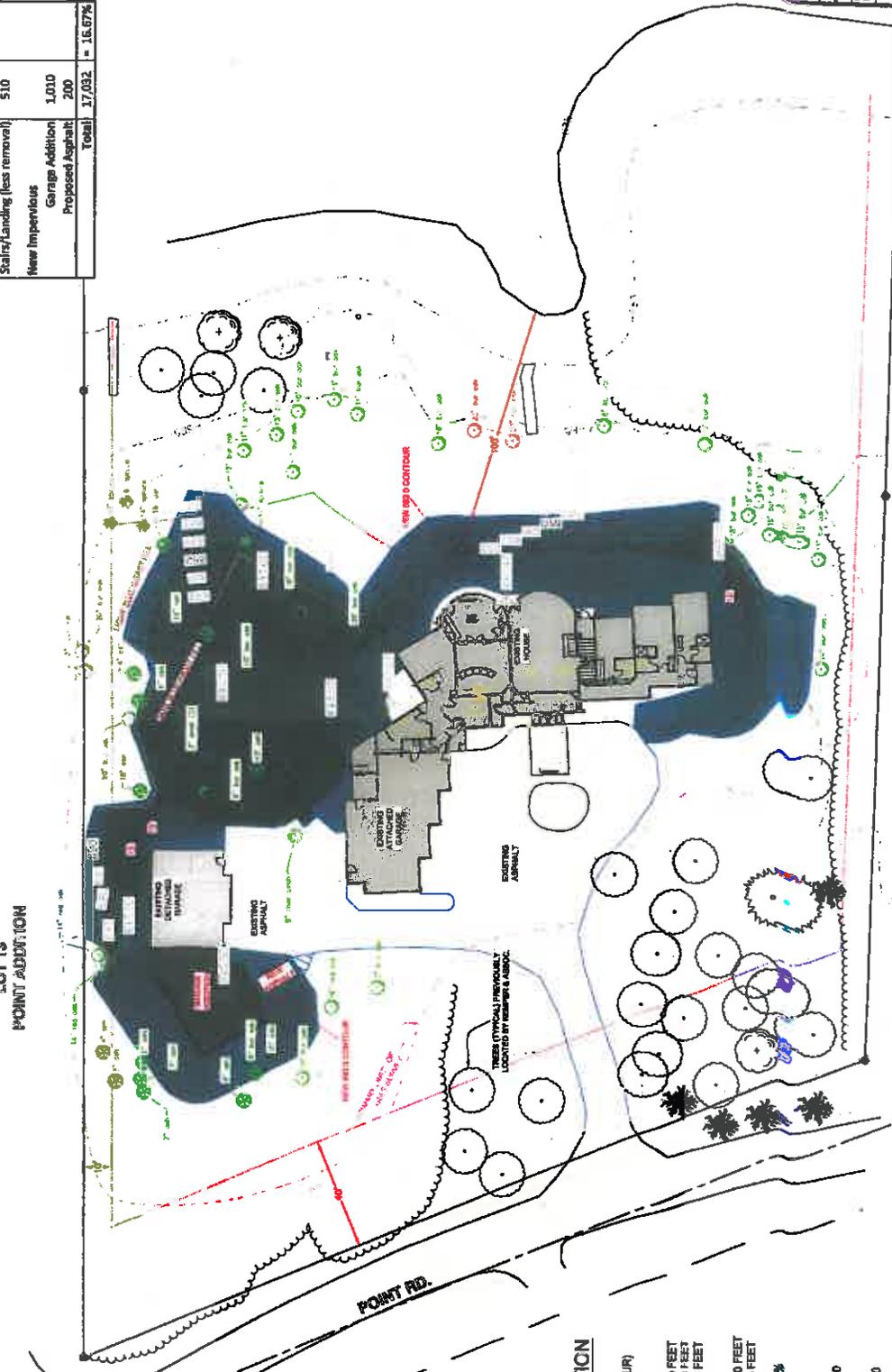
DRAWN BY: JMS
 CHECKED BY: JMS
 DATE: 04/17/14
 DRAWN BY: JMS
 DATE: 04/17/14
 DRAWN BY: JMS
 DATE: 04/17/14

REVISIONS:
 DATE: 04/17/14
 REVISION: 1
 DATE: 04/17/14

VARIANCE REQUEST
 SHEET NO. 1 OF 1

Approx. SQ. FT.	102,170
Lot (to 675 contour)	
Existing Impervious	
House & Attached Garage	5,682
Detached Garage	990
Building Removed	0
Asphalt (less removal)	8,440
Stairs/Landing (less removal)	510
New Impervious	
Garage Addition	1,010
Proposed Asphalt	200
Total	17,932 = 16.67%

LOT 13
 POINT ADDITION



LOT 11
 POINT ADDITION

ENGINEERING CONTRACTOR
 LICENSED UNDER THE STATE OF MINNESOTA
 AND THAT I AM A FULLY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
 Signature: *Joseph W. Granberg*
 DATE: April 14, 2014
 LICENSE NUMBER: _____

PROPERTY INFORMATION

ZONED: R-2
 MINIMUM LOT SIZE = 1 ACRE
 LOT 12 = 82.3 ACRES (TO 675 CONTOUR)

SETBACKS
 FRONT: 40 FEET
 REAR: 30 FEET
 SIDE: 10 FEET

RIVER SETBACK
 (FROM 675 CONTOUR): 100 FEET
 MINIMUM BLDG HEIGHT: 35 FEET
 MAXIMUM IMPERVIOUS AREA: 20%

FLOODPLAIN
 ST. CROIX RIVER
 (100 YR REGIONAL FLOOD ELEV.): 662.0
 MINIMUM FIRST FLOOR ELEV.: 693.0
 (1 FT ABOVE RFE)

CONSTRUCTION NOTES

- CONTRACTOR TO REVIEW BUILDING PLANS TO VERIFY FINAL CONSTRUCTION DIMENSIONS.
- PRIOR TO COMMENCING CONSTRUCTION, CONTRACTOR TO VERIFY SITE PLAN AND LOCAL REQUIREMENTS WITH THE CITY OF BAYPORT.
- CONTRACTOR TO VERIFY UNDERGROUND UTILITIES WITH GOPHER STATE ONE PRIOR TO EXCAVATION.

RESOLUTION NO. _____

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD MAY 5, 2014**

Pursuant to due call and notice therefore, the regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 5th day of May, 2014.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION FOR A VARIANCE TO EXCEED THE MAXIMUM SQUARE FOOTAGE ALLOWED FOR ACCESSORY STRUCTURES IN THE R-1 SINGLE-FAMILY ESTATE ZONING DISTRICT BY PERMITTING A 1,010 SQUARE FOOT ADDITION TO THE EXISTING DETACHED GARAGE AT THE PROPERTY LOCATED AT 12 POINT ROAD, LEGALLY DESCRIBED AS LOT 12, POINT ADDITION, OF BAYPORT, WASHINGTON COUNTY, MINNESOTA

WHEREAS, The city received a request from property owners Bill and Beverly Bergstrom and applicant Bruce Lenzen, Design/Build LLC, to consider a variance to exceed the maximum square footage allowed for attached and detached accessory structures within a residential zoning district; and

WHEREAS, The Planning Commission of the City of Bayport held a public hearing on April 21, 2014 for the purpose of obtaining public comment on the application. At the close of the public hearing, the Planning Commission unanimously recommended approval of the application to the City Council; and

WHEREAS, The City Council of the City of Bayport approved the application on May 5, 2014 at its regular meeting; and

WHEREAS, The City Council has made the following findings of fact:

FINDINGS OF FACT

- A. On or about March 17, 2014, the city received an application requesting a variance to exceed the maximum square footage allowed for attached and detached accessory structures at 12 Point Road.
- B. The subject property is zoned R-1 Single-family Estate. Attached and detached accessory structures are permitted uses in this zoning district. However, a variance is required to allow accessory structures to exceed the lesser of 2,000 square feet or 10% of the total lot area.
- C. In 2001, this property sustained substantial flooding, which led to the demolition of a single-story residential dwelling and construction of a new single-family dwelling with attached garage and new detached garage, which currently exist at the property. A pool house, which is a remnant of the 2001 homestead, also still remains at the property. As a condition of approval for the new house and garages in 2003, the city required the structures be constructed at a minimum elevation of 693' and meet all setback, impervious coverage, and fill requirements, to ensure compliance with the floodplain ordinance and prevent future flood damage.
- D. The current owners purchased the property in 2012. When they contacted the city about the potential of constructing an addition to the existing detached garage on the property, city staff discovered several discrepancies related to existing structures and elevations, which did not comply with the city's zoning and floodplain ordinances.

- E. Discrepancies include: 1) The number of detached accessory structures on the property exceeds the maximum number of one allowed by city ordinance; 2) The area of detached and attached accessory structures exceeds the maximum of 2,000 square feet allowed by city ordinance; 3) The elevation and fill does not comply with 693' elevation at a minimum of 15 feet around the perimeter of all structures required by city ordinance.
- F. Due to limited information in city records and because the current owners and city staff were not part of the plan review and new construction for this property in 2002, there is not a good understanding as to why these discrepancies exist.
- G. To address these discrepancies and increase compliance with city ordinances, the property owner proposes to: 1) Demolish the existing, non-conforming pool house, to bring the property into compliance with one detached accessory structure per parcel; 2) Bring in the necessary fill and re-grade the property to comply with the required 693' elevation a minimum of 15 feet around the existing house and garages; 3) Convert 295 square feet of existing attached garage into living space, to reduce the net accessory structure area on the property.
- H. In light of addressing these discrepancies, the property owner is requesting a variance to allow a 1,010 square foot addition to the existing detached garage. The proposed addition will result in more accessory structure area than allowed by city code, but the outcome of the total impervious area and accessory structure area will actually result in a net decrease from the existing site conditions and increase compliance with city ordinances.
- I. The owners are making a substantial investment and effort to bring the property into compliance with city ordinances, which is a significant improvement over the existing conditions. The owners will continue use of the property in a reasonable manner, which is due to circumstances that existed at the time of purchase, and were not created by the current landowner.
- J. As a result of the variance, several site improvements will be completed, which will improve the character of the property, including removal of a secondary detached accessory structure visible from the St. Croix River, relocating accessory storage area to the rear of the property, and installing fill to preserve existing structures at the regulatory flood protection elevation.
- K. The Planning Commission held a public hearing on the application on April 21, 2014. At the close of the public hearing, the Planning Commission unanimously recommended approval of the request to the City Council.
- L. Based on paragraphs (A)-(K) above, a variance is justified to allow the maximum square footage for attached and detached accessory structures to exceed 2,000 square feet, by permitting a 1,010 square foot addition to the existing detached garage at the property.

NOW THEREFORE BE IT RESOLVED: By the City Council of the City of Bayport, Washington County, Minnesota, does hereby ordain as follows:

- 1. The application for the requested variance is hereby approved, subject to the conditions below and based on findings of fact above:
 - Once the variance has been recorded, the property owner and/or applicant may submit the appropriate plans/specifications and permit applications to the city for demolition and removal of the secondary accessory structure, repurposing 295 square feet of attached garage from accessory area to finished dwelling area with uninhibited access to the principal dwelling, and bringing in fill and commencing grading activities to comply with the city's floodplain ordinance. The appropriate permit(s) must be obtained from the city and/or other applicable agencies prior to commencing any work on the property.

- ❑ In conjunction with the work listed above, the property owner and/or applicant may submit the appropriate plans/specifications and permit application to the city to complete only minor excavation, grading, and foundation work for the proposed garage addition. However, under no circumstances will a building permit be issued for any structural work associated with the garage addition prior to demolition and removal of the secondary accessory structure, repurposing 295 square feet of attached garage from accessory area to finished dwelling area, and filling/grading activities to comply with the city's floodplain ordinance.
 - ❑ Prior to commencement of any minor excavation, grading, and foundation work for the garage addition, a financial surety in the form of a cash payment, letter of credit, or bond, in an amount deemed appropriate by the city, shall be submitted by the property owner to the city, to ensure completion of work in accordance with the conditions of the variance.
 - ❑ With the exception of the variance to allow a 1,010 square foot addition to the detached garage, any proposed or future improvements to the property must comply with all zoning, floodplain, and general city ordinances.
 - ❑ The type and color of the exterior finishes for the detached garage addition shall compliment the principal dwelling and existing detached garage and consist of earth or summer vegetation tones.
 - ❑ In association with the proposed site improvements, impacts to existing vegetation/trees shall be minimized as much as possible. Prior to cutting or removal of any vegetation/trees, the property owner/applicant must submit a plan identifying existing vegetation/trees, proposed preservation methods, proposed vegetation/trees to be removed or relocated, and a restoration plan for review. A vegetative cutting permit must be obtained from the city. Vegetation/trees six inches in diameter at breast height will require equivalent replacement, or replacement deemed equivalent by the city.
2. The entire record of the hearing before the Planning Commission, including without limitation, the testimony and exhibits presented together with the discussion of the City Council regarding the matters described herein are hereby made a part of the record of these proceedings.

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

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

THEREUPON said resolution was declared duly passed and adopted and signed by the Mayor and the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota on this 5th day of May, 2014.

ATTEST:

Logan Martin
City Administrator

Susan St. Ores
Mayor



Building a Better World
for All of Us®

MEMORANDUM

TO: Logan Martin | City Administrator
Mel Horak | Director of Public Works

FROM: John D. Parotti, PE | City Engineer

DATE: April 10, 2014

RE: 2014 Seal Coating, Recommendation to Award
SEH No. BAYPO 127456 14.00

On Wednesday, April 9, 2014, bids were received for the above-referenced project. Three bids were received as noted below. A detailed bid tabulation is also attached for your reference.

Contractor	Total Bid
Allied Blacktop Company	\$58,141.00
Fahrner Asphalt Sealers, LLC	\$60,188.13
Asphalt Surface Technologies Corp.	\$65,178.00

Three bids were received for the project. The bids ranged from \$58,141.00 to \$65,178.00. The low bid was submitted by Allied Blacktop Company, Maple Grove, Minnesota. Based on our experience and review, it is our opinion that Allied Blacktop Company has the required equipment and expertise to perform the work as outlined in the contract specifications. We, therefore, recommend award of the project to Allied Blacktop Company in the amount of \$58,141.00.

Attachment

p:\ee\b\baypo\127456\5-final-dsgn\52-specs-proj-man\bitding documents\bid results\rec to award memo 2014_04_10.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 156 High Street, Suite 300, New Richmond, WI 54017-1128

SEH is 100% employee-owned | sehinc.com | 715.246.9906 | 888.881.4281 | 888.908.8166 fax



TABULATION OF BIDS

2014 Seal Coat Improvements
 City of Bayport
 SEH No.: BAYPO 127456
 Bid Date: 1:00 p.m., Wednesday, April 9, 2014

3

2

1

Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price
1	Bituminous Material for Seal Coat	Gal	11480	\$3.30	\$37,884.00	\$3.74	\$42,935.20
2	Seal Coat Aggregate (FA-3, Dresser Trap Rock)	Ton	431	\$47.00	\$20,257.00	\$40.03	\$17,252.93
TOTAL BID PRICE					\$58,141.00		\$60,188.13

Allied Blacktop Company
 10503 89th Avenue North
 Maple Grove, MN 55369
 \$58,141.00

Fahmer Asphalt Sealers LLC
 6615 US Hwy 12 W
 Eau Claire, WI 54703
 \$60,188.13

Asphalt Surface Technologies Corp
 PO Box 1025
 St. Cloud, MN 56302
 \$65,178.00

Unit Price
 \$3.50
 \$58.00
\$65,178.00

Unit Price
 \$3.74
 \$40.03
\$60,188.13

Total Price
 \$37,884.00
 \$20,257.00
\$58,141.00



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

Date: April 28, 2014

To: Mayor and City Council

From: Logan Martin, City Administrator
Sara Taylor, Assistant City Administrator/Planner
Andy Pratt, City Attorney

Re: Consider an amendment to Chapter 46 – Solid Waste, Article III. of the Bayport City Code of Ordinances related to storage, collection and disposal

BACKGROUND

At the March 3 workshop, the City Council discussed potential revisions to our current ordinances, to help address some of the city's ongoing complaints and/or frequent code violations. A portion of the discussion focused on the need to regulate the use of dumpsters and other storage and waste containers intended for temporary use, by way of revising current ordinances.

Based on feedback from the workshop, staff has drafted amendments to the city's ordinance that enhance the regulations for storage, collection, disposal, and placement of waste and applicable containers. As proposed, the ordinance helps to organize and/or eliminate duplicative text, as well as better define different types of waste and collection methods, hours of collection, placement, type, and size of containers, storage duration periods, and permit requirements. The ordinance also identifies a penalty process for a violation of the ordinance, which will assist the city with addressing nuisances and/or ongoing complaints.

Attached, please find a draft ordinance that reflects the proposed deletions in strikethrough and additions in bold underline. To help clarify the text changes, a summary of the revisions is as follows:

46-51. Definitions

- Defines types of materials
- Defines types of containers
- Differentiates between regular collection and special collection of materials

46-53. Garbage and recyclables.

- Defines residential properties and required collection by the city's designated waste hauler
- Defines commercial/industrial properties and collection by city licensed waste hauler
- Defines type of permitted containers
- Defines location and hours permitted for collection and storage of containers

46-54. Hazardous waste.

- Requires separation of materials
- Specifies materials must be disposed of by special collection

46-57. Yard waste and compost.

- Requires separation of materials
- Defines type of permitted containers
- Defines location and hours permitted for collection and storage of containers
- Specifies collection methods
- Requires 5 foot setback for compost bins

46-58. Bulk.

- Defines type of permitted containers
- Requires 5 foot setback for containers
- Limits containers to one per property
- Limits placement of containers to 30 days
- Requires city permit and fee

46-61. Penalty for violation of article.

- Defines penalty for a violation
- Allows city to abate a violation

RECOMMENDATION

Staff recommends the City Council adopt a motion to amend Chapter 46 – Solid Waste, Article III. of the Bayport City Code of Ordinances related to storage, collection and disposal.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA
AMENDING CHAPTER 46 – SOLID WASTE, ARTICLE III. COLLECTION AND DISPOSAL,
OF THE BAYPORT CITY CODE

THE CITY COUNCIL OF THE CITY OF BAYPORT DOES HEREBY ORDAIN:

Section 1. The Bayport City Code is hereby amended as follows: (Additions are indicated in **bold underline** and deletions are indicated in ~~strikethrough~~.)

ARTICLE III. **STORAGE**, COLLECTION AND DISPOSAL

Sec. 46-51. Definitions.

Sec. 46-52. Purpose.

Sec. 46-53. **Garbage and recyclables.** ~~Storage and placement of containers for collection.~~

Sec. 46-54. **Hazardous waste.** ~~Specific garbage and recycling containers required.~~

Sec. 46-55. **Reserved.** ~~Separation of garbage and recyclables.~~

Sec. 46-56. Reserved.

Sec. 46-57. Yard waste and compost.

Sec. 46-58. **Bulk materials.** ~~Reserved.~~

Sec. 46-59. **Reserved.** ~~Unlawful disposal of garbage and recyclables.~~

Sec. 46-60. **Hours** Frequency of **regular and special** collection.

Sec. 46-51. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Bulk: materials of a large size or quantity which require a special container for storage until the time of removal, disposal or special collection and include furniture, mattresses, construction or demolition debris, and similar materials.

Collection, Regular: process by which materials that are generated from ongoing use associated with a residential, commercial, or industrial property are collected from a designated container by the city's residential waste hauler or city licensed commercial collector at least twice per month for removal and disposal.

Collection, Special: process by which materials that are generated from a special use or project associated with a residential, commercial, or industrial property are collected at one time for removal or disposal.

Container, Bulk: receptacle intended for the temporary storage or disposal of bulk materials generated from a special use or project associated with a residential, commercial, or industrial property, which is used for special collection and include dumpsters, roll-offs, PODS, bagsters, compactors, semi-trailer boxes, and similar containers.

Container, Waste: receptacle issued by a city licensed hauler intended for the storage of waste materials generated from ongoing use associated with a residential, commercial, or industrial property, which is used for regular collection.

Garbage: materials that are considered to be household common solid waste or trash and include food waste, rubbish, and debris that cannot be defined as a recyclable material.

Recyclables: materials that are considered to be recyclable and include newspapers, magazines, catalogs, junk mail, envelopes, white or colored office paper, cardboard, cereal/cake/cracker boxes, brown paper bags, aluminum/tin/steel cans, glass jars, glass or plastic bottles, phone books, and any other items specified by the city's designated waste hauler.

Waste, Hazardous: materials that pose a potential health and/or safety threat to people, animals, and the environment which are not allowed to be disposed of with regular collection of other materials and include general chemicals, paint/stain products, lubricants, motor oil, gasoline, batteries, televisions, computers, telephones, audio/video equipment, appliances, tires, and similar materials.

Waste, Yard, Yard-waste: materials that are considered to be waste from plants or vegetation and include tree branches and limbs, leaves, brush, grass clippings, wood chips, and mulch.

Sec. 46-52. Purpose.

The purpose of this article is to maintain sanitation and protect the public health by **requiring appropriate containment and** removal of waste within the city, ~~to reduce the cost thereof and to prevent the unrestricted hauling or disposition of waste by any means other than through a collection system established by this article.~~

Sec. 46-53. **Garbage and recyclables. Storage and placement of containers for collection.**

~~The platted residential areas of the city shall have~~ **Residential properties with less than five dwelling units shall separate and place garbage and recyclables in enclosed, sanitary** ~~garbage and recycling~~ **containers issued by the city's designated residential waste hauler for regular collection. Containers shall be** placed together at curbside on the city streets and alleys for collection or at a location most convenient to the city's designated waste hauler. ~~On the platted streets or rural residential areas of the city, containers may be placed at the end of the driveway for collection.~~ Containers may be put out beginning at 4:00 p.m. ~~the night~~ before the scheduled day of collection and remain at the curb until 10:00 p.m. the night of collection. At all other times, containers shall be securely located either inside of, or abutting a permanent structure, out of public view. **No garbage or recyclables generated by residential properties with less than five dwelling units shall be collected, conveyed or disposed of except by the city's designated residential waste hauler.**

Residential properties with at least five dwelling units, commercial, and industrial properties shall place garbage and recyclables in enclosed, sanitary containers issued by a city licensed waste hauler for regular collection. Containers shall be placed in a location accessible to the waste hauler, but within an enclosure and/or screened from public view.

Containers for any property in the city shall not be filled to the extent that garbage, recyclables, or refuse placed therein can drop or spill from them. ~~No person shall place any waste in any street, sidewalk, alley, stream or other body of water, public place or other premise, except where designated for collection.~~

Sec. 46-54. ~~Hazardous waste. Specific garbage and recycling containers required.~~

Hazardous waste contains materials and/or chemicals that pose a potential health and/or safety threat to people, animals, and the environment. Hazardous waste must be separated and is not allowed to be disposed of with regular collection of garbage and recyclables. Hazardous waste to be disposed of by special collection may be placed curbside on city streets and alleys at 7:00 a.m. the scheduled day of collection.

~~All containers used for the collection of residential garbage and recycling must be provided by the waste hauler designated by the city. Garbage and recyclables placed in containers other than those provided by the waste hauler will not be accepted. Container covers are required to be kept closed at all times except for inserting and removing garbage or recyclables. Containers shall not be filled to the extent that garbage, recyclables, or refuse placed therein can drop or spill from them.~~

Sec. 46-55. ~~Reserved. Separation of garbage and recyclables.~~

~~Every household, commercial business and industrial facility shall separate its garbage and recyclables and store in sanitary containers provided by the city's designated waste hauler, pending the collection thereof. All materials defined as garbage in section 46-51 of this ordinance shall be placed in the garbage container provided by the city's designated waste hauler. All materials defined as recyclables in section 46-51 of this ordinance shall be placed in the single-sort recycling container, provided by the city's designated waste hauler.~~

Sec. 46-56. Reserved.

Sec. 46-57. Yard waste and compost.

Yard waste shall be placed in plastic **paper** bags and securely fastened **or within a container provided by a city licensed waste hauler.** On the platted streets or rural residential areas of the city, bags **or containers** may be placed ~~at the end of the driveway~~ **curbside on the city streets and alleys** for collection by the city's designated waste hauler **in conjunction with regular collection of garbage and recyclables,** for an additional charge, **or for special collection.** Yard waste may be put out beginning at 4:00 p.m. ~~the night~~ before the scheduled day of collection. At all other times, yard waste shall be securely located either inside of, or abutting a permanent structure, out of public view.

Tree leaves and grass clippings may be stored on residential property for use as a soil conditioner or compost, but must be stored in an enclosed, fenced area or compost bin no larger than three feet by three feet by three feet in size, **at least five feet from all property lines,** and in a manner not to create a health hazard or nuisance to adjoining neighbors.

Sec. 46-58. ~~Bulk. Reserved.~~

Bulk materials intended for temporary storage or disposal must be kept in an enclosed building or a special bulk container, which has been approved by the city. Prior to placement, the property owner is responsible for obtaining a city permit. Fees associated with this permit have been adopted and are designated in Appendix D, Fee Schedule. Bulk containers must be located on private property at least five feet from all property lines, are limited to one container per property, and must be removed within 30 days after issuance of the city permit, unless otherwise approved by

the city. Containers for any property in the city shall not be filled to the extent that garbage, recyclables, or refuse placed therein can drop or spill from them.

Sec. 46-59. ~~Reserved. Unlawful disposal of garbage and recyclables.~~

~~No garbage or recyclables shall be collected, conveyed or disposed of except by the waste hauler designated by the city.~~

Sec. 46-60. **Hours** ~~Frequency of~~ **regular and special** collection.

~~(a) Except as to industrial or commercial premises, garbage~~ **Regular and special collection** shall be collected at least once each week between the hours of 7:00 a.m. and 7:00 p.m.

~~(b) Recyclable materials shall be collected at least twice per month between the hours of 7:00 a.m. and 7:00 p.m.~~

~~(c) The city may implement an alternate collection schedule by action of the city council, followed by published notice in the designated official newspaper.~~

Sec. 46-61. Penalty for violation of article.

(a) The violation of any section of this article shall be subject to a misdemeanor citation an administrative citation or a civil penalty as defined in Chapter 25 – Prohibited Acts and Penalties of the Bayport City Code of Ordinances.

(b) The city may bring an action to restrain, enjoin or abate violations of this article.

Section 2. This ordinance shall be in full force and effect from and after its passage and publication according to law. Passed by the City Council for the City of Bayport this 5th day of May, 2014.

Susan St. Ores, Mayor

Attest:

Logan Martin, City Administrator



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

Date: April 29, 2014
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Sara Taylor, Assistant City Administrator / Planner
Larry Wacker, Park Consultant
Re: Consider next phase of proposed improvements for Perro Park

BACKGROUND

In response to City Council direction at the April meeting, staff worked with Larry Wacker to refine options for Phase II in Perro Park, while providing updated cost estimates and designs. As discussed, the goal of this summer's work is to maximize the donation from the American Legion within the ball field area, reconfigure and resurface the tennis court area, and relocate the playground equipment to the center of the park. The work proposed for 2014 will complete a majority of the smaller tasks in the Park Master Plan, leaving the final major expense of the warming house facility and water/sewer utility extension for future years.

Below, please find an updated cost estimate for Phase II improvements. Refined costs from the April meeting include:

- Additional grading and lawn installation work around the infield to facilitate drainage (+ \$6,000)
- Additional grading work needed to facilitate drainage around playground (+ \$3,000)
- Increased price estimates for asphalt paving (+ \$1,500)
- Added retaining wall and planting bed around park sign (+ \$3,000)

PRELIMINARY COST ESTIMATE	
Perro Park Phase 2 Improvements	
ITEM	ESTIMATED COST
Infield improvements	
Backstop (Legion funds)	\$6,000
Safety fencing at 1 st and 3 rd base lines (Legion funds)	\$2,000
New aggregate infield	\$3,000
Re-grade lawn area around infield for drainage and install new lawn	\$6,000
Two player benches (Legion funds)	\$2,200
Commemorative benches (Legion funds)	\$5,500
Public works to remove existing backstop	\$0
Infield Subtotal	\$24,700

PRELIMINARY COST ESTIMATE
Perro Park Phase 2 Improvements (CONTINUED)

ITEM	ESTIMATED COST
Playground relocation	
Concrete curb	\$7,000
Safety surfacing	\$3,100
Lawn restoration (from removal of existing play area)	\$1,500
Install French Drain	\$4,500
Public Works to remove and relocate existing play equipment	\$0
Playground Subtotal	\$16,100
Tennis court improvements	
Remove one tennis court (<i>potential donated work</i>)	\$5,400
Fencing	\$5,800
Asphalt surface patching	\$5,000
Concrete mow strip	\$2,200
Color coat	\$8,000
Tennis net posts	\$2,000
Tennis practice wall	\$4,200
Two basketball goals	\$3,500
Lawn restoration (from removal of one tennis court)	\$8,000
Public Works to remove existing light poles and fencing as needed	\$0
Tennis Court Subtotal	\$44,100
Miscellaneous improvements	
Asphalt paths connecting the warming house, tennis courts, play area and parking lot	\$5,500
Concrete steps at 3 rd St. and 3 rd Ave.	\$10,290
Park identification sign at 3 rd St. and 3 rd Ave., install retaining wall and planting bed	\$6,500
Design and engineering fees	\$9,640
Miscellaneous Subtotal	\$31,930
PHASE II IMPROVEMENT TOTAL	\$116,830
Less American Legion donation	\$15,000
City Total	\$101,830

FINANCIAL IMPACT

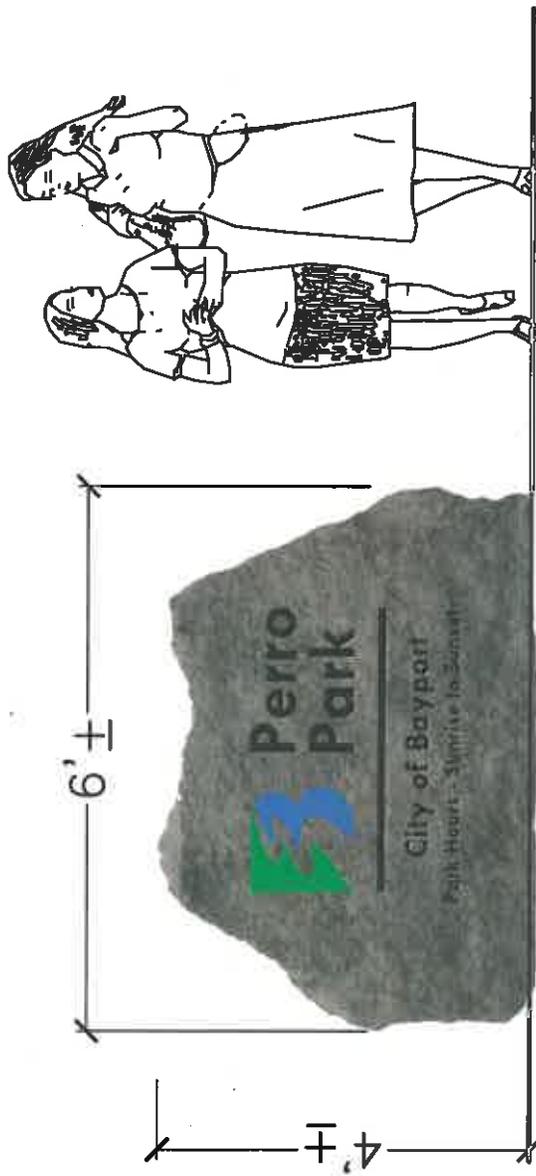
The 2014 Capital Improvement Plan includes up to \$100,000 for this initiative, with funds available from the Recreation Capital Equipment and Park Dedication funds. Further, the American Legion has generously donated \$15,000 for the ball field improvements and commemorative benches.

RECOMMENDATION

Staff recommends the City Council adopt a motion to proceed with the preparation of plans and specifications and the solicitation of bids for Phase II improvements for Perro Park, as presented.

ATTACHMENTS

- Park identification sign options
- Stair area design detail



CONCEPT A



APRIL 2014

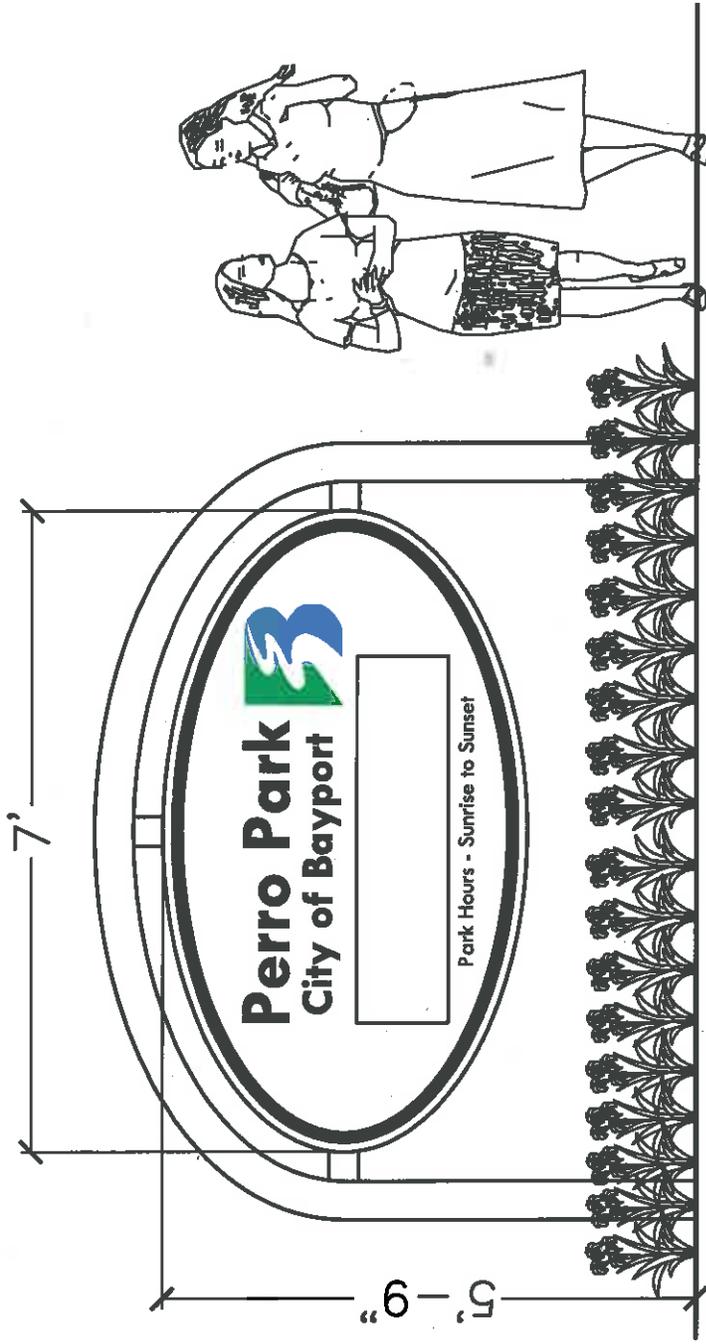


Planning • Civil Engineering • Land Surveying
 Landscape Architecture • Environmental

7200 Hemlock Lane - Suite 300
 Maple Grove, MN 55369
 Telephone: (763) 424-5505
 www.loucksassociates.com

PERRO PARK - BAYPORT MINNESOTA

SIGN CONCEPT A



APRIL 2014

CONCEPT B

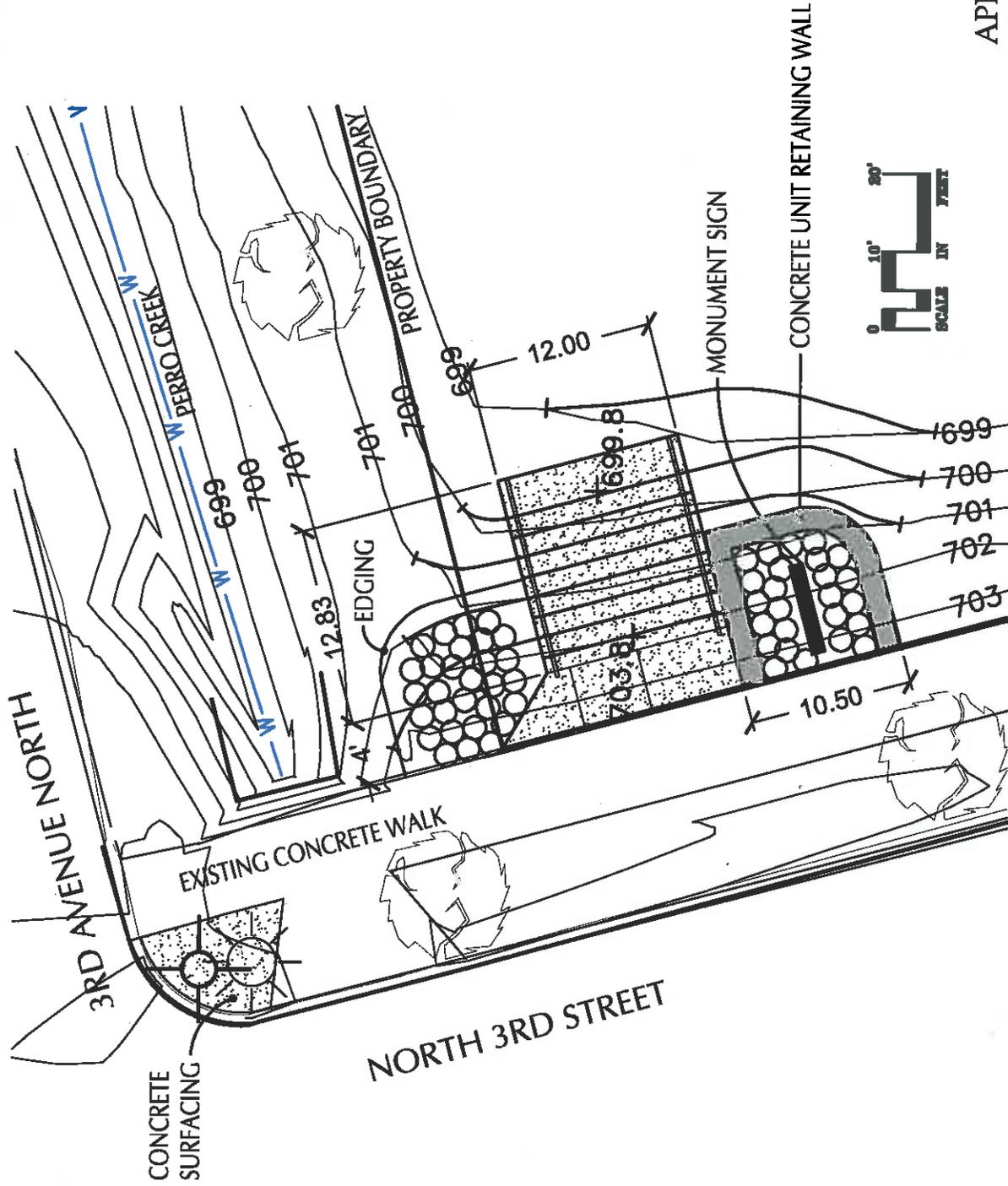


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PERRO PARK - BAYPORT MINNESOTA

SIGN CONCEPT B



APRIL 2014

PERRO PARK - BAYPORT MINNESOTA

STAIR CONCEPT



Planning • Civil Engineering • Land Surveying
Landscape Architecture • Environmental

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