

**CITY OF BAYPORT  
CITY COUNCIL MEETING  
Council Chambers, 294 North 3<sup>rd</sup> Street  
August 4, 2008**

**REGULAR MEETING**

6:00 P.M.

**CALL TO ORDER**

**ROLL CALL** (Mayor Nowaczek and City Councilmembers Carlson, Johnson, Kraftson and Ridgway)

**PROCLAMATIONS, COMMENDATIONS, PETITIONS, AND ANNOUNCEMENTS**

- 1 July recycling award to Dick Beberg
- 2 National Night Out Proclamation

**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

**CONSENT AGENDA**

**TAB #**

**Consider approving a resolution adopting items 1 through 10**

- |  |    |
|--|----|
| 1 July 7, 2008 City Council regular meeting minutes              | 1  |
| 2. July payables and receipts                                    | 2  |
| 3. July building, plumbing and mechanical permits                | 3  |
| 4. Bayport Marina temporary liquor license August 9, 2008        | 4  |
| 5 Replacement of teeter-totter in Lakeside Park                  | 5  |
| 6. Bethlehem Lutheran Church Fall Festival at Village Green Park | 6  |
| 7 Bayport Marina temporary liquor license September 2-4, 2008    | 7  |
| 8. Sale of Public Works Department 1988 Ford plow truck          | 8  |
| 9. Hiring of Fire Department personnel                           | 9  |
| 10 People's Church Community Carnival at Perro Park              | 10 |

**COUNCIL LIAISON REPORTS**

**UNFINISHED BUSINESS**

1. Consider a change in design for the public utility extension to St. Croix Preparatory Academy in Baytown Township 11

**NEW BUSINESS**

1. Consider an agreement for professional services between the City of Bayport, on behalf of the MSCWMO, and SEH for Phase 3 Perro Creek Outlet Storm Sewer Project 12
- 2 Consider quotes for extending parking area on north side of Lakeside Park 13

**COUNCIL ITEMS AND ANNOUNCEMENTS**

## **CITY ADMINISTRATOR ITEMS AND ANNOUNCEMENTS**

1. Review of summer business hours for City Hall
2. Preliminary update of 2009 budget
3. Closed session to discuss pending litigation

## **ADJOURNMENT**

# PROCLAMATION

## National Night Out 2008

**WHEREAS:** The National Association of Town Watch and Target are sponsoring a unique, nationwide crime, drug and violence prevention program on August 5, 2008, entitled "National Night Out;" and

**WHEREAS:** The "25th Annual National Night Out" provides a unique opportunity for the City of Bayport, Minnesota to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

**WHEREAS:** The Bayport Police Department, through joint community crime, drug, and violence prevention efforts in the City of Bayport, supports "National Night Out 2008" locally; and

**WHEREAS:** It is essential that all citizens of the City of Bayport be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime, drugs and violence in the City of Bayport; and

**WHEREAS:** Police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "National Night Out" program;

**NOW, THEREFORE BE IT RESOLVED**, I, Mayor Jon Nowaczek, on behalf of the Bayport City Council, do hereby call upon the Citizens of Bayport, Minnesota to join the Bayport Police Department and the National Association of Town Watch, and Target in supporting the "25th Annual National Night Out" on August 5, 2008.

**FURTHER, LET IT BE RESOLVED THAT**, the Mayor and Bayport City Council do hereby proclaim Tuesday, August 5, 2008, as "National Night Out" in the City of Bayport, Minnesota.

\_\_\_\_\_  
Mayor Jon Nowaczek

Attest: \_\_\_\_\_  
Michael McGuire,  
City Administrator

**RESOLUTION NO. 08-**

**EXTRACT OF THE MINUTES OF MEETING OF THE CITY COUNCIL OF THE CITY OF  
BAYPORT, WASHINGTON COUNTY, MINNESOTA HELD AUGUST 4, 2008**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 4<sup>th</sup> day of August 2008, 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 1-10 FROM THE  
AUGUST 4, 2008 CITY COUNCIL AGENDA**

1. July 7, 2008 City Council regular meeting minutes
2. July payables and receipts
3. July building, plumbing and mechanical permits
4. Bayport Marina temporary liquor license August 9, 2008
5. Replacement of teeter-totter in Lakeside Park
6. Bethlehem Lutheran Church Fall Festival at Village Green Park
7. Bayport Marina temporary liquor license September 2-4, 2008
8. Sale of Public Works Department 1988 Ford plow truck
9. Hiring of Fire Department personnel
10. People's Church Community Carnival at Perro Park

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:

Jonathan Nowaczek –  
Dan Johnson –  
Sharon Ridgway –

Connie Carlson –  
Torry Kraftson –

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 4<sup>th</sup> day of August 2008.

ATTEST:

\_\_\_\_\_  
Mike McGuire, City Administrator

\_\_\_\_\_  
Jon Nowaczek, Mayor

**CITY OF BAYPORT  
CITY COUNCIL MEETING MINUTES  
COUNCIL CHAMBER  
JULY 7, 2008  
6:00 P.M**

**CALL TO ORDER**

Pursuant to due call and notice, Mayor Nowaczek called the regular City Council meeting of July 7, 2008 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 Jon Nowaczek, Councilmembers Dan Johnson, Torry Kraftson and Sharon Ridgway

Members Absent: Councilmember Carlson

Others Present: Administrator Mike McGuire, Police Chief Laura Eastman, Engineer Barry Peters, Assistant Administrator/Planner Sara Taylor, Attorney Nick Vivian

**PROCLAMATIONS/COMMENDATIONS/PETITIONS**

1. Mayor Nowaczek noted the passing of Bayport resident and businessman, Bill Metcalf, on June 12<sup>th</sup>
2. The June recycling award went to Renee Stone.
3. Resident Dan Peulen was thanked for volunteering his time and expertise to complete a landscaping project on the north side of City Hall.

**OPEN FORUM**

1. Kathy Lohmer, the Republican endorsed candidate for the House of Representatives, District 56A, introduced herself and stated she would welcome the opportunity to represent District 56A.

**CONSENT AGENDA**

Mayor Nowaczek read items 1-9 on the consent agenda.

Councilmember Kraftson requested that item #6 regarding temporary storage of a house on public property be moved to New Business to discuss concerns with safety and liability issues.

Councilmember Kraftson made a motion to move consent agenda item #6, *Request for temporary storage of a house on public property to facilitate moving out of the city*, to New Business, introduced the following renumbered resolution and moved its adoption:

**Resolution 08-10**

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE  
JULY 7, 2008 CITY COUNCIL AGENDA**

1. June 2, 2008 City Council regular meeting minutes
2. June payables and receipts
3. June building, plumbing and mechanical permits
4. Accept donation of laptop from Target Corporation for Police Department use
5. Acknowledgement of Anderson Race Management running relay event
6. Appointment of election judges for the 2008 election season
7. Renewal of Woody's Bar and Grill 2:00 a.m. liquor license
8. Accept donations for Police Department canine

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

Jon Nowaczek – aye

Torry Kraftson – aye

Dan Johnson – aye

Sharon Ridgway – aye

#### **PUBLIC HEARINGS – None**

#### **COUNCIL LIAISON REPORTS**

Councilmember Ridgway reported the Cable Commission met on June 18<sup>th</sup> and the next meeting is scheduled for Wednesday, August 20, 2008, 7:00 p.m., at the cable studio located in the Valley Ridge Mall in Stillwater.

Councilmember Kraftson reported the June 12<sup>th</sup> meeting of the Middle St. Croix Watershed Management Organization (MSCWMO) did not have a quorum, so no action was taken. The next meeting is scheduled for Thursday, July 10, 2008, 7:00 p.m., at the Washington Conservation District office located in the Valley Ridge Mall.

Councilmember Johnson reported on the June 26<sup>th</sup> library board meeting. A \$150.00 donation was received from the Bayport Reading Club, a report on the recent book sale is being prepared, and new carpet was installed last week. The library's 2009 proposed budget is \$282,000.00, which is \$8,000.00 less than the current budget. Due to scheduling issues, there will be no meeting in July. The next meeting is scheduled for Thursday, August 28, 2008, 6:00 p.m., at the library.

#### **UNFINISHED BUSINESS**

Discuss comments received at the Barker's Alps master park plan open house and consider revised plan: Landscape architect Larry Wacker reviewed the following changes made to the master concept plan, based on public comments and subsequent meetings with city staff:

- Installation of a 4-foot high fence along the east property line to provide a buffer between the ball field and adjacent homes. This would help keep park visitors from wandering onto residential property.
- Addition of a more substantial game court in the active recreation facilities area, to provide a half-court basketball court.
- Adjustment of the trail system along the east park boundary, to minimize impact to adjacent residential properties.
- Revisions to the far south end of the park, including an open field play area with a small backstop, a more substantial playground area, a game court for hard surface play activity, a passive activity area for informal picnicking and/or open field play, and a parking lot. The Inspiration developers recommended the larger playground area and indicated they may help fund it.

The preliminary cost estimate for the various site improvements was reviewed, with a total estimated cost of \$1,419,000.00 to complete all of the projects. If donations were received for an observation tower, its estimated cost would be \$200,000.00.

Mayor Nowaczek noted that the improvements would be made over a 10-year period, and some items may still be eliminated. He suggested the second ball field in the lower park area could be left as another open play area and improved at a later time. He suggested looking into options for relocating an existing structure for the observation tower, e.g., U.S. Forest Service fire tower. Councilmember Kraftson questioned whether views from the ridge could be obtained without building a structure, possibly clearing out a view where the trees are sparse.

Administrator McGuire shared Councilmember Carlson's comments, which included a suggestion to move the dog run closer to the parking lot and proceeding with only minimal improvements to the second ball field area at this time.

Councilmember Johnson favors promoting the undeveloped character of the park and recommended minimal improvements be made to the second ball field area. He also stated he had no objection to the dog run being located closer to the parking lot.

Regarding additional comments from the open house, Mr. Wacker stated there were mixed comments on the disk golf course, and it remains in the plan at this time. It was decided not to incorporate sidewalk access to 2<sup>nd</sup>/5<sup>th</sup> Avenues into the plan. Options for providing a high-quality baseball field were discussed. A picnic shelter at the south end of the park is not included at this time. He noted the plan was generally well received.

Mr. Wacker reported that he met with a representative of the Minnesota Pollution Control Agency (MPCA) in response to the city's Targeted Brownfield Assessment Assistance Program application to evaluate the rubble area at the south end of the park. The city appears to be a good candidate for funding from the Environmental Protection Agency (EPA), at which time the MPCA would administer the assessment program. A two-phase assessment was recommended by the MPCA, with testing of the materials during the second phase. MPCA estimates the assessment could cost \$50,000.00, and it looks promising that the EPA would fund the project. There may be additional MPCA staff time that the City of Bayport would need to pay for (less than \$1,000.00). A decision on the assessment funding is expected within two weeks, and the testing and analysis could begin shortly thereafter.

Councilmember Johnson suggested upgrading and installing lights at the Lakeside Park ball field instead of a field at Barker's Alps Park, as lighting at Lakeside Park would have minimal impact on residential properties. It was noted the field at Lakeside Park is subject to flooding and increased maintenance issues, so it most likely would not be a good candidate for lighting.

Councilmember Kraftson questioned whether the current picnic shelter would be retained and noted the benefit of having a shelter available at the north end of the park. He stated that Oak Park Heights is putting in a disk golf course in nearby Brekke Park and remains opposed to one at Barker's Alps. He suggested moving the dog run area to the hockey rink area at Perro Park. He stated the second ball field is well used and could benefit from surface upgrading. There is a need for ball fields to serve the area's youth and recommended upgrading the Lakeside Park ball field if the second field at Barker's isn't maintained. He would like to see one of the court games areas eliminated. He expressed concern with the proposed route for the asphalt path going up the bluff.

Councilmember Ridgway stated she was not in favor of disk golf and questioned whether the soil condition would support the increased usage. She believes the parking lot is a much-needed addition and would like some improvements made to the second ball field and is not in favor of eliminating it. She is in favor of retaining both court games areas. She would like a larger dog run area and suggested installing a small parking lot near 2<sup>nd</sup> Avenue, with an adjacent dog run, into the proposed disk golf area. Councilmember Ridgway also indicated she had received citizen input regarding installation of a skateboarding park, and Mayor Nowaczek suggested it might be appropriate for Perro Creek Park.

Administrator McGuire noted it was likely there would be opposition to a dog run in this area from 2<sup>nd</sup> Avenue residents, and the disk golf course was fairly well received at the open house. Mr. Wacker explained the proposed dog run would provide a controlled environment, approximately the size of an urban lot, with a wood chip surface. Police Chief Eastman stated a contained dog run area would be beneficial to her department.

It was moved by Councilmember Johnson and seconded by Councilmember Ridgway to accept the master concept plan for Barker's Alps Park as presented by Sanders, Wacker, Bergly, Inc. Motion carried.

The next step will be assessing the rubble area, prior to beginning work on the trail system, which the City Council previously noted as a top priority.

Consider authorization to forward the city's comprehensive plan to the Metropolitan Council for review and approval: Engineer Peters reviewed the process to date in updating the city's comprehensive plan. Based on feedback from a preliminary review by the Metropolitan Council, changes were made to population forecasts, transportation, surface water management, and the park and trails map. He noted the Metropolitan Council lowered the population forecasts to a level the Bayport City Council was comfortable with. Once the draft plan is forwarded to the Metropolitan Council, he anticipates approval in approximately two months, at which time it would be brought back to the City Council for approval. At that point, the city could make additional revisions, if needed, as the final plan is due to the Metropolitan Council by the end of the year. Staff recommended forwarding the draft comprehensive plan update to the Metropolitan Council for formal review.

Councilmember Kraftson introduced the following resolution and moved its adoption:

**Resolution 08-11**

**RESOLUTION FORWARDING THE PRELIMINARY DRAFT OF THE  
2008 COMPREHENSIVE PLAN TO THE METROPOLITAN COUNCIL  
FOR REVIEW AND APPROVAL**

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

Jon Nowaczek – aye	Torry Kraftson – aye
Dan Johnson – aye	Sharon Ridgway – aye

**NEW BUSINESS**

Consider a contract with Sanders, Wacker, Bergly, Inc. to provide design development services for Phase I construction of improvements to Barker's Alps Park: Landscape Architect Larry Wacker reviewed the proposed Phase I improvements to Barker's Alps Park and the design development services his firm would provide. Administrator McGuire recommended the City Council approve the items listed in Task 1 of the work program, for a fee of up to \$8,500.00, to keep the project moving forward until the Brownfield assessment of the rubble/debris area is completed. The total for Phase 1 work is a not-to-exceed fee of \$25,500.00. Mayor Nowaczek noted that the city would like to retain the services of Sanders, Wacker, Bergly, Inc., to complete the park improvements; however, the City Council needs to identify which stages the improvements will fall into. The need to move ahead with the comprehensive grading portion of the work was noted; however improvements to and/or orientation of the second ball field area need to be considered.

It was moved by Councilmember Kraftson and seconded by Councilmember Johnson to enter into a contract with Sanders, Wacker, Bergly, Inc., for a fee not to exceed \$8,500.00, to coordinate the MPCA work and assist the city in identifying the Phase 1 scope and budget. Motion carried.

Consider a request to construct a private driveway on an unimproved public right-of-way: Engineer Peters reviewed a request from a property owner of two undeveloped parcels along the west side of platted Oakwood Street, south of 6<sup>th</sup> Avenue South, to provide access to his lots. He explained the

property owner's two options are to petition the city to extend Oakwood Street as a public road or request approval to construct a private driveway within the existing right-of-way. The property owner is requesting construction of a private driveway. He further noted there are two parcels involved, and if two separate parcels are maintained, the two potential property owners would need to have an agreement about maintenance and access, as the city would not be responsible for maintenance of the private driveway. Engineer Peters recommended that approval be granted to construct the private driveway on the city's right-of-way. Attorney Vivian stated an agreement is needed regarding maintenance responsibility and access for the two parcels, as well as to note the city's rights to construct a public road in the future. The document should be recorded against the property so future potential owners are aware of the agreement with the City of Bayport. Engineer Peters indicated the city is examining any potential water run-off issues onto the existing properties on Oakwood Street.

Property owner, Todd Konigson, stated it is his intent to minimize impact on the site and appreciates the City Council's consideration of his request for a private driveway.

It was moved by Councilmember Johnson and seconded by Councilmember Kraftson to approve the request to construct a private driveway on an unimproved public right-of-way, subject to staff drafting an agreement between the City of Bayport and property owners. Motion carried.

Consider special requests associated with Derby Days (special event application and waiver of \$50.00 application fee; fireworks permit and waiver of \$100.00 permit fee; city donation of \$500.00 to BCAL, insurance requirements). Administrator McGuire recommended approving the special event application and waiver of the application fee, as well as the fireworks permit and fee waiver. Staff does not recommend approval of the \$500.00 donation request because city staff puts in a substantial amount of time and cost through services provided by city departments. He noted that the BCAL is the sponsor and it is not a city event. Attorney Vivian reviewed three options for insurance requirements for organizations requesting the use of city-owned property or facilities, noting the city has not required insurance for past events. Discussion followed on the pros and cons of the three options, and council members recommended evaluating the need for insurance on a case-by-case basis. It was noted there is a provision for insurance during the Derby Days fireworks show.

Sue Davis, co-chair for 2008 Derby Days, outlined the schedule of events for the one-day event on Saturday, September 20<sup>th</sup>. Mayor Nowaczek noted the BCAL had offered to make a donation to the city, and suggested if additional funds are needed to offset the rising costs for Derby Days, the donation could be put toward the event. He believes the city should support Derby Days through logistical support, but is not in favor of approving the \$500.00 requested donation. Attorney Vivian noted there is discussion surrounding the appropriateness of cities making donations to nonprofit organizations, and cautioned councilmembers to consider whether it is an appropriate use of municipal funds. The general consensus was to deny the donation request.

It was moved by Councilmember Ridgway and seconded by Councilmember Kraftson to approve the special event application and waiver of the \$50.00 application fee. Motion carried.

It was moved by Councilmember Kraftson and seconded by Councilmember Ridgway to approve the fireworks permit and waiver of the \$100.00 application fee. Motion carried.

It was moved by Councilmember Kraftson and seconded by Councilmember Ridgway that the City of Bayport contribute support services and staff time for Derby Days to support the BCAL, but no financial contribution at this time, and to recognize the efforts of the volunteers who are organizing the event. Motion carried.

Request for temporary storage of a house on public property to facilitate moving out of the city: Councilmember Kraftson expressed concern that the house would be sitting on blocks on public property with no fencing around it, and believes the city should have an indemnification agreement with the moving company making the request. Administrator McGuire recommended requiring temporary fencing, i.e., snow fence, around the structure once placed on city property. Attorney Vivian recommended the city and moving company have an agreement that memorializes the obligations of the company, including indemnifying the city.

It was moved by Councilmember Johnson and seconded by Councilmember Kraftson to issue a permit to Semple Building Movers, Inc., to store the house as requested, with conditions as staff deems appropriate, at a cost of \$500.00. Motion carried.

#### **COUNCIL ITEMS/ANNOUNCEMENTS**

1. Councilmember Ridgway requested consideration of retaining lifeguards at the Lakeside Park beach next year. Councilmembers directed Administrator McGuire to look into the cost and number of lifeguards needed to provide this service.
2. Councilmember Ridgway requested that the city poll cities of comparable size to determine the compensation rate for City Council members, as part of the budget process. She noted it had been a long time since the rate was increased and believes a raise is in order. She also recommended an annual cost-of-living increase going forward. Administrator McGuire stated it had been at least 6 years, and possibly 10 years, since City Council compensation had been discussed. Councilmember Kraftson stated he was not in favor of a rate increase.

#### **ADMINISTRATOR/STAFF ITEMS AND ANNOUNCEMENTS**

Signage for Lakeside Park: Administrator McGuire stated the new sign for the beach area would be ordered soon and solicited input on the wording. Discussion followed on the age youth must be to use the beach if not accompanied by an adult. It was decided to change the wording to read, *Children must be accompanied by an adult in the beach area*. Discussion followed on requiring charcoal to be completely extinguished before leaving the park, and it was decided to leave the statement in to draw attention to this safety caution.

Set workshop date for quarterly department review of Public Works department and BCAL donation: It was moved by Mayor Nowaczek and seconded by Councilmember Ridgway to set the workshop meeting date for the quarterly review of the Public Works department and to discuss the BCAL donation for Monday, September 8, 2008, at 5:00 p.m. Motion carried, with Councilmember Kraftson voting nay.

#### **ADJOURNMENT**

It was moved by Councilmember Kraftson and seconded by Councilmember Ridgway to adjourn the meeting at 8:17 p.m. Motion carried.

CITY OF BAYPORT

REVENUE SUMMARY YTD THRU 07/31/2008

FUND	FUND Descr	2008 Budget	2008 YTD Amt	2008 % of Budget	2008 % of Budget Remain
101	GENERAL	\$2,108,130 00	\$932,351 52	44 23%	55 77%
102	STREET RECONSTRUCTION	\$0 00	\$4,852 52	0 00%	0 00%
103	GO TIF BD FUND 1990 CAP PROJ	\$0 00	\$0 00	0 00%	0 00%
105	GENERAL FIXED ASSETS	\$0 00	\$0 00	0 00%	0 00%
106	TIF ECON DEV DIST 2	\$0 00	\$15,338 94	0 00%	0 00%
107	TIF REDEVELOPMENT DISTRICT 2-1	\$0 00	\$0 00	0 00%	0 00%
200	FIRE EQUIPMENT REPLACEMENT FUN	\$0 00	\$45,000 00	0 00%	0 00%
201	D A R E	\$0 00	\$0 00	0 00%	0 00%
202	DRUG FORFEITURE	\$0 00	\$2,994 12	0 00%	0 00%
203	PUBLIC WORKS EQUIPMENT REPL	\$0 00	\$0 00	0 00%	0 00%
204	RECREATION CAP EQUIP & MAINT	\$0 00	\$3,638 33	0 00%	0 00%
205	TAX STABILIZATION FUND	\$0 00	\$0 00	0 00%	0 00%
206	WATER/SEWER IMPROVEMENT FUND	\$0 00	\$65,040 62	0 00%	0 00%
207	PARK IMPROVEMENT FUND	\$0 00	\$4,000 00	0 00%	0 00%
208	PRISON SEWER PROJECT	\$0 00	\$0 00	0 00%	0 00%
209	DEVELOPER REIMBURSED PROJECTS	\$0 00	\$0 00	0 00%	0 00%
210	K-9 UNIT	\$0 00	\$5,580 00	0 00%	0 00%
211	LIBRARY	\$290,334 00	\$94,050 73	32 39%	67 61%
303	GO TIF BOND 1990 DEBT SERVICE	\$0 00	\$42,642 28	0 00%	0 00%
307	DEBT SERVICE GO BONDS \$710,000	\$0 00	\$0 00	0 00%	0 00%
601	WATER	\$332,920 00	\$76,350 62	22 93%	77 07%
602	SEWER	\$634,587 96	\$241,141 29	38 00%	62 00%
800	INVESTMENTS-POOLED	\$0 00	\$133,907 48	0 00%	0 00%
803	P & Z ESCROWS	\$0 00	\$15,300 00	0 00%	0 00%
851	NON EXP TRUST	\$0 00	\$0 00	0 00%	0 00%
		\$3,365,971 96	\$1,682,188 45	49 98%	50 02%

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

07/29/08 2 46 PM

Page 1

Period Name: JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
<b>FUND 101 GENERAL</b>				
101	7/10/2008	\$413 822 66	14992 TAX SETTLEMENT	R 101-00000-31000 GENERAL
101	7/17/2008	\$50 00	15504 BAYPORT MARINA - TEMPORARY LIQU	R 101-00000-32100 BUSINES
101	7/24/2008	\$50 00	15540 BAYPORT MARINA ASSN - TEMP LIQU	R 101-00000-32100 BUSINES
101	7/29/2008	\$222,025 50	15055 LOCAL GOVERNMENT AID - 2008	R 101-00000-33401 LOCAL G
101	7/29/2008	\$1,330 00	15056 PERA RATE INCREASE AID	R 101-00000-33402 PERA RA
101	7/10/2008	\$2 00	14967 RACHAEL BLOMER - FAX/COPIES	R 101-00000-34105 USER FE
101	7/10/2008	\$20 00	14988 ATTORNEYS TITLE OF BAYPORT - ASS	R 101-00000-34105 USER FE
101	7/17/2008	\$1 00	14995 KRIS JESSERG - COPIES	R 101-00000-34105 USER FE
101	7/17/2008	\$2 00	15000 RACHAEL BLOMER - COPIES	R 101-00000-34105 USER FE
101	7/29/2008	\$10 25	15057 G67 01 REVENUE / RECORD KEEPING	R 101-00000-34105 USER FE
101	7/17/2008	\$2 50	15505 MARLA CADWELL - COPIES	R 101-00000-34105 USER FE
101	7/17/2008	\$1 00	15510 CONNIE CARLSON - COPIES	R 101-00000-34105 USER FE
101	7/24/2008	\$18 25	15531 ST CROIX VIEW PARTNERS - COPIES	R 101-00000-34105 USER FE
101	7/24/2008	\$20 00	15535 ASSESSMENT SERCH	R 101-00000-34105 USER FE
101	7/10/2008	\$59 11	14992 TAX SETTLEMENT	R 101-00000-36101 SPECIAL
101	7/10/2008	\$7 21	14992 TAX SETTLEMENT	R 101-00000-36103 SPEC AS
101	7/17/2008	\$671 04	15520 LMC INSURANCE TRUST - STATEMENT	R 101-00000-36250 REFUND -
101	7/10/2008	\$24 62	14991 BEACH/BATHHOUSE CONCESSIONS	G 101-10100 CASH
101	7/17/2008	\$3,650 00	14998 MONICA GILBERT - SEWER HOOKUP	G 101-20102 S A C CHARGE
101	7/10/2008	\$0 50	14960 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$0 50	14962 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$1 00	14963 RAY WELTER HEATING CO - 2 MECH P	G 101-20104 STATE SURCHA
101	7/10/2008	\$39 28	14964 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$200 00	14965 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$2 20	14966 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$0 50	14969 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$0 50	14970 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$0 50	14971 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$6 22	14974 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$3 75	14975 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$22 50	14977 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$0 50	14980 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$1 00	14981 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$0 50	14993 DAD'S PLMBG - PLMBG PERMIT 332 4T	G 101-20104 STATE SURCHA
101	7/17/2008	\$0 50	15002 SURCHARGE	G 101-20104 STATE SURCHA
101	7/17/2008	\$8 50	15003 SURCHARGE	G 101-20104 STATE SURCHA
101	7/29/2008	\$0 50	15048 SURCHARGE	G 101-20104 STATE SURCHA
101	7/29/2008	\$4 18	15050 MINNESOTA RUSCO, INC - PERMIT FO	G 101-20104 STATE SURCHA
101	7/17/2008	\$0 50	15506 SURCHARGE	G 101-20104 STATE SURCHA
101	7/17/2008	\$0 50	15507 SURCHARGE	G 101-20104 STATE SURCHA
101	7/17/2008	\$0 50	15511 SURCHARGE	G 101-20104 STATE SURCHA
101	7/24/2008	\$1 75	15524 SURCHARGE	G 101-20104 STATE SURCHA
101	7/24/2008	\$3 79	15530 SURCHARGE	G 101-20104 STATE SURCHA
101	7/10/2008	\$6 75	14973 SALES TAX	G 101-20603 SALES TAX PAY
101	7/10/2008	\$13 75	14990 SALES TAX	G 101-20603 SALES TAX PAY
101	7/17/2008	\$65 00	14996 SALES TAX	G 101-20603 SALES TAX PAY
101	7/17/2008	\$6 50	15001 SALES TAX	G 101-20603 SALES TAX PAY
101	7/29/2008	\$8 78	15061 TAX	G 101-20603 SALES TAX PAY
101	7/17/2008	\$6 75	15509 TAX	G 101-20603 SALES TAX PAY
101	7/17/2008	\$16 10	15521 TAX	G 101-20603 SALES TAX PAY
101	7/24/2008	\$6 75	15525 SALES TAX	G 101-20603 SALES TAX PAY
101	7/24/2008	\$6 75	15527 TAX	G 101-20603 SALES TAX PAY
101	7/24/2008	\$6 75	15536 SALES TAX	G 101-20603 SALES TAX PAY
101	7/24/2008	\$6 76	15538 SALES TAX	G 101-20603 SALES TAX PAY
101	7/24/2008	\$19 07	15543 PARK CONCESSIONS - 7/16/08-7/23/08	G 101-20603 SALES TAX PAY
101	7/24/2008	\$35 00	15537 DENTAL	G 101-27107 DELTA DENTAL
101	7/24/2008	\$70 00	15542 DENTAL JULY & AUGUST 2008	G 101-27107 DELTA DENTAL
101	7/10/2008	\$497 76	14976 HEALTH INS JULY 2008	G 101-27109 MEDICA
101	7/10/2008	\$60 67	14982 HEALTH INS. JULY 2008	G 101-27109 MEDICA
101	7/24/2008	\$497 76	15537 HEALTH	G 101-27109 MEDICA

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

07/29/08 2 46 PM

Page 2

Period Name: JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
101	7/24/2008	\$995 52	15542 HEALTH INS JULY/AUGUST 2008	G 101-27109 MEDICA
101	7/24/2008	\$29 00	15542 LIFE JULY & AUGUST 2008	G 101-27118 LINCOLN LIFE
101	7/29/2008	\$1 490 56	15058 OVERPAYMENT ON INVOICE - REIMBU	E 101-41200-301 PROF SER-
101	7/10/2008	\$20 00	14958 JIM KOSMO - YARD WASTE STICKERS	R 101-41240-34105 USER FE
101	7/29/2008	\$4,084 00	15059 WASHINGTON COUNTY - 2008 CURBSI	R 101-41240-36233 GRANTS
101	7/10/2008	\$30 00	14972 RIVER CITY SERVICES - SPECIALTY CO	R 101-41910-32100 BUSINES
101	7/10/2008	\$31 50	14960 FEE	R 101-41910-32210 BUILDING
101	7/10/2008	\$20 48	14960 PLAN REVIEW	R 101-41910-32210 BUILDING
101	7/10/2008	\$34 75	14962 FEE	R 101-41910-32210 BUILDING
101	7/10/2008	\$899 25	14964 FEE	R 101-41910-32210 BUILDING
101	7/10/2008	\$2 856 75	14965 BLG PERMIT FEE	R 101-41910-32210 BUILDING
101	7/10/2008	\$1 856 89	14965 PLAN REVIEW	R 101-41910-32210 BUILDING
101	7/10/2008	\$118 00	14966 FEE	R 101-41910-32210 BUILDING
101	7/10/2008	\$75 00	14969 FEE	R 101-41910-32210 BUILDING
101	7/10/2008	\$30 00	14969 LICENSE	R 101-41910-32210 BUILDING
101	7/10/2008	\$236 00	14974 PERMIT	R 101-41910-32210 BUILDING
101	7/10/2008	\$162 25	14975 PERMIT	R 101-41910-32210 BUILDING
101	7/10/2008	\$157 00	14977 PLAN REVIEW	R 101-41910-32210 BUILDING
101	7/10/2008	\$628 00	14977 PERMIT	R 101-41910-32210 BUILDING
101	7/10/2008	\$75 00	14980 PERMIT	R 101-41910-32210 BUILDING
101	7/29/2008	\$177 00	15050 MINNESOTA RUSCO, INC - PERMIT FO	R 101-41910-32210 BUILDING
101	7/17/2008	\$25 00	15506 FEE	R 101-41910-32210 BUILDING
101	7/17/2008	\$25 00	15511 FEE	R 101-41910-32210 BUILDING
101	7/24/2008	\$103 25	15524 FEE	R 101-41910-32210 BUILDING
101	7/24/2008	\$162 25	15530 FEE	R 101-41910-32210 BUILDING
101	7/17/2008	\$295 00	15003 PERMIT	R 101-41910-32214 EXCAVAT
101	7/24/2008	\$250 00	15534 RIGHT OF WAY/EXCAVATION PERMIT	R 101-41910-32214 EXCAVAT
101	7/10/2008	\$75 00	14970 FEE	R 101-41910-32220 PLUMBIN
101	7/10/2008	\$75 00	14971 PERMIT FEE	R 101-41910-32220 PLUMBIN
101	7/10/2008	\$75 00	14993 FEE	R 101-41910-32220 PLUMBIN
101	7/17/2008	\$75 00	15002 PERMIT	R 101-41910-32220 PLUMBIN
101	7/10/2008	\$150 00	14963 FEE	R 101-41910-32230 MECHANI
101	7/10/2008	\$150 00	14981 PERMIT	R 101-41910-32230 MECHANI
101	7/29/2008	\$75 00	15048 FEE	R 101-41910-32230 MECHANI
101	7/17/2008	\$75 00	15507 FEE	R 101-41910-32230 MECHANI
101	7/24/2008	\$2,825 70	15528 BUILDING INSPECTIONS	R 101-41910-34103 LAKELAN
101	7/10/2008	\$10 00	14968 DOUG BEADLE - PET LICENSE	R 101-42100-32240 ANIMAL F
101	7/17/2008	\$4 00	14997 CHOICE POINT - POLICE REPORT	R 101-42100-34201 POLICE A
101	7/29/2008	\$3,621 65	15054 WASHINGTON FINES/FEE DIS JUNE 200	R 101-42100-35101 COURT FI
101	7/29/2008	-\$130 00	103 REC CODE WRONG RELIABLE APPLICA	R 101-42100-36231 DONATIO
101	7/29/2008	\$25 00	15060 CUMMINS LAW OFFICE - NATIONAL NIG	R 101-42100-36231 DONATIO
101	7/17/2008	\$150 00	15508 JANE HEMPLER - POLICE DEPT DON	R 101-42100-36231 DONATIO
101	7/17/2008	\$200 00	15514 BAYPORT COMMUNITY ACTION LEAGU	R 101-42100-36231 DONATIO
101	7/17/2008	\$250 00	15515 BAYPORT MARINA - NATIONAL NIGHT	R 101-42100-36231 DONATIO
101	7/17/2008	\$50 00	15516 GEORGE SIEGFRIED CONST - NATION	R 101-42100-36231 DONATIO
101	7/17/2008	\$300 00	15517 NATIONAL NIGHT OUT DONATION	R 101-42100-36231 DONATIO
101	7/17/2008	\$300 00	15518 JC HAUSE CONST - NATIONAL NIGHT O	R 101-42100-36231 DONATIO
101	7/17/2008	\$200 00	15519 KRONGARD CONST - NATIONAL NIGHT	R 101-42100-36231 DONATIO
101	7/24/2008	\$1,500 00	15529 POLICE DEPT DONATION - NATIONAL	R 101-42100-36231 DONATIO
101	7/29/2008	\$130 00	103 REC CODE WRONG RELIABLE APPLICA	R 101-42100-36233 GRANTS
101	7/10/2008	\$50 00	14985 RELIABLE APPLIANCE - NATIONAL NIG	R 101-42100-36233 GRANTS
101	7/10/2008	\$30 00	14986 RIVERTOWN MOTORSPORTS & MARIN	R 101-42100-36233 GRANTS
101	7/10/2008	\$50 00	14987 GREYSTONE BAR - NATIONAL NIGHT O	R 101-42100-36233 GRANTS
101	7/29/2008	\$710 57	15052 NIGHTCAP 3/8-6/13	R 101-42100-36233 GRANTS
101	7/10/2008	\$20 00	14978 TALACKER - BURN PERMIT	R 101-42200-32200 NONBUSI
101	7/24/2008	\$903 12	15541 2008 FIRE PROTECTION - 3RD QTR	R 101-42200-32200 NONBUSI
101	7/24/2008	\$33,748 75	15541 FIRE PROTECTION	R 101-42200-34202 FIRE CON
101	7/24/2008	\$300 00	15533 FIRE DEPT SPONSORSHIP	R 101-42200-36232 DONATIO
101	7/15/2008	\$3,990 96	101 INS & WK'S COMP ADJ	E 101-43100-150 WORKER'S
101	7/15/2008	-\$3,990 96	101 INS & WK'S COMP ADJ	E 101-43100-360 INSURANCE
101	7/15/2008	\$983 37	102	E 101-43200-150 WORKER'S

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

07/29/08 2 46 PM

Page 3

Period Name JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
101	7/10/2008	\$10 00	14959 MIKE MANCIN - BOAT TRAILER LICE	R 101-43200-34780 PARK FE
101	7/10/2008	\$10 00	14961 TIM SCHEEL - BOAT TRAILER PERMIT	R 101-43200-34780 PARK FE
101	7/10/2008	\$100 00	14973 LARRY LINDAHL - PARK RESERVATION	R 101-43200-34780 PARK FE
101	7/10/2008	\$10 00	14983 GEORGE MOSELEY - BOAT TRAILER P	R 101-43200-34780 PARK FE
101	7/10/2008	\$10 00	14984 DAVID HANSEN - BOAT TRAILER PERMI	R 101-43200-34780 PARK FE
101	7/10/2008	\$819 00	14989 534-650	R 101-43200-34780 PARK FE
101	7/10/2008	\$197 75	14990 6/25/08-6/30/08	R 101-43200-34780 PARK FE
101	7/10/2008	\$340 07	14991 7/1/08-7/8/08	R 101-43200-34780 PARK FE
101	7/17/2008	\$1,000 00	14996 FEE	R 101-43200-34780 PARK FE
101	7/17/2008	\$100 00	15001 FEE	R 101-43200-34780 PARK FE
101	7/29/2008	\$141 58	15061 PARK CONCESSION - 7/24/08-7/29/08	R 101-43200-34780 PARK FE
101	7/29/2008	\$80 00	15062 PARK - TRAILER PARK FEES	R 101-43200-34780 PARK FE
101	7/17/2008	\$100 00	15509 FEE	R 101-43200-34780 PARK FE
101	7/17/2008	\$222 40	15521 PARK CONCESSION - 7/9/08-7/16/08	R 101-43200-34780 PARK FE
101	7/24/2008	\$100 00	15525 RENTAL	R 101-43200-34780 PARK FE
101	7/24/2008	\$100 00	15527 RENTAL	R 101-43200-34780 PARK FE
101	7/24/2008	\$100 00	15536 FEE	R 101-43200-34780 PARK FE
101	7/24/2008	\$100 00	15538 FEE	R 101-43200-34780 PARK FE
101	7/24/2008	\$263 48	15543 PARK CONCESSIONS - 7/16/08-7/23/08	R 101-43200-34780 PARK FE
101	7/15/2008	-\$983 37	102	E 101-43200-360 INSURANCE
101	7/29/2008	\$75 00	15051 MURPHY GRANITE CARING, INC - MAR	R 101-43300-34940 CEMETE
101	7/17/2008	\$400 00	15512 CYNTHIA ELLERBROCK - 2 CREMAINS	R 101-43300-34940 CEMETE
FUND 101 GENERA		\$708 543 73		
<b>FUND 102 STREET RECONSTRUCTION</b>				
102	7/10/2008	\$4,775 47	14992 TAX SETTLEMENT	R 102-00000-36101 SPECIAL
FUND 102 STREET		\$4,775 47		
<b>FUND 106 TIF ECON DEV DIST 2</b>				
106	7/10/2008	\$15,114 05	14992 TAX SETTLEMENT	R 106-00000-31000 GENERAL
FUND 106 TIF ECO		\$15 114 05		
<b>FUND 204 RECREATION CAP EQUIP &amp; MAINT</b>				
204	7/24/2008	\$423 75	15532 AMERICAN LEGION POST 491 - JUNE G	R 204-00000-32204 GAMBLIN
FUND 204 RECREA		\$423 75		
<b>FUND 206 WATER/SEWER IMPROVEMENT FUND</b>				
206	7/18/2008	\$1,229 03	0 UB AR Surc 23 TRUNK SEWER	R 206-00000-37106 TRUNK W
206	7/18/2008	\$338 01	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$600 92	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$114 24	0 UB Receipt Serv 21 TRUNK/W COMB	G 206-12103 A/R GEN BILLIN
206	7/10/2008	\$44 39	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$1 80	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$122 60	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$494 19	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	7/10/2008	\$557 64	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$97 08	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	7/24/2008	\$62 49	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	7/24/2008	\$85 02	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$21 73	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	7/24/2008	\$90 61	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	7/24/2008	\$7 27	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$347 78	0 UB Receipt Serv 38 TRUNK S/IND	G 206-12103 A/R GEN BILLIN
206	7/24/2008	\$8 14	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$486 87	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$132 31	0 UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$1,335 12	0 UB Receipt Serv 28 TRUNK W/IND	G 206-12103 A/R GEN BILLIN
206	7/24/2008	\$53 64	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$511 85	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN

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

07/29/08 2 46 PM

Page 4

Period Name: JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
206	7/18/2008	\$9 30	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$1 94	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	7/24/2008	\$170 77	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$10 91	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$727 61	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$554 92	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$382 43	0 UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$6 01	0 UB Receipt Serv 41 TRUNK SEWER 1ST	G 206-12103 A/R GEN BILLIN
206	7/10/2008	\$36 90	0 UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$97 47	0 UB Receipt Serv 31 TRUNK/S COMB	G 206-12103 A/R GEN BILLIN
206	7/10/2008	\$725 45	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$20 50	0 UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$25 20	0 UB Receipt Surc 3 TRUNK WATER	G 206-12103 A/R GEN BILLIN
206	7/18/2008	\$12 30	0 UB Receipt Surc 3 TRUNK WATER	G 206-12103 A/R GEN BILLIN
206	7/24/2008	\$200 65	0 UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	7/16/2008	\$52 60	0 UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
FUND 206 WATER/		\$9,777 69		
<b>FUND 207 PARK IMPROVEMENT FUND</b>				
207	7/10/2008	\$1,000 00	14965 PARK DEDICATION	R 207-00000-34780 PARK FE
FUND 207 PARK IM		\$1,000 00		
<b>FUND 210 K-9 UNIT</b>				
210	7/10/2008	\$100 00	14979 BILL STEPAN - CANINE DONATION	R 210-42103-36231 DONATIO
210	7/29/2008	\$2,000 00	15053 DONATE TO CANINE UNIT	R 210-42103-36231 DONATIO
210	7/17/2008	\$15 00	15513 JAMES GRAF - CANNIE DONATION	R 210-42103-36231 DONATIO
210	7/17/2008	\$1 000 00	15522 CHRIS ZAWISLAK - CANINE DONATION	R 210-42103-36231 DONATIO
FUND 210 K-9 UNIT		\$3,115 00		
<b>FUND 211 LIBRARY</b>				
211	7/10/2008	\$89,306 96	14992 TAX SETTLEMENT	R 211-45500-31000 GENERAL
211	7/24/2008	\$13 99	15545 STRANDEMO CK# 18557	R 211-45500-34760 LIBRARY
211	7/24/2008	\$10 00	15545 SHELLY CK#23 85	R 211-45500-34760 LIBRARY
211	7/24/2008	\$10 00	15545 KING CK#4114	R 211-45500-34760 LIBRARY
211	7/24/2008	\$90 00	15547 STILLWATER SCHOOLS CK#238961	R 211-45500-36220 RENTAL I
211	7/24/2008	\$55 00	15547 MEDICA CK# 610242	R 211-45500-36220 RENTAL I
211	7/24/2008	\$36 16	15546 KEVIN BISGAARD CK#5338	R 211-45500-36230 DONATIO
FUND 211 LIBRARY		\$89 522 11		
<b>FUND 303 GO TIF BOND 1990 DEBT SERVICE</b>				
303	7/10/2008	\$42,642 28	14992 TAX SETTLEMENT	R 303-00000-31000 GENERAL
FUND 303 GO TIF B		\$42,642 28		
<b>FUND 601 WATER</b>				
601	7/16/2008	\$13 03	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	7/16/2008	\$128 64	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	7/16/2008	\$1 175 00	0 UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	7/16/2008	\$24 09	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	7/16/2008	\$0 44	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	7/16/2008	\$320 00	0 UB Receipt Serv 6 WATER METER2	G 601-14601 WATER BILLING
601	7/24/2008	\$60 58	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	7/18/2008	\$111 35	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	7/16/2008	\$1,014 06	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	7/18/2008	\$100 00	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	7/24/2008	\$4 77	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	7/18/2008	\$4,118 27	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	7/16/2008	\$754 50	0 UB Receipt Serv 4 COMM W/COMB	G 601-14601 WATER BILLING
601	7/16/2008	\$175 00	0 UB Receipt Serv 2 WATER ONLY	G 601-14601 WATER BILLING
601	7/16/2008	\$10 59	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING

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

Period Name: JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
601	7/10/2008	\$6 26	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	7/10/2008	\$8 13	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	7/24/2008	\$37 12	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	7/16/2008	\$7,616 39	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	7/18/2008	\$14 29	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	7/18/2008	\$77 50	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	7/18/2008	\$9 54	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	7/18/2008	\$102 50	0 UB Receipt Serv 9 INSTITUTION	G 601-14601 WATER BILLING
601	7/24/2008	\$69 19	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	7/10/2008	\$6,041 68	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	7/10/2008	\$307 50	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	7/24/2008	\$7 43	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	7/16/2008	\$1 59	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	7/16/2008	\$148 93	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	7/16/2008	\$5,007 64	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	7/18/2008	\$809 00	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	7/24/2008	\$1 671 87	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	7/24/2008	\$761 03	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	7/24/2008	\$19 64	0 UB Receipt Serv 19 STATE SER CH	G 601-14601 WATER BILLING
601	7/24/2008	\$447 03	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	7/10/2008	\$195 62	0 UB Receipt Surc 19 STATE SER CH	G 601-14601 WATER BILLING
601	7/24/2008	\$9 54	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	7/18/2008	\$19 08	0 UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	7/24/2008	\$7 31	0 UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	7/18/2008	\$11,233 50	0 UB Receipt Serv 3 INDUSTRIAL	G 601-14601 WATER BILLING
601	7/18/2008	\$2 91	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	7/18/2008	\$4 270 09	0 UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	7/16/2008	\$15 00	0 UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	7/24/2008	\$40 80	0 UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	7/10/2008	\$22 27	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	7/16/2008	\$1 20	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	7/24/2008	\$5 23	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	7/16/2008	\$148 19	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	7/18/2008	\$877 02	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	7/24/2008	\$33 00	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	7/16/2008	\$0 42	0 UB Receipt Surc 21 SALES TAX	G 601-14605 SALES TAX REC
601	7/18/2008	\$5 85	0 UB Receipt Surc 20 STATE TAX	G 601-14605 SALES TAX REC
601	7/29/2008	\$1,000 00	15049 WATER CONNECTION	R 601-46120-34601 WATER H
601	7/10/2008	\$200 00	14965 WATER METER	R 601-46120-34602 WATER M
601	7/29/2008	\$200 00	15049 WATER METER	R 601-46120-34602 WATER M
601	7/10/2008	\$50 00	14965 WATER INSPECTION	R 601-46120-34603 WATER H
601	7/29/2008	\$100 00	15049 INSPECTIONS	R 601-46120-34603 WATER H
601	7/10/2008	\$80 81	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	7/24/2008	\$0 95	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	7/16/2008	\$40 43	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	7/16/2008	\$173 29	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	7/18/2008	\$23 94	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	7/18/2008	\$29 40	0 UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	7/24/2008	\$25 00	15544 GEORGE FARKAS C/O RE/MAX ASSOC	R 601-46120-37110 WATER R
FUND 601 WATER		\$49,985 43		
FUND 602 SEWER				
602	7/10/2008	\$23,223 13	14992 TAX SETTLEMENT	R 602-00000-36102 SPECIAL
602	7/10/2008	\$484 74	14992 TAX SETTLEMENT	R 602-00000-36102 SPECIAL
602	7/16/2008	\$50 30	0 UB Receipt Serv 15 1ST SEWER	G 602-14602 SEWER BILLIN
602	7/18/2008	\$91 30	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	7/24/2008	\$7 43	0 UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	7/18/2008	\$2 91	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	7/24/2008	\$68 10	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$921 33	0 UB Receipt Serv 13 NSP SEWER	G 602-14602 SEWER BILLIN
602	7/24/2008	\$522 83	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN

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

Period Name. JULY

FUND	Tran Date	Amount	Refer Comments	Account Descr
602	7/10/2008	\$371 70	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	7/24/2008	\$40 67	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	7/24/2008	\$67 07	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$13 03	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$16 20	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$4,057 22	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$209 80	0 UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$420 00	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$813 90	0 UB Receipt Serv 24 SEWER COMMER	G 602-14602 SEWER BILLIN
602	7/24/2008	\$708 65	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	7/18/2008	\$48 50	0 UB Receipt Serv 20 SEWER ONLY	G 602-14602 SEWER BILLIN
602	7/18/2008	\$14 29	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	7/10/2008	\$4,636 82	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	7/24/2008	\$7 31	0 UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	7/18/2008	\$181 90	0 UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLIN
602	7/10/2008	\$48 50	0 UB Receipt Serv 20 SEWER ONLY	G 602-14602 SEWER BILLIN
602	7/18/2008	\$93 43	0 UB Receipt Serv 14 SEWER METER	G 602-14602 SEWER BILLIN
602	7/18/2008	\$2 816 73	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$5,683 28	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	7/16/2008	\$5 32	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	7/18/2008	\$2,902 40	0 UB Receipt Serv 23 INDUSTRI SEW	G 602-14602 SEWER BILLIN
602	7/18/2008	\$122 30	0 UB Receipt Serv 29 INSTIT SEWER	G 602-14602 SEWER BILLIN
602	7/24/2008	\$1 423 70	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	7/10/2008	\$8 13	0 UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLIN
602	7/18/2008	\$3,177 02	0 UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLIN
602	7/17/2008	\$1,500 00	14998 SEWER CONNECTION	R 602-46200-34651 SEWER H
602	7/10/2008	\$50 00	14965 WATER CONNECTION INSPECTION	R 602-46200-34652 SEWER I
602	7/10/2008	\$50 00	14965 SEWER/WATER INSPECTION	R 602-46200-34652 SEWER I
602	7/17/2008	\$50 00	14998 INSPECTION	R 602-46200-34652 SEWER I
602	7/18/2008	\$14 921 30	0 UB AR Serv 19 PRISON SEWER	R 602-46200-37220 PRISON S
602	7/18/2008	\$645 03	0 UB AR Serv 13 NSP SEWER	R 602-46200-37230 NSP COL
602	7/18/2008	\$9,596 90	0 UB AR Serv 17 PLANT	R 602-46200-37240 ANDERS
FUND 602 SEWER		\$80,073 17		
		<u>\$1 004,972 68</u>		

CITY OF BAYPORT

EXPENSE SUMMARY YTD THRU 07/31/2008

7 Month = 58.4

DEPT	DEPT Descr	2008 Budget	2008 YTD Amt	Balance	2008 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0 00	\$0 00	\$0 00	0 00%
41100	ELECTIONS	\$5,140 00	\$720 83	\$4,419 17	85 98%
41200	MAYOR & COUNCIL	\$139,413 00	\$120,715 27	\$18 697 73	13 41%
41240	RECYCLING	\$9,407 00	\$4,330 27	\$5 076 73	53 97%
41400	ADMINISTRATION	\$143,769 00	\$94,766 71	\$49,002 29	34 08%
41903	DEBT SERVICE	\$0 00	\$0 00	\$0 00	0 00%
41910	PLANNING & ZONING	\$203 035 00	\$117,092 20	\$85,942 80	42 33%
41940	MUNICIPAL BUILDINGS	\$38,272 00	\$30 585 82	\$7,686 18	20 08%
42100	POLICE	\$644,608 00	\$370 017 19	\$274,590 81	42 60%
42200	FIRE PROTECTION	\$384,469 00	\$143,095 78	\$241,373 22	62 78%
43100	STREET MAINT	\$281,499 00	\$142,885 52	\$138,613 48	49 24%
43160	STREET LIGHTING	\$21,000 00	\$9,320 99	\$11,679 01	55 61%
43200	PARKS	\$78,513 00	\$65,444 94	\$13,068 06	16 64%
43300	CEMETERY	\$11 400 00	\$2 014 14	\$9,385 86	82 33%
44100	PROJECT	\$0 00	\$6,387 50	-\$6 387 50	0 00%
44200	TRANSFER OUT-DEBT SERVIC	\$0 00	\$0 00	\$0 00	0 00%
FUND 101 GENERAL		\$1,960,525 00	\$1,107,377 16	\$853,147 84	43 52%
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	\$362 15	-\$362 15	0 00%
41912	INSPIRATION	\$0 00	\$736 14	-\$736 14	0 00%
41913	EMERALD FALLS	\$0 00	\$0 00	\$0 00	0 00%
99999	PW CAPITAL OUTLAY	\$0 00	\$0 00	\$0 00	0 00%
FUND 209 DEVELOPER REIMBURSED PR		\$0 00	\$1,098 29	-\$1,098 29	0 00%
FUND 211 LIBRARY					
45500	LIBRARY	\$290,333 52	\$218,913 68	\$71,419 84	24 60%
FUND 211 LIBRARY		\$290,333 52	\$218,913 68	\$71,419 84	24 60%
FUND 601 WATER					
44100	PROJECT	\$0 00	\$0 00	\$0 00	0 00%
46110	WATER-PUMPHOUSE	\$42,350 00	\$17,150 57	\$25 199 43	59 50%
46120	WATER	\$281,538 00	\$142,520 23	\$139,017 77	49 38%
FUND 601 WATER		\$323,888 00	\$159,670 80	\$164,217 20	50 70%
FUND 602 SEWER					
44100	PROJECT	\$0 00	\$0 00	\$0 00	0 00%
46200	SEWER - OPERATING	\$353,230 00	\$124,282 61	\$228,947 39	64 82%
46990	SEWER - NON-OPERATING	\$290,000 00	\$165,792 27	\$124 207 73	42 83%
FUND 602 SEWER		\$643,230 00	\$290,074 88	\$353,155 12	54 90%
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	\$3,306 87	-\$3,306 87	0 00%
80001	ANDERSEN ESCROW	\$0 00	\$0 00	\$0 00	0 00%
80002	CPDC SENIOR COOP	\$0 00	\$0 00	\$0 00	0 00%
80003	BAYTOWN ANNEXATION	\$0 00	\$0 00	\$0 00	0 00%
80004	CROIXDALE	\$0 00	\$0 00	\$0 00	0 00%
80005	HARRIS CO - MCF	\$0 00	\$0 00	\$0 00	0 00%

CITY OF BAYPORT

07/29/08 3:37 PM

Page 2

EXPENSE SUMMARY YTD THRU 07/31/2008

7 Month = 58.4

DEPT	DEPT Descr	2008 Budget	2008 YTD Amt	Balance	2008 % of Budget Remain
80006	OSTERTAG VARIANCE	\$0 00	\$0 00	\$0 00	0 00%
80007	JEFF NELSON ESCROW	\$0 00	\$0 00	\$0 00	0 00%
80008	CHARLES LUTZ STREET VACA	\$0 00	\$0 00	\$0 00	0 00%
80009	DON THRON VARIANCE	\$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	\$62 00	-\$62 00	0 00%
80012	FRIENDS OF ST CROIX PREP	\$0 00	\$0 00	\$0 00	0 00%
80013	BAYPORT MARINA	\$0 00	\$650 00	-\$650 00	0 00%
80014	GROUP 41 (MIKE SCHALON	\$0 00	\$755 29	-\$755 29	0 00%
80015	GARY SWAGER	\$0 00	\$108 62	-\$108 62	0 00%
80016	Pete Miller - Feasi Study	\$0 00	\$1 971 02	-\$1,971 02	0 00%
FUND 803 P & Z ESCROWS		\$0 00	\$6,853 80	-\$6 853 80	0 00%
FUND 999 ACCRUED INT PAYABLE					
00000	GENERAL GOVERNMENT	\$0 00	\$0 00	\$0 00	0 00%
41000	DEPRECIATION EXP - GEN GO	\$0 00	\$0 00	\$0 00	0 00%
42000	PUBLIC SAFE CAPITAL OUTLA	\$0 00	\$0 00	\$0 00	0 00%
42200	FIRE PROTECTION	\$0 00	\$0 00	\$0 00	0 00%
43000	DEPRECIATION EXP - PUBLIC	\$0 00	\$0 00	\$0 00	0 00%
43100	STREET MAINT	\$0 00	\$0 00	\$0 00	0 00%
43200	PARKS	\$0 00	\$0 00	\$0 00	0 00%
43300	CEMETERY	\$0 00	\$0 00	\$0 00	0 00%
44000	DEPRECIATION EXP - LIBRARY	\$0 00	\$0 00	\$0 00	0 00%
45000	DEPRECIATION EXP - PARKS	\$0 00	\$0 00	\$0 00	0 00%
47000	INTEREST EXP	\$0 00	\$0 00	\$0 00	0 00%
FUND 999 ACCRUED INT PAYABLE		\$0 00	\$0 00	\$0 00	0 00%
		\$3,217,976 52	\$1,783,988 61	\$1,433,987 91	44 56%

**CITY OF BAYPORT**  
**MONTHLY EXPENSES**

07/29/08 3 38 PM  
Page 1

Period Name JULY

FUND Search Name	Tran Date	Act Amount Typ	DEPT	OBJ Comments	OBJ Descr
<b>FUND 101 GENERAL</b>					
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>					
101	5/20/2008	\$1,175 00 E	41200	101 Labor Distribution	WAGES AND SAL
101	5/20/2008	\$11 25 E	41200	121 Labor Distribution	P E R A
101	5/20/2008	\$72 85 E	41200	122 Labor Distribution	CONT TO RET S
101	5/20/2008	\$17 03 E	41200	170 Labor Distribution	MEDICARE
101	7/17/2008	\$17 82 E	41200	201 MIKE - COFFEE	OFFICE SUPPLIE
101	7/17/2008	\$7 84 E	41200	201 LASER P/R CHECKS	OFFICE SUPPLIE
101	7/23/2008	\$2 77 E	41200	201 SUPPLES	OFFICE SUPPLIE
101	7/22/2008	\$5 19 E	41200	201 SUPPLIES	OFFICE SUPPLIE
101	7/17/2008	\$585 00 E	41200	300 13467-1659 GENERAL FILE	PROF SER-LEGAL
101	7/25/2008	\$373 39 E	41200	301 STAFF MTGING	PROF SER-ENGIN
101	7/23/2008	\$2,860 23 E	41200	301 WELL HOUSE PHASE 11	PROF SER-ENGIN
101	7/25/2008	\$73 68 E	41200	301 COUNCIL MTGING	PROF SER-ENGIN
101	7/25/2008	\$163 97 E	41200	301 ANDERSON RAILROAD CROSSI	PROF SER-ENGIN
101	7/25/2008	\$351 72 E	41200	301 OAK PARK HTGS COMP PLAN R	PROF SER-ENGIN
101	7/21/2008	\$490 00 E	41200	303 ANNUAL REPORT TO STATE AU	PROF SER-AUDIT
101	7/9/2008	\$11,739 25 E	41200	304 08 ASSESSMENT FEE	PROF SER-ASSE
101	7/22/2008	\$437 50 E	41200	306 MAINTENANCE PLAN - JUNE 20	PROF SER-OTHE
101	7/17/2008	\$5 55 E	41200	306 MNAPA - MPS	PROF SER-OTHE
101	7/17/2008	\$125 50 E	41200	306 BATHHOUSE ATTENDANT TRAI	PROF SER-OTHE
101	7/23/2008	\$400 00 E	41200	350 ANNUAL CODE ON INTERNET F	PRINTING & PUBL
101	7/9/2008	\$217 00 E	41200	402 THE KAHLER GRAND HOTEL	CONFERENCES &
101	7/9/2008	\$6 32 E	41200	402 FINANCE CHG	CONFERENCES &
101	7/17/2008	\$2 00 E	41200	402 SARA - PKING MET COUNCIL	CONFERENCES &
101	7/22/2008	\$46 00 E	41200	416 SECURENCE MTHLY	REPAIR/MAINT O
101	7/23/2008	\$41 00 E	41200	444 41 PASSANGER TIRES	COMMUNITY PRO
101	7/17/2008	\$8 99 E	41200	444 MIKE/SARA - COOKIES FOR OP	COMMUNITY PRO
101	7/17/2008	\$48 89 E	41200	444 SARA - OPEN HOUSE BATHHO	COMMUNITY PRO
101	7/23/2008	\$10 00 E	41200	444 4 LT TIRES	COMMUNITY PRO
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>		<b>\$19,295 74</b>			
<b>DEPT 41240 RECYCLING</b>					
101	7/23/2008	\$165 06 E	41240	302 CONSULTING	CONTRACT SERV
101	7/9/2008	\$98 50 E	41240	302 CONSULTING	CONTRACT SERV
101	7/22/2008	\$30 00 E	41240	370 RECYCLING PROGRAM	RECYCLING INCE
<b>DEPT 41240 RECYCLING</b>		<b>\$293 56</b>			
<b>DEPT 41400 ADMINISTRATION</b>					
101	7/10/2008	\$2,174 95 E	41400	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$2 174 95 E	41400	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$141 38 E	41400	121 Labor Distribution	P E R A
101	7/10/2008	\$141 38 E	41400	121 Labor Distribution	P E R A
101	7/10/2008	\$133 81 E	41400	122 Labor Distribution	CONT TO RET S
101	7/10/2008	\$133 81 E	41400	122 Labor Distribution	CONT TO RET , S
101	7/10/2008	\$185 78 E	41400	126 Labor Distribution	H S A
101	7/10/2008	\$185 78 E	41400	126 Labor Distribution	H S A
101	7/10/2008	\$570 02 E	41400	131 Labor Distribution	CONT TO EMPLO
101	7/9/2008	\$54 00 E	41400	131 Vendor Liability	CONT TO EMPLO
101	7/22/2008	\$2,802 54 E	41400	140 UNEMPLOYMENT BENEFITS QT	UNEMPLOYMENT
101	7/10/2008	\$31 30 E	41400	170 Labor Distribution	MEDICARE
101	7/10/2008	\$31 30 E	41400	170 Labor Distribution	MEDICARE
101	7/23/2008	\$16 63 E	41400	201 SUPPLES	OFFICE SUPPLIE
101	7/17/2008	\$47 08 E	41400	201 LASER P/R CHECKS	OFFICE SUPPLIE
101	7/22/2008	\$31 16 E	41400	201 SUPPLIES	OFFICE SUPPLIE
101	7/9/2008	\$919 35 E	41400	302 CONSULTING	CONTRACT SERV
101	7/23/2008	\$1,540 53 E	41400	302 CONSULTING	CONTRACT SERV
101	7/9/2008	\$25 03 E	41400	322 NEOPOST INC	POSTAGE
101	7/17/2008	\$32 75 E	41400	322 POSTAL MACHINE LEASE AMO	POSTAGE
101	7/17/2008	\$3 00 E	41400	400 SARA - PKG MET COUNCIL	USE OF PERSON

**CITY OF BAYPORT**  
**MONTHLY EXPENSES**

07/29/08 3 38 PM  
Page 2

Period Name: JULY

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
101 TAYLOR, SARA	7/17/2008	\$84 39	E	41400	400 REIMBURSTMENT - MEAL & MIL	USE OF PERSON
101 TR COMPUTER SALES LLC	7/22/2008	\$82 75	E	41400	416 MIRO SOFT SUPPORT CALL	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	7/22/2008	\$129 37	E	41400	416 TROUBLESHOOT INTERNET	REPAIR/MAINT O
101 BANYON DATA SYSTEMS	7/9/2008	\$874 99	E	41400	416 WINPOS SOFTWARE	REPAIR/MAINT O
101 GOVERNMENT FINANCE OF	7/28/2008	\$155 00	E	41400	433 MEMBERSHIP FEE	DUES & MEMBER
DEPT 41400 ADMINISTRATION		\$12,703 03				
<b>DEPT 41910 PLANNING &amp; ZONING</b>						
101	7/10/2008	\$4,100 17	E	41910	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$4 100 17	E	41910	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$266 53	E	41910	121 Labor Distribution	P E R A
101	7/10/2008	\$266 53	E	41910	121 Labor Distribution	P E R A
101	7/10/2008	\$252 24	E	41910	122 Labor Distribution	CONT TO RET , S
101	7/10/2008	\$252 24	E	41910	122 Labor Distribution	CONT TO RET , S
101	7/10/2008	\$353 87	E	41910	126 Labor Distribution	H S A
101	7/10/2008	\$353 87	E	41910	126 Labor Distribution	H S A
101	7/10/2008	\$1,061 88	E	41910	131 Labor Distribution	CONT TO EMPLO
101	7/10/2008	\$59 00	E	41910	170 Labor Distribution	MEDICARE
101	7/10/2008	\$59 00	E	41910	170 Labor Distribution	MEDICARE
101 QUILL	7/23/2008	\$13 86	E	41910	201 SUPPLIES	OFFICE SUPPLIE
101 INNOVATIVE OFFICE SOLUTI	7/22/2008	\$25 96	E	41910	201 SUPPLIES	OFFICE SUPPLIE
101 BUSINESS FORMS & ACCOU	7/17/2008	\$39 23	E	41910	201 LASER P/R CHECKS	OFFICE SUPPLIE
101 HOLIDAY FLEET	7/17/2008	\$251 71	E	41910	212 MOTOR FUELS	MOTOR FUELS &
101 S E H	7/25/2008	\$568 27	E	41910	301 628 OAKWOOD ST WALL DESI	PROF SER-ENGIN
101 S E H	7/25/2008	\$163 97	E	41910	301 1210 PIONEER TRAIL CERTIFIC	PROF SER-ENGIN
101 S E H	7/25/2008	\$163 97	E	41910	301 329 PERIWINKLE PLACE CERTI	PROF SER-ENGIN
101 MANAGEMENT SERVICES	7/9/2008	\$820 85	E	41910	302 CONSULTING	CONTRACT SERV
101 MANAGEMENT SERVICES	7/23/2008	\$1,375 47	E	41910	302 CONSULTING	CONTRACT SERV
101 NEOPOST	7/17/2008	\$27 29	E	41910	322 POSTAL MACHINE LEASE AMO	POSTAGE
101 TAYLOR, SARA	7/17/2008	\$132 39	E	41910	400 REIMBURSTMENT - MEAL & MIL	USE OF PERSON
101 CASPERSON MOTORS	7/17/2008	\$261 59	E	41910	412 REPLACE CLUTCH FAN	REP & MAINT VE
101 BANYON DATA SYSTEMS	7/9/2008	\$729 16	E	41910	416 WINPOS SOFTWARE	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	7/22/2008	\$68 96	E	41910	416 MIRO SOFT SUPPORT CALL	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	7/22/2008	\$107 81	E	41910	416 TROUBLESHOOT INTERNET	REPAIR/MAINT O
DEPT 41910 PLANNING & ZONING		\$15,875 99				
<b>DEPT 41940 MUNICIPAL BUILDINGS</b>						
101 PETTY CASH	7/17/2008	\$24 59	E	41940	220 SARA - MUNICIPAL BLG SUPPL	OPERATING SUP
101 ABRAHAMSON NURSERIES	7/23/2008	\$603 48	E	41940	220 CITY HALL PROJECT	OPERATING SUP
101 OFFICE OF ENT TECHNOLO	7/22/2008	\$398 11	E	41940	321 COMMUNICATIONS	COMMUNICATION
101 COMCAST	7/28/2008	\$34 95	E	41940	321 BUSINESS CLASS INTERNET	COMMUNICATION
101 OFFICE OF ENT TECHNOLO	7/22/2008	\$405 36	E	41940	321 COMMUNICATIONS	COMMUNICATION
101 XCEL	7/9/2008	\$1,123 16	E	41940	380 ELECTRIC & FUEL SERVICE	ELECTRIC SERVI
101 XCEL	7/9/2008	\$114 90	E	41940	381 ELECTRIC & FUEL SERVICE	FUEL FOR HEAT
101 SCHMIDT MECHANICAL	7/29/2008	\$724 81	E	41940	420 CITY HALL - A/C UNIT FROZE U	R & M BLDGS ST
DEPT 41940 MUNICIPAL BUILDINGS		\$3,429 36				
<b>DEPT 42100 POLICE</b>						
101	7/10/2008	\$1,235 22	E	42100	050 Labor Distribution	SEASONAL/PART
101	7/10/2008	\$1,999 49	E	42100	050 Labor Distribution	SEASONAL/PART
101	7/10/2008	\$12,006.81	E	42100	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$11,713 91	E	42100	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$675 17	E	42100	102 Labor Distribution	OVERTIME
101	7/10/2008	\$795 25	E	42100	102 Labor Distribution	OVERTIME
101	7/10/2008	\$1,747 09	E	42100	121 Labor Distribution	P E R A
101	7/10/2008	\$1,638.23	E	42100	121 Labor Distribution	P E R A
101	7/10/2008	\$58 88	E	42100	122 Labor Distribution	CONT TO RET S
101	7/10/2008	\$46 53	E	42100	122 Labor Distribution	CONT TO RET , S
101	7/10/2008	\$716 58	E	42100	126 Labor Distribution	H S A
101	7/10/2008	\$716 58	E	42100	126 Labor Distribution	H S A

**CITY OF BAYPORT**  
**MONTHLY EXPENSES**

07/29/08 3 38 PM  
Page 3

Period Name: JULY

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
101	7/10/2008	\$2,580.03	E	42100	131 Labor Distribution	CONT TO EMPLO
101	7/10/2008	\$178.32	E	42100	170 Labor Distribution	MEDICARE
101	7/10/2008	\$163.73	E	42100	170 Labor Distribution	MEDICARE
101	7/23/2008	\$13.86	E	42100	201 SUPPLES	OFFICE SUPPLIE
101	7/17/2008	\$20.00	E	42100	201 LOGAN - VEHICLE TITLE	OFFICE SUPPLIE
101	7/17/2008	\$39.23	E	42100	201 LASER P/R CHECKS	OFFICE SUPPLIE
101	7/22/2008	\$25.96	E	42100	201 SUPPLIES	OFFICE SUPPLIE
101	7/9/2008	\$289.40	E	42100	202 MACE FREEZE - PD DEPT	UNIFORMS - MISC
101	7/29/2008	\$221.82	E	42100	208 UNIFORM - J JACKSON - PD DE	UNIFORMS - JAY
101	7/29/2008	\$410.08	E	42100	209 UNIFORMS - PD DEPT	UNIFORMS - WILL
101	7/29/2008	\$39.89	E	42100	212 HOLIDAY	MOTOR FUELS &
101	7/17/2008	\$2,049.40	E	42100	212 MOTOR FUELS	MOTOR FUELS &
101	7/29/2008	\$325.00	E	42100	220 IAPE	OPERATING SUP
101	7/9/2008	\$300.00	E	42100	220 STORAGE JULY, AUG, & SEPT 2	OPERATING SUP
101	7/29/2008	\$88.80	E	42100	220 DOCUCOPIES	OPERATING SUP
101	7/29/2008	\$15.47	E	42100	220 ACEHARDWARE	OPERATING SUP
101	7/29/2008	\$7.00	E	42100	220 RIVERTOWN NEWSPAPER	OPERATING SUP
101	7/29/2008	\$14.93	E	42100	220 OFFICE MAX	OPERATING SUP
101	7/29/2008	\$59.61	E	42100	220 CARTRIDGE WORLD	OPERATING SUP
101	7/29/2008	\$131.95	E	42100	220 EVIDENCE SUUPLIES - PD DEP	OPERATING SUP
101	7/17/2008	\$21.26	E	42100	220 MOTOR FUELS	OPERATING SUP
101	7/9/2008	\$2,093.41	E	42100	300 PROSECUTION 13467-9999	PROF SER-LEGAL
101	7/17/2008	\$71.50	E	42100	300 13467-1659 GENERAL FILE	PROF SER-LEGAL
101	7/17/2008	\$121.10	E	42100	300 13467-16032 PERA-MCGUIRE	PROF SER-LEGAL
101	7/29/2008	\$74.75	E	42100	306 30 DAY PUBLIC NOTICE - PD DE	PROF SER-OTHE
101	7/29/2008	\$310.41	E	42100	321 CELL PHONES - PD DEPT	COMMUNICATION
101	7/9/2008	\$120.35	E	42100	321 COMM PD DEPT	COMMUNICATION
101	7/17/2008	\$27.29	E	42100	322 POSTAL MACHINE LEASE AMO	POSTAGE
101	7/9/2008	\$570.00	E	42100	391 POLICE DEPT	SHARED AUTOMA
101	7/9/2008	\$375.00	E	42100	391 POLICE DEPT	SHARED AUTOMA
101	7/9/2008	\$750.00	E	42100	391 POLICE DEPT	SHARED AUTOMA
101	7/9/2008	\$3,733.00	E	42100	391 POLICE DEPT	SHARED AUTOMA
101	7/9/2008	\$2,375.00	E	42100	403 SPRING SEMESTER 2008	POLICE TRAININ
101	7/17/2008	\$28.85	E	42100	412 2501 OIL & FILTER - PD	REP & MAINT VE
101	7/17/2008	\$206.55	E	42100	412 2502 REPLACE PUMP - PD	REP & MAINT VE
101	7/17/2008	\$28.85	E	42100	412 2304 OIL & FILTER	REP & MAINT VE
101	7/17/2008	\$186.76	E	42100	412 2502 BATTERY PD	REP & MAINT VE
101	7/17/2008	\$32.94	E	42100	412 2502 REPLACE AIR FILTER	REP & MAINT VE
101	7/9/2008	\$729.16	E	42100	416 WINPOS SOFTWARE	REPAIR/MAINT O
101	7/22/2008	\$68.96	E	42100	416 MIRO SOFT SUPPORT CALL	REPAIR/MAINT O
101	7/22/2008	\$107.81	E	42100	416 TROUBLESHOOT INTERNET	REPAIR/MAINT O
101	7/9/2008	\$983.84	E	42100	444 GLOW NECKLACES SHIPPING	COMMUNITY PRO
101	7/9/2008	\$200.00	E	42100	444 DAY FIRE SAFETY TRAILER RE	COMMUNITY PRO
101	7/9/2008	\$25.52	E	42100	444 OFFICE MAX	COMMUNITY PRO
101	7/9/2008	\$10.10	E	42100	444 GAS FOR SAFETY CAMP	COMMUNITY PRO
101	7/9/2008	\$14.35	E	42100	444 OFFICE MAX	COMMUNITY PRO
101	7/9/2008	\$22.33	E	42100	444 WALGREENS	COMMUNITY PRO
101	7/29/2008	\$60.00	E	42100	444 NATIONAL NIGHT OUT PAMPLE	COMMUNITY PRO
101	7/9/2008	\$249.00	E	42100	444 PIZZA MAN	COMMUNITY PRO
101	7/9/2008	\$88.30	E	42100	444 OFFICE MAX	COMMUNITY PRO
101	7/9/2008	\$361.89	E	42100	444 SPORTSMANS WAREHOUSE	COMMUNITY PRO
101	7/17/2008	\$200.00	E	42100	444 NATIONAL NIGHT OUT	COMMUNITY PRO
101	7/9/2008	\$9.15	E	42100	444 HOLIDAY STNSTORE	COMMUNITY PRO
101	7/9/2008	\$28.72	E	42100	444 PARTY AMERICA	COMMUNITY PRO
DEPT 42100 POLICE		\$64,610.37				
DEPT 42200 FIRE PROTECTION						
101	6/19/2008	\$2,666.33	E	42200	101 Labor Distribution	WAGES AND SAL
101	5/20/2008	\$250.00	E	42200	101 Labor Distribution	WAGES AND SAL
101	6/19/2008	\$21,199.00	E	42200	105 Labor Distribution	FIRE RUNS,DRILL
101	6/19/2008	\$1,094.46	E	42200	122 Labor Distribution	CONT TO RET , S

CITY OF BAYPORT

07/29/08 3 38 PM

Page 4

MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Act Amount Typ	DEPT	OBJ Comments	OBJ Descr
101	6/19/2008	\$336 38 E	42200	170 Labor Distribution	MEDICARE
101 U S BANK VISA	7/29/2008	\$44 54 E	42200	201 FIRE DEPT CREDIT CARD	OFFICE SUPPLIE
101 HOLIDAY FLEET	7/17/2008	\$1,296 88 E	42200	212 MOTOR FUELS	MOTOR FUELS &
101 EISINGER, ALLEN	7/29/2008	\$22 57 E	42200	220 SCBA SHIPPING	OPERATING SUP
101 U S BANK VISA	7/9/2008	\$7 43 E	42200	220 FINANCE CHG	OPERATING SUP
101 U S BANK VISA	7/9/2008	\$35 00 E	42200	220 LATE FEE	OPERATING SUP
101 U S BANK VISA	7/9/2008	\$26 13 E	42200	220 MARATHON OIL	OPERATING SUP
101 U S BANK VISA	7/9/2008	\$30 82 E	42200	220 MARATHON OIL	OPERATING SUP
101 NEXTEL COMMUNICATIONS	7/29/2008	\$231 29 E	42200	321 CELL PHONES - FIRE DEPT	COMMUNICATION
101 NEXTEL COMMUNICATIONS	7/9/2008	\$195 14 E	42200	321 PHONES	COMMUNICATION
101 ANCOM COMMUNICATIONS I	7/22/2008	\$12 50 E	42200	323 TECHNICAL SERVICE PERFOR	RADIOS-REPAIR
101 ACS GOVERNMENT SYSTEM	7/29/2008	\$3 320 00 E	42200	391 FIREHOUSE SOFTWARE - FD D	SHARED AUTOMA
101 TRAFFIC CONTROL CORP	7/22/2008	\$997 91 E	42200	391 FIRE DEPT EMITTER MODULE	SHARED AUTOMA
101 VIDAL, JAKE	7/9/2008	\$262 67 E	42200	402 ECPLORER CONFERENCE MILE	CONFERENCES &
101 EMERGENCY APPARATUS M	7/29/2008	\$1,303 42 E	42200	412 LABOR PARTS, ACCESSORIES	REP & MAINT VE
101 EMERGENCY APPARATUS M	7/29/2008	\$265 00 E	42200	412 PUMP TEST - FIRE DEPT	REP & MAINT VE
101 EMERGENCY APPARATUS M	7/29/2008	\$1,552 52 E	42200	412 LABOR, PARTS, ACESSORIES,	REP & MAINT VE
101 EMERGENCY APPARATUS M	7/29/2008	\$782 06 E	42200	412 LABOR, PARTS, ACCESSORIES,	REP & MAINT VE
101 EMERGENCY APPARATUS M	7/29/2008	\$1,002 20 E	42200	412 LABOR, PARTS, ACCESSORIES,	REP & MAINT VE
101 WINGFOOT COMMERCIAL TI	7/22/2008	\$1,312 25 E	42200	412 FIRE DEPT	REP & MAINT VE
101 OUTDOOR POWER REPAIR	7/29/2008	\$121 78 E	42200	412 REPLACE SOLONOID AND REP	REP & MAINT VE
101 T R F SUPPLY	7/29/2008	\$149 95 E	42200	420 TOILET MATS & BOWL BLKS - F	R & M BLDGS, ST
101 EISINGER JAKE	7/29/2008	\$291 10 E	42200	420 REIMBURSEMENT EXPLORER	R & M BLDGS ST
101 DISTRICT 2	7/29/2008	\$2,811 50 E	42200	437 INSTALL FD HANNAY HYDRAUL	TRANSFER OUT/
DEPT 42200 FIRE PROTECTION		\$41,620 83			
DEPT 43100 STREET MAINT					
101	7/10/2008	\$1,621 50 E	43100	050 Labor Distribution	SEASONAL/PART
101	7/10/2008	\$1,312 00 E	43100	050 Labor Distribution	SEASONAL/PART
101	7/10/2008	\$1,691 20 E	43100	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$1,691 20 E	43100	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$69 54 E	43100	102 Labor Distribution	OVERTIME
101	7/10/2008	\$109 93 E	43100	121 Labor Distribution	P E R A
101	7/10/2008	\$114 45 E	43100	121 Labor Distributon	P E R A
101	7/10/2008	\$189 87 E	43100	122 Labor Distribution	CONT TO RET S
101	7/10/2008	\$204 97 E	43100	122 Labor Distribution	CONT TO RET , S
101	7/10/2008	\$91 43 E	43100	126 Labor Distribution	H S A
101	7/10/2008	\$79 28 E	43100	126 Labor Distribution	H S A
101	7/10/2008	\$360 41 E	43100	131 Labor Distribution	CONT TO EMPLO
101	7/15/2008	\$3,990 96 E	43100	150 INS & WK'S COMP ADJ	WORKER'S COMP
101	7/10/2008	\$44 41 E	43100	170 Labor Distribution	MEDICARE
101	7/10/2008	\$47 94 E	43100	170 Labor Distribution	MEDICARE
101 QUILL	7/23/2008	\$2 77 E	43100	201 SUPPLES	OFFICE SUPPLIE
101 BUSINESS FORMS & ACCOU	7/17/2008	\$7 84 E	43100	201 LASER P/R CHECKS	OFFICE SUPPLIE
101 INNOVATIVE OFFICE SOLUTI	7/22/2008	\$5 19 E	43100	201 SUPPLIES	OFFICE SUPPLIE
101 HOLIDAY FLEET	7/17/2008	\$727 70 E	43100	212 MOTOR FUELS	MOTOR FUELS &
101 WASHINGTON COUNTY SUR	7/17/2008	\$5 33 E	43100	220 2005 AER 11 X 17 & ACAD 11 / 1	OPERATING SUP
101 MENARDS-STILLWATER	7/29/2008	\$126 00 E	43100	220 CONCRETE MIX	OPERATING SUP
101 OXYGEN SERVICE COMPAN	7/29/2008	\$49 29 E	43100	220 WELDING HOSE, FITTINGS, GO	OPERATING SUP
101 AAA MINNESOTA	7/29/2008	\$364 00 E	43100	220 PATROL FLAG PATROL POLES	OPERATING SUP
101 U S BANK VISA	7/29/2008	\$6 27 E	43100	220 OXYGEN SERVICE	OPERATING SUP
101 OXYGEN SERVICE COMPAN	7/29/2008	\$6 08 E	43100	220 INDUSTRIAL LARGE AND TAX	OPERATING SUP
101 U S BANK VISA	7/29/2008	\$37 02 E	43100	220 MENARDS	OPERATING SUP
101 T R F SUPPLY	7/29/2008	\$821 11 E	43100	220 CAN LINER CLEAR, SUMPSTER	OPERATING SUP
101 WASHINGTON COUNTY SUR	7/17/2008	-\$5 33 E	43100	220 2005 AER 11 X 17 & ACAD 11 / 1	OPERATING SUP
101 NEOPOST	7/17/2008	\$5 45 E	43100	322 POSTAL MACHINE LEASE AMO	POSTAGE
101	7/15/2008	-\$3,990 96 E	43100	360 INS & WK'S COMP ADJ	INSURANCE/P&L
101 TRI STATE BOBCAT INC	7/29/2008	\$445 37 E	43100	412 VEH REPAIR PARTS	REP & MAINT VE
101 CARQUEST AUTO PARTS	7/29/2008	\$87 66 E	43100	412 TWO AIR FILTER - HD	REP & MAINT VE
101 CROSS NURSERIES	7/29/2008	\$1,217 29 E	43100	413 TREES	TREES
101 RIVER CITY SERVICES	7/29/2008	\$450 00 E	43100	413 BOOM TRUCK	TREES

CITY OF BAYPORT

07/29/08 3 38 PM

Page 5

MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
101 RIVER CITY SERVICES	7/29/2008	\$350 00	E	43100	413 DISPOSAL	TREES
101 RIVER CITY SERVICES	7/29/2008	\$106 44	E	43100	413 SALES TAX	TREES
101 ST CROIX TREE SERVICE	7/22/2008	\$1,030 14	E	43100	413 7 TREES TOOK DOWN - CITY W	TREES
101 ST CROIX TREE SERVICE	7/29/2008	\$612 38	E	43100	413 STUMPS PER ESTIMATE & ADDI	TREES
101 TR COMPUTER SALES LLC	7/22/2008	\$21 56	E	43100	416 TROUBLESHOOT INTERNET	REPAIR/MAINT O
101 BANYON DATA SYSTEMS	7/9/2008	\$145 83	E	43100	416 WINPOS SOFTWARE	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	7/22/2008	\$13 79	E	43100	416 MIRO SOFT SUPPORT CALL	REPAIR/MAINT O
101 RIVER CITY SERVICES	7/29/2008	\$180 00	E	43100	421 BOOM TRUCK	REPAIR & MAINT
101 T A SCHIFSKY & SONS INC	7/22/2008	\$446 51	E	43100	421 MODIFIED ASPHALT & BASE AS	REPAIR & MAINT
101 BRYAN ROCK PRODUCTS IN	7/21/2008	\$127 05	E	43100	421 3/4" FINES	REPAIR & MAINT
101 U S BANK VISA	7/29/2008	\$53 35	E	43100	421 FARM STORE	REPAIR & MAINT
101 JOHNSTON FARGO CULVER	7/29/2008	\$614 38	E	43100	421 CULVERT, WIDE BAND, STRAP,	REPAIR & MAINT
101 BRYAN ROCK PRODUCTS IN	7/21/2008	\$13 43	E	43100	421 LIME	REPAIR & MAINT
101 T A SCHIFSKY & SONS INC	7/21/2008	\$778 59	E	43100	421 TACK OIL BASE ASPHALT, & M	REPAIR & MAINT
101 MILLER EXCAVATING	7/22/2008	\$884 59	E	43100	421 SAND,BLK DIRT, GRADE GRAV	REPAIR & MAINT
DEPT 43100 STREET MAINT		\$17,365 11				
DEPT 43160 STREET LIGHTING						
101 XCEL	7/9/2008	\$2,024 70	E	43160	380 ELECTRIC & FUEL SERVICE	ELECTRIC SERVI
DEPT 43160 STREET LIGHTING		\$2,024 70				
DEPT 43200 PARKS						
101	7/10/2008	\$1,733 75	E	43200	050 Labor Distribution	SEASONAL/PART
101	7/10/2008	\$1,616 00	E	43200	050 Labor Distribution	SEASONAL/PART
101	7/10/2008	\$927 20	E	43200	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$927 20	E	43200	101 Labor Distribution	WAGES AND SAL
101	7/10/2008	\$60 27	E	43200	121 Labor Distribution	P E R A
101	7/10/2008	\$60 27	E	43200	121 Labor Distribution	P E R A
101	7/10/2008	\$162 66	E	43200	122 Labor Distribution	CONT TO RET S
101	7/10/2008	\$141 17	E	43200	122 Labor Distribution	CONT TO RET , S
101	7/10/2008	\$44 24	E	43200	126 Labor Distribution	H S A
101	7/10/2008	\$42 64	E	43200	126 Labor Distribution	H S A
101	7/10/2008	\$170 31	E	43200	131 Labor Distribution	CONT TO EMPLO
101	7/15/2008	\$983 37	E	43200	150	WORKER'S COMP
101	7/10/2008	\$38 04	E	43200	170 Labor Distribution	MEDICARE
101	7/10/2008	\$36 36	E	43200	170 Labor Distribution	MEDICARE
101 HOLIDAY FLEET	7/17/2008	\$308 90	E	43200	212 MOTOR FUELS	MOTOR FUELS &
101 GRAINGER	7/22/2008	\$68 32	E	43200	220 OPERATING SUPPLIES & TOOL	OPERATING SUP
101 U S BANK VISA	7/9/2008	\$65 52	E	43200	220 WAL MART	OPERATING SUP
101 PETTY CASH	7/17/2008	\$3 30	E	43200	220 MIKE -INTERVIEWS	OPERATING SUP
101 BAYPORT PRINTING HOUSE,	7/22/2008	\$212 54	E	43200	220 ENV-MISC/BOAT TRAILER PARK	OPERATING SUP
101 SCHWAN FOOD COMPANY	7/17/2008	\$20 96	E	43200	220 ICE CREAM - CONCESSIONS	OPERATING SUP
101 SCHWAN FOOD COMPANY	7/9/2008	\$105 90	E	43200	220 PARK CONCESSIONS	OPERATING SUP
101 VAN PAPER CO	7/22/2008	\$311 83	E	43200	220 SUPPLIES - PARK BLG	OPERATING SUP
101 CCP INDUSTRIES	7/22/2008	\$36 08	E	43200	220 GLASSES, FROST FRAME CLEA	OPERATING SUP
101 SCHWAN FOOD COMPANY	7/23/2008	\$121 88	E	43200	220 ICE CREAM - BEACH/BATHHOU	OPERATING SUP
101 PETTY CASH	7/17/2008	\$32 22	E	43200	220 SARA - BATHHOUSE	OPERATING SUP
101 PETTY CASH	7/17/2008	\$48 07	E	43200	220 SARA - BATHHOUSE INVENTOR	OPERATING SUP
101 PETTY CASH	7/17/2008	\$4 17	E	43200	220 SARA - COPY CAT SIGN AT BAT	OPERATING SUP
101 U S BANK VISA	7/29/2008	\$19 71	E	43200	240 ACE HARDWARE	SMALL TOOLS-E
101 MENARDS-STILLWATER	7/22/2008	\$82 64	E	43200	240 HOSE,SPRINKLER CONNECTO	SMALL TOOLS-E
101 NEOPOST	7/17/2008	\$5 45	E	43200	322 POSTAL MACHINE LEASE AMO	POSTAGE
101	7/15/2008	-\$983 37	E	43200	360	INSURANCE/P&L
101 BUBERL BLACK DIRT	7/22/2008	\$536 76	E	43200	410 42 YDS BLK DIRT	REPAIR & MAINT
101 RIVER CITY SERVICES	7/29/2008	\$37 50	E	43200	410 SWINGER RENTAL	REPAIR & MAINT
101 RIVER CITY SERVICES	7/29/2008	\$80 00	E	43200	410 SERVICE FEE	REPAIR & MAINT
101 SHEMIN NURSERIES, INC	7/22/2008	\$515 49	E	43200	410 GROUND MAINT MATERIAL - P	REPAIR & MAINT
101 RIVER CITY SERVICES	7/29/2008	\$175 00	E	43200	410 SWINGER RENTAL	REPAIR & MAINT
101 BUBERL RECYCLING & COM	7/21/2008	\$190 10	E	43200	410 HARDWOOD BARK MULCH	REPAIR & MAINT
101 U S BANK VISA	7/23/2008	\$46 16	E	43200	412 LATE FEE & SERCHARGE	REP & MAINT VE

CITY OF BAYPORT

07/29/08 3:38 PM

Page 6

MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
101 TRI STATE BOBCAT INC	7/21/2008	-42 19	E	43200	412 VEH MAINT	REP & MAINT VE
101 TRI STATE BOBCAT INC	7/21/2008	\$39 99	E	43200	412 VEH MAINT	REP & MAINT VE
101 TRI STATE BOBCAT INC	7/21/2008	\$15 42	E	43200	412 VEH MAINT	REP & MAINT VE
101 U S BANK VISA	7/23/2008	\$146 32	E	43200	412 LANO EQUIPMENT	REP & MAINT VE
101 TR COMPUTER SALES LLC	7/22/2008	\$21 56	E	43200	416 TROUBLESHOOT INTERNET	REPAIR/MAINT O
101 TR COMPUTER SALES LLC	7/22/2008	\$13 79	E	43200	416 MIRO SOFT SUPPORT CALL	REPAIR/MAINT O
101 BANYON DATA SYSTEMS	7/9/2008	\$145 83	E	43200	416 WINPOS SOFTWARE	REPAIR/MAINT O
101 MENARDS-STILLWATER	7/22/2008	\$35 40	E	43200	420 TREATED AG, CUTTING CHARG	R & M BLDGS, ST
101 LINNER ELECTRIC	7/22/2008	\$186 05	E	43200	420 WIRING/BEACH HOUSE	R & M BLDGS, ST
101 U S BANK VISA	7/23/2008	\$21 00	E	43200	420 ACE HARDWARE	R & M BLDGS, ST
101 U S BANK VISA	7/23/2008	\$211 57	E	43200	420 TWIN CITY HARDWARE	R & M BLDGS, ST
101 MENARDS-STILLWATER	7/22/2008	\$27 74	E	43200	420 LETTERS - PARK	R & M BLDGS, ST
101 U S BANK VISA	7/23/2008	\$12 33	E	43200	420 ACE HARDWARE	R & M BLDGS, ST
101 U S BANK VISA	7/23/2008	\$26 97	E	43200	420 LOWES	R & M BLDGS, ST
101 U S BANK VISA	7/29/2008	\$13 66	E	43200	420 ACE HARDWARE	R & M BLDGS, ST
101 U S BANK VISA	7/9/2008	\$23 21	E	43200	420 MILLS FLEET FARM	R & M BLDGS, ST
101 U S BANK VISA	7/23/2008	\$148 97	E	43200	420 MENARDS	R & M BLDGS, ST
101 U S BANK VISA	7/23/2008	\$85 20	E	43200	420 LAKE GAS	R & M BLDGS, ST
101 U S BANK VISA	7/29/2008	\$95 58	E	43200	420 LAKE GAS	R & M BLDGS, ST
101 U S BANK VISA	7/23/2008	\$34 03	E	43200	420 ACE HARDWARE	R & M BLDGS, ST
101 AIR FRESH PORTABLE TOIL	7/29/2008	\$315 00	E	43200	425 MONTHLY RENTAL STANDARD	SATILLITIES
101 AIR FRESH PORTABLE TOIL	7/29/2008	\$45 05	E	43200	425 SALES TAX	SATILLITIES
101 AIR FRESH PORTABLE TOIL	7/29/2008	\$378 00	E	43200	425 MONTHLY RENTAL - HANDICAP	SATILLITIES
DEPT 43200 PARKS		\$10,989 09				
DEPT 43300 CEMETERY						
101 HOLIDAY FLEET	7/17/2008	\$373 56	E	43300	212 MOTOR FUELS	MOTOR FUELS &
101 CENTURY POWER EQUIPME	7/21/2008	\$76 89	E	43300	412 PUMP KIT, GASKET, FUEL FILT	REP & MAINT VE
101 CENTURY POWER EQUIPME	7/21/2008	\$64 97	E	43300	412 CONTROL & BUSHING	REP & MAINT VE
101 CENTURY POWER EQUIPME	7/21/2008	-63 90	E	43300	412 CONTROL	REP & MAINT VE
101 CENTURY POWER EQUIPME	7/21/2008	-\$1 07	E	43300	412 BUSHING	REP & MAINT VE
101 CENTURY POWER EQUIPME	7/21/2008	\$61 08	E	43300	412 V BELT, FAN, PULLY	REP & MAINT VE
DEPT 43300 CEMETERY		\$511 53				
FUND 101 GENERAL		\$178 719 31				
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1						
DEPT 00000 GENERAL GOVERNMENT						
107 PRESBYTERIAN HOMES	7/23/2008	\$13,996 88	E	00000	306 2007 TAX SETTLEMENT	PROF SER-OTHE
DEPT 00000 GENERAL GOVERNMENT		\$13,996 88				
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1		\$13,996 88				
FUND 207 PARK IMPROVEMENT FUND						
DEPT 44100 PROJECT						
207 A & J ENGRAVING INC	7/9/2008	\$40 00	E	44100	444 ENGRAVE ON BRASS BENCH	COMMUNITY PRO
207 ST CROIX RECREATION CO	7/23/2008	\$125 00	E	44100	444 FREIGHT	COMMUNITY PRO
207 ST CROIX RECREATION CO	7/23/2008	\$155 55	E	44100	444 SALES TAX	COMMUNITY PRO
207 SANDERS WACKER BERGLY	7/23/2008	\$2,893 38	E	44100	444 BARKER'S ALP	COMMUNITY PRO
207 ST CROIX RECREATION CO	7/23/2008	\$2 268 00	E	44100	444 20 CAMINO ARM CHAIR	COMMUNITY PRO
DEPT 44100 PROJECT		\$5,481 93				
FUND 207 PARK IMPROVEMENT FUND		\$5,481 93				
FUND 209 DEVELOPER REIMBURSED PROJECTS						
DEPT 41911 BAYTOWN DEVELOPMENTS						
209 ECKBERG, LAMMERS, BRIG	7/17/2008	\$30 26	E	41911	300 13467-13659 WATER EXTENSIO	PROF SER-LEGAL

CITY OF BAYPORT

MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Amount	Act Typ	DEPT	OBJ Comments	OBJ Descr
DEPT 41911 BAYTOWN DEVELOPMENTS		\$30 26				
DEPT 41912 INSPIRATION						
209 S E H	7/25/2008	\$736 14	E	41912	301 INSPIRATION GATE VALVE ISS	PROF SER-ENGIN
DEPT 41912 INSPIRATION		\$736 14				
FUND 209 DEVELOPER REIMBURSED PROJECTS		\$766 40				
FUND 211 LIBRARY						
DEPT 45500 LIBRARY						
211	7/10/2008	\$1,520 17	E	45500	050 Labor Distribution	SEASONAL/PART
211	7/10/2008	\$2,839 22	E	45500	050 Labor Distribution	SEASONAL/PART
211	7/10/2008	\$2,626 31	E	45500	101 Labor Distribution	WAGES AND SAL
211	7/10/2008	\$2,626 31	E	45500	101 Labor Distribution	WAGES AND SAL
211	7/10/2008	\$319 06	E	45500	121 Labor Distribution	P E R A
211	7/10/2008	\$248 01	E	45500	121 Labor Distribution	P E R A
211	7/10/2008	\$332 19	E	45500	122 Labor Distribution	CONT TO RET , S
211	7/10/2008	\$250 39	E	45500	122 Labor Distribution	CONT TO RET S
211	7/10/2008	\$88 47	E	45500	126 Labor Distribution	H S A
211	7/10/2008	\$88 47	E	45500	126 Labor Distribution	H S A
211	7/10/2008	\$371 72	E	45500	131 Labor Distribution	CONT TO EMPLO
211	7/10/2008	\$77 69	E	45500	170 Labor Distribution	MEDICARE
211	7/10/2008	\$58 57	E	45500	170 Labor Distribution	MEDICARE
211 BAKER & TAYLOR	7/25/2008	\$11 88	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$282 90	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$59 75	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$83 56	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$263 73	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$88 18	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$147 34	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$56 99	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$342 26	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$124 25	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$11 98	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$53 31	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$5 53	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$22 99	E	45500	217 BOOKS	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$14 95	E	45500	217 BOOKS	MATERIALS & PR
211 CHICAGO DISTRIBUTION CE	7/25/2008	\$37 20	E	45500	217 MINNESOTA ON THE MAP - LIB	MATERIALS & PR
211 WASHINGTON COUNTY LIBR	7/25/2008	\$1,523 94	E	45500	217 BAYPORT REFERENCE INVOIC	MATERIALS & PR
211 BAKER & TAYLOR	7/25/2008	\$71 36	E	45500	217 BOOKS	MATERIALS & PR
211 INNOVATIVE OFFICE SOLUTI	7/25/2008	\$69 77	E	45500	220 LIBRARY OFFICE SUPPLIES	OPERATING SUP
211 TRU-CLEAN MAINTENANCE	7/25/2008	\$1,425 00	E	45500	302 MONTHLY CLEANING - LIBRAR	CONTRACT SERV
211 INTEGRA TELECOM	7/25/2008	\$20 02	E	45500	321 COMMUNICATIONS - LIB	COMMUNICATION
211 WASHINGTON COUNTY LIBR	7/25/2008	\$545 64	E	45500	321 APRIL MAY, JUNE AND JULY	COMMUNICATION
211 WASHINGTON COUNTY LIBR	7/25/2008	\$68 62	E	45500	322 2ND QTR OVER DUE POSTAGE	POSTAGE
211 XCEL	7/9/2008	\$1,013 36	E	45500	380 ELECTRIC & FUEL SERVICE	ELECTRIC SERVI
211 XCEL	7/9/2008	\$39 92	E	45500	381 ELECTRIC & FUEL SERVICE	FUEL FOR HEAT
211 WASHINGTON COUNTY LIBR	7/25/2008	\$1,000 00	E	45500	391 BA LIBRARY SHARE OF EBSCO	SHARED AUTOMA
211 TOSHIBA BUSINESS SOLUTI	7/25/2008	\$9 15	E	45500	416 BAND - LIBRARY	REPAIR/MAINT O
211 ECOWATER	7/25/2008	\$25 50	E	45500	420 MONTHLY RENT JULY 2008 - LI	R & M BLDGS, ST
211 SIMONET'S	7/28/2008	\$978 40	E	45500	420 CARPET - LIBRARY	R & M BLDGS, ST
211 SIMONET'S	7/28/2008	\$10,785 60	E	45500	420 CARPET - LIBRARY	R & M BLDGS, ST
211 ALL FURNITURE INC	7/28/2008	\$6,060 00	E	45500	420 REMOVED REPLACED FURNITU	R & M BLDGS, ST
211 STARLITES ELECTRIC CO	7/28/2008	\$1,416 37	E	45500	420 INSTALL 3 MH 175W CEILING/C	R & M BLDGS, ST
211 MARKS LANDSCAPING	7/25/2008	\$90 00	E	45500	420 REPLACE TWO 6" SPRINKLER	R & M BLDGS, ST
211 SVL SERVICE CORPORATIO	7/25/2008	\$117 66	E	45500	420 CONTRACT, PARTS, LABOR - LI	R & M BLDGS, ST
211 PLUNKETT'S PEST CONTRO	7/25/2008	\$99 30	E	45500	420 CRAWLING INSECTS & MICE - L	R & M BLDGS, ST
211 RIVER CITY SERVICES	7/25/2008	\$580 00	E	45500	420 C&D 15 YD BOX DEMOLITION D	R & M BLDGS, ST

CITY OF BAYPORT

07/29/08 3 38 PM

Page 8

MONTHLY EXPENSES

Period Name JULY

FUND Search Name	Tran Date	Act Amount Typ	DEPT	OBJ Comments	OBJ Descr
DEPT 45500 LIBRARY		\$38,992 99			
FUND 211 LIBRARY		\$38,992 99			
FUND 601 WATER					
DEPT 46110 WATER-PUMPHOUSE					
601 XCEL	7/9/2008	\$1 451 36 E	46110	380 ELECTRIC & FUEL SERVICE	ELECTRIC SERVI
601 XCEL	7/9/2008	\$57 61 E	46110	381 ELECTRIC & FUEL SERVICE	FUEL FOR HEAT
601 U S BANK VISA	7/23/2008	\$33 82 E	46110	419 ACE HARDWARE	REPAIR & MAINT
601 CARQUEST AUTO PARTS	7/22/2008	\$34 71 E	46110	419 VEH PARTS	REPAIR & MAINT
601 CARQUEST AUTO PARTS	7/22/2008	\$101 71 E	46110	419 VEH PARTS	REPAIR & MAINT
601 CATCO	7/22/2008	\$23 77 E	46110	419 PARTS - WATER DEPT	REPAIR & MAINT
601 AUTOMATIC SYSTEMS CO	7/22/2008	\$839 90 E	46110	419 BOOSTER STATION MAINT	REPAIR & MAINT
601 U S BANK VISA	7/23/2008	\$38 27 E	46110	419 MENARDS	REPAIR & MAINT
601 U S BANK VISA	7/23/2008	\$34 04 E	46110	419 MENARDS	REPAIR & MAINT
601 CATCO	7/22/2008	\$23 45 E	46110	419 PARTS - WATER DEPT	REPAIR & MAINT
601 U S BANK VISA	7/23/2008	\$91 83 E	46110	419 MENARDS	REPAIR & MAINT
601 MENARDS-STILLWATER	7/29/2008	\$30 56 E	46110	419 SUPPLIES - WATER DEPT	REPAIR & MAINT
601 CARQUEST AUTO PARTS	7/22/2008	-\$30 83 E	46110	419 VEH PARTS	REPAIR & MAINT
601 AUTOMATIC SYSTEMS CO	7/29/2008	\$407 89 E	46110	419 REPAIR BOOSTER STATION NO	REPAIR & MAINT
DEPT 46110 WATER-PUMPHOUSE		\$3,138 09			
DEPT 46120 WATER					
601	7/10/2008	\$3,056 63 E	46120	101 Labor Distribution	WAGES AND SAL
601	7/10/2008	\$3,046 63 E	46120	101 Labor Distribution	WAGES AND SAL
601	7/10/2008	\$486 78 E	46120	102 Labor Distribution	OVERTIME
601	7/10/2008	\$229 68 E	46120	121 Labor Distribution	P E R A
601	7/10/2008	\$198 68 E	46120	121 Labor Distribution	P E R A
601	7/10/2008	\$210 83 E	46120	122 Labor Distribution	CONT TO RET S
601	7/10/2008	\$181 34 E	46120	122 Labor Distribution	CONT TO RET , S
601	7/10/2008	\$226 12 E	46120	126 Labor Distribution	H S A
601	7/10/2008	\$212 68 E	46120	126 Labor Distribution	H S A
601	7/10/2008	\$728 93 E	46120	131 Labor Distribution	CONT TO EMPLO
601	7/10/2008	\$42 41 E	46120	170 Labor Distribution	MEDICARE
601	7/10/2008	\$49 31 E	46120	170 Labor Distribution	MEDICARE
601 INNOVATIVE OFFICE SOLUTI	7/22/2008	\$5 19 E	46120	201 SUPPLIES	OFFICE SUPPLIE
601 BUSINESS FORMS & ACCOU	7/17/2008	\$7 84 E	46120	201 LASER P/R CHECKS	OFFICE SUPPLIE
601 QUILL	7/23/2008	\$2 77 E	46120	201 SUPPLES	OFFICE SUPPLIE
601 HOLIDAY FLEET	7/17/2008	\$295 98 E	46120	212 MOTOR FUELS	MOTOR FUELS &
601 U S BANK VISA	7/29/2008	\$13 45 E	46120	216 WRAP N SHIP	CHEMICALS AND
601 U S BANK VISA	7/23/2008	\$13 45 E	46120	216 MAPLE ISLAND HARDWARE	CHEMICALS AND
601 HAWKINS WATER	7/29/2008	\$25 00 E	46120	216 CHEMICALS - WATER DEPT	CHEMICALS AND
601 U S BANK VISA	7/29/2008	\$13 40 E	46120	216 USPS	CHEMICALS AND
601 HAWKINS WATER	7/22/2008	\$3,947 81 E	46120	216	CHEMICALS AND
601 T R F SUPPLY	7/29/2008	\$149 95 E	46120	220 WAHROOM FLOOR MATS, BOW	OPERATING SUP
601 U S BANK VISA	7/29/2008	\$3 18 E	46120	240 ACE HARDWARE	SMALL TOOLS-E
601 U S BANK VISA	7/23/2008	\$15 96 E	46120	240 ACE HARDWARE	SMALL TOOLS-E
601 U S BANK VISA	7/29/2008	\$8 00 E	46120	240 ACE HARDWARE	SMALL TOOLS-E
601 GRAINGER	7/29/2008	\$42 18 E	46120	240 CHUCK, KEYLESS - WATER DE	SMALL TOOLS-E
601 MANAGEMENT SERVICES	7/23/2008	\$1,210 41 E	46120	302 CONSULTING	CONTRACT SERV
601 MANAGEMENT SERVICES	7/9/2008	\$722 34 E	46120	302 CONSULTING	CONTRACT SERV
601 ONE CALL CONCEPTS	7/22/2008	\$63 80 E	46120	307 TICKETS - WATER DEPT	GOPHER STATE
601 USAMOBILITY	7/22/2008	\$3 77 E	46120	321 PAGER 651-649-6135 WATER D	COMMUNICATION
601 NEOPOST	7/17/2008	\$5 45 E	46120	322 POSTAL MACHINE LEASE AMO	POSTAGE
601 PROFESSIONAL WIRELESS	7/29/2008	\$713 50 E	46120	323 REPAIR BASE RADIO, TRAVEL,	RADIOS-REPAIR
601 ANCOM COMMUNICATIONS I	7/29/2008	\$9 50 E	46120	323 REPAIR COMMUNICATION RADI	RADIOS-REPAIR
601 XCEL	7/9/2008	\$1,657 92 E	46120	380 ELECTRIC & FUEL SERVICE	ELECTRIC SERVI
601 XCEL	7/9/2008	\$66 75 E	46120	381 ELECTRIC & FUEL SERVICE	FUEL FOR HEAT
601 U S BANK VISA	7/23/2008	\$24 26 E	46120	412 CARQUEST	REP & MAINT VE
601 U S BANK VISA	7/23/2008	\$12 44 E	46120	412 CARQUEST	REP & MAINT VE

CITY OF BAYPORT

07/29/08 3:39 PM

Page 9

MONTHLY EXPENSES

Period Name: JULY

FUND Search Name	Tran Date	Act Amount Typ	DEPT	OBJ Comments	OBJ Descr
601 TR COMPUTER SALES LLC	7/22/2008	\$13 79 E	46120	416 MIRO SOFT SUPPORT CALL	REPAIR/MAINT O
601 TR COMPUTER SALES LLC	7/22/2008	\$21 56 E	46120	416 TROUBLESHOOT INTERNET	REPAIR/MAINT O
601 BANYON DATA SYSTEMS	7/9/2008	\$145 83 E	46120	416 WINPOS SOFTWARE	REPAIR/MAINT O
601 ROETTGER WELDING	7/22/2008	\$26 69 E	46120	419 ANGLE IRON & SALES TAX	REPAIR & MAINT
601 RIVER CITY SERVICES	7/29/2008	\$175 00 E	46120	419 SWINGER RENTAL	REPAIR & MAINT
601 RIVER CITY SERVICES	7/29/2008	\$540 00 E	46120	419 BOOM TRUCK	REPAIR & MAINT
601 U S BANK VISA	7/29/2008	\$12 07 E	46120	420 SERVICE CHARGE	R & M BLDGS, ST
DEPT 46120 WATER		\$18,639 26			
FUND 601 WATER		\$21,777 35			
<b>FUND 602 SEWER</b>					
DEPT 46200 SEWER - OPERATING					
602	7/10/2008	\$3,973 80 E	46200	101 Labor Distribution	WAGES AND SAL
602	7/10/2008	\$4,477 80 E	46200	101 Labor Distribution	WAGES AND SAL
602	7/10/2008	\$258 27 E	46200	121 Labor Distribution	P E R A
602	7/10/2008	\$258 28 E	46200	121 Labor Distribution	P E R A
602	7/10/2008	\$235 88 E	46200	122 Labor Distribution	CONT TO RET , S
602	7/10/2008	\$235 94 E	46200	122 Labor Distribution	CONT TO RET S
602	7/10/2008	\$254 82 E	46200	126 Labor Distribution	H S A
602	7/10/2008	\$251 93 E	46200	126 Labor Distribution	H S A
602	7/10/2008	\$897 31 E	46200	131 Labor Distribution	CONT TO EMPLO
602	7/10/2008	\$62 47 E	46200	170 Labor Distribution	MEDICARE
602	7/10/2008	\$55 15 E	46200	170 Labor Distribution	MEDICARE
602 BUSINESS FORMS & ACCOU	7/17/2008	\$7 88 E	46200	201 LASER P/R CHECKS	OFFICE SUPPLIE
602 U S BANK VISA	7/23/2008	\$19 57 E	46200	201 OFFICE MAX	OFFICE SUPPLIE
602 QUILL	7/23/2008	\$2 79 E	46200	201 SUPPLIES	OFFICE SUPPLIE
602 INNOVATIVE OFFICE SOLUTI	7/22/2008	\$5 22 E	46200	201 SUPPLIES	OFFICE SUPPLIE
602 HOLIDAY FLEET	7/17/2008	\$443 90 E	46200	212 MOTOR FUELS	MOTOR FUELS &
602 MENARDS-STILLWATER	7/22/2008	\$16 48 E	46200	220 VINYL GLOVES	OPERATING SUP
602 GRAINGER	7/22/2008	\$39 31 E	46200	240 OPERATING SUPPLIES & TOOL	SMALL TOOLS-E
602 MANAGEMENT SERVICES	7/23/2008	\$1,210 41 E	46200	302 CONSULTING	CONTRACT SERV
602 MANAGEMENT SERVICES	7/9/2008	\$722 34 E	46200	302 CONSULTING	CONTRACT SERV
602 NEOPOST	7/17/2008	\$5 49 E	46200	322	POSTAGE
602 U S BANK VISA	7/29/2008	\$32 00 E	46200	402 POLLUTION CNTROL	CONFERENCES &
602 TR COMPUTER SALES LLC	7/22/2008	\$13 80 E	46200	416 MIRO SOFT SUPPORT CALL	REPAIR/MAINT O
602 TR COMPUTER SALES LLC	7/22/2008	\$21 58 E	46200	416 TROUBLESHOOT INTERNET	REPAIR/MAINT O
602 BANYON DATA SYSTEMS	7/9/2008	\$145 86 E	46200	416 WINPOS SOFTWARE	REPAIR/MAINT O
602 STILLWATER GLASS, INC	7/21/2008	\$180 00 E	46200	420 THERMO PANE CLEAR TEMPER	R & M BLDGS, ST
DEPT 46200 SEWER - OPERATING		\$13,828 28			
DEPT 46990 SEWER - NON-OPERATING					
602 METROPOLITAN COUNCIL (S	7/22/2008	\$23,684 61 E	46990	434 ANNUAL FLOW	STATE FEES FOR
DEPT 46990 SEWER - NON-OPERATING		\$23,684 61			
FUND 602 SEWER		\$37,512 89			
<b>FUND 803 P &amp; Z ESCROWS</b>					
DEPT 41910 PLANNING & ZONING					
803 S E H	7/25/2008	\$163 97 E	41910	301 ST CROIX PREP CONSTRUCTI	PROF SER-ENGIN
DEPT 41910 PLANNING & ZONING		\$163 97			
DEPT 80014 GROUP 41 (MIKE SCHALON					
803 ECKBERG, LAMMERS BRIG	7/17/2008	\$208 00 E	80014	300 13467-15466 CLYDE'S RESTAUR	PROF SER-LEGAL
803 WASHINGTON COUNTY REC	7/22/2008	\$46 00 E	80014	350 USE/REFUGE MIKE SCANLON	PRINTING & PUBL
DEPT 80014 GROUP 41 (MIKE SCHALON		\$254 00			
DEPT 80015 GARY SWAGER					

CITY OF BAYPORT

07/29/08 3:39 PM

Page 10

MONTHLY EXPENSES

Period Name: JULY

<u>FUND Search Name</u>	<u>Tran Date</u>	<u>Amount</u>	<u>Act Typ</u>	<u>DEPT</u>	<u>OBJ Comments</u>	<u>OBJ Descr</u>
803 WASHINGTON COUNTY REC	7/22/2008	\$46 00	E	80015	350 VARIANCE/GARY SWAGER	PRINTING & PUBL
DEPT 80015 GARY SWAGER		\$46 00				
FUND 803 P & Z ESCROWS		\$463 97				
		\$297,711 72				

## City of Bayport

294 North 3rd Street  
Bayport, MN 55003  
Phone: 651-275-4404  
Fax: 651-275-4411

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### Building Permit Log

For July, 2008

Printed 7/29/2008

Page 1 of 5

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<b>Permit Number:</b> BP-15 BAYTOWN	<b>Filing Date:</b> 7/28/2008
<b>Parcel Address:</b> 3305 OSGOOD COVE NORTH	STILLWATER, MN 55082
<b>Applicant:</b> DIVINE CUSTOM HOMES DIVINE CUSTOM HOMES General Contractor	<b>Applicant Phone:</b> 715-760-2298
<b>Construction Value:</b>	<b>Total Fees:</b> \$1,300 00

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<b>Permit Number:</b> BP2008-38	<b>Filing Date:</b> 7/1/2008
<b>Parcel Address:</b> 466 5TH St. S	BAYPORT, MN 55003
<b>Applicant:</b> GENERAL SPRINKLER GENERAL SPRINKLER CORPORATION FIRE	<b>Applicant Phone:</b> 651-484-5903
<b>Construction Value:</b> \$800.00	<b>Total Fees:</b> \$35 25

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<b>Permit Number:</b> BP2008-39	<b>Filing Date:</b> 7/1/2008
<b>Parcel Address:</b> 11 POINT Road	BAYPORT, MN 55003
<b>Applicant:</b> RENEWAL BY ANDERSEN, INC. RENEWAL BY ANDERSEN, INC RESIDENTIAL	<b>Applicant Phone:</b> 651-264-4777
<b>Construction Value:</b> \$78,558.00	<b>Total Fees:</b> \$938.53

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<b>Permit Number:</b> BP2008-40	<b>Filing Date:</b> 7/2/2008
<b>Parcel Address:</b> 555 LAKESIDE DRIVE	BAYPORT, MN 55003
<b>Applicant:</b> BERT & JANET PLASKETT OWNER OWNER	<b>Applicant Phone:</b> 612-759-8697
<b>Construction Value:</b> \$400,000.00	<b>Total Fees:</b> \$6,263 64

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<b>Permit Number:</b> BP2008-41	<b>Filing Date:</b> 7/2/2008
<b>Parcel Address:</b> 137 5TH St. N.	BAYPORT, MN 55003
<b>Applicant:</b> RENEWAL BY ANDERSEN, INC RENEWAL BY ANDERSEN, INC RESIDENTIAL	<b>Applicant Phone:</b> 651-264-4777
<b>Construction Value:</b> \$4,400.00	<b>Total Fees:</b> \$120.20

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**Building Permit Log**

For July, 2008

Printed 7/29/2008

Page 2 of 5

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**Permit Number:** BP2008-42  
**Parcel Address:** 172 2ND Ave. N.  
**Applicant:** WEATHERGUARD  
WEATHERGUARD CONSTRUCTION General  
**Construction Value:** \$12,439.00  
**Filing Date:** 7/7/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-439-4320  
**Total Fees:** \$242.22

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**Permit Number:** BP2008-43  
**Parcel Address:** 555 LAKESIDE DRIVE  
**Applicant:** SEMPLE BUILDING MOVERS, INC.  
SEMPLE BUILDING MOVERS, INC MOVING  
**Construction Value:** \$7,500.00  
**Filing Date:** 7/7/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-774-7421  
**Total Fees:** \$166.00

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**Permit Number:** BP2008-44  
**Parcel Address:** 336 MAINE St N.  
**Applicant:** SEVERSON CARPENTRY  
SEVERSON CARPENTRY RESIDENTIAL BUILDER  
**Construction Value:** \$45,000.00  
**Filing Date:** 7/7/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-261-4927  
**Total Fees:** \$807.50

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**Permit Number:** BP2008-45  
**Parcel Address:** 555 LAKESIDE DRIVE  
**Applicant:** MILLER EXCAVATING, INC.  
MILLER EXCAVATING, INC EXCAVATION &  
**Construction Value:** \$17,000.00  
**Filing Date:** 7/14/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-439-1637  
**Total Fees:** \$303.50

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**Permit Number:** BP2008-46  
**Parcel Address:** 339 2nd Street N.  
**Applicant:** NANCY HAMBLE  
**Construction Value:** \$400.00  
**Filing Date:** 7/15/2008  
Bayport, MN 55003  
**Applicant Phone:** 651-439-8269  
**Total Fees:** \$25.50

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**Permit Number:** BP2008-47  
**Parcel Address:** 470 1ST Ave. S.  
**Applicant:** SEARS HOME IMPROVEMENTS  
SEARS HOME IMPROVEMENTS RESIDENTIAL  
**Construction Value:** \$7,573.00  
**Filing Date:** 7/16/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 612-281-1803  
**Total Fees:** \$166.04

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**Building Permit Log**

For: July, 2008

Printed:7/29/2008

Page3 of 5

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**Permit Number:** BP2008-48  
**Parcel Address:** 328 5th Avenue N.  
**Applicant:** NILES CONSTRUCTION COMPANY  
NILES CONSTRUCTION COMPANY RESIDENTIAL  
**Construction Value:** \$500 00

**Filing Date:** 7/17/2008  
Bayport, MN 55003  
**Applicant Phone:** 651-430-3269  
**Total Fees:** \$25 50

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**Permit Number:** BP2008-49  
**Parcel Address:** 458 PERRO CREEK DRIVE  
**Applicant:** MCKINLEY EVEREST  
MCKINLEY EVEREST CONSULTING (HAIL PROS  
**Construction Value:** \$3,500 00

**Filing Date:** 7/21/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-342-1284  
**Total Fees:** \$105.00

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**Permit Number:** BP2008-50  
**Parcel Address:** 128 4TH St. S  
**Applicant:** MINNESOTA RUSCO, INC  
MINNESOTA RUSCO, INC. General Contractor  
**Construction Value:** \$8,367 00

**Filing Date:** 7/24/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 952-935-9669  
**Total Fees:** \$181.18

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**Permit Number:** EG2008-3  
**Parcel Address:** 638 MINNESOTA St.  
**Applicant:** XCEL ENERGY  
XCEL ENERGY UTILITIES  
**Construction Value:**

**Filing Date:** 7/23/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-779-3106  
**Total Fees:** \$250.00

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**Permit Number:** MC2008-11  
**Parcel Address:** 329 PERIWINKLE Place  
**Applicant:** RAY N WELTER HEATING  
RAY N WELTER HEATING COMPANY  
**Construction Value:** \$6,000 00

**Filing Date:** 7/1/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 612-825-6867  
**Total Fees:** \$75.50

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**Permit Number:** MC2008-12  
**Parcel Address:** 1210 PIONEER TRAIL  
**Applicant:** RAY N. WELTER HEATING  
RAY N. WELTER HEATING COMPANY  
**Construction Value:** \$8,500.00

**Filing Date:** 7/1/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 612-825-6867  
**Total Fees:** \$75.50

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**Building Permit Log**

For July, 2008

Printed:7/29/2008

Page4 of 5

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**Permit Number:** MC2008-13  
**Parcel Address:** 415 LAKESIDE DRIVE  
**Applicant:** CREATIVE AIR LLC  
CREATIVE AIR LLC MECHANICAL  
**Construction Value:** \$12,000.00

**Filing Date:** 7/7/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 715-549-6859

**Total Fees:** \$75.50

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**Permit Number:** MC2008-14  
**Parcel Address:** 329 PERIWINKLE Place  
**Applicant:** AUTOMATIC GARAGE DOOR &  
AUTOMATIC GARAGE DOOR & FIREPLACES, INC.  
**Construction Value:** \$1,954.00

**Filing Date:** 7/10/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 763-571-2525

**Total Fees:** \$75.50

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**Permit Number:** MC2008-15  
**Parcel Address:** 1210 PIONEER TRAIL  
**Applicant:** AUTOMATIC GARAGE DOOR &  
AUTOMATIC GARAGE DOOR & FIREPLACES, INC.  
**Construction Value:** \$1,092.00

**Filing Date:** 7/10/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 763-571-2525

**Total Fees:** \$75.50

---

**Permit Number:** MC2008-16  
**Parcel Address:** 307 PRAIRIE WAY S  
**Applicant:** AUTOMATIC GARAGE DOOR &  
AUTOMATIC GARAGE DOOR & FIREPLACES, INC.  
**Construction Value:** \$1,596.00

**Filing Date:** 7/16/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 763-571-2525

**Total Fees:** \$75.50

---

**Permit Number:** MC2008-17  
**Parcel Address:** 555 LAKESIDE DRIVE  
**Applicant:** ANDERSON HEATING, INC.  
ANDERSON HEATING, INC MECHANICAL  
**Construction Value:** \$38,000.00

**Filing Date:** 7/25/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 715-549-6297

**Total Fees:** \$75.50

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**Permit Number:** PL2008-13  
**Parcel Address:** 1210 PIONEER TRAIL  
**Applicant:** WENZEL PLUMBING & HEATING,  
WENZEL PLUMBING & HEATING, INC. Plumber  
**Construction Value:** \$8,111.00

**Filing Date:** 7/3/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-452-1565

**Total Fees:** \$75.50

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**Building Permit Log**

For: July, 2008

Printed:7/29/2008

Page5 of 5

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**Permit Number:** PL2008-14  
**Parcel Address:** 329 PERIWINKLE Place  
**Applicant:** WENZEL PLUMBING & HEATING,  
WENZEL PLUMBING & HEATING, INC. Plumber  
**Construction Value:** \$6,253.00

**Filing Date:** 7/3/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-452-1565  
**Total Fees:** \$75.50

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**Permit Number:** PL2008-15  
**Parcel Address:** 624 Minnesota St. S.  
**Applicant:** BELL'S TRUCKING, INC  
BELL'S TRUCKING, INC. SEWER & WATER  
**Construction Value:** \$5,000 00

**Filing Date:** 7/9/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 651-439-6375  
**Total Fees:** \$75.50

---

**Permit Number:** PL2008-16  
**Parcel Address:** 624 Minnesota St. S.  
**Applicant:** MONICA GILBERT  
OWNER OWNER  
**Construction Value:**

**Filing Date:** 7/9/2008  
BAYPORT, MN 55003  
**Applicant Phone:** 612-309-1645  
**Total Fees:** \$5,200.00

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**Permit Number:** PL2008-17  
**Parcel Address:** 328 5th Avenue N.  
**Applicant:** DAD'S PLUMBING & HEATING CO  
DAD'S PLUMBING & HEATING CO Plumber-Gasfitting  
**Construction Value:** \$1,500.00

**Filing Date:** 7/10/2008  
Bayport, MN 55003  
**Applicant Phone:** 651-433-2095  
**Total Fees:** \$75.50

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**Permit Number:** PL2008-18  
**Parcel Address:** 140 5th Street S.  
**Applicant:** JON NOVAK  
OWNER OWNER  
**Construction Value:** \$5,000.00

**Filing Date:** 7/16/2008  
Bayport, MN 55003  
**Applicant Phone:** 651-430-9927  
**Total Fees:** \$75 50

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Minnesota Department of Public Safety  
**ALCOHOL AND GAMBLING ENFORCEMENT DIVISION**  
 444 Cedar Street Suite 133, St. Paul MN 55101-5133  
 (651) 296-6979 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**  
 (Organization or location limited to 3 permits in a 12 month period)

TYPE OR PRINT INFORMATION			
NAME OF ORGANIZATION <u>Bayport Marina</u>	DATE ORGANIZED <u>Oct 1988</u>	TAX EXEMPT NUMBER <u>250-59-25</u>	
STREET ADDRESS <u>200 5th Ave</u>	CITY <u>Bayport</u>	STATE <u>MN</u>	ZIP CODE <u>55003</u>
NAME OF PERSON MAKING APPLICATION <u>MARSHALL NOWLIN</u>	BUSINESS PHONE <u>(651) 439-2040</u>	HOME PHONE <u>(651) 271-2063</u>	
DATES LIQUOR WILL BE SOLD (1 to 4 days) <u>8/9/08</u>	TYPE OF ORGANIZATION <input type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <u>MARSHALL NOWLIN</u>	ADDRESS <u>3550 Five Hollow Pl. St. Cloud, MN</u>		
ORGANIZATION OFFICER'S NAME	ADDRESS		
ORGANIZATION OFFICER'S NAME	ADDRESS		

Location where license will be used. If an outdoor area, describe.  
Service Department Building and Adjacent Parking Area

Will the applicant contract for intoxicating liquor services? If so, give the name and address of the liquor license provider for service.  
NO

Will the applicant carry liquor liability insurance? If so, the carrier's name and amount of coverage.  
 (NOTE: Insurance is not mandatory) YES Chubb Insurance 7 Million

**APPROVAL**

<b>APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO LIQUOR CONTROL</b>	
CITY/COUNTY <u>City of Bayport</u>	DATE APPROVED _____
CITY FEE AMOUNT <u>\$50.00</u>	LICENSE DATES _____
DATE FEE PAID <u>7/15/08</u>	
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____	APPROVED LIQUOR CONTROL DIRECTOR _____

NOTE: Do not separate these two parts, send both parts to the address above and the original signed by this division will be returned as the license. Submit to the City or County at least 30 days before the event.  
 PS-09079(8/95)



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

---

Date July 28, 2008  
To: Mayor and City Council  
Mike McGuire, City Administrator  
From: Mel Horak, Public Works Supervisor  
Subject: **Teeter Totter at Lakeside Park Playground**

### **BACKGROUND**

A thorough inspection of the Lakeside Park playground equipment was completed in April 2007 by Josh Fitch, League of Minnesota (LMC) Loss Control Consultant. Among the 18 requested items to be addressed was the removal or repair of the teeter totter. The requested repair was completed soon thereafter. Since that time, the city has had other issues with this unit, including almost total failure of one of the two teetering beams, and the LMC noted additional inadequacies of the teeter totter during a 2008 inspection.

With these issues in mind, staff is requesting authorization to replace the teeter totter at Lakeside Park. Two quotes were solicited for the provision and installation of one 4-seat unit including appurtenances, shipping, and tax. The quotes are as follows:

- |  |  |                          |
|--|--|--------------------------|
| • Earl F. Anderson<br>Bloomington, MN    | Item #148637A<br>Unit with installation          | \$2,407.97<br>\$2,707.85 |
| • St. Croix Recreation<br>Stillwater, MN | Item #PC 1910<br>(installation price not quoted) | \$2,661.44               |

The existing teeter totter is a two beam unit with one common pivot pipe. This style of unit is no longer available. Another option to somewhat duplicate the existing equipment would be to install two single units, with single seats. The following is a quote for two single units, with single seats, all appurtenances, installation, shipping, and taxes:

- |                                       |                              |                          |
|---------------------------------------|------------------------------|--------------------------|
| • Earl F. Anderson<br>Bloomington, MN | Item #148636A<br>Quantity: 2 | \$3,999.15 (total for 2) |
|---------------------------------------|------------------------------|--------------------------|

### **RECOMMENDATION**

Staff recommends the City Council authorize the City of Bayport Public Works Department to purchase two #148636A, 2-seat teeter totters, from the Earl F. Anderson Company, for the quoted price of \$3,999.15, for the replacement of the obsolete teeter totter at Lakeside Park. The quoted price includes installation

Funding for this purchase will be obtained from the #204 Recreational Equipment and Maintenance Fund Revenue for this fund is obtained through gambling taxes.) The fund's current balance is \$3,638.33, and it is anticipated that there will be an adequate amount in the fund to cover the purchase by the time payment is due



City of Bayport  
294 North Third Street  
Bayport, Minnesota 55003  
Phone 651-275-4404  
Fax 651-275-4411  
http://bayport.govoffice.com

### City of Bayport SPECIAL EVENT APPLICATION

A special event is defined as any activity or event that is not a regular part of the City's operations and which requires the use of public facilities, streets, sidewalks, or other public property. Special events include, but are not limited to, parades, carnivals, festivals, fairs, and other similar activities. The City Council may, at its discretion, grant a special event permit to an applicant who meets the requirements of this ordinance. The City Council may also, at its discretion, deny a special event permit to an applicant who does not meet the requirements of this ordinance. The City Council may also, at its discretion, impose conditions on a special event permit. The City Council may also, at its discretion, require an applicant to provide a bond to cover the cost of any damage to public property caused by the event.

Event Location/Address	
Address:	Village Green
City:	Bayport
State:	Minnesota
Zip Code:	55003
Owner Name:	City of Bayport
Home Phone Number:	Work/Cell Phone Number:
Owner Address:	
City/State/Zip:	

Applicant Information	
Applicant Name:	Bethlehem Lutheran Church
Home Phone Number:	Work/Cell Phone Number:
651-439-3450	Contact: Geri Tresselt 612-719-9268
Address:	490 - 4 <sup>th</sup> St. No.
City/State/Zip:	Bayport MN 55003

Event Description	
Use of the Village Green for Annual Fall Festival. Games will be set up there.	
Road block on 4 <sup>th</sup> St. No. between Church & Village Green & 4 <sup>th</sup> Ave. No. between 4 <sup>th</sup> St. No. & 5 <sup>th</sup> St. No.	
Start Date:	9-20-08
End Date:	9-20-08
Days of Operation (check all that apply)	
<input type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input checked="" type="checkbox"/> Saturday	
Hours of Operation: In conjunction with Derby Days with the support of BCAL.	
Weekdays:	
Weekends:	11:00 <sup>am</sup> - 4:00 pm

Electricity on by 10:30 a.m. the morning of  
 Garbage cans  
 picnic tables  
 Road block signs

We request the City to provide this for the event.

**Application Process and Fees**

The processing fee for the application is \$50.00 and must be submitted with the application form to City Hall. Any additional fees and expenses associated with this request are the responsibility of the applicant/property owner, and will be billed to the applicant/property owner by the city.

**Attachments to be submitted with application**

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

The undersigned understand that this application will be processed in accordance with established city review procedures at such time as it is deemed complete. Failure by the applicant to supply accurate and necessary information as requested by the city may be cause for denying this application.

The undersigned hereby apply for the request as stated in this application form and in understanding the conditions of this application as described above, declare that the information and materials submitted in support of this application are complete to the best of their knowledge.

Applicant: [Signature]

Date: 7-22-08

Property Owner: \_\_\_\_\_

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

City Use Dept. Fees	Inspector	License	Approval Fee	Inspection
Administration	<input type="checkbox"/> Site Inspection			
City Use Dept. Fees	Inspection Fee	Water Rental Fee	Approval Fee	Inspection
Processing Fee	\$50.00			
Escrow or cost incurred				



Minnesota Department of Public Safety  
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**APPLICATION AND PERMIT**  
**FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**  
 (Organization or location limited to 3 permits in a 12 month period)

TYPE OR PRINT INFORMATION			
NAME OF ORGANIZATION <b>BAYPORT Marina</b>		DATE ORGANIZED <b>Oct 1988</b>	FAX EXEMPT NUMBER <b>250-59-25</b>
STREET ADDRESS <b>200 5th AVE S</b>		CITY <b>BAYPORT</b>	STATE <b>MN</b>
NAME OF PERSON MAKING APPLICATION <b>MARSHALL NOWLIN</b>		BUSINESS PHONE <b>(651) 439-2040</b>	HOME PHONE <b>(651) 271-2063</b>
DATES LIQUOR WILL BE SOLD (1 to 4 days) <b>Sept 2-4, 2008</b>		TYPE OF ORGANIZATION <input type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input checked="" type="checkbox"/> OTHER NONPROFIT	
ORGANIZATION OFFICER'S NAME <b>MARSHALL NOWLIN</b>		ADDRESS <b>3550 PINE HOLLOW PLACE, SPRINGWATER, MN</b>	
ORGANIZATION OFFICER'S NAME		ADDRESS	
ORGANIZATION OFFICER'S NAME		ADDRESS	

Location where license will be used. If an outdoor area, describe  
**CLUBHOUSE & PATIO**  
**TUESDAY SEPT 2ND POLITICAL FUND RAISER 12-5pm**  
**WEDNESDAY SEPT 3RD POLITICAL FUND RAISER 12-7pm**  
**THURSDAY SEPT 4th POLITICAL FUND RAISER 9-1pm**

Will the applicant contract for intoxicating liquor services? If so, give the name and address of the liquor license providing the service  
**NO**

Will the applicant carry liquor liability insurance? If so, the carrier's name and amount of coverage.  
 (NOTE: Insurance is not mandatory) **Yes CAUSS INSURANCE 1 million**

**APPROVAL**

<b>APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO LIQUOR CONTROL</b>	
CITY/COUNTY <b>City of Bayport</b>	DATE APPROVED _____
CITY FEE AMOUNT <b>\$50.00</b>	LICENSE DATES _____
DATE FEE PAID <b>7/25/08</b>	
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____	APPROVED LIQUOR CONTROL DIRECTOR _____

NOTE: Do not separate these two parts, send both parts to the address above and the original signed by this division will be returned as the license. Submit to the City or County at least 30 days before the event.  
 PS-19079(8/95)



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

---

Date: July 28, 2008

To: Mayor and City Council  
Mike McGuire, City Administrator

From: Mel Horak, Public Works Supervisor

**Subject: Sale of 1988 Ford Plow Truck**

***BACKGROUND***

During the last year, the City of Bayport purchased a replacement snowplow truck and related equipment. The remaining issue with this project is the disposal of the original 1988 Ford plow truck and appurtenances. There were no inquiries in response to an ad in the League of Minnesota Cities Bulletin, indicating a requested sales price of \$12,000.00. Via word of mouth, two local companies were interested in the vehicle, but declined to purchase it. However, we recently received a valid offer from a third party, Schlomka Excavating of Maplewood, Minnesota, for \$11,000.00. A copy of the offer is attached.

***RECOMMENDATION***

Staff recommends the City Council accept the offer of \$11,000.00 from Schlomka Excavating for the 1988 Ford L 8000 plow truck and authorize staff to finalize the sale of the vehicle

# Schlomka Excavating Inc.

2511 Carver Avenue • S. Maplewood, MN 55119  
Office: 651-714-2540 • Mobile: 651-248-0570 • Fax: 651-714-1094

July 28, 2008

Mel Horak, Public Works Supervisor  
City of Bayport  
294 North 3<sup>rd</sup> Street  
Bayport, MN 55003

Dear Mr. Horak:

Schlomka Excavating, Inc., 2511 Carver Avenue, Maplewood, Minnesota, 55119 formally offers \$11,000.00 to the City of Bayport for the purchase of the 1988 Ford L8000, VIN# 1FDYK80J2JVA58853, including all appurtenances. It is understood that the truck is to be purchased in "as is" condition, with no implied or expressed warranty.

Schlomka Excavating, Inc., will pay all applicable sales tax, transfer fees, license, and any other unanticipated costs associated with the sale of the truck. Schlomka Excavating to make full payment and the ownership to be transferred before the City of Bayport will release the 1988 Ford Truck to Schlomka Excavating, Inc.

Yours truly,



Paul Schlomka



## **Bayport Fire Department**

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

7/28/08

To: Honorable Mayor and City Council  
Mike McGuire, City Administrator  
City Staff

Re: Fire Department new membership

Due to recent retirements and resignations, we are requesting the addition of three personnel to the fire department. We currently have 19 members on our roster and our target staffing level is 25 members. We would like to take on 3 new members now and then 3 again in the September-October time frame. We have 3 very good candidates at this time that have passed their preliminary background check and have been approved by the officers and members of the fire department.

We are asking the council to appoint the following persons to the Bayport Fire Department pending successful completion of their firefighter medical assessment and pre-employment drug screen:

Andrew R. Swenson  
Jenna M. Radke  
David W. Fuerstenberg

Respectfully submitted,

Mike Bell  
Fire Chief



FAITH, FREEDOM, FELLOWSHIP

## People's Congregational Church

**Church:** 309 Third St. N. – Bayport, MN 55003-1028

**Mailing Address:** 293 Third St. N. – Bayport, MN 55003-1028

Phone: (651) 439-5667

Fax: (651) 439-8997

E-mail: [peopleschurch@comcast.net](mailto:peopleschurch@comcast.net)

Pastor: Rev. Beth Faeth

City Council,

People's Congregational Church is planning a Community Carnival to be held on September 7<sup>th</sup> from 11:30 a.m. until 3:30 p.m. We are requesting the use of Perro Park for this event. The event will be open to the public and community of Bayport.

We will have a blow-up bouncy room and slide. Some of the other games are Cake Walk, Pick a Ducky, Obstacle Course, Stand the Bottle, Golf Putter, Ring a Ding Bean Bay Toss and featuring a Dunk Tank. Our plan is to offer all the games and fun for free. We will be charging a small fee for treats and beverages. We will use electricity from People's church with extension cords where needed.

The park will be left as clean if not cleaner than when we arrived. We will have many volunteers to work the day and help with clean up. We ask that you waive the \$50.00 fee for the use of the park as we are a non-profit organization offering an event to the community.

We appreciate your consideration of this request in advance.

Thank you and God Bless,

Debbie

Debbie Muhlenkord,  
Director of Youth Ministry  
People's Congregational Church  
293 N 3<sup>rd</sup> St  
Bayport, Mn. 55003

651-2-439-5667 (Church)

651-271-8406 (Cell)



**City of Bayport**  
 294 North Third Street  
 Bayport, Minnesota 55003  
 Phone 651-275-4404  
 Fax 651-275-4411  
 http://bayport.govoffice.com

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

**Licensing Requirements**

A special event application form is required for individuals or organizations who wish to hold a public or private event in the city and require the use of city property and/or special city services. For most special events, City Council approval is required. Therefore, it is important to plan ahead and submit the application form to City Hall at least two weeks prior to a regularly scheduled City Council meeting, which is usually held the first Monday of the month. For example, if the proposed event is to be held on April 15, 2006, the special event application form and fee must be submitted by March 20, 2006 in order to be considered at the April 3, 2006 City Council meeting.

Following the City Council meeting, city staff will inform the applicant whether or not the event was approved. City staff will also work with the applicant to coordinate special requests for city services associated with the event.

<b>Property Information</b>	
Address: <i>Perro Park</i>	
City: Bayport	State: Minnesota Zip Code: 55003
Owner Name:	
Home Phone Number:	Work/Cell Phone Number:
Owner Address:	
City/State/Zip:	

<b>Applicant Information</b>	
Applicant Name: <i>Debbie Muhlenkord</i>	
Home Phone Number: <i>651-439-5667</i>	Work/Cell Phone Number: <i>651-271-8406</i>
Address: <i>293 3rd ST. N.</i>	
City/State/Zip: <i>Bayport, MN 55003</i>	

<b>Description of Request</b>	
<i>People's is hosting a small community carnival with a blow-up bouncy room &amp; slide. Other games &amp; rides. Treats for children &amp; adults as well.</i>	

<b>Event Information</b>	
Start Date: <i>Sept. 7, 2008</i>	End Date: <i>Sept. 7, 2008</i>
Days of Operation (check all that apply)	
<input checked="" type="checkbox"/> Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday	
Hours of Operation:	
Weekdays:	
Weekends: <i>9:00 am Set-up - 4:00 pm Clean-up</i>	

**Requested City Assistance and/or Services**

[Empty box for requested city assistance and/or services]

**Application Process and Fees**

The processing fee for the application is \$50.00 and must be submitted with the application form to City Hall. Any additional fees and expenses associated with this request are the responsibility of the applicant/property owner, and will be billed to the applicant/property owner by the city.

**Attachments to be submitted with application**

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

The undersigned understand that this application will be processed in accordance with established city review procedures at such time as it is deemed complete. Failure by the applicant to supply accurate and necessary information as requested by the city may be cause for denying this application.

The undersigned hereby apply for the request as stated in this application form and in understanding the conditions of this application as described above, declare that the information and materials submitted in support of this application are complete to the best of their knowledge.

Applicant: Debbie Muhlendorf Date: 7-28-08

Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use - Dept. Review	Inspection	Date	Approved/Denied	Inspector
Administration	<input type="checkbox"/> Site Inspection			
Office Use - Fees	Amount Received	Date Received	Method of Payment	Staff Initials
Processing Fee	\$50.00			
Escrow or cost incurred				



**SEH MEMORANDUM**

TO: Honorable Mayor and City Council

FROM: Barry Peters

DATE: July 28, 2008

RE: St. Croix Preparatory Academy  
SEH No. ABAYPO0801.00 14.00

At the February 4, 2008 Council Meeting, the Preliminary Report for sanitary sewer and water main improvements to serve the proposed St. Croix Preparatory Academy was presented to the Council. There were 3 alternatives presented for the extension of sanitary sewer service. In all 3 cases, the extension of water mains was the same. The proposed water system included a 12" trunk main connected to the existing trunk at the proposed academy entrance. The 12" trunk was recommended to be installed along the west side of Stagecoach Trail to the north end of the proposed school building. An 8" lateral was to be extended to the west side of the school for service. Fire hydrants were proposed along both the 12" trunk water main and the 8" laterals for fire protection and maintenance. It was recommended that plans be sent to the Fire Marshall to determine where hydrants should be placed and if hydrants would be required along the east side of the building since the school will be sprinkled. The 12" trunk was recommended for future water main looping to enhance the Bayport system. The Council at this meeting approved the report and recommended improvements. The Council also allowed the School District to utilize their own engineer for design services and to construct the utility improvements with their site contractor.

To minimize costs, the School District has requested that they be allowed to construct only a portion of the recommended 12" trunk at this time. The request is to construct the trunk from the connection at their entrance road to the point where the sanitary sewer extends across Stagecoach Trail from Inspiration, approximately 1/3 of the length. They also proposed that when the trunk water main needs to be extended in the future, more than likely with the 2<sup>nd</sup> phase of Inspiration, that they then would be assessed along with other benefited properties for this trunk improvement. Staff has reviewed these requests and we recommend that the School District be allowed to construct a smaller trunk improvement at this time provided they approve an agreement outlining their financial responsibilities in future. The City Attorney will be presenting this agreement for Council consideration. Attached is Alternate 2 from the report showing the recommended utility improvements. This drawing shows the requested and future trunk improvement.

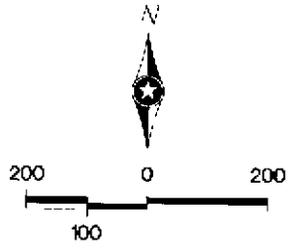
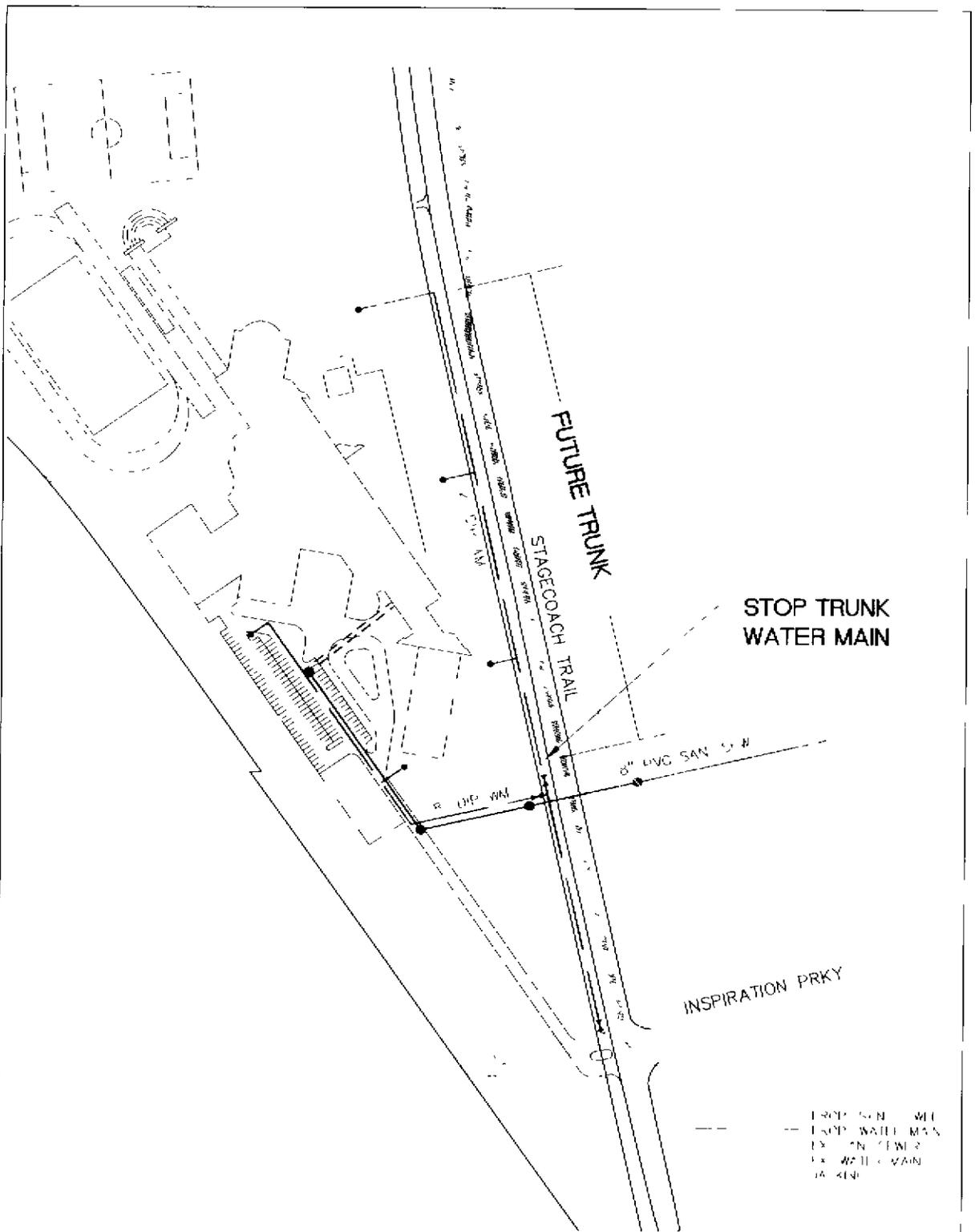
The School District and staff have been trying to contact the Fire Marshall to determine the need and locations for hydrants. As of today, we have not received a response. If the Fire Marshall requires hydrants along the east side of the building, the total original recommended trunk improvements may need to be constructed. I will update the Council on this issue at the meeting.

bcp

Attachment

c: Mike McGuire, City Administrator  
Sara Taylor, Assistant City Administrator  
Nick Vivian, City Attorney

s:\seh\abaypo0801\st croix prep J 8-17 28 trunk memo.doc



K:\Projects\2007\07-0000\07-0000.dwg  
 10/11/07 10:41:11 AM  
 10/11/07 10:41:11 AM


 SEH  
 PHONE (601) 480-2200  
 3000 VANDERBILT CENTER DR.  
 ST. PAUL, MN 55111

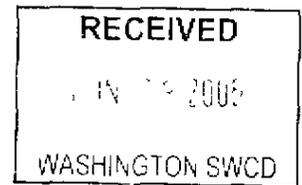
BAYPORT  
 MINNESOTA

ST CROIX  
 PREPARATORY SCHOOL

PROPOSED UTILITIES  
 ALTERNATE 2

NC  
 (BAYPORT)  
 DATE  
 10/11/07

DRAWING  
 NO.  
 7



June 19, 2008

RE: Middle St Croix Watershed  
Management Organization  
State of Minnesota Storm Sewer  
Phase 3 Perro Creek Outlet  
SEH No MSCWM 103393 10.00

Mr. David Beaudet  
Chairman  
Middle St. Croix Watershed Management Organization  
1380 West Frontage Road  
Highway 36  
Stillwater, MN 55082

Dear Mr. Beaudet:

This letter supplements the Agreement for Professional Services between the City of Bayport, Minnesota on behalf of the Middle St. Croix Watershed Management Organization, Owner, and Short Elliott Hendrickson Inc. (SEH<sup>®</sup>) dated September 2, 1998 and addresses providing services in conjunction with the State of Minnesota Storm Sewer Phase 3: Perro Creek Outlet (hereinafter called the "Project"). This Project completes the storm sewer system for the Minnesota DNR Pond 82-310P and will mitigate flooding in portions of Perro Creek located in the City of Bayport. Our services will consist of developing construction documents for the purpose of bidding and constructing the Project.

### Scope of Services

SEH will provide the following services with respect to the Project.

1. Complete the feasibility and design report for the Project. It is currently in draft form and requires further analysis and investigation with respect to the hydraulics and cost.

Deliverable: Phase 3 Feasibility and Design Report

2. Develop Contract Drawings depicting the construction of the storm sewer from Perro Creek, at the intersection of 2<sup>nd</sup> Street North and 3<sup>rd</sup> Avenue North, to the St. Croix River

Deliverable: Contract Drawings

3. Develop a Project Manual including bidding documents, agreement forms, amendments, administrative documents, and technical specifications addressing construction of the storm sewer from Perro Creek, at the intersection of 2<sup>nd</sup> Street North and 3<sup>rd</sup> Avenue North, to the St. Croix River.

Deliverable: Project Manual

4. Complete final design tasks related to the Project. These tasks consist of the following:

- a. Supplemental field surveys
- b. Structural design of the inlet and outlet structures and a gated manhole
- c. Hydrologic and hydraulic analysis of the storm sewer system
- d. Traffic control plan to address vehicle access in and around the Project site. This task also includes a permit submittal to the Union Pacific Railroad regarding crossing of their mainline track. Permit fees required by the Union Pacific Railroad are not included in our fee proposal. It is anticipated that the City of Bayport will pay these construction related fees and be reimbursed from the State's general obligation funds for the Project.
- e. Submittal of permits and one round of responses to agencies. Submittals will be made to the Corps of Engineers, Minnesota DNR, and City of Bayport, as required. Permit fees are not included in our fee proposal. It is anticipated that the City of Bayport will pay these construction related fees and be reimbursed from the State's general obligation funds for the Project.

Deliverable: Project design information will be available upon request

5. Develop Project quantities and engineer's opinion of probable construction cost. This is SEH's opinion of the probable construction cost; of which, the accuracy cannot be guaranteed.

Deliverable: Construction cost estimate

6. Coordinate with the following entities or agencies:

- a. Public utilities
- b. Private utilities
- c. Xcel Energy – Allen King Plant
- d. Andersen Corporation
- e. Union Pacific Railroad
- f. MCES
- g. City of Bayport
- h. Minnesota DNR
1. Middle St. Croix WMO

7. Determine easements and right-of-way requirements. SEH, in conjunction with Stack Land Surveying, will define the easements and right-of-way needs for construction of the Project. We understand that the Middle St. Croix WMO attorney will acquire the easements or rights-of-way. Costs and fees for acquisition of easements and rights-of-way will not likely be covered by the State's general obligation funds for the Project.

Deliverable: Individual easement descriptions and a summary of the right-of-way plan

8. SEH will assist the Owner in obtaining and evaluating bids for the Project.

### **Schedule and Fee**

We propose to complete the construction documents by December 22, 2008 for the WMO and City of Bayport authorization. We are anticipating the Project will be advertised for bidding on January

26, 2009 and the bid opening will take place on February 23, 2009. This schedule is contingent upon receiving your authorization to proceed by July 14, 2008.

You agree to pay SEH \$144,000 in accordance with Exhibit C-1 of the Agreement for Professional Services dated September 2, 1998. We will perform Additional Services as you request. Payment for Additional Services shall be based on the time required to perform the services and the billable rates for the principals and employees engaged directly on the Project, plus charges for expenses and equipment, all in accordance with Exhibit C-1 of the Agreement for Professional Services dated September 2, 1998.

**Authorization**

This letter and the Agreement for Professional Services dated September 2, 1998 represent the entire understanding between the Middle St. Croix Watershed Management Organization and us with respect to the Project. If it satisfactorily sets forth your understanding of our agreement, please sign the enclosed copy of this letter in the space provided below, return it to us, and retain the other copy for your records.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Wayne S. Wambold, PE  
Project Manager



Kirby Van Note, PE  
Principal

Enclosures

c: Barry Peters, SEH

s:\k07\mscw\m\comm\m\perro creek outlet letter agreement 061808.doc

**Accepted by MSCWMO:**

\_\_\_\_\_  
David Beaudet  
MSCWMO Board Chairman

**Accepted by the City of Bayport:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## SEH Hourly Billable Cost Range

<b>Classification <sup>(1)</sup> Rate<sup>(1)</sup></b>	<b>Billable</b>
<b>Office Staff</b>	
Principal	\$137.90 - \$195.80
Project Manager	\$109.80 - \$179.50
Project Engineer/Architect/Planner/Scientist	\$93.10 - \$161.30
Staff Engineer/Architect/Planner/Scientist	\$81.20 - \$127.00
Lead Technician	\$82.40 - \$133.00
Senior Technician	\$78.90 - \$110.00
Technician	\$61.50 - \$99.50
Associate Technician	\$56.40 - \$75.60
Word Processor	\$56.00 - \$85.00
General Clerical	\$56.00 - \$85.00
Graphic Designers	\$76.00 - \$104.00
<b>Field Staff</b>	
Lead Project Representative	\$90.00 - \$135.00
Sr. Project Representative	\$85.80 - \$120.10
Project Representative	\$65.00 - \$103.00
Survey Party Chief	\$73.05 - \$133.45
Survey Instrument Operator	\$62.50 - \$77.95
Survey Assistant	\$46.00 - \$76.00

(1) The actual rate charged is dependent upon the hourly rate of the employee assigned to the project. The rates shown are subject to change.

Effective: January 1, 2008  
Expires: December 31, 2008



seh hourly billable cost range

## Schedule of Expenses

### Vehicle Mileage Rates

All Vehicles \$0.505/mile

### Vehicle Allowance Costs

Resident Project Representative \$13.00/day  
Survey Van \$4.50/hour + \$0.505/mile

### Computer Equipment

Computer Charges per Direct Hour of Labor \$3.00/hour  
Total Station with AutoLock \$20.00/hour  
Total Station without AutoLock \$10.00/hour  
Global Positioning System (GPS) \$25.00/hour

### *Other expenses for additional items may be required by the Owner to fulfill the terms of a specific authorization*

Traffic Counter \$25.00/unit/count  
Video Camera \$4.00/hour plus tape  
Boat Rental \$100.00/day  
ATV Rental \$100.00/day  
Snowmobile Rental \$100.00/day  
Wastewater Sampler \$340.00/week

### Evaluation Equipment

Gas Meter \$20.00/day\*  
Tooke Gauge (Paint Identification) \$20.00/day\*  
UT Gauge (Metal Thickness) \$20.00/day\*  
Elcometer (Adhesion Strength) \$20.00/day\*  
Dry Film Thickness Gauge \$12.00/day\*  
Nuclear Density Tester \$200.00/week  
Flow Meters \$75.00/week

### Safety Equipment

Includes: Tripod/Retriever System; Belts; Lanyards \$30.00/day\*

\* On projects extending one (1) week or longer, this cost represents weekly rates

Effective: January 1, 2008

Expires: December 31, 2008



**Identifiable Reproduction and Reprographic Costs <sup>(1)(2)</sup>**

Item	8½x11	11x17	Large Format	Per Item
Black/White Copy <sup>(3)</sup>	.11	.22	1.05	--
Color Copy <sup>(3)</sup>	1.00	2.00	--	--
Printed Transparency – black/white	1.11	--	--	--
Printed Transparency – color	2.00	--	--	--
Mylar	--	--	5.00	--
Vellum	--	--	2.00	--
Scanning (per sq. ft.)			40	
CD Copy	--	--	20.00	--
Lamination	2.00	3.50	3.50 LF	--
Laminated Foamcore (up to 24"x36")			40.00	
Laminated Foamcore (larger than 24"x36")			75.00	
Collating/Binding/Cover				4.00
3-Ring Binder with Custom Graphic Cover Size	1"	2"	3"	4"
3-Ring Binder with Custom Graphic Cover Cost	5.10	6.04	7.62	11.30
Tabs (per tab)				.20
Machine Folding				.02
Mailing/Processing				5.00

- (1) Prices include operator time.
- (2) Prices denote single-sided printing.
- (3) Standard stock, white paper used for pricing.

Prices are subject to change on a quarterly basis and may not be accompanied by immediate notification.

Effective: January 1, 2008

Expires: December 31, 2008





3535 VADNAIS CENTER DRIVE, 200 SEH CENTER, ST. PAUL, MN 55110 612 490-2000 800 325-2055  
ARCHITECTURE • ENGINEERING • ENVIRONMENTAL • TRANSPORTATION

September 2, 1998

RE: Middle St. Croix River Watershed  
Management Organization  
North Prison Pond Outlet  
SEH No. A-MSCWM9801.00

Middle St. Croix River Watershed  
Management Organization  
c/o Mr. Ken Hartung, Administrator  
City of Bayport  
294 N. 3rd Street  
Bayport, MN 55003

Dear Mr. Hartung:

This letter represents an Agreement for Professional Services between the City of Bayport on behalf of the Middle St. Croix River Watershed Management Organization (MSCWMO), Owner, and SEH for providing professional services in connection with the North Prison Pond Outlet (hereinafter called the "Project").

You agree to furnish us with full information as to your requirements including any special or extraordinary considerations for the Project or special services needed, and also to make available all pertinent existing information and data that we will need to perform our services.

Our services will consist of conducting studies and investigations, and preparing a report containing our findings along with our recommendations for the Project, all as set forth in this letter and Exhibit A-1.

### Scope of Work

SEH will provide the following services with respect to the Project:

1. Field survey of the project alignment shown on the attached drawing entitled "North Prison Pond Outlet" and dated January 13, 1998.

Deliverable: Report Drawings

2. Phase 1 Environmental Site Assessment along the project alignment. No other evaluations regarding contaminated or hazardous materials are included in this project.

Deliverable: Phase 1 EA Report

Middle St. Croix River Watershed Management Organization

September 2, 1998

Page 3

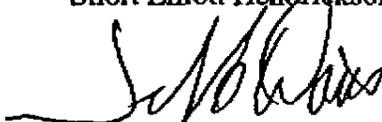
We will bill you monthly for services, expenses, and equipment. The estimated fee assumes prompt payment of our bills and the orderly and continuous progress of the project through construction. If there are delays in the payment of our invoices, it is agreed we are entitled to collect, and you will pay interest at the rate of 1% per month for all amounts unpaid for sixty (60) days or more.

We will start our services promptly after receipt of your authorization and will submit the report for review by the MSCWMO on or before November 15, 1998 and complete our report services by December 15, 1998. If there are delays in the Project that are beyond our control, you agree to grant additional time to complete the services.

If conflicts arise during the performance of these services, we agree they shall be submitted to non-binding mediation unless we have mutually agreed otherwise.

This letter and Exhibits A-1, B and C-1 represent the entire understanding between the MSCWMO and us in respect of the Project and may only be modified in writing signed by both of us. If it satisfactorily sets forth your understanding of our agreement, please sign the enclosed copy of this letter in the space provided below and return it to us.

Sincerely,  
Short Elliott Hendrickson Inc.



Jeff Davis, P.E.  
Project Manager, Principal



Mark L. Lobermeier, P.E.  
Principal

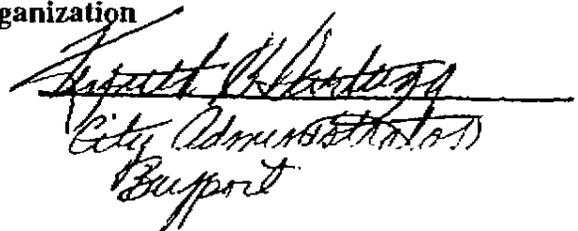
to

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Accepted this 10 day of September, 1998.

Middle St. Croix River Watershed Management Organization

By:

  
Authorized Client Signature  
City Administrator  
Burrton

3. Ownership Survey and Map

Deliverable: Legal descriptions for up to 25 properties and mapping of property along the project alignment. Mapping will be tied into the Washington County coordinate system.

4. Environmental Services/Permits

- a. Delineate wetlands to determine impacts, mitigation required and other project impacts.
- b. Develop draft permits.

Deliverable: Draft document for joint notification of state and federal regulatory agencies regarding wetland permitting and temporary filling. Design of mitigation, if necessary, will be incorporated into final design.

5. Report

Deliverable: This document summarizes the major elements of the project and includes the following:

- A. Project Description
- B. Background Information Including Soil Borings
- C. Design Criteria and Results
- D. Restrictions
- E. Plan and Profile Drawings along Project Alignment
- F. System Operation
- G. Right-of-Way / Easements
- H. Agency Coordination Summary with Draft Permits
- I. Preliminary Construction Cost Estimate
- J. Breakdown of Project Costs by Agency and/or Community
- K. Conclusions and Recommendations

We will also furnish such Additional Services as you may request.

You will pay us a fee for our services related to the Project, currently estimated to be \$210,000, in accordance with Exhibit C-1. This fee includes a maximum fee of \$9,000 for delays that may occur.

Payment for additional services shall be based on the time required to perform the services and the billable rates for the principals and employees engaged directly on the project, plus charges for expenses and equipment, all in accordance with Exhibit C-1.

**EXHIBIT A-1**  
**TO**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
**Between the City of Bayport on behalf of the**  
**Middle St. Croix River Watershed Management Organization (Owner)**  
**and**  
**Short Elliott Hendrickson Inc. (SEH)**  
Dated \_\_\_\_\_ , \_\_\_\_\_

**SEH's SERVICES AND RESPONSIBILITIES**

The Owner intends to retain SEH to provide professional engineering, architectural, environmental and/or planning services as may be directed by the Owner, and the Owner and SEH deem it mutually advantageous to set forth the general details herein this Agreement with the understanding individual projects will be described in Supplemental Letter Agreements submitted by SEH and approved by the Owner. The Supplemental Letter Agreement shall describe the specific scope of the services and the details of payment to SEH for services performed. Each project described in a Supplemental Letter Agreement shall be a separate agreement under this Agreement for Engineering, Architectural, Environmental and Planning Services.

**A. GENERAL**

1. Services performed by SEH may, at the option of the Owner, be related to one or a combination of the following as specifically agreed upon and stated in Supplemental Letter Agreements.
  - a. Report
  - b. Preliminary Design
  - c. Additional Services

**B. REPORT PHASE**

During the Report Phase, when authorized in the Supplemental Letter Agreement, SEH shall:

1. Consult with the Owner representatives to determine the scope of the services to be undertaken by SEH as a part of this phase.
2. Perform such field surveys, investigations and other tasks determined by SEH to be necessary to complete the Report.
3. Prepare a Report in sufficient detail to clearly describe the project as stated in the Supplemental Letter Agreement.

The Owner acknowledges that the scope of services is limited and does not provide for exhaustive studies and investigations.

### C. PRELIMINARY DESIGN PHASE

During the Preliminary Design Phase, when authorized in the Supplemental Letter Agreement, SEH shall:

1. On the basis of the approved report or, in the instance where a report has not been prepared, on the basis of the Owner's instructions prepare Preliminary Design Phase documents. These documents may consist of final design criteria, preliminary drawings, outline specifications and written descriptions of the Project.
2. Advise Owner if additional reports, data, information or services are necessary and assist Owner in obtaining such reports, data, information or services.
3. If necessary, based on the information contained in the Preliminary Design Phase documents, submit an updated opinion of probable Construction Cost and any adjustment to Total Project Costs known to SEH. All cost estimates will be provided subject to the terms of the Agreement for Professional Services, Article V.A.1.
4. Furnish the Preliminary Design Phase documents to and review them with Owner.

### D. ADDITIONAL SERVICES

1. If authorized by the Owner through a Supplemental Letter Agreement, SEH shall furnish additional services of the following type:
  - a. Preparation of applications and supporting documents for government grants, loans or advances.
  - b. Preparation or review of environmental assessment worksheets and environmental assessment impact statements.
  - c. Review and evaluation of any statements or documents prepared by others and their effect on the requirements of the project.
  - d. Additional services due to significant changes in the general scope of the Project or its design including but not limited to, changes in size, complexity of character or type of construction.
  - e. Preparing Change Orders or other services and supporting data or providing other services in connection with changed project conditions which are inconsistent with the original design intent including, but not limited to, changes in project size, complexity, Owner's schedule, character of construction or method of financing.
  - f. Providing assistance in the start-up, testing, adjusting and balancing, preparation of operating and maintenance manuals, personnel training and consultation during operation of equipment or systems.
  - g. Providing services of professional consultants for other than the normal services stated in the Agreement.
  - h. Preparation of descriptions for permanent and/or temporary easements.
  - i. Serving as an expert witness for the Owner in any litigation or other proceedings
  - j. Additional services not otherwise provided for in this Agreement.

- 2 Required additional services SEH shall perform or furnish without requesting or receiving specific advance authorization from Owner include the types listed below. SEH shall advise Owner in writing promptly after starting any such Additional Services
  - a. Services in connection with Work Change Directives and Change Orders to reflect changes requested by Owner so as to make the compensation commensurate with the extent of the Additional Services rendered.
  - b. Services in making revisions to Drawings and Specifications required by reviewing authorities or occasioned by the acceptance of substitute materials or equipment other than "or-equal" items; and services after the award of the Construction Agreement in evaluating and determining the acceptability of a substitution which is found to be inappropriate for the Project or an excessive number of substitutions.

**E. TERMINATION**

SEH may terminate this Agreement at any time upon providing fourteen (14) days written notice.

**F. ASSIGNMENT OF WORK**

SEH shall not assign any part of this Agreement without the written consent of the Owner.

**G. INDEPENDENT CONTRACTOR**

SEH is an independent contractor and not an employee or employed by the Owner.

**H. INDEMNIFICATION AND CLAIMS**

SEH hereby agrees to indemnify, save and hold harmless the City and all of its agents and employees from any and all claims, demands, actions, or causes of action of whatsoever nature or character arising out of or by reason of the negligent conduct of the activities of SEH, its agents and employees as provided for under this Agreement. SEH further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising as a result of its activities as provided for under this Agreement.

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**EXHIBIT B**  
**TO**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
**Between the City of Bayport on behalf of the**  
**Middle St. Croix River Watershed Management Organization (Owner)**  
**and**  
**Short Elliott Hendrickson Inc. (SEH)**  
Dated \_\_\_\_\_, \_\_\_\_\_

**OWNER'S RESPONSIBILITIES**

**A. GENERAL**

The Owner's responsibilities related to the services to be provided by SEH are generally as listed in this Exhibit B. Modifications to these responsibilities shall be made through Supplemental Letter Agreements. The Owner shall:

1. Provide full information as to its requirements for the services to be provided by SEH and SEH shall be entitled to rely on the accuracy and completeness thereof.
2. Assist SEH by furnishing all available information pertinent to the services to be provided by SEH. All information available in electronic formats shall be provided in such formats suitable for use with current SEH systems and technology.
3. Guarantee access to and make all provisions for SEH to enter upon public and private lands as required for SEH to perform its services under this Agreement.
4. Provide such legal, accounting, financial and insurance counseling and other special services as may be required for the Project.
5. Give prompt written notice to SEH whenever the Owner observes or otherwise becomes aware of any changes in the Project or any defect in the services being provided by SEH or makes or wishes to make changes in the Project.
6. Furnish television inspection of sewers, land surveys, soil borings, laboratory tests, material tests, soil tests and other special items pertinent to the Project and the services provided by SEH.
7. Be responsible for the accuracy of all data consisting of, but not limited to, computations, as-built drawings, electronic data bases and maps furnished by the Owner. The costs associated with correcting, creating or recreating any data that is provided by the Owner that contains inaccurate or unusable information or is found to omit information necessary for SEH to perform its services are the responsibility of the Owner.
8. Promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals and other documents presented by SEH and render the necessary decisions and instructions so SEH may continue in a timely manner to provide the services necessary for completion of the Project.

9. Pay all costs incidental to advertising for bids and acquiring regulatory or review agencies' permits and/or approvals.
10. Designate a person to act as Owner's representative with respect to SEH's service to be performed; such person shall have complete authority to transmit instructions, receive information, and interpret and define the Owner's policies and decisions with respect to service covered by this Agreement.
11. Furnish or instruct SEH to provide, at the Owner's expense, additional services that become necessary to complete the work called for in this Agreement or to complete work added to the Project by the Owner or others and not related to the agreed responsibilities of SEH.
12. Furnish to SEH, prior to any performance of services by SEH, a copy of any design and construction standards and comprehensive plans which the Owner shall require SEH to follow or incorporate into its work.
13. Act promptly to review and approve or reject all proposed Change Orders and/or Supplemental Agreements.
14. Employ and pay the costs for an independent cost estimator as provided in Section V.A.1. of the Agreement.
15. Bear all costs incidental to compliance with the requirements of this Exhibit B.

**B. TERMINATION**

The owner may terminate this agreement at any time upon providing fourteen (14) days written notice.

**C. INDEMNIFICATION AND CLAIMS**

The City hereby agrees to indemnify, save, and hold harmless SEH and all of its agents and employees from any and all claims, demands, actions, or causes of action of whatsoever nature or character arising out of or by reason of the negligent conduct of the City, its agents and employees as provided for under this Agreement. The City further agrees to define at its own sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising as a result of the conduct of its activities as provided for under this Agreement.

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**EXHIBIT C-1**  
**TO**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
Between the City of Bayport on behalf of the  
Middle St. Croix River Watershed Management Organization (Owner)  
and  
Short Elliott Hendrickson Inc. (SEH)  
Dated \_\_\_\_\_

**PAYMENTS TO SEH FOR SERVICES AND EXPENSES**  
**USING THE HOURLY BASIS OPTION**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

**D. HOURLY BASIS OPTION**

The Owner and SEH select the hourly basis for payment for services provided by SEH. Those services are described in Exhibit A and one or more Supplemental Letter Agreements. SEH shall be compensated monthly. Monthly charges for services shall be based on SEH's current billing rates for applicable employees plus charges for expenses and equipment. Current billing rates shall be either the Actual Billing Rates of Personnel Method as indicated in the Supplemental Letter Agreement.

1. **Actual Billable Rates of Personnel Method** - Applicable billing rates of employees shall be based on the actual payroll rates of personnel times a multiplier plus the cost of expenses and equipment outlined in Paragraphs B and C of this Exhibit C-1.

SEH will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, SEH will notify the Owner and confer with representatives of the Owner to determine the basis for completing the work.

Compensation to SEH based on the Rate Table Method is conditioned on completion of the work within the effective period of the rate table. Should the time required to complete the work be extended beyond this period, the rates in the Rate Table shall be appropriately adjusted.

**E. EXPENSES**

The following items involve expenditures made by SEH employees or professional consultants on behalf of the Owner. Their costs are not included in the charges made for services and shall be paid for as described in this Agreement. Expenses shall include actual expenditure plus an additional 10% markup for cost of administration.

- 1 Transportation.
- 2 Lodging and meal expense connected with the Project as detailed in the Supplemental Letter Agreement.

3. Fees paid, in the name of the Owner, for securing approval of authorities having jurisdiction over the Project.
4. Report, plan and specification reproduction expenses.
5. Virtual Reality Imaging.
6. Other special travel expenses required in connection with the Project.
7. The cost of special consultants or technical services as required.

The Owner shall pay SEH monthly for expenses. Upon request by the Owner, SEH shall provide documentation to the owner supporting reimbursable expenses invoiced.

#### F. EQUIPMENT UTILIZATION

The utilization of specialized equipment, as noted below, is recognized as benefitting the Owner. The Owner, therefore, agrees to pay the reasonable cost for the use of such specialized equipment on the project. SEH invoices to the Owner will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by SEH.

- |                                      |                                  |
|--------------------------------------|----------------------------------|
| ▪ Engineering computers              | ▪ CADD computers                 |
| ▪ Automated plotter                  | ▪ Scanners and digitizers        |
| ▪ Electronic survey equipment        | ▪ Word Processors                |
| ▪ Vehicle daily charges              | ▪ Boat, trailer and motor        |
| ▪ Automobile mileage                 | ▪ Traffic counters               |
| ▪ Video cameras and recording tape   | ▪ Noise meters                   |
| ▪ Cellular phones                    | ▪ Radios                         |
| ▪ Soils laboratory                   | ▪ Safety equipment               |
| ▪ Tooke gauge (paint identification) | ▪ UT gauge (metal thickness)     |
| ▪ Elcometer (adhesion strength)      | ▪ Paint dry film thickness gauge |
| ▪ Photo ionization detector          | ▪ Paint ionization detector      |
| ▪ Nuclear density meter              | ▪ Explosimeter                   |
| ▪ Pump and generator                 | ▪ Groundwater equipment          |
| ▪ Sigma samplers                     | ▪ Sediment core sampler          |
| ▪ Hydrolab                           | ▪ Magnetic locators              |
| ▪ Concrete test meters               | ▪ Gas detectors                  |
| ▪ Cone meters                        | ▪ Air velocity meter             |
| ▪ Air analyzer                       | ▪ Water level meter              |
| ▪ Survey stakes                      | ▪ GPS equipment                  |
| ▪ Laser table                        | ▪ Video Cassette Recorder        |

The Owner shall pay SEH monthly for equipment utilization

**EXHIBIT D**  
**TO**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
Between \_\_\_\_\_ (Owner)  
and  
Short Elliott Hendrickson Inc. (SEH)  
Dated \_\_\_\_\_ , \_\_\_\_\_

**A LISTING OF THE DUTIES, RESPONSIBILITIES AND  
LIMITATIONS OF AUTHORITY OF THE RESIDENT PROJECT  
REPRESENTATIVE**

If requested by the Owner or recommended by SEH, and approved in writing by the other, 1) one or more full time Resident Project Representatives (RPR) will be furnished and directed by SEH in order to provide additional representation at the Project site during the construction phase.

Through more extensive on-site observations of the work in progress and field checks of materials and equipment by the RPR and assistants, SEH shall endeavor to provide further protection for Owner against defects and deficiencies in the work of Contractor; but, the furnishing of such services will not make SEH responsible for or give SEH control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for Contractor's failure to perform the Work in accordance with the Contract Documents.

The duties and responsibilities of the RPR are limited to those of SEH in 1) The agreement between the Owner and SEH, and 2) in the construction Contract Documents, and 3) further limited as follows:

**A. GENERAL**

RPR is an agent of SEH at the site, will act as directed by and under the supervision of SEH, and will confer with SEH regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with SEH and Contractor keeping the Owner advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of Contractor. RPR shall generally communicate with Owner with the knowledge of and under the direction of SEH.

**B. DUTIES AND RESPONSIBILITIES OF RPR**

1. Schedules: Review the progress schedule, schedule of Shop Drawing submittals and schedule of values prepared by Contractor and consult with SEH concerning acceptability.
2. Conferences and Meetings: Attend meetings with Contractor, such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison:
  - a. Serve as SEH's liaison with Contractor, working principally through Contractor's superintendent and assist in understanding the intent of the Contract Documents; and assist

SEH in serving as Owner's liaison with Contractor when Contractor's operations affect Owner's on-site operations.

- b. Assist in obtaining from Owner additional details or information, when required for proper execution of the Work.
4. **Shop Drawings and Samples:**
  - a. Record date of receipt of Shop Drawings and samples.
  - b. Receive samples which are furnished at the site by Contractor, and notify SEH of availability of samples for examination.
  - c. Advise SEH and Contractor of the commencement of any Work requiring a Shop Drawing or sample if the submittal has not been approved by SEH.
5. **Review of Work, Inspections, and Tests:**
  - a. Conduct on-site observations of the Work in progress to assist SEH in determining if the Work is in general proceeding in accordance with the Contract Documents.
  - b. Report to SEH whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise SEH of Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
  - c. Verify that tests, equipment and systems start-ups and operating and maintenance training are conducted in the presence of appropriate personnel, and that Contractor maintains adequate records thereof; and observe, record and report to SEH appropriate details relative to the test procedures and start-ups.
  - d. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to SEH.
6. **Interpretation of Contract Documents: Report to SEH when clarification and interpretations of the Contract Documents are needed and transmit to Contractor clarifications and interpretations as issued by SEH.**
7. **Modifications: Consider and evaluate Contractor's suggestions for modifications in Drawings or Specifications and report with RPR's recommendations to SEH. Transmit to Contractor decisions as issued by SEH.**
8. **Records:**
  - a. Maintain at the job site orderly files for correspondence, reports of job conferences, Shop Drawings and samples, reproductions of original Contract Documents including all Work Directive Changes, Addenda, Change Orders, Field Orders, additional Drawings issued subsequent to the execution of the Contract, SEH's clarifications and interpretations of the Contract Documents, progress reports, and other Project related documents.
  - b. Keep a diary or log book, recording Contractor hours on the job site, weather conditions, data relative to questions of Work Directive Changes, Change Orders or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to SEH.

- c. Record names, addresses and telephone numbers of all Contractors, subcontractors and major suppliers of materials and equipment.
9. Reports
- a. Furnish SEH periodic reports as required of progress of the Work and of Contractor's compliance with the progress schedule and schedule of Shop Drawing and sample submittals.
  - b. Consult with SEH in advance of scheduled major tests, inspections or start of important phases of the Work.
  - c. Draft proposed Change Orders and Work Directive Changes, obtaining backup material from Contractor and recommend to SEH Change Orders, Work Directive Changes, and Field Orders.
  - d. Report immediately to SEH and Owner upon the occurrence of any accident.
10. Payment Requests: Review applications for payment with Contractor for compliance with the established procedure for their submission and forward with recommendations to SEH, noting particularly the relationship of the payment requested to the schedule of values, Work completed and materials and equipment delivered at the site but not incorporated in the Work.
11. Certificates, Maintenance and Operation Manuals: During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by Contractor are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to SEH for review and forwarding to Owner prior to final payment for the Work.
12. Completion:
- a. Before SEH issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction.
  - b. Conduct final inspection in the company of SEH, Owner, and Contractor and prepare a final list of items to be completed or corrected.
  - c. Observe that all items on final list have been completed or corrected and make recommendations to SEH concerning acceptance.

### **C. LIMITATIONS OF AUTHORITY**

#### **Resident Project Representative:**

- 1. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by SEH.
  - 2. Shall not exceed limitations of SEH's authority as set forth in the Agreement or the General Provisions to the Agreement or the Contract Documents.
  - 3. Shall not undertake any of the responsibilities of Contractor, subcontractors or Contractor's superintendent.
  - 4. Shall not advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of construction unless such advise or directions are specifically required by the Contract Documents.
-

5. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
6. Shall not accept Shop Drawing or sample submittals from anyone other than Contractor.
7. Shall not authorize Owner to occupy the Project in whole or in part.
8. Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by SEH.

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**EXHIBIT C-1**  
**TO**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
Between \_\_\_\_\_ (Owner)  
and  
Short Elliott Hendrickson Inc. (SEH)  
Dated \_\_\_\_\_

**PAYMENTS TO SEH FOR SERVICES AND EXPENSES**  
**USING THE HOURLY BASIS OPTION**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

**A. HOURLY BASIS OPTION**

The Owner and SEH select the hourly basis for payment for services provided by SEH. SEH shall be compensated monthly. Monthly charges for services shall be based on SEH's current billing rates for applicable employees plus charges for expenses and equipment. Current billing rates shall be either the Rate Table Method or Actual Billing Rates of Personnel Method as indicated in the Supplemental Letter Agreement.

1. **Rate Table Method** - Current billing rates for employees shall be those listed on a standard rate table submitted and approved as part of this Agreement. The employee rates in the approved rate tables shall include the cost of computers and cellular phones. The cost of other expenses and equipment shall be paid for as reimbursable expenses as identified in Paragraphs B and C of this Exhibit C-1.
2. **Actual Billable Rates of Personnel Method** - Applicable billing rates of employees shall be based on the actual payroll rates of personnel times a multiplier plus the cost of expenses and equipment outlined in Paragraphs B and C of this Exhibit C-1.

SEH will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, SEH will notify the Owner and confer with representatives of the Owner to determine the basis for completing the work.

Compensation to SEH based on the Rate Table Method is conditioned on completion of the work within the effective period of the rate table. Should the time required to complete the work be extended beyond this period, the rates in the Rate Table shall be appropriately adjusted.

**B. OTHER PROVISIONS CONCERNING PAYMENTS**

1. Invoices will be prepared in accordance with SEH's standard invoicing practices and will be submitted monthly to Owner by SEH, unless otherwise agreed.
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2. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due SEH for services and expenses within 30 days after receipt of SEH's invoice therefor, the amounts due SEH will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, SEH may, after giving seven days written notice to Owner, suspend services under this Agreement until SEH has been paid in full all amounts due for services, expenses and other related charges. Payments will be credited first to interest and then to principal.
3. In the event of a disputed or contested invoice, only that portion so contested may be withheld from payment, and the undisputed portion will be paid.
4. Should such taxes, fees or costs be imposed, they shall be in addition to SEH's estimated total compensation.

### **C. EXPENSES**

The following items involve expenditures made by SEH employees or professional consultants on behalf of the Owner. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement.

1. Transportation and travel expenses.
2. Lodging and meal expense connected with the Project.
3. Fees paid, in the name of the Owner, for securing approval of authorities having jurisdiction over the Project.
4. Report, plan and specification reproduction expenses.
5. Other special expenses required in connection with the Project.
6. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Owner shall pay SEH monthly for expenses.

### **D. EQUIPMENT UTILIZATION**

The utilization of specialized equipment, including automation equipment, is recognized as benefitting the Owner. The Owner, therefore, agrees to pay the cost for the use of such specialized equipment on the project. SEH invoices to the Owner will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by SEH.

The Owner shall pay SEH monthly for equipment utilization.

~~Original Attachment Equipment and reproduction charge on file (K)~~

**EXHIBIT C-2**  
**TO**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
Between \_\_\_\_\_ (Owner)  
and  
Short Elliott Hendrickson Inc. (SEH)  
Dated \_\_\_\_\_, \_\_\_\_\_

**PAYMENTS TO SEH FOR SERVICES AND EXPENSES**  
**USING THE LUMP SUM BASIS OPTION**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

**A. LUMP SUM BASIS OPTION**

The Owner and SEH select the Lump Sum Basis for Payment for the services described in one or more Supplemental Letter Agreements. During the course of providing its services, SEH shall be paid monthly based on SEH's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of SEH's services and are included in the initial Lump Sum amount. Each Supplemental Letter Agreement shall itemize the expenses and equipment whose cost is included in the Lump Sum amount. Total payments to SEH for work covered by the Lump Sum Agreement shall not exceed the lump sum amount without written authorization from the Owner.

The Lump Sum amount includes compensation for SEH's services and the services of SEH's Consultants, if any. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Owner agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete SEH's services at their normal charge out rates as published by SEH or as available commercially.

**B. OTHER PROVISIONS CONCERNING PAYMENTS**

1. Invoices will be prepared in accordance with SEH's standard invoicing practices and will be submitted monthly to Owner by SEH, unless otherwise agreed.
2. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due SEH for services and expenses within 30 days after receipt of SEH's invoice therefor, the amounts due SEH will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, SEH may, after giving seven days written notice to Owner, suspend services under this Agreement until SEH has been paid in full all amounts due for services, expenses and other related charges. Payments will be credited first to interest and then to principal.
3. In the event of a disputed or contested invoice, only that portion so contested may be withheld from payment, and the undisputed portion will be paid.

4. Should such taxes, fees or costs be imposed, they shall be in addition to SEH's estimated total compensation.

### C. EXPENSES

The following items involve expenditures made by SEH employees or professional consultants on behalf of the Owner and shall be paid for as described in this Agreement.

1. Transportation and travel expenses.
2. Lodging and meal expenses connected with the Project.
3. Fees paid for, in the name of the Owner, for securing approval of authorities having jurisdiction over the Project.
4. Report, Plan and specification reproduction expenses.
5. Other special expenses required in connection with the Project.
6. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditures plus 10% markup for the cost of administration and insurance.

The Owner shall pay SEH monthly for expenses.

### D. EQUIPMENT UTILIZATION

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Owner. The Owner, therefore, agrees to pay the reasonable cost for the use of such specialized equipment on the project.

Equipment provided by SEH will be billed to the Owner monthly. SEH invoices will contain detailed information regarding the use of specialized equipment on the project that is to be reimbursed by the Owner. Charges will be based on the standard rates for the equipment published by SEH.

The Owner shall pay SEH monthly for equipment utilization.

~~Optional: Attach current equipment and reproduction charge out rate lists.~~

**EXHIBIT C-3**  
**TO**  
**AGREEMENT FOR PROFESSIONAL SERVICES**  
Between \_\_\_\_\_ (Owner)  
and  
Short Elliott Hendrickson Inc. (SEH)  
Dated \_\_\_\_\_, \_\_\_\_\_

**PAYMENTS TO SEH FOR SERVICES AND EXPENSES**  
**USING THE FEE CURVE/FEE SCHEDULE OPTION**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

**A. FEE CURVE/FEE SCHEDULE OPTION**

The Owner and SEH select the fee curve/fee schedule basis for payment for services provided by SEH. Those services are described in one or more Supplemental Letter Agreements. During the course of the work, SEH shall be paid monthly based on SEH's estimate of the percentage of the work completed. In addition, SEH shall be paid for necessary expenses and equipment that are provided as a part of SEH's services but which are not included in the fee amount as determined by the fee curve/fee schedule. Total payments to SEH for work covered by this Agreement shall not exceed the lump sum amount determined by the fee curve/fee schedule plus necessary reimbursed expenses and equipment charges without written authorization from the Owner.

Project construction cost, as a basis for payment, shall be one of the following with precedence in order of list.

1. The average of the two (2) lowest acceptable bona fide Contractor's bids.
2. SEH's most recent opinion of probable construction cost for the project as approved by Owner.

The project construction cost does not include SEH's fee, the cost of land or right-of-way, or compensation for damages to property unless the Agreement so specifies, nor does it include Owner's costs for legal, accounting or insurance counseling services, or interest charges incurred in connection with the Project.

If any portion of the Project is not bid or put under contract for a period of twelve months after completion of the final design phase, SEH's compensation for preparation of plans and specifications for that portion shall be based in one of the following sources with precedence in the order listed

1. The average of the two (2) lowest acceptable bona fide Contractor's bid for such portion of the project.
2. SEH's most recent opinion of probable construction cost for such portion of the project as approved by Owner.

The Lump Sum amount includes compensation for SEH's services and the services of SEH's Consultants, if any. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Owner agrees to pay for other

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additional equipment and expenses at their normal charge out rates as published by SEH or as available commercially.

#### **B. OTHER PROVISIONS CONCERNING PAYMENTS**

1. Invoices will be prepared in accordance with SEH's standard invoicing practices and will be submitted monthly to Owner by SEH, unless otherwise agreed.
2. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due SEH for services and expenses within 30 days after receipt of SEH's invoice therefor, the amounts due SEH will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, SEH may, after giving seven days written notice to Owner, suspend services under this Agreement until SEH has been paid in full all amounts due for services, expenses and other related charges. Payments will be credited first to interest and then to principal.
3. In the event of a disputed or contested invoice, only that portion so contested may be withheld from payment, and the undisputed portion will be paid.
4. Should such taxes, fees or costs be imposed, they shall be in addition to SEH's estimated total compensation.

#### **C. EXPENSES**

The following items involve expenditures made by SEH employees or professional consultants on behalf of the Owner and shall be paid for as described in this Agreement.

1. Transportation and travel expenses.
2. Lodging and meal expenses connected with the Project.
3. Fees paid for, in the name of the Owner, for securing approval of authorities having jurisdiction over the Project.
4. Report, Plan and specification reproduction expenses.
5. Other special expenses required in connection with the Project.
6. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditures plus 10% markup for the cost of administration and insurance.

The Owner shall pay SEH monthly for expenses.

#### **D. EQUIPMENT UTILIZATION**

The utilization of specialized equipment, including automation equipment, is recognized as benefitting the Owner. The Owner, therefore, agrees to pay the reasonable cost for the use of such specialized equipment on the project.

Equipment provided by SEH will be billed to the Owner monthly. SEH invoices will contain detailed information regarding the use of specialized equipment on the project that is to be reimbursed by the Owner. Charges will be based on the standard rates for the equipment published by SEH.

The Owner shall pay SEH monthly for equipment utilization.

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

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Date: July 28, 2008

To: Mayor and City Council  
Mike McGuire, City Administrator

From Mel Horak, Public Works Supervisor

**Subject: Additional Paving for Increased Parking at Lakeside Park**

***BACKGROUND***

As part of the Lakeside Park improvement planning process, the citizen's advisory group determined the need for additional convenient parking, particularly at the north end of the park, in the vicinity of shelters #3 and #4 and the beach. Since the bike path/sidewalk replacement project plans have been finalized and construction started, staff felt it was an opportune time to expand parking in this area.

Staff is requesting authorization to pave an approximate 20 foot by 85 foot area located between two existing parking areas on the south side of Central Avenue, slightly northwest of shelter #4. Two quotes were solicited for this proposed paving project, including one from Peterson Companies, the contractor currently reconstructing the bike path. The quotes for paving an approximate 20 foot by 85 foot (approximately 1700 square feet) proposed parking area are as follows:

<u>Company</u>	<u>Proposal</u>	<u>Total</u>
• A.C.T. Asphalt Specialties Shoreview, Minnesota	\$2.95/sq.ft. for base and 3" asphalt	\$5,015.00
• Peterson Companies Chicago City, Minnesota	\$3.30/sq.ft. for base and 2.5" asphalt	\$5,610.00

Please keep in mind that the volumes are approximate and could be adjusted slightly higher in order to best utilize the available space, which may increase the final project costs.

***RECOMMENDATION***

Staff recommends that the project be awarded to A.C.T. Specialties, Shoreview, Minnesota, for the approximate cost of \$5,015.00. Funding for this project would come from the park dedication fund.