

**CITY OF BAYPORT  
CITY COUNCIL MEETING  
Council Chambers, 294 North 3<sup>rd</sup> Street  
March 6, 2017**

**REGULAR MEETING**

**6:00 P.M.**

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

**PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS**

1. February recycling award recipient is David Farr who will be awarded for his recycling efforts, with funding made possible by a grant from Washington County.

**OPEN FORUM**

The open forum is a portion of the meeting to address the City Council on subjects that are not a part of the meeting agenda. The City Council may take action or reply at the time of the statement or may give direction to staff regarding investigation of the concerns expressed.

*A total of 15 minutes is allotted for the public comment period (not 15 minutes per person)*

1. Kevin Peterson – Washington County Project Overview: CSAH 21-Stagecoach Trail
- 2.

**CONSENT AGENDA**

Consider a resolution adopting items 1 through 5

- |  | <b><u>TAB #</u></b> |
|--|---------------------|
| 1. February 13, 2017 City Council regular meeting minutes  | 1                   |
| 2. February payables and receipts (check numbers 008144-008241)  | 2                   |
| 3. February building, plumbing and mechanical permits report   | 3                   |
| 4. Special event application from the Bayport Community Action League for an Earth Day event at Perro Park on April 22, 2017 | 4                   |
| 5. Donation of \$4,000.00 to Fire Department for airboat from Michael Swisher  | 5                   |

**PUBLIC HEARINGS**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

- |   |   |
|---|---|
| 1. Consider an amendment to Chapter 18 – Buildings and Building Regulations of the Bayport City Code of Ordinances pertaining to plumbing plan review and inspections               | 6 |
| 2. Consider accepting the feasibility study and designating a date for a public improvement hearing for a utility extension, street reconstruction and drainage improvement project | 7 |

**TAB #**

3. Consider implementation of a goose management plan on city property

8

**CITY COUNCIL LIAISON REPORTS**

**STAFF/CITY ADMINISTRATOR REPORTS**

9

**CITY COUNCIL ITEMS AND ANNOUNCEMENTS**

1.

2.

**ADJOURNMENT**



**CSAH 21 (Stagecoach Trail North)  
Corridor Improvement Project**

**Project Update**

**Bayport City Council  
March 6, 2017**

Kevin Peterson  
Project Manager

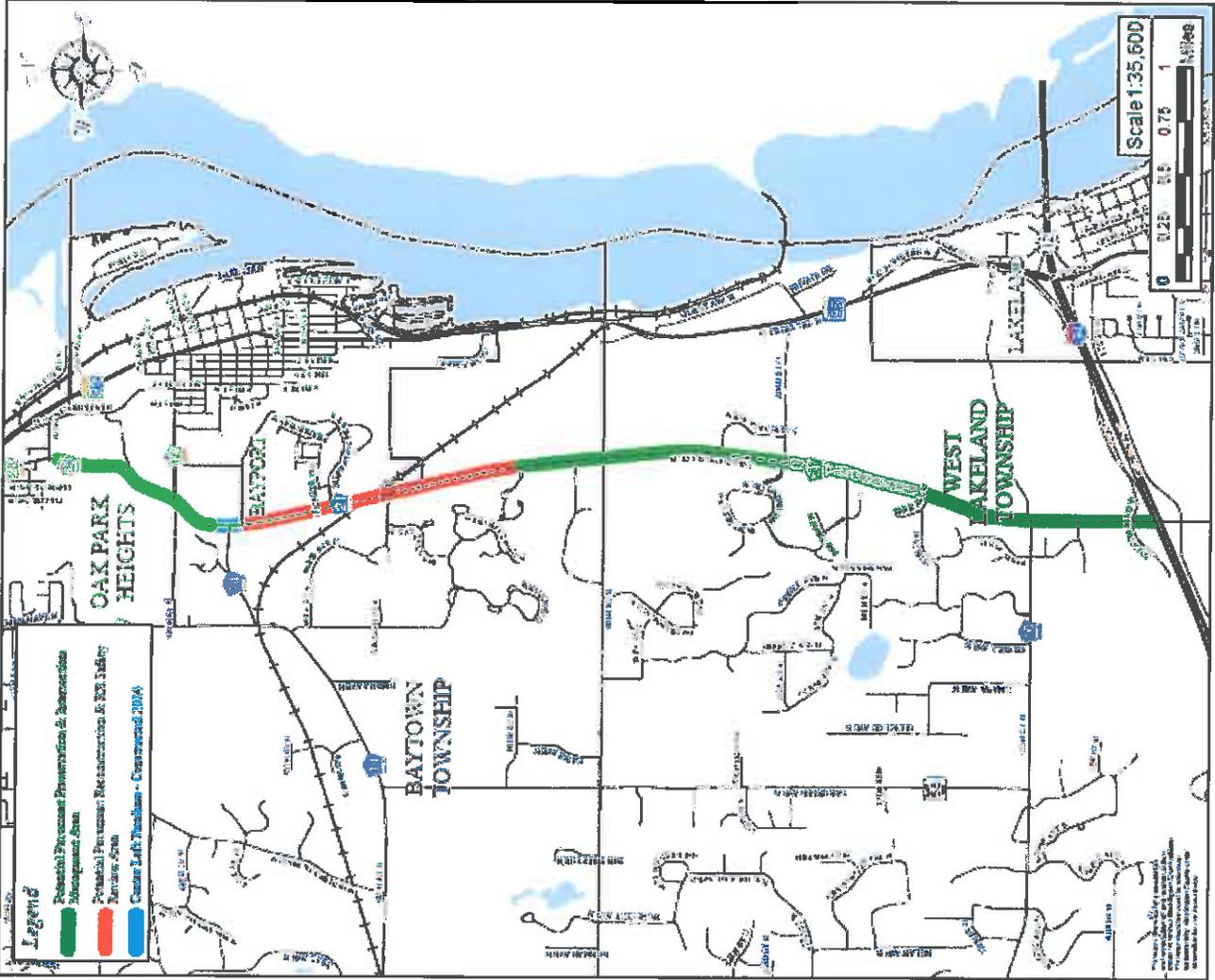


## **Presentation Topics**

- Project Location
- Project Goals
- Project Schedule
- Project Overview
- Potential Local Costs
- Next Steps







Washington County  
 Project Length: Approximately 5.3 Miles  
 CSAH 21 (Stagecoach Trl N)

## Project Goals

- Replace Pavement
- Improve Safety - now and future
  - Intersection study
  - Bypass lane evaluation



## Project Goals

- Community Engagement
  - Project Website
    - [www.co.washington.mn.us/County21](http://www.co.washington.mn.us/County21)
  - Bayport Farmers Market – Oct 3, 2016
    - 35 visitors
  - Open House #1 – Oct 4, 2016
    - 49 attendees
  - Open House #2 – Pending, March 30, 2017?



## **Project Schedule**

- July 2016 to April 2017 – Public Involvement and Preliminary Design
- April 2017 to Dec 2017 – Final Design/Right-of-Way
- Spring 2018 – Bid Opening
- Summer 2018 – Construction



## **Project Overview**

- Current traffic:
  - 2,400 - 6,500 vehicles per day (vpd)
- Forecasted traffic:
  - 4,000 – 9,600 vpd
  - St. Croix River Crossing
- Programmed 2018 Capital Improvement Project



## **Project Overview**

- Add Turn Lanes at Key Intersections:
  - 10<sup>th</sup> Street (CSAH 10)
  - 22<sup>nd</sup> Street
  - 30<sup>th</sup> Street
  - Miller Excavating Entrance
- Improve Pavement
- Investigate Quiet Zone



## **Potential Local Costs**

- Per County Cost Participation Policy #8001
  - Right-of-Way

“Right-of-way costs incurred because a municipality did not acquire the width of right-of-way required in the county Comprehensive Plan at the time of the platting or redevelopment process, shall be paid by the municipality.”



## **Next Steps**

- Resolution of Support – May 2017
  - Project Layout
  - Anticipated Costs
- Final Design/Right-of-Way Acquisition
- Resolution of Support – Fall 2017
  - Final Plans
  - Anticipated Costs
- Construction – Summer 2018



## **Questions?**



**RESOLUTION NO. 17-**

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,  
WASHINGTON COUNTY, MINNESOTA HELD MARCH 6, 2017**

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 6<sup>th</sup> day of March, 2017 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 1-5 FROM THE  
MARCH 6, 2017 CITY COUNCIL AGENDA**

1. February 13, 2017 City Council regular meeting minutes
2. February payables and receipts (check numbers 008144-008241)
3. February building, plumbing and mechanical permits report
4. Special event application from the Bayport Community Action League for an Earth Day event at Perro Park on April 22, 2017
5. Donation of \$4,000.00 to Fire Department for airboat from Michael Swisher

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

Susan St. Ores –	Michele Hanson –
John Buckley –	Patrick McGann –
Connie Carlson –	

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 6<sup>th</sup> day of March 2017.

ATTEST:

\_\_\_\_\_  
Adam Bell, City Administrator

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

**CITY OF BAYPORT  
CITY COUNCIL MEETING MINUTES  
COUNCIL CHAMBERS  
FEBRUARY 13, 2017  
6:00 P.M.**

**CALL TO ORDER**

Pursuant to due call and notice, Deputy Mayor McGann called the regular City Council meeting of February 13, 2017, to order at 7:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

**ROLL CALL**

Members Present: Councilmembers John Buckley, Connie Carlson, Michele Hanson and Patrick McGann

Members Absent: Mayor Susan St. Ores

Staff Present: Interim City Administrator/Planner Sara Taylor, Public Works Director Matt Kline, City Planning Consultant Dan Licht, City Engineer John Parotti, and City Attorney Pat Sweeney

**APPROVAL OF AGENDA**

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to approve the February 13, 2017 City Council agenda. Motion carried 4-0.

**PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS**

1. The January recycling award recipient is Sam Clunis-Horak who will be awarded for her recycling efforts, with funding made possible by a grant from Washington County.

**OPEN FORUM**

**CONSENT AGENDA**

Deputy Mayor McGann read items 1-11 on the consent agenda.

Councilmember Hanson introduced the following resolution and moved its adoption:

**Resolution 17-03**

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-11 FROM THE  
FEBRUARY 13, 2017 CITY COUNCIL AGENDA**

1. January 9, 2017 City Council regular meeting minutes
2. January 23, 2017 City Council special meeting minutes
3. January payables and receipts (check numbers 008015-008143)
4. January building, plumbing and mechanical permits report
5. Special event application from the KinniCroix Girl Scouts for a day camp at Lakeside Park on June 16-18, 2017
6. Special event applications from Bayport Community Action League for 2017 events
7. Special event application from American Cancer Society for Bark for Life event at Barker's Alps Park on Saturday, May 13, 2017
8. Donation in the amount of \$300.00 to the Police Department from Hui Qin Song
9. Purchase of a Ford F150 crew cab pickup truck for the Public Works Department
10. Appointment of Pamela Johnson to the Bayport Public Library Board
11. Waiver of statutory tort liability limits for city insurance coverage

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

John Buckley – aye  
Connie Carlson – aye

Michele Hanson – aye  
Patrick McGann – aye

## **PUBLIC HEARINGS**

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

Consider authorization for a feasibility study and preparation of plans and specifications for a utility extension, street reconstruction, and drainage improvement project: Public Works Director Kline reviewed the six proposed projects for the 2017 Infrastructure Improvements Project and explained a significant portion is related to the property at 201 2<sup>nd</sup> Avenue South connecting to city sewer and water. The sewer extension would also allow Valley Green Properties, 204 2<sup>nd</sup> Avenue South, to connect to city sewer. The other projects were identified by the 2011 Pavement Management Study and the ongoing infrastructure/drainage study being conducted by the city engineer. The optimal timeline for the project was reviewed, including a public improvement hearing in April and assessment hearing and bid approval at the June City Council meeting. Engineer Parotti explained the city needs to follow the Minnesota Statute Chapter 429 process to approve the project because certain properties will have a special assessment levied against them. Councilmember Hanson questioned how the smaller projects were selected and questioned the benefit of doing them at this time. Engineer Parotti said the draft drainage study groups projects into specific geographical areas and the four smaller projects identified for correction at this time are outliers that don't fit into the specific groups. They were added with the expectation of achieving better bid results, due to economy of scale bidding. Staff recognizes there are other significant drainage issues in the city, but it would not be feasible to correct only one issue in a group of five or six. The City Council could decide to pull a project from the overall project if they are uncomfortable with the projected costs; however, Engineer Parotti cautioned this should be done before the project is put out for bid.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to authorize the city's engineering consultant, SEH, Inc., to prepare a feasibility report for the preceding projects at an estimated cost of \$13,650, as well as project design, bid documents, and bidding services for an estimated cost of \$59,200. Motion carried 4-0.

Consider a variance application from Appendix C- Lower St. Croix River Bluffland and Shoreland Management of the Bayport City Code of Ordinances for the property located at 515 Lakeside Drive: Planning Consultant Licht said that Gregg Ellingson received approval to construct a new single family house at 515 Lakeside Drive in November 2015, which included removal of an existing house, bringing in fill to comply with 100-year floodplain requirements and establishing a stormwater basin between the new house and the St. Croix River. In July 2016, a site visit by city and the Department of Natural Resources (DNR) staff determined the approved grading plan had been modified. A pre-existing retaining wall located within the 100-foot setback required for structures from the ordinary high water level (OHWL) had been modified and the stormwater basin was undersized. To comply with city code, the retaining wall needs to be brought into compliance with the 100-foot setback or have a variance approved to legitimize the modification. At the preceding Planning Commission meeting, the homeowner explained the fill that was brought in to accommodate the elevation of the new house, as required by the Floodplain Ordinance, created a situation where the retaining wall was in the way of stormwater runoff channeling into the stormwater basin (rain garden), as regulated by the Lower St. Croix River Bluffland and Shoreland Management Ordinance. The landscape contractor modified the

wall so the runoff could reach the stormwater basin. The site visit also verified that the stormwater basin was undersized, due to fill placed by the landscaping contractor. Staff believes a hardship exists because of the need to satisfy the regulations of the two competing environmental ordinances and provide the best water quality as it reaches the St. Croix River. Staff recommends approval of the retaining wall variance subject to three findings of fact relative to the variance criteria, as well as a condition that the stormwater basin be completed by June 1, 2017, as approved on the grading plan. The Planning Commission held a public hearing on the application on February 13 and recommended approval to the City Council. Deputy Mayor McGann noted the city prefers to hear variance requests prior to the work being completed, and Planning Commission liaison Buckley said the property owner satisfactorily answered the Planning Commissioners' questions on the timing and need for the retaining wall modifications.

Councilmember Hanson introduced the following resolution and moved its adoption:

**Resolution 17-04**

**RESOLUTION APPROVING A VARIANCE TO MODIFY A SUBSTANDARD RETAINING WALL WITHIN THE REQUIRED SHORELAND SETBACK AT 515 LAKESIDE DRIVE SOUTH, LEGALLY DESCRIBED AS THE NORTH 125 FEET OF MILL LOT 24 OF BAYPORT INCLUDING ALL RIPARIAN RIGHTS, BAYPORT, WASHINGTON COUNTY, MINNESOTA**

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

John Buckley – aye  
Connie Carlson – aye

Michele Hanson – aye  
Patrick McGann – aye

Consider appointment of a new City Administrator: Interim City Administrator Taylor referred to a memorandum from Richard Fursman, Huelife, the city's consultant during the hiring process for a new administrator. It summarized the hiring process and recommendation to hire Adam Bell to fill the position. A copy of the employment agreement was also included for consideration. A statement from Mayor St. Ores was read into the record that acknowledged and thanked the well qualified and experienced pool of candidates that applied for the position. She believes Adam Bell's educational background, skills, experience, and passion for public service make him a great fit for the position and to lead the city's day-to-day operations. Deputy Mayor McGann said 82 applicants submitted resumes, Mr. Fursman interviewed 19 applicants, and the city received reports on 13 semifinalists. The City Council selected five finalists for interviews by the City Council and staff, and recommended Mr. Bell for the position.

It was moved by Councilmember Carlson and seconded by Councilmember Buckley to approve the hire of Adam Bell as the new City Administrator and to execute the employment agreement as presented. Motion carried 4-0.

Adam Bell introduced himself, thanked the City Council for the opportunity and said he was excited to start his employment on February 27.

### **COUNCIL LIAISON REPORTS**

Councilmember Buckley said the Planning Commission met immediately preceding the City Council meeting and recommended approval of the Gregg Ellingson variance application heard as part of tonight's new business.

Councilmember McGann reported on the January and February meetings of the Middle St. Croix Watershed Management Organization (MSCWMO). Natalie Warren of the St. Croix River Association presented on the association's efforts to document new construction/remodeling standards in the riverway boundaries. He reported the proposed school bus maintenance garage in Baytown Township was not approved. The MSCWMO received a \$63,000 grant from the State of Minnesota for Perro Creek Urban Stormwater Quality Improvements. The MSCWMO is continuing their review of the construction plans for the property at 201 2<sup>nd</sup> Avenue South in Bayport.

Councilmember Carlson said the Library Board welcomed Pam Johnson as a member and she will be completing Jim Eberhardt's term. The Police Department assisted with the installation of security cameras at the library. The next Library Board meeting is scheduled for February 21, 6:00 p.m., at the library.

### **STAFF/CITY ADMINISTRATOR REPORTS**

Police Chief Eastman reviewed the department's past and upcoming events. In addition to those listed in her report, Sergeant Jackson presented a program on drug trends identification, medical response, and awareness to drugs to supervisors at Andersen Corporation on February 7. On February 10, Officer Willmarth was recognized by the Stillwater Area Chamber of Commerce with their "Hero of the Year Award" for his actions in dealing with a suicidal Veteran. Part-time officer Keith Frank has been hired by the Stillwater Police Department and a new part-time officer position will be posted in the future. The department responded to 3,175 calls for service in 2016. She recognized the 2,278 hours donated by the Reserve Officers in 2016, with special recognition to Reserve Sergeant Colin Reardon who put in 663 hours. After extensive review of equipment, the department has decided to purchase squad and body cameras from Watch Guard, and Chief Eastman is refining the policy relating to their use. She continues to receive public input on the proposed policy. Residents were reminded the city has a 24-hour parking ordinance and encouraged residents to remove vehicles from the streets for snow removal. Residents were also encouraged to check out the department's Facebook page for event information and safety reminders, including a warning to stay off on lakes or rivers. Many vehicles have gone through the ice in the area.

Public Works Director Kline presented his first report since joining the Public Works Department on January 9. He has been prioritizing work projects with Public Works Supervisor Horak and provided a review of the department's key projects. Xcel has converted the majority of street lights to LED which should save the city approximately \$900 a year. Resident input on the switch to LED lighting is welcomed. Staff is meeting with state officials to discuss the 2019-2010 mill and overlay of Highway 95 and potential improvements.

Interim City Administrator/Planner Taylor noted the Fire Department will hold their fundraiser dance at the Bayport American Legion on Saturday, February 18, 7:30 p.m. Raffle tickets are available at City Hall. Adam Bell begins his City Administrator position on Monday, February 27. The next City Council meeting is Monday, March 6, with a 4:30 p.m. workshop preceding the meeting.

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

1. Councilmember Hanson announced the Afton-Bayport-Lakeland Lions Club will be hosting a fundraiser dinner/dance on Saturday, March 18, at the Bayport American Legion, from 5:00-9:00 p.m. "Shamrock the Valley" will feature a corn beef and cabbage meal and live music. Presale tickets are \$10 and \$12 at the door. Proceeds will fund the Lions Club scholarship program for a Stillwater Area High School student and other community needs.

2. Councilmember Hanson said the Bayport Community Action League (BCAL) is planning an Earth Day event on Saturday, April 22. The BCAL hopes to get residents involved in a community service project.

**ADJOURNMENT**

It was moved by Councilmember Hanson and seconded by Councilmember Buckley to adjourn the meeting at 8:03 p.m. Motion carried 4-0.

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City Administrator/Clerk

CITY OF BAYPORT

\*Budget Control Summary

Current Period: FEBRUARY 2017

Account Descr	2017 Cumulative Budget	2017 Cumulative Actuals	2017 Cumulative Variance	2017 % Variance
<b>FUND 101 GENERAL</b>				
Revenue Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$1,945,751.00	\$34,989.63	\$1,910,761.37	98.20%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41240 RECYCLING	\$6,000.00	\$2,000.00	\$4,000.00	66.67%
DEPT 41600 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$27,875.00	\$26,387.33	\$1,487.67	5.34%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$99,900.00	\$3,401.09	\$96,498.91	96.60%
DEPT 42200 FIRE PROTECTION	\$442,609.00	\$35,115.80	\$407,493.20	92.07%
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 STREET MAINT	\$7,000.00	\$0.00	\$7,000.00	100.00%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43141 STILLWATER SCH - BUS FACILI	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$34,150.00	\$1,705.00	\$32,445.00	95.01%
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43300 CEMETERY	\$14,000.00	\$1,500.00	\$12,500.00	89.29%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Revenue Accounts</b>	<b>\$2,577,285.00</b>	<b>\$105,098.85</b>	<b>\$2,472,186.15</b>	<b>95.92%</b>
Expenditure Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41100 ELECTIONS	\$1,700.00	\$0.00	\$1,700.00	100.00%
DEPT 41200 MAYOR & COUNCIL	\$242,258.00	\$23,952.24	\$218,305.76	90.11%
DEPT 41240 RECYCLING	\$7,380.00	\$664.95	\$6,715.05	90.99%
DEPT 41400 ADMINISTRATION	\$164,535.00	\$26,188.00	\$138,347.00	84.08%
DEPT 41910 PLANNING & ZONING	\$141,571.00	\$27,859.86	\$113,711.14	80.32%
DEPT 41940 MUNICIPAL BUILDINGS	\$51,784.00	\$6,133.50	\$45,650.50	88.16%
DEPT 42100 POLICE	\$838,820.00	\$104,795.29	\$734,024.71	87.51%
DEPT 42200 FIRE PROTECTION	\$521,379.00	\$34,245.20	\$487,133.80	93.43%
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 STREET MAINT	\$323,268.00	\$66,106.62	\$257,161.38	79.55%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43135 56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43140 HAYNER/2ND ST. S UTILITY PR	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43141 STILLWATER SCH - BUS FACILI	\$0.00	\$4,786.87	-\$4,786.87	0.00%
DEPT 43160 STREET LIGHTING	\$32,150.00	\$4,637.16	\$27,512.84	85.58%
DEPT 43200 PARKS	\$68,623.00	\$6,159.17	\$62,463.83	91.02%
DEPT 43300 CEMETERY	\$7,775.00	\$38.77	\$7,736.23	99.50%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditure Accounts</b>	<b>\$2,401,243.00</b>	<b>\$305,567.63</b>	<b>\$2,095,675.37</b>	<b>87.27%</b>

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CITY OF BAYPORT

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Page 1

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

FEBRUARY 2017

	2017 YTD Budget	FEBRUARY MTD Amount	2017 YTD Amount	2017 YTD Balance	2017 % YTD Budget
<b>FUND 101 GENERAL</b>					
Revenue	\$2,577,285.00	\$46,052.89	\$105,098.85	\$2,472,186.15	4.08%
Expenditure	\$2,401,243.00	\$178,660.47	\$305,567.63	\$2,095,675.37	12.73%
		<u>-\$132,607.58</u>	<u>-\$200,468.78</u>		
<b>FUND 102 STREET RECONSTRUCTION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 103 G O TIF BD FUND 1990 CAP PROJ</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 106 TIF ECON DEV DIST 2</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 107 TIF REDEVELOPMENT DISTRICT 2-1</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$20,268.85	\$20,268.85	-\$20,268.85	0.00%
		<u>-\$20,268.85</u>	<u>-\$20,268.85</u>		
<b>FUND 200 FIRE EQUIPMENT REPLACEMENT FUN</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 201 D.A.R.E.</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 202 DRUG FORFEITURE</b>					
Revenue	\$0.00	\$0.00	\$3,037.50	-\$3,037.50	0.00%
Expenditure	\$0.00	\$816.60	\$911.10	-\$911.10	0.00%
		<u>-\$816.60</u>	<u>\$2,126.40</u>		
<b>FUND 203 PUBLIC WORKS EQUIPMENT REPL</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 204 RECREATION CAP EQUIP &amp; MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
<b>FUND 205 TAX STABILIZATION FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF BAYPORT**  
**\*Fund Summary -**  
**Budget to Actual©**  
**FEBRUARY 2017**

	2017 YTD Budget	FEBRUARY MTD Amount	2017 YTD Amount	2017 YTD Balance	2017 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 206 WATER/SEWER IMPROVEMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 207 PARK IMPROVEMENT FUND</b>					
Revenue	\$0.00	\$1,000.00	\$4,000.00	-\$4,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$1,000.00	\$4,000.00		
<b>FUND 208 PRISON SEWER PROJECT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 209 DEVELOPER REIMBURSED PROJECTS</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 210 K-9 UNIT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 211 LIBRARY</b>					
Revenue	\$295,800.00	\$533.78	\$1,851.78	\$293,948.22	0.63%
Expenditure	\$295,800.00	\$30,658.51	\$43,340.24	\$252,459.76	14.65%
		-\$30,124.73	-\$41,488.46		
<b>FUND 300 ANDERSEN WINDOWS EQUIP GRANT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 303 GO TIF BOND 1990 DEBT SERVICE</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 306 DEBT GO BOND 2015A \$2,025,000</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 311 GO IMPROV BONDS OF 1992 DEBT S</b>					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 400 NEW FIRE STATION</b>					

CITY OF BAYPORT

02/22/17 5:29 PM

Page 3

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

FEBRUARY 2017

	2017 YTD Budget	FEBRUARY MTD Amount	2017 YTD Amount	2017 YTD Balance	2017 % YTD Budget
Revenue	\$0.00	\$13,037.02	\$13,037.02	-\$13,037.02	0.00%
Expenditure	\$29,992.00	\$0.00	\$100,156.25	-\$70,164.25	333.94%
		\$13,037.02	-\$87,119.23		
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 413 POLICE EQUIPMENT FUND</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 414 OFFICE AUTOMATION</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 415 MUNICIPAL BLDGS MAINT</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 416 PERRO CREEK OUTLET</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 601 WATER</b>					
Revenue	\$391,750.00	\$1,946.08	\$7,115.37	\$384,634.63	1.82%
Expenditure	\$547,511.00	\$32,429.99	\$52,321.57	\$495,189.43	9.56%
		-\$30,483.91	-\$45,206.20		
<b>FUND 602 SEWER</b>					
Revenue	\$678,000.00	\$800.00	\$3,200.00	\$674,800.00	0.47%
Expenditure	\$765,717.00	\$61,567.92	\$106,994.96	\$658,722.04	13.97%
		-\$60,767.92	-\$103,794.96		
<b>FUND 800 INVESTMENTS-POOLED</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 803 P &amp; Z ESCROWS</b>					
Revenue	\$0.00	\$0.00	-\$140.60	\$140.60	0.00%
Expenditure	\$0.00	\$816.10	\$2,395.84	-\$2,395.84	0.00%
		-\$816.10	-\$2,536.44		
<b>FUND 851 NON EXP TRUST</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

02/22/17 5:29 PM

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

Page 4

FEBRUARY 2017

	2017 YTD Budget	FEBRUARY MTD Amount	2017 YTD Amount	2017 YTD Balance	2017 % YTD Budget
		\$0.00	\$0.00		
Report Total		-\$261,848.67	-\$494,756.52		

**CITY OF BAYPORT**  
**REVENUE SUMMARY YTD THRU 02/28/2017**

FUND	FUND Descr	2017 Budget	2017 YTD Amt	2017 % of Budget	2017 % of Budget Remain
FUND 101	GENERAL	\$2,577,285.00	\$105,098.85	4.08%	95.92%
FUND 102	STREET RECONSTRUCTION	\$0.00	\$0.00	0.00%	0.00%
FUND 103	G O TIF BD FUND 1990 CAP PRO	\$0.00	\$0.00	0.00%	0.00%
FUND 106	TIF ECON DEV DIST 2	\$0.00	\$0.00	0.00%	0.00%
FUND 107	TIF REDEVELOPMENT DISTRICT	\$0.00	\$0.00	0.00%	0.00%
FUND 200	FIRE EQUIPMENT REPLACEMENT	\$0.00	\$0.00	0.00%	0.00%
FUND 202	DRUG FORFEITURE	\$0.00	\$3,037.50	0.00%	0.00%
FUND 203	PUBLIC WORKS EQUIPMENT REP	\$0.00	\$0.00	0.00%	0.00%
FUND 204	RECREATION CAP EQUIP & MAIN	\$0.00	\$0.00	0.00%	0.00%
FUND 205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 206	WATER/SEWER IMPROVEMENT F	\$0.00	\$0.00	0.00%	0.00%
FUND 207	PARK IMPROVEMENT FUND	\$0.00	\$4,000.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$295,800.00	\$1,851.78	0.63%	99.37%
FUND 300	ANDERSEN WINDOWS EQUIP GR	\$0.00	\$0.00	0.00%	0.00%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$0.00	0.00%	0.00%
FUND 400	NEW FIRE STATION	\$0.00	\$13,037.02	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$391,750.00	\$7,115.37	1.82%	98.18%
FUND 602	SEWER	\$678,000.00	\$3,200.00	0.47%	99.53%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	-\$140.60	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$3,942,835.00	\$137,199.92	3.48%	96.52%

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

02/22/17 5:31 PM

Page 1

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
<b>FUND 101 GENERAL</b>					
101	02/03/17	\$1,201.30	6664	GAMBLING PROCEEDS CK # 12327	R 101-00000-32204 GAMBLIN
101	01/31/17	\$7.00	6649	ADMINISTRATIVE FEES	R 101-00000-33100 ADMINIS
101	02/08/17	\$5.00	6673	ADMINISTRATIVE FEES	R 101-00000-33100 ADMINIS
101	02/21/17	\$5.00	6690	ADMINISTRATIVE FEES	R 101-00000-33100 ADMINIS
101	01/30/17	\$30.00	6637	ASSESSMENT SEARCH CK # 3288	R 101-00000-34105 USER FEE
101	01/30/17	\$30.00	6640	ASSESSMENT SEARCH CK # 3279	R 101-00000-34105 USER FEE
101	02/02/17	\$30.00	6656	ASSESSMENT SEARCH CK # 3291	R 101-00000-34105 USER FEE
101	02/02/17	\$30.00	6657	ASSESSMENT SEARCH CK # 97862	R 101-00000-34105 USER FEE
101	02/03/17	\$30.00	6665	ASSESSMENT SEARCH CK # 3314	R 101-00000-34105 USER FEE
101	02/15/17	\$30.00	6682	ASSESSMENT SEARCH CK # 97928	R 101-00000-34105 USER FEE
101	01/31/17	\$2,485.00	6649	SAC	G 101-20102 S A C CHARGES
101	01/31/17	\$210.00	6649	BUILDING SURCHARGE Mattamy #4060	G 101-20104 STATE SURCHA
101	02/06/17	\$1.00	6666	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/07/17	\$1.00	6670	PLUMBING SURCHARGE - RESIDENTIAL J	G 101-20104 STATE SURCHA
101	02/08/17	\$1.50	6673	PLUMBING SURCHARGE - COMMERCIAL B	G 101-20104 STATE SURCHA
101	02/09/17	\$1.00	6680	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/16/17	\$1.00	6686	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/16/17	\$1.00	6686	PLUMBING SURCHARGE - RESIDENTIAL S	G 101-20104 STATE SURCHA
101	02/21/17	\$10.41	6690	BUILDING SURCHARGE MATTAMY #4072	G 101-20104 STATE SURCHA
101	02/21/17	\$1.00	6692	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/31/17	\$28.49	6652	State Sales Tax St. Croix Prep #59426	G 101-20603 SALES TAX PAY
101	01/31/17	\$28.50	6653	State Sales Tax Valley Athletic Assn. #173	G 101-20603 SALES TAX PAY
101	02/01/17	\$6.06	6660	State Sales Tax Ramtech Software #3567	G 101-20603 SALES TAX PAY
101	02/01/17	\$6.06	6660	State Sales Tax	G 101-20603 SALES TAX PAY
101	02/16/17	\$5.34	6689	State Sales Tax JOE REDING - CASH	G 101-20603 SALES TAX PAY
101	02/22/17	\$7.13	6695	State Sales Tax Taylor #8724	G 101-20603 SALES TAX PAY
101	02/03/17	\$174.26	6677	HEALTH PARTNERS CK # 5240946	G 101-27109 HEALTH PARTN
101	02/03/17	\$160.00	6677	HEALTH SAVING ACCT. CK # 5240946	G 101-27122 H S A
101	02/03/17	\$16,000.00	6676	PLANNING - REFUND GRANT ASSISTANCE	E 101-41910-306 PROF SER-O
101	01/31/17	\$100.00	6650	CONTRACTOR LICENSE - GENERAL Rene	R 101-41910-32100 BUSINES
101	01/31/17	\$50.00	6650	CONTRACTOR LICENSE - SPECIALTY Dave	R 101-41910-32100 BUSINES
101	01/31/17	\$50.00	6651	CONTRACTOR LICENSE - SPECIALTY Univ	R 101-41910-32100 BUSINES
101	02/06/17	\$50.00	6666	CONTRACTOR LICENSE - SPECIALTY Ham	R 101-41910-32100 BUSINES
101	02/09/17	\$50.00	6678	CONTRACTOR LICENSE - SPECIALTY Asph	R 101-41910-32100 BUSINES
101	02/09/17	\$50.00	6678	CONTRACTOR LICENSE - SPECIALTY Broc	R 101-41910-32100 BUSINES
101	02/14/17	\$100.00	6684	CONTRACTOR LICENSE - GENERAL Castle	R 101-41910-32100 BUSINES
101	02/21/17	\$50.00	6693	CONTRACTOR LICENSE - SPECIALTY Eicht	R 101-41910-32100 BUSINES
101	02/06/17	\$25.00	6667	DUMPSTER/BULK CONTAINER Legato #56	R 101-41910-32200 NONBUSI
101	02/06/17	\$15.00	6668	SPECIAL EVENT APP - NONPROFIT/PUBLI	R 101-41910-32200 NONBUSI
101	01/31/17	\$1,934.89	6649	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	01/31/17	\$2,976.75	6649	BUILDING PERMIT Mattamy #4060	R 101-41910-32210 BUILDIN
101	01/31/17	\$252.00	6649	SEDIMENT & EROSION CONTROL	R 101-41910-32210 BUILDIN
101	02/21/17	\$354.00	6690	BUILDING PERMIT MATTAMY #4072	R 101-41910-32210 BUILDIN
101	02/21/17	\$230.10	6690	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/07/17	\$79.00	6670	PLUMBING PERMIT - RESIDENTIAL James	R 101-41910-32220 PLUMBIN
101	02/08/17	\$88.50	6673	PLUMBING PERMIT - COMMERCIAL Brook	R 101-41910-32220 PLUMBIN
101	02/16/17	\$199.00	6686	PLUMBING PERMIT - RESIDENTIAL SABR	R 101-41910-32220 PLUMBIN
101	02/06/17	\$79.00	6666	MECHANICAL PERMIT - RESIDENTIAL	R 101-41910-32230 MECHANI
101	02/09/17	\$79.00	6680	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	02/16/17	\$199.00	6686	MECHANICAL PERMIT - RESIDENTIAL	R 101-41910-32230 MECHANI
101	02/21/17	\$79.00	6692	MECHANICAL PERMIT - RESIDENTIAL FIR	R 101-41910-32230 MECHANI
101	01/30/17	\$10.00	6641	PET LICENSE - SPAY/NEUT Rowland #283	R 101-42100-32240 ANIMAL F

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

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	01/30/17	\$20.00	6641	PET LICENSE - SPAY/NEUT Teetzel #1326	R 101-42100-32240 ANIMAL F
101	01/30/17	\$10.00	6642	PET LICENSE - SPAY/NEUT CASH - Steven	R 101-42100-32240 ANIMAL F
101	01/30/17	\$10.00	6643	PET LICENSE - SPAY/NEUT Hess #1792	R 101-42100-32240 ANIMAL F
101	01/30/17	\$20.00	6646	PET LICENSE - NO SPAY/NEUT Gunelius #	R 101-42100-32240 ANIMAL F
101	01/30/17	\$10.00	6646	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	01/30/17	\$20.00	6647	PET LICENSE - NO SPAY/NEUT Ellis #379	R 101-42100-32240 ANIMAL F
101	01/30/17	\$10.00	6648	PET LICENSE - SPAY/NEUT Polzin #3868	R 101-42100-32240 ANIMAL F
101	01/31/17	\$20.00	6655	PET LICENSE - SPAY/NEUT Neuman #335	R 101-42100-32240 ANIMAL F
101	02/01/17	\$10.00	6661	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	02/01/17	\$10.00	6661	PET LICENSE - SPAY/NEUT J. Erickson #1	R 101-42100-32240 ANIMAL F
101	02/01/17	\$30.00	6662	PET LICENSE - SPAY/NEUT Ployhart #103	R 101-42100-32240 ANIMAL F
101	02/02/17	\$10.00	6663	PET LICENSE - SPAY/NEUT CASH - McPhe	R 101-42100-32240 ANIMAL F
101	02/07/17	\$15.00	6669	PET LICENSE - SPAY/NEUT Ellickson #103	R 101-42100-32240 ANIMAL F
101	02/07/17	\$15.00	6671	PET LICENSE - SPAY/NEUT Skaret #5726	R 101-42100-32240 ANIMAL F
101	02/08/17	\$500.00	6672	DANGEROUS DOG REGISTRATION Coffman	R 101-42100-32240 ANIMAL F
101	02/08/17	\$10.00	6672	PET LICENSE - SPAY/NEUT CASH - Coffma	R 101-42100-32240 ANIMAL F
101	02/09/17	\$15.00	6674	PET LICENSE - SPAY/NEUT CASH - BECK	R 101-42100-32240 ANIMAL F
101	02/14/17	\$15.00	6685	PET LICENSE - SPAY/NEUT CASH - CHARL	R 101-42100-32240 ANIMAL F
101	02/21/17	\$15.00	6694	PET LICENSE - SPAY/NEUT Gilles #3823	R 101-42100-32240 ANIMAL F
101	02/22/17	\$15.00	6696	PET LICENSE - SPAY/NEUT Harrison #984	R 101-42100-32240 ANIMAL F
101	02/22/17	\$25.00	6696	SM BIRD/FOWL LICENSE Harrison #9844	R 101-42100-32240 ANIMAL F
101	02/22/17	\$15.00	6702	PET LICENSE - SPAY/NEUT Seggelke #20	R 101-42100-32240 ANIMAL F
101	02/10/17	\$15.00	6675	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	02/10/17	\$15.00	6679	ANIMAL CONTROL CK # 5396	R 101-42100-37000 MISCELL
101	02/14/17	\$25.00	6681	BURNING PERMIT Derrick Custom Homes	R 101-42200-32200 NONBUSI
101	02/15/17	\$11,328.50	6683	FIRE SERVICE CONTRACT CK # 10704	R 101-42200-34202 FIRE CON
101	02/17/17	\$22,652.00	6699	FIRE SERVICE CONTRACT CK # 13010	R 101-42200-34202 FIRE CON
101	02/15/17	\$217.75	6683	STOP LIGHTS REIMBURSEMENT (BAYTOW	E 101-43160-380 ELECTRIC S
101	01/31/17	\$400.00	6652	PARK FIELD-COURT RENTAL FEE St. Croix	R 101-43200-34780 PARK FEE
101	01/31/17	\$400.00	6653	PARK FIELD-COURT RENTAL FEE Valley At	R 101-43200-34780 PARK FEE
101	02/01/17	\$85.00	6660	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	02/01/17	\$85.00	6660	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	02/16/17	\$75.00	6689	BEACHHOUSE - RESIDENT(M-TH) JOE RE	R 101-43200-34780 PARK FEE
101	02/22/17	\$100.00	6695	BEACHHOUSE - RESIDENT(FRI-SUN) Tayl	R 101-43200-34780 PARK FEE
101	01/30/17	\$200.00	6645	CEMETERY - SATURDAY BURIAL	R 101-43300-34940 CEMETER
101	01/30/17	\$250.00	6645	CEMETERY - WINTER BURIAL CREMAINS	R 101-43300-34940 CEMETER
101	01/30/17	\$400.00	6645	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
101	02/01/17	\$400.00	6659	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
101	02/01/17	\$250.00	6659	CEMETERY - WINTER BURIAL CREMAINS	R 101-43300-34940 CEMETER

**FUND 101 GENER** \$65,345.54

**FUND 206 WATER/SEWER IMPROVEMENT FUND**

206	02/10/17	\$11.19	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$12.30	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$41.38	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$6.35	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/02/17	\$21.18	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$90.36	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$76.12	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/02/17	\$29.10	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$3.40	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/22/17	\$4.50	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$12.30	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/22/17	\$26.70	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN

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

FUN	Tran Date	Amount	Refer	Comments	Account Descr
206	02/22/17	\$28.23	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/02/17	\$6.48	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/02/17	\$6.90	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/22/17	\$6.00	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$50.38	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$13.17	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/22/17	\$16.22	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/22/17	\$14.33	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/02/17	\$146.78	0	UB REC Re-trans UB SERV 26 TRUNK W/R	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$3.14	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$1.86	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$3.00	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	02/02/17	\$12.28	0	UB REC Re-trans UB SERV 37 TRUNK S/C	G 206-12103 A/R GEN BILLIN
206	02/02/17	\$120.69	0	UB REC Re-trans UB SERV 36 TRUNK S/R	G 206-12103 A/R GEN BILLIN
206	02/02/17	\$10.63	0	UB REC Re-trans UB SERV 27 TRUNK W/C	G 206-12103 A/R GEN BILLIN
206	02/10/17	\$3.00	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
<b>FUND 206 WATE</b>		<b>\$777.97</b>			
<b>FUND 207 PARK IMPROVEMENT FUND</b>					
207	01/31/17	\$1,000.00	6649	PARK DEDICATION	R 207-00000-34780 PARK FEE
<b>FUND 207 PARK I</b>		<b>\$1,000.00</b>			
<b>FUND 211 LIBRARY</b>					
211	02/17/17	\$160.00	6687	LIBRARY SERVICE CHARGE CASH	R 211-45500-34760 LIBRARY
211	02/17/17	\$32.00	6687	LIBRARY SERVICE CHARGE CK # 135	R 211-45500-34760 LIBRARY
211	02/17/17	\$2.00	6687	LIBRARY SERVICE CHARGE CK # 5023	R 211-45500-34760 LIBRARY
211	02/17/17	\$100.00	6688	LIBRARY DONATIONS CK # 108010454	R 211-45500-36230 DONATIO
211	02/17/17	\$132.99	6698	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
211	02/17/17	\$106.79	6698	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
<b>FUND 211 LIBRA</b>		<b>\$533.78</b>			
<b>FUND 400 NEW FIRE STATION</b>					
400	02/15/17	\$4,250.05	6683	FIRE DEPT. SHARE BOND REIMBURSEME	R 400-00000-39310 COMPETI
400	02/17/17	\$8,786.97	6699	FIRE DEPT. SHARE BOND REIMBURSEME	R 400-00000-39310 COMPETI
<b>FUND 400 NEW F</b>		<b>\$13,037.02</b>			
<b>FUND 601 WATER</b>					
601	02/02/17	\$9.78	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/02/17	\$7.44	0	UB REC Re-trans UB SERV 5 COMM WATE	G 601-14601 WATER BILLING
601	02/02/17	\$4.77	0	UB REC Re-trans UB SERV 8 SAFE WTR F	G 601-14601 WATER BILLING
601	02/02/17	\$125.80	0	UB REC Re-trans UB SERV 5 COMM WATE	G 601-14601 WATER BILLING
601	02/02/17	\$84.30	0	UB REC Re-trans UB SERV 1 WATER	G 601-14601 WATER BILLING
601	02/02/17	\$1,808.83	0	UB REC Re-trans UB SERV 1 WATER	G 601-14601 WATER BILLING
601	02/02/17	\$87.52	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/02/17	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$3.18	0	UB Receipt Serv 8 SAFE WTR FE	G 601-14601 WATER BILLING
601	02/22/17	\$10.00	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$34.43	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$28.16	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	02/10/17	\$267.72	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$5.00	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	02/02/17	\$256.76	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$28.86	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$10.22	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/22/17	\$339.84	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING

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

02/22/17 5:31 PM

Page 4

Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
601	02/10/17	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/22/17	\$75.28	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$46.16	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$1,143.84	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/22/17	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$7.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$148.32	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/22/17	\$204.23	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/22/17	\$7.45	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$81.26	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/10/17	\$619.16	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	01/31/17	\$1,200.00	6649	WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	01/31/17	\$400.00	6649	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	02/10/17	\$2.52	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/22/17	\$45.58	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/02/17	\$137.74	0	UB REC Re-trans UB UR	R 601-46120-37110 WATER R
601	02/10/17	\$40.24	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	01/31/17	\$30.00	6654	WATER SHUTOFF - BUS HRS CASH - JEFF	R 601-46120-37110 WATER R
601	02/01/17	\$30.00	6658	WATER SHUTOFF - BUS HRS Dahl #5802	R 601-46120-37110 WATER R
601	02/07/17	\$30.00	6670	WATER SHUTOFF - BUS HRS	R 601-46120-37110 WATER R
601	02/22/17	\$30.00	6697	WATER SHUTOFF - BUS HRS CASH - KINN	R 601-46120-37110 WATER R
<b>FUND 601 WATE</b>		<b>\$7,401.89</b>			
<b>FUND 602 SEWER</b>					
602	02/10/17	\$123.15	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$857.44	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$7.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/22/17	\$50.50	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/22/17	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/22/17	\$10.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/02/17	\$74.80	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/02/17	\$1,349.74	0	UB REC Re-trans UB SERV 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$37.83	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/02/17	\$12.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/02/17	\$236.30	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/22/17	\$163.54	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/02/17	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$18.07	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$41.34	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$5.00	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$147.45	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$7.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/02/17	\$69.48	0	UB REC Re-trans UB SERV 10 SEWER	G 602-14602 SEWER BILLING
602	02/02/17	\$139.21	0	UB REC Re-trans UB SERV 25 COMM SEW	G 602-14602 SEWER BILLING
602	02/02/17	\$7.44	0	UB REC Re-trans UB SERV 25 COMM SEW	G 602-14602 SEWER BILLING
602	02/22/17	\$7.45	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$453.60	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$28.86	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/10/17	\$29.30	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/22/17	\$327.55	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	01/31/17	\$800.00	6649	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H

CITY OF BAYPORT  
MONTHLY RECEIPTS  
Period Name: FEBRUARY

FUN	Tran Date	Amount	Refer	Comments	Account Descr
FUND 602 SEWER		\$5,015.55			
		\$93,111.75			

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 02/28/2017**

02 Month = 16.68

DEPT	DEPT Descr	2017 Budget	2017 YTD Amt	Balance	2017 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$1,700.00	\$0.00	\$1,700.00	100.00%
41200	MAYOR & COUNCIL	\$242,258.00	\$23,952.24	\$218,305.76	90.11%
41240	RECYCLING	\$7,380.00	\$664.95	\$6,715.05	90.99%
41400	ADMINISTRATION	\$164,535.00	\$26,188.00	\$138,347.00	84.08%
41910	PLANNING & ZONING	\$141,571.00	\$27,859.86	\$113,711.14	80.32%
41940	MUNICIPAL BUILDINGS	\$51,784.00	\$6,133.50	\$45,650.50	88.16%
42100	POLICE	\$838,820.00	\$104,795.29	\$734,024.71	87.51%
42200	FIRE PROTECTION	\$521,379.00	\$34,245.20	\$487,133.80	93.43%
42201	FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$323,268.00	\$66,106.62	\$257,161.38	79.55%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43135	56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
43140	HAYNER/2ND ST. S UTILITY PR	\$0.00	\$0.00	\$0.00	0.00%
43141	STILLWATER SCH - BUS FACILIT	\$0.00	\$4,786.87	-\$4,786.87	0.00%
43160	STREET LIGHTING	\$32,150.00	\$4,637.16	\$27,512.84	85.58%
43200	PARKS	\$68,623.00	\$6,159.17	\$62,463.83	91.02%
43300	CEMETERY	\$7,775.00	\$38.77	\$7,736.23	99.50%
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL		\$2,401,243.00	\$305,567.63	\$2,095,675.37	87.27%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 208 PRISON SEWER PROJECT		\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
41911	BAYTOWN DEVELOPMENTS	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
41913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJ		\$0.00	\$0.00	\$0.00	0.00%
FUND 210 K-9 UNIT					
42103	K - 9 UNIT	\$0.00	\$0.00	\$0.00	0.00%
FUND 210 K-9 UNIT		\$0.00	\$0.00	\$0.00	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$295,800.00	\$43,340.24	\$252,459.76	85.35%
FUND 211 LIBRARY		\$295,800.00	\$43,340.24	\$252,459.76	85.35%
FUND 306 DEBT GO BOND 2015A \$2,025,000					
41903	DEBT SERVICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 306 DEBT GO BOND 2015A \$2,025,0		\$0.00	\$0.00	\$0.00	0.00%
FUND 400 NEW FIRE STATION					
42201	FIRE STATION	\$29,992.00	\$100,156.25	-\$70,164.25	-233.94%
FUND 400 NEW FIRE STATION		\$29,992.00	\$100,156.25	-\$70,164.25	-233.94%

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 02/28/2017**

02 Month = 16.68

DEPT	DEPT Descr	2017 Budget	2017 YTD Amt	Balance	2017 % of Budget Remain
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
43300	CEMETERY	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 412 CEMETERY CAPITAL IMPROV</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 413 POLICE EQUIPMENT FUND</b>					
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 413 POLICE EQUIPMENT FUND</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 414 OFFICE AUTOMATION</b>					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%
43200	PARKS	\$0.00	\$0.00	\$0.00	0.00%
46120	WATER	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 414 OFFICE AUTOMATION</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 415 MUNICIPAL BLDGS MAINT</b>					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41940	MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 415 MUNICIPAL BLDGS MAINT</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 601 WATER</b>					
41609	TCE EVAL GRANT	\$0.00	\$0.00	\$0.00	0.00%
41610	LYNN MOST PROJECT	\$0.00	\$0.00	\$0.00	0.00%
44151	TCE WATER MAIN IMPROVEME	\$0.00	\$0.00	\$0.00	0.00%
46110	WATER-PUMPHOUSE	\$54,900.00	\$5,208.02	\$49,691.98	90.51%
46120	WATER	\$492,611.00	\$47,113.55	\$445,497.45	90.44%
<b>FUND 601 WATER</b>		<b>\$547,511.00</b>	<b>\$52,321.57</b>	<b>\$495,189.43</b>	<b>90.44%</b>
<b>FUND 602 SEWER</b>					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$365,717.00	\$33,696.06	\$332,020.94	90.79%
46990	SEWER - NON-OPERATING	\$400,000.00	\$73,298.90	\$326,701.10	81.68%
<b>FUND 602 SEWER</b>		<b>\$765,717.00</b>	<b>\$106,994.96</b>	<b>\$658,722.04</b>	<b>86.03%</b>
<b>FUND 800 INVESTMENTS-POOLED</b>					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
80056	KYLE CARLSON	\$0.00	\$0.00	\$0.00	0.00%
<b>FUND 800 INVESTMENTS-POOLED</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>FUND 803 P &amp; Z ESCROWS</b>					

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 02/28/2017**  
02 Month = 16.68

DEPT	DEPT Descr	2017 Budget	2017 YTD Amt	Balance	2017 % of Budget Remain
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET VACATI	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	PETE MILLER - PHASE 11/BAYT	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
80019	JG HAUSE CONSTRUCTION	\$0.00	\$0.00	\$0.00	0.00%
80020	HYNNEK CUP APPLICATION	\$0.00	\$0.00	\$0.00	0.00%
80021	GORDON TELLINGHUISEN	\$0.00	\$0.00	\$0.00	0.00%
80022	DUANCE JOHNSON	\$0.00	\$0.00	\$0.00	0.00%
80023	MI-TECH SERVICES, INC.	\$0.00	\$0.00	\$0.00	0.00%
80024	RICK PARENT	\$0.00	\$0.00	\$0.00	0.00%
80025	JUDY SEEBERGER	\$0.00	\$0.00	\$0.00	0.00%
80026	MIDWEST PARA TRANSIT	\$0.00	\$0.00	\$0.00	0.00%
80027	CEMETARY - ST. MIKE S/ST. CH	\$0.00	\$0.00	\$0.00	0.00%
80028	ASPHALT SPEC - 111 CENTRAL	\$0.00	\$0.00	\$0.00	0.00%
80029	BRIAN ZELLER	\$0.00	\$0.00	\$0.00	0.00%
80030	LARKIN HOFFMAN & LUNDGREN	\$0.00	\$0.00	\$0.00	0.00%
80031	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80040	HEFTY	\$0.00	\$0.00	\$0.00	0.00%
80041	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80042	LANDFORM/VARDE GROUP	\$0.00	\$0.00	\$0.00	0.00%
80043	MAINSTREET HOLDING, LLC	\$0.00	\$0.00	\$0.00	0.00%
80044	HAYNER PROPERTY FEASIB STU	\$0.00	\$0.00	\$0.00	0.00%
80045	DRH-INSPIRATION PHASE II PL	\$0.00	\$0.00	\$0.00	0.00%
80046	JOE BUSH/DAVID KLINGER	\$0.00	\$0.00	\$0.00	0.00%
80047	JANE KEYES	\$0.00	\$0.00	\$0.00	0.00%
80048	KAEMMER/VRAMBOU	\$0.00	\$0.00	\$0.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$0.00	\$0.00	0.00%
80050	12 POINT ROAD	\$0.00	\$0.00	\$0.00	0.00%
80051	BERGSTROM/ ENG & GRADING	\$0.00	\$0.00	\$0.00	0.00%
80052	MILLER EXCAVATING WATER SE	\$0.00	\$0.00	\$0.00	0.00%
80053	CHRIS HAYNER	\$0.00	\$0.00	\$0.00	0.00%

**CITY OF BAYPORT**  
**EXPENSE SUMMARY YTD THRU 02/28/2017**  
02 Month = 16.68

DEPT	DEPT Descr	2017 Budget	2017 YTD Amt	Balance	2017 % of Budget Remain
80054	LYNN MOST	\$0.00	\$0.00	\$0.00	0.00%
80055	MATTAMY MN PARTNERSHIP	\$0.00	\$0.00	\$0.00	0.00%
80056	KYLE CARLSON	\$0.00	\$0.00	\$0.00	0.00%
80058	MILLER FARMS/DERRICK PHASE	\$0.00	\$0.00	\$0.00	0.00%
80059	ARNE GRANT/ ENG SUPPLY	\$0.00	\$2,335.23	-\$2,335.23	0.00%
80060	GREGG ELLINGSON	\$0.00	\$60.61	-\$60.61	0.00%
FUND 803 P & Z ESCROWS		\$0.00	\$2,395.84	-\$2,395.84	0.00%
		\$4,040,263.00	\$610,776.49	\$3,429,486.51	84.88%

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 8144-8241**

02/22/17 5:33 PM

Page 1

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>FUND 101 GENERAL</b>									
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>									
ECKBERG LAMMERS	101	02/22/17	\$250.00	E	41200	300	ATTEND CC MTG	PROF SER-LEGAL	008208
ECKBERG LAMMERS	101	02/22/17	\$2,774.50	E	41200	300	2017 GENERAL MATTERS	PROF SER-LEGAL	008208
S E H	101	02/22/17	\$241.66	E	41200	301	CC MTG	PROF SER-ENGIN	008231
S E H	101	02/22/17	\$372.29	E	41200	301	STAFF MTG	PROF SER-ENGIN	008231
S E H	101	02/22/17	\$178.99	E	41200	301	ASSIST STAFF GRANT RE	PROF SER-ENGIN	008231
S E H	101	02/22/17	\$260.60	E	41200	301	INTERVIEWS FOR CITY A	PROF SER-ENGIN	008231
S E H	101	02/22/17	\$402.74	E	41200	301	CITY ENGINEER REPORT	PROF SER-ENGIN	008231
S E H	101	02/22/17	\$713.29	E	41200	301	169 3RD ST PKG LOT	PROF SER-ENGIN	008231
SCHLENNER WENNER & C	101	02/14/17	\$145.00	E	41200	303	ASSIST WITH YR END AC	PROF SER-AUDIT	008187
COMPLETE HEALTH ENVI	101	02/22/17	\$380.00	E	41200	306	JAN 2017 MAINT PLAN	PROF SER-OTHER	008205
WILLMARTH, QUINN	101	02/22/17	\$225.00	E	41200	402	3 TICKETS 2017 WINTER	CONFERENCES &	008241
<b>DEPT 41200 MAYOR &amp; COUNCIL</b>			\$5,944.07						
<b>DEPT 41400 ADMINISTRATION</b>									
TR COMPUTER SALES LLC	101	02/22/17	\$97.50	E	41400	416	DATTO MTHLY STORAGE	REPAIR/MAINT OF	008238
LOFFLER BUSINESS SYST	101	02/22/17	\$216.12	E	41400	416	CONTRACT QTR. 2017 C	REPAIR/MAINT OF	008218
BANYON DATA SYSTEMS	101	02/07/17	\$39.75	E	41400	416	2017 UB ANNUAL SUPPO	REPAIR/MAINT OF	008144
TR COMPUTER SALES LLC	101	02/22/17	\$240.37	E	41400	416	JAN 2017 COMPUTER CO	REPAIR/MAINT OF	008238
WHITE BEAR IT Solutio	101	02/22/17	\$125.10	E	41400	416	FEB PRO RATED SERVIC	REPAIR/MAINT OF	008240
<b>DEPT 41400 ADMINISTRATION</b>			\$718.84						
<b>DEPT 41910 PLANNING &amp; ZONING</b>									
MNSPECT	101	02/14/17	\$8,459.91	E	41910	101	JAN 2017 BLG INSPECTI	WAGES AND SALA	008181
S E H	101	02/22/17	\$178.99	E	41910	301	INSPIRATION CERT SUR	PROF SER-ENGIN	008231
TR COMPUTER SALES LLC	101	02/22/17	\$200.31	E	41910	416	JAN 2017 COMPUTER CO	REPAIR/MAINT OF	008238
WHITE BEAR IT Solutio	101	02/22/17	\$104.25	E	41910	416	FEB PRO RATED SERVIC	REPAIR/MAINT OF	008240
LOFFLER BUSINESS SYST	101	02/22/17	\$180.10	E	41910	416	CONTRACT QTR. 2017 C	REPAIR/MAINT OF	008218
TR COMPUTER SALES LLC	101	02/22/17	\$81.25	E	41910	416	DATTO MTHLY STORAGE	REPAIR/MAINT OF	008238
BANYON DATA SYSTEMS	101	02/07/17	\$39.75	E	41910	416	2017 UB ANNUAL SUPPO	REPAIR/MAINT OF	008144
<b>DEPT 41910 PLANNING &amp; ZONING</b>			\$9,244.56						
<b>DEPT 41940 MUNICIPAL BUILDINGS</b>									
MN CLN SERVICES, INC.	101	02/22/17	\$79.00	E	41940	302	JAN 2017 OLD FIRE HALL	CONTRACT SERVI	008226
MN CLN SERVICES, INC.	101	02/22/17	\$238.80	E	41940	302	JAN 2017 CITY HALL CLE	CONTRACT SERVI	008226
MN CLN SERVICES, INC.	101	02/22/17	\$39.00	E	41940	302	JAN 2017 NATURE CENT	CONTRACT SERVI	008226
OFFICE OF ENT TECHNOL	101	02/22/17	\$618.54	E	41940	321	JAN 2017 PHIONES	COMMUNICATION	008229
COMCAST	101	02/07/17	\$297.25	E	41940	321	JAN/FEB 2017 HIGHSPEE	COMMUNICATION	008146
XCEL	101	02/07/17	\$960.19	E	41940	380	JAN 2017 ELEC & GAS SE	ELECTRIC SERVIC	008158
XCEL	101	02/07/17	\$433.59	E	41940	381	JAN 2017 ELEC & GAS SE	FUEL FOR HEAT	008158
PLUNKETT S PEST CONTR	101	02/07/17	\$570.00	E	41940	415	2017 ANNUAL PEST CON	MUNICIPAL BUILD	008153
PLUNKETT S PEST CONTR	101	02/07/17	\$136.80	E	41940	415	2017 ANNUAL PEST CON	MUNICIPAL BUILD	008153
MENARDS-STILLWATER	101	02/22/17	\$59.94	E	41940	415	ALUMINUM BLINDS/OLD	MUNICIPAL BUILD	008220
MINNESOTA ELEVATOR	101	02/07/17	\$171.72	E	41940	420	FEB 2017 BI-MTHLY SER	R & M BLDGS, ST	008152
MN DEPT OF LABOR AND	101	02/22/17	\$100.00	E	41940	420	2017 ELEVATOR ANNUAL	R & M BLDGS, ST	008227
<b>DEPT 41940 MUNICIPAL BUILDING</b>			\$3,704.83						
<b>DEPT 42100 POLICE</b>									
BAYPORT TRANSMISSION	101	02/22/17	\$88.82	E	42100	212	2013 CHARGER/POLICE	MOTOR FUELS & L	008201
WASHINGTON COUNTY S	101	02/07/17	\$877.15	E	42100	212	JAN 2017 FUEL/POLICE	MOTOR FUELS & L	008157
ECKBERG LAMMERS	101	02/14/17	\$2,662.21	E	42100	300	JAN 2017 PROSECUTION	PROF SER-LEGAL	008167
BCA	101	02/14/17	\$15.00	E	42100	306	KEVIN TUFT	PROF SER-OTHER	008162
BCA	101	02/14/17	\$15.00	E	42100	306	JAKE LIEFSCHULTZ	PROF SER-OTHER	008162
BCA	101	02/14/17	\$15.00	E	42100	306	CARL MCMULLEN	PROF SER-OTHER	008162

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 8144-8241**

02/22/17 5:33 PM

Page 2

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
BCA	101	02/14/17	\$15.00	E	42100	306	SCOTT RETHWILL	PROF SER-OTHER	008162
BCA	101	02/06/17	\$15.00	E	42100	306	BACKGROUND/RINGSAK	PROF SER-OTHER	008145
MINNESOTA DEPARTMEN	101	02/22/17	\$15.00	E	42100	306	DOG WARNING SYMBOL	PROF SER-OTHER	008222
BCA	101	02/14/17	\$15.00	E	42100	306	JEFFREY JACOBS	PROF SER-OTHER	008162
MINNESOTA DEPARTMEN	101	02/14/17	\$35.00	E	42100	306	DANGEROUS DOG WARN	PROF SER-OTHER	008178
VERIZON WIRELESS	101	02/07/17	\$132.54	E	42100	321	JAN 2017 PHONES/POLIC	COMMUNICATION	008156
THOMAS REUTERS - WES	101	02/14/17	\$178.50	E	42100	321	JAN 2017 INFORMATION	COMMUNICATION	008192
VERIZON WIRELESS	101	02/14/17	\$140.04	E	42100	321	JAN 2017 PHONES/POLIC	COMMUNICATION	008195
LEAGUE OF MINNESOTA C	101	02/22/17	\$720.00	E	42100	403	PATROL SUBSCRIPTION/	POLICE TRAINING	008217
TR COMPUTER SALES LLC	101	02/22/17	\$81.25	E	42100	416	DATTO MTHLY STORAGE	REPAIR/MAINT OF	008238
WHITE BEAR IT Solutio	101	02/22/17	\$104.25	E	42100	416	FEB PRO RATED SERVIC	REPAIR/MAINT OF	008240
LOFFLER BUSINESS SYST	101	02/22/17	\$180.10	E	42100	416	CONTRACT QTR. 2017 C	REPAIR/MAINT OF	008218
BANYON DATA SYSTEMS	101	02/07/17	\$39.75	E	42100	416	2017 UB ANNUAL SUPPO	REPAIR/MAINT OF	008144
TR COMPUTER SALES LLC	101	02/22/17	\$200.31	E	42100	416	JAN 2017 COMPUTER CO	REPAIR/MAINT OF	008238
<b>DEPT 42100 POLICE</b>			<b>\$5,544.92</b>						
<b>DEPT 42200 FIRE PROTECTION</b>									
HOLIDAY FLEET	101	02/06/17	\$662.46	E	42200	212	JAN 2017 FUEL	MOTOR FUELS & L	008150
CARQUEST OF STILLWAT	101	02/22/17	\$51.84	E	42200	240	SPARK PLUG/FIRE DEPT	SMALL TOOLS-EQ	008202
STILLWATER TOWING IN	101	02/06/17	\$150.00	E	42200	306	ICR # 117500177	PROF SER-OTHER	008154
COMCAST	101	02/22/17	\$414.88	E	42200	306	FEB & MAR 2017 HIGHSP	PROF SER-OTHER	008204
ANCOM COMMUNICATION	101	02/14/17	\$1,108.00	E	42200	323	PAGER/FIRE DEPT.	RADIO-SREPAIR &	008161
XCEL	101	02/07/17	\$1,626.45	E	42200	380	JAN 2017 ELEC & GAS SE	ELECTRIC SERVIC	008158
XCEL	101	02/07/17	\$1,447.12	E	42200	381	JAN 2017 ELEC & GAS SE	FUEL FOR HEAT	008158
GALOWITZ, MIKE	101	02/14/17	\$173.34	E	42200	402	MILEAGE TO CONFEREN	CONFERENCES &	008168
EISINGER, JAKE	101	02/06/17	\$242.42	E	42200	402	MILEAGE & MEALS 2017	CONFERENCES &	008148
SEVERSON, JASON	101	02/14/17	\$184.84	E	42200	402	MILEAGE, MEALS, TO CO	CONFERENCES &	008188
EISINGER, JAKE	101	02/06/17	\$1,634.49	E	42200	402	HEAVY RESCUE MANUF V	CONFERENCES &	008148
EISINGER, JOSH	101	02/06/17	\$236.95	E	42200	402	MILEAGE & MEALS 2017	CONFERENCES &	008149
EISINGER, JAKE	101	02/22/17	\$29.65	E	42200	402	TOLL CHARGES FOR SVI	CONFERENCES &	008209
VINDAL, JACOB	101	02/14/17	\$195.55	E	42200	402	MILEAGE & MEALS REFU	CONFERENCES &	008196
ELECTRO WATCHMAN, IN	101	02/22/17	\$110.85	E	42200	420	FIRE STATION	R & M BLDGS, ST	008210
ELECTRO WATCHMAN, IN	101	02/22/17	\$120.00	E	42200	420	CITY HALL/OLD FIRE HA	R & M BLDGS, ST	008210
MN CLN SERVICES, INC.	101	02/14/17	\$238.80	E	42200	420	JAN 2017 CLEANING/FIR	R & M BLDGS, ST	008179
<b>DEPT 42200 FIRE PROTECTION</b>			<b>\$8,627.64</b>						
<b>DEPT 43100 STREET MAINT</b>									
SAFE-FAST, INC.	101	02/14/17	\$49.95	E	43100	205	UNIFORMS/STREET DEP	UNIFORMS - JOSH	008184
HOLIDAY FLEET	101	02/06/17	\$1,131.19	E	43100	212	JAN 2017 FUEL	MOTOR FUELS & L	008150
HOLIDAY FLEET	101	02/06/17	\$8.56	E	43100	212	JAN 2017 FUEL	MOTOR FUELS & L	008150
OSI ENVIRONMENTAL, IN	101	02/22/17	\$185.00	E	43100	220	ABSORBENT - CLAY BASE	OPERATING SUPP	008230
H&L MESABI	101	02/14/17	\$1,651.06	E	43100	220	PLOW OPERATING MATE	OPERATING SUPP	008169
AGGREGATE INDUSTRIES	101	02/14/17	\$138.94	E	43100	225	CONCRETE SAND/STREE	SALT & SAND PUR	008159
COMPASS MINNERALS AM	101	02/14/17	\$3,868.06	E	43100	225	THAWROX CALIBER/STR	SALT & SAND PUR	008165
AGGREGATE INDUSTRIES	101	02/22/17	\$148.17	E	43100	225	SAND/STREET DEPT	SALT & SAND PUR	008198
S E H	101	02/22/17	\$1,442.55	E	43100	301	TH 95 PAVEMENT PRESE	PROF SER-ENGIN	008231
S E H	101	02/22/17	\$2,490.70	E	43100	301	2017 ST & UTILITY IMPR	PROF SER-ENGIN	008231
MIDWEST OVERHEAD CRA	101	02/22/17	\$556.70	E	43100	302	2017 ANNUAL INSPECTI	CONTRACT SERVI	008221
MILLER EXCAVATING	101	02/14/17	\$617.50	E	43100	302	LOADER/STREET DEPT	CONTRACT SERVI	008177
MN CLN SERVICES, INC.	101	02/14/17	\$185.00	E	43100	302	JAN 2017 PW DEPT	CONTRACT SERVI	008179
MEDTOX LABORATORIES	101	02/22/17	\$50.00	E	43100	306	PROGRAM ADMIN	PROF SER-OTHER	008219
U S BANK VISA	101	02/06/17	\$27.39	E	43100	410	MENARDS STILLWATER	REPAIR & MAINT	008155
STONEBROOKE EQUIPME	101	02/14/17	\$209.39	E	43100	412	BLOCK SWITCH & ASSY/	REP & MAINT VEH	008190
STONEBROOKE EQUIPME	101	02/14/17	\$41.58	E	43100	412	HYDRAULIC OIL/STREET	REP & MAINT VEH	008190
ZIEGLER INC.	101	02/14/17	\$84.45	E	43100	412	COVER/STREET DEPT	REP & MAINT VEH	008197

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 8144-8241**

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
ZIEGLER INC.	101	02/14/17	\$233.58	E	43100	412	COVER & FASTENER/STR	REP & MAINT VEH	008197
CRYTEEL	101	02/14/17	\$281.28	E	43100	412	POPPET COUPLING, SPIN	REP & MAINT VEH	008166
ZIEGLER INC.	101	02/14/17	\$316.48	E	43100	412	PEDAL/STREET DE[T.	REP & MAINT VEH	008197
CARQUEST OF STILLWAT	101	02/22/17	\$16.06	E	43100	412	USE PUMP/STREET DEPT	REP & MAINT VEH	008202
TRI STATE BOBCAT INC	101	02/22/17	\$17.37	E	43100	412	BRISTLE PART/STREET D	REP & MAINT VEH	008239
STONEBROOKE EQUIPME	101	02/14/17	\$40.00	E	43100	412	ARROW INDICATOR KIT/	REP & MAINT VEH	008190
CARQUEST OF STILLWAT	101	02/22/17	\$2.99	E	43100	412	DGM CLAMP/STREET DE	REP & MAINT VEH	008202
WHITE BEAR IT SOLUTIO	101	02/22/17	\$20.85	E	43100	416	FEB PRO RATED SERVIC	REPAIR/MAINT OF	008240
BANYON DATA SYSTEMS	101	02/07/17	\$39.75	E	43100	416	2017 UB ANNUAL SUPPO	REPAIR/MAINT OF	008144
TR COMPUTER SALES LLC	101	02/22/17	\$40.06	E	43100	416	JAN 2017 COMPUTER CO	REPAIR/MAINT OF	008238
LOFFLER BUSINESS SYST	101	02/22/17	\$36.02	E	43100	416	CONTRACT QTR. 2017 C	REPAIR/MAINT OF	008218
TR COMPUTER SALES LLC	101	02/22/17	\$16.25	E	43100	416	DATTO MTHLY STORAGE	REPAIR/MAINT OF	008238
SCOTT FREER ELECTRIC,	101	02/22/17	\$449.00	E	43100	420	RECEPTACLES FOR SHOP	R & M BLDGS, ST	008233
LAKE COUNTRY DOOR LL	101	02/14/17	\$1,099.57	E	43100	420	MAINT NORTH DOOR/SH	R & M BLDGS, ST	008174
H&L MESABI	101	02/14/17	\$421.67	E	43100	420	OPERATING MATERIAL/S	R & M BLDGS, ST	008169
ASPEN EQUIPMENT CO	101	02/22/17	\$3,600.00	E	43100	431	LIFT EQUIPMENT/STREE	RENTAL OF EQUIP	008199
<b>DEPT 43100 STREET MAINT</b>			<u>\$19,517.12</u>						
<b>DEPT 43141 STILLWATER SCH - BUS FACILITY</b>									
ECKBERG LAMMERS	101	02/22/17	\$620.00	E	43141	300	STILLWATER BUS FACILI	PROF SER-LEGAL	008208
S E H	101	02/22/17	\$213.13	E	43141	301	BUG GARAGE STILLWAT	PROF SER-ENGIN	008231
<b>DEPT 43141 STILLWATER SCH - BU</b>			<u>\$833.13</u>						
<b>DEPT 43160 STREET LIGHTING</b>									
XCEL	101	02/07/17	\$2,531.54	E	43160	380	JAN 2017 ELEC & GAS SE	ELECTRIC SERVIC	008158
<b>DEPT 43160 STREET LIGHTING</b>			<u>\$2,531.54</u>						
<b>DEPT 43200 PARKS</b>									
SCHEEL, ELLIE	101	02/14/17	\$295.00	E	43200	050	RINK HOURS 2/2/17-2/1	SEASONAL/PART	008186
SCHEEL, ANNA	101	02/14/17	\$140.00	E	43200	050	RINK HRS 2-4-17/2-10-1	SEASONAL/PART	008185
LEPOWSKY, BRITTANY	101	02/14/17	\$87.15	E	43200	050	1/27/17 RINK WAGES 5H	SEASONAL/PART	008175
SAFE-FAST, INC.	101	02/14/17	\$71.95	E	43200	202	UNIFORMS - MATT KLIN	UNIFORMS - MISC	008184
KLINE, MATTHEW	101	02/14/17	\$126.75	E	43200	202	REFUND UNIFORMS	UNIFORMS - MISC	008173
HOLIDAY FLEET	101	02/06/17	\$35.67	E	43200	212	JAN 2017 FUEL	MOTOR FUELS & L	008150
U S BANK VISA	101	02/06/17	\$19.95	E	43200	412	THE UPS STORE	REP & MAINT VEH	008155
WHITE BEAR IT SOLUTIO	101	02/22/17	\$20.85	E	43200	416	FEB PRO RATED SERVIC	REPAIR/MAINT OF	008240
LOFFLER BUSINESS SYST	101	02/22/17	\$36.02	E	43200	416	CONTRACT QTR. 2017 C	REPAIR/MAINT OF	008218
BANYON DATA SYSTEMS	101	02/07/17	\$39.75	E	43200	416	2017 UB ANNUAL SUPPO	REPAIR/MAINT OF	008144
TR COMPUTER SALES LLC	101	02/22/17	\$40.06	E	43200	416	JAN 2017 COMPUTER CO	REPAIR/MAINT OF	008238
TR COMPUTER SALES LLC	101	02/22/17	\$16.25	E	43200	416	DATTO MTHLY STORAGE	REPAIR/MAINT OF	008238
U S BANK VISA	101	02/06/17	-\$32.12	E	43200	420	MENARDS STILLWATER	R & M BLDGS, ST	008155
U S BANK VISA	101	02/06/17	\$72.72	E	43200	420	MENARDS STILLWATER	R & M BLDGS, ST	008155
AIR FRESH PORTABLE TOI	101	02/14/17	\$78.75	E	43200	425	2-8-17/3-7-17 RIVERSID	SATILLITIES	008160
AIR FRESH PORTABLE TOI	101	02/14/17	\$78.75	E	43200	425	2-9-17/3-8-17 TENNIS C	SATILLITIES	008160
<b>DEPT 43200 PARKS</b>			<u>\$1,127.50</u>						
<b>DEPT 43300 CEMETERY</b>									
HOLIDAY FLEET	101	02/06/17	\$11.18	E	43300	212	JAN 2017 FUEL	MOTOR FUELS & L	008150
MENARDS-STILLWATER	101	02/14/17	\$27.59	E	43300	310	OPERATIONS SUPPLIES/	GRAVE OPENINGS	008176
<b>DEPT 43300 CEMETERY</b>			<u>\$38.77</u>						
<b>FUND 101 GENERAL</b>			<u>\$57,832.92</u>						
<b>FUND 107 TIF REDEVELOPMENT DISTRICT 2-1</b>									
<b>DEPT 00000 GENERAL GOVERNMENT</b>									
PRESBYTERIAN HOMES	107	02/14/17	\$20,268.85	E	00000	306	2016 2ND HALF TIF SET	PROF SER-OTHER	008183

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 8144-8241**

02/22/17 5:33 PM

Page 4

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
<b>DEPT 0000 GENERAL GOVERNMENT</b>			\$20,268.85						
<b>FUND 107 TIF REDEVELOPMENT DISTR</b>			\$20,268.85						
<b>FUND 202 DRUG FORFEITURE</b>									
<b>DEPT 42101 DARE EXPENDITURES</b>									
ECKBERG LAMMERS	202	02/06/17	\$816.60	E	42101	449	CASE # 114502990/BER	DRUG FORFITURE	008147
<b>DEPT 42101 DARE EXPENDITURES</b>			\$816.60						
<b>FUND 202 DRUG FORFEITURE</b>			\$816.60						
<b>FUND 211 LIBRARY</b>									
<b>DEPT 45500 LIBRARY</b>									
SCHOLASTIC LIBRARY PU	211	02/22/17	\$152.10	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	008232
BAKER & TAYLOR	211	02/22/17	\$89.70	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
BAKER & TAYLOR	211	02/22/17	\$26.00	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
BAKER & TAYLOR	211	02/22/17	\$57.02	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
BAKER & TAYLOR	211	02/22/17	\$5.19	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
BAKER & TAYLOR	211	02/22/17	\$14.95	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
BAKER & TAYLOR	211	02/22/17	\$884.94	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
BAKER & TAYLOR	211	02/22/17	\$52.60	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
BAKER & TAYLOR	211	02/22/17	\$165.76	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
BAKER & TAYLOR	211	02/22/17	\$196.75	E	45500	217	JAN 2017 BOOKS	MATERIALS & PR	008200
INNOVATIVE OFFICE SOL	211	02/22/17	\$3.15	E	45500	220	OPERATING SUPPLIES/LI	OPERATING SUPP	008213
SHARON SIPPEL	211	02/22/17	\$1,500.00	E	45500	302	FEB 2017 CLEANING/LIB	CONTRACT SERVI	008234
GREATER STILLWATER C	211	02/22/17	\$200.00	E	45500	302	BOOTH FOR NON PROFI	CONTRACT SERVI	008211
KINDER MELODIES	211	02/22/17	\$675.00	E	45500	302	JAN/FEB 2017 STORY TI	CONTRACT SERVI	008215
TOSHIBA BUSINESS SOLU	211	02/22/17	\$268.19	E	45500	302	FEB 2017 CONTACT/LIBR	CONTRACT SERVI	008237
OFFICE OF ENT TECHNOL	211	02/22/17	\$83.89	E	45500	321	PHONES/LIBRARY	COMMUNICATION	008229
XCEL	211	02/07/17	\$1,065.42	E	45500	380	JAN 2017 ELEC & GAS SE	ELECTRIC SERVIC	008158
XCEL	211	02/07/17	\$778.34	E	45500	381	JAN 2017 ELEC & GAS SE	FUEL FOR HEAT	008158
MINNESOTA ELEVATOR	211	02/22/17	\$166.44	E	45500	420	FEB 2017 BI-MTHLY SER	R & M BLDGS, ST	008224
MN DEPT OF LABOR AND	211	02/22/17	\$100.00	E	45500	420	ANNUAL ELEVATOR OPE	R & M BLDGS, ST	008227
ELECTRO WATCHMAN, IN	211	02/22/17	\$90.00	E	45500	420	LIBRARY DEPT	R & M BLDGS, ST	008210
SUMMIT FIRE PROTECTIO	211	02/22/17	\$295.00	E	45500	420	ANNUAL SPRINKLER INS	R & M BLDGS, ST	008235
INNOVATIVE SECURITY S	211	02/22/17	\$1,999.65	E	45500	420	SECURITY SETUP/LIBRA	R & M BLDGS, ST	008214
CHRIS AMDAHL LOCKSMI	211	02/22/17	\$53.25	E	45500	420	SERVICE CALL & KEYS/LI	R & M BLDGS, ST	008203
<b>DEPT 45500 LIBRARY</b>			\$8,923.34						
<b>FUND 211 LIBRARY</b>			\$8,923.34						
<b>FUND 601 WATER</b>									
<b>DEPT 46110 WATER-PUMPHOUSE</b>									
XCEL	601	02/07/17	\$2,469.36	E	46110	380	JAN 2017 ELEC & GAS SE	ELECTRIC SERVIC	008158
XCEL	601	02/07/17	\$235.77	E	46110	381	JAN 2017 ELEC & GAS SE	FUEL FOR HEAT	008158
<b>DEPT 46110 WATER-PUMPHOUSE</b>			\$2,705.13						
<b>DEPT 46120 WATER</b>									
SAFE-FAST, INC.	601	02/14/17	\$49.95	E	46120	203	UNIFORMS-WATER/TIM	UNIFORMS - TIM	008184
HOLIDAY FLEET	601	02/06/17	\$122.04	E	46120	212	JAN 2017 FUEL	MOTOR FUELS & L	008150
HAWKINS WATER	601	02/14/17	\$35.00	E	46120	216	CHLORINE SUPPLIES	CHEMICALS AND	008170
MVTL	601	02/22/17	\$54.00	E	46120	216	COLIFORM / WATER DEP	CHEMICALS AND	008228
HAWKINS WATER	601	02/14/17	\$1,544.08	E	46120	216	SUPPLIES/WATER DEPT.	CHEMICALS AND	008170
U S BANK VISA	601	02/06/17	\$12.39	E	46120	216	THE UPS STORE	CHEMICALS AND	008155
MENARDS-STILLWATER	601	02/14/17	\$55.64	E	46120	240	OPERATIONS SUPPLIES/	SMALL TOOLS-EQ	008176
SUMMIT FIRE PROTECTIO	601	02/14/17	\$310.00	E	46120	302	ANNUAL SPRINKLER INS	CONTRACT SERVI	008191

**CITY OF BAYPORT**  
**MONTHLY EXPENSES 8144-8241**

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
ONE CALL CONCEPTS	601	02/14/17	\$74.55	E	46120	307	LOCATES/WATER DEPT.	GOPHER STATE O	008182
ONE CALL CONCEPTS	601	02/14/17	\$27.00	E	46120	307	JAN 2017 LOCATES/WAT	GOPHER STATE O	008182
COMCAST	601	02/14/17	\$85.97	E	46120	321	FEB/MAR 2017 HIGHSPE	COMMUNICATION	008164
SPOK, INC	601	02/14/17	\$58.75	E	46120	321	PAGER 2/2017-1/2018	COMMUNICATION	008189
XCEL	601	02/07/17	\$2,015.90	E	46120	380	JAN 2017 ELEC & GAS SE	ELECTRIC SERVIC	008158
XCEL	601	02/07/17	\$2,781.59	E	46120	381	JAN 2017 ELEC & GAS SE	FUEL FOR HEAT	008158
TR COMPUTER SALES LLC	601	02/22/17	\$40.06	E	46120	416	JAN 2017 COMPUTER CO	REPAIR/MAINT OF	008238
WHITE BEAR IT Solutio	601	02/22/17	\$20.85	E	46120	416	FEB PRO RATED SERVIC	REPAIR/MAINT OF	008240
LOFFLER BUSINESS SYST	601	02/22/17	\$36.02	E	46120	416	CONTRACT QTR. 2017 C	REPAIR/MAINT OF	008218
BANYON DATA SYSTEMS	601	02/07/17	\$238.50	E	46120	416	2017 UB ANNUAL SUPPO	REPAIR/MAINT OF	008144
TR COMPUTER SALES LLC	601	02/22/17	\$16.25	E	46120	416	DATTO MTHLY STORAGE	REPAIR/MAINT OF	008238
USA BLUE BOOK	601	02/14/17	\$186.21	E	46120	419	ANNUAL USA BLUE BOOK	REPAIR & MAINT	008194
ELECTRO WATCHMAN, IN	601	02/22/17	\$90.00	E	46120	420	PUBLIC WORKS DEPT	R & M BLDGS, ST	008210
MINNESOTA DEPT OF HEA	601	02/22/17	\$1,294.00	E	46120	434	1ST QTR 2017 SERVICE	STATE FEES FOR	008223
<b>DEPT 46120 WATER</b>			<u>\$9,148.75</u>						
<b>FUND 601 WATER</b>			<u>\$11,853.88</u>						
<b>FUND 602 SEWER</b>									
<b>DEPT 46200 SEWER - OPERATING</b>									
U S BANK VISA	602	02/06/17	\$16.38	E	46200	201	OFFICEMAX	OFFICE SUPPLIES	008155
U S BANK VISA	602	02/06/17	\$135.95	E	46200	206	WGD ARAMARK CORP	UNIFORMS - PW S	008155
U S BANK VISA	602	02/06/17	\$98.95	E	46200	206	WGD ARAMARK CORP	UNIFORMS - PW S	008155
U S BANK VISA	602	02/06/17	\$26.97	E	46200	206	WGD ARAMARK CORP	UNIFORMS - PW S	008155
U S BANK VISA	602	02/06/17	\$100.86	E	46200	206	NSG GALETON GLOVES	UNIFORMS - PW S	008155
HOLIDAY FLEET	602	02/06/17	\$217.73	E	46200	212	JAN 2017 FUEL	MOTOR FUELS & L	008150
BRULIN & COMPANY, INC	602	02/14/17	\$282.19	E	46200	220	BIO-ZYME II/SEWER DEP	OPERATING SUPP	008163
BRULIN & COMPANY, INC	602	02/14/17	\$850.24	E	46200	220	BIO-ZYME II BLOCK	OPERATING SUPP	008163
BRULIN & COMPANY, INC	602	02/14/17	-\$25.00	E	46200	220	BIO-ZYME II/SEWER DEP	OPERATING SUPP	008163
AIR FRESH PORTABLE TOI	602	02/14/17	\$70.00	E	46200	302	EXTRA PUMPING FEB 20	CONTRACT SERVI	008160
DRAIN RELIEVER	602	02/22/17	\$175.00	E	46200	302	CLEANED MAIN LINE/GIL	CONTRACT SERVI	008207
BAYPORT TRANSMISSION	602	02/22/17	\$39.89	E	46200	412	2010 CHEV/SEWER DEPT	REP & MAINT VEH	008201
WHITE BEAR IT Solutio	602	02/22/17	\$20.85	E	46200	416	FEB PRO RATED SERVIC	REPAIR/MAINT OF	008240
TR COMPUTER SALES LLC	602	02/22/17	\$40.08	E	46200	416	JAN 2017 COMPUTER CO	REPAIR/MAINT OF	008238
LOFFLER BUSINESS SYST	602	02/22/17	\$36.02	E	46200	416	CONTRACT QTR. 2017 C	REPAIR/MAINT OF	008218
TR COMPUTER SALES LLC	602	02/22/17	\$16.25	E	46200	416	DATTO MTHLY STORAGE	REPAIR/MAINT OF	008238
BANYON DATA SYSTEMS	602	02/07/17	\$357.75	E	46200	416	2017 UB ANNUAL SUPPO	REPAIR/MAINT OF	008144
U S BANK VISA	602	02/06/17	\$21.91	E	46200	419	MENARDS STILLWATER	REPAIR & MAINT	008155
<b>DEPT 46200 SEWER - OPERATING</b>			<u>\$2,482.02</u>						
<b>DEPT 46990 SEWER - NON-OPERATING</b>									
METROPOLITAN COUNCIL	602	02/06/17	\$36,649.45	E	46990	434	MARCH 2017 ANNUAL FL	STATE FEES FOR	008151
<b>DEPT 46990 SEWER - NON-OPERAT</b>			<u>\$36,649.45</u>						
<b>FUND 602 SEWER</b>			<u>\$39,131.47</u>						
<b>FUND 803 P &amp; Z ESCROWS</b>									
<b>DEPT 80059 ARNE GRANT/ ENG SUPPLY</b>									
S E H	803	02/22/17	\$816.10	E	80059	301	201 2ND AVE/ARNE GRA	PROF SER-ENGIN	008231
<b>DEPT 80059 ARNE GRANT/ ENG SU</b>			<u>\$816.10</u>						
<b>FUND 803 P &amp; Z ESCROWS</b>			<u>\$816.10</u>						
			<u>\$139,643.16</u>						

# 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: February, 2017

Printed: 2/28/2017

Page 1 of 3

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**Permit Number:** BP2017-10

**Parcel Address:** 201 2nd Avenue S.

**Applicant:** ENGINEERED SUPPLY, LLC  
ENGINEERED SUPPLY, LLC

**Construction Value:** \$145,000.00

**Filing Date:** 2/22/2017

Bayport, MN 55003

**Applicant Phone:** 612-508-6727

**Total Fees:** \$.00

*Pending*

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**Permit Number:** BP2017-6

**Parcel Address:** 288 PRIMROSE PATH NORTH

**Applicant:** MATTAMY HOMES  
MATTAMY HOMES RESIDENTIAL BUILDER

**Construction Value:** \$20,818.00

**Filing Date:** 2/7/2017

BAYPORT, MN 55003

**Applicant Phone:** 952-215-2008

**Total Fees:** \$599.51

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**Permit Number:** BP2017-7

**Parcel Address:** 4 Point Road

**Applicant:** DAN GOLDSTON  
JTR ROOFING, INC. RESIDENTIAL BUILDER

**Construction Value:**

**Filing Date:** 2/14/2017

BAYPORT, MN 55003

**Applicant Phone:**

**Total Fees:** \$.00

*Pending*

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**Permit Number:** BP2017-8

**Parcel Address:** 288 LAKE STREET SOUTH

**Applicant:** CASTLE ROCK ACCESS, LLC, DBA  
CASTLE ROCK ACCESS, LLC, DBA NEXT DAY

**Construction Value:** \$2,000.00

**Filing Date:** 2/14/2017

BAYPORT, MN 55003

**Applicant Phone:** 612-418-0574

**Total Fees:** \$122.69

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**Permit Number:** BP2017-9

**Parcel Address:** 293 PRIMROSE PATH

**Applicant:** MATTAMY HOMES  
MATTAMY HOMES RESIDENTIAL BUILDER

**Construction Value:**

**Filing Date:** 2/22/2017

BAYPORT, MN 55003

**Applicant Phone:** 952-215-2008

**Total Fees:** \$.00

*Pending*

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**Building Permit Log**

For: February, 2017

Printed: 2/28/2017

Page 2 of 3

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**Permit Number:** MC2017-10  
**Parcel Address:** 257 PRIMROSE PATH NORTH  
**Applicant:** FIRESIDE HEARTH & HOME  
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.  
**Construction Value:** \$979.45  
**Filing Date:** 2/21/2017  
BAYPORT, MN 55003  
**Applicant Phone:** 651-638-3306  
**Total Fees:** \$80.00

---

**Permit Number:** MC2017-11  
**Parcel Address:** 468 MAINE STREET NORTH  
**Applicant:** WISE HEATING & AC  
WISE HEATING & AC MECHANICAL-GAS FITTING  
**Construction Value:**  
**Filing Date:** 2/23/2017  
BAYPORT, MN 55003  
**Applicant Phone:** 651-270-8272  
**Total Fees:** \$80.00

---

**Permit Number:** MC2017-8  
**Parcel Address:** 291 PRIMROSE PATH NORTH  
**Applicant:** FIRESIDE HEARTH & HOME  
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.  
**Construction Value:** \$979.00  
**Filing Date:** 2/9/2017  
BAYPORT, MN 55003  
**Applicant Phone:** 651-638-3306  
**Total Fees:** \$80.00

---

**Permit Number:** MC2017-9  
**Parcel Address:** 257 PRIMROSE PATH NORTH  
**Applicant:** SABRE PLUMBING HEATING & AC  
SABRE PLUMBING HEATING & AC  
**Construction Value:** \$12,679.90  
**Filing Date:** 2/16/2017  
BAYPORT, MN 55003  
**Applicant Phone:** 763-473-2267  
**Total Fees:** \$200.00

---

**Permit Number:** PL2017-4  
**Parcel Address:** 673 2nd Ave. N.  
**Applicant:** CITYMASTER CO.  
CITYMASTER CO. Plumber  
**Construction Value:** \$4,200.00  
**Filing Date:** 2/7/2017  
BAYPORT, MN 55003  
**Applicant Phone:**  
**Total Fees:** \$80.00

---

**Permit Number:** PL2017-5  
**Parcel Address:** 257 PRIMROSE PATH NORTH  
**Applicant:** SABRE PLUMBING HEATING & AC  
SABRE PLUMBING HEATING & AC  
**Construction Value:** \$15,342.50  
**Filing Date:** 2/16/2017  
BAYPORT, MN 55003  
**Applicant Phone:** 763-473-2267  
**Total Fees:** \$200.00

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**Building Permit Log**

For: February, 2017

Printed: 2/28/2017

Page 3 of 3

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**Permit Number:** PL2017-6  
**Parcel Address:** 3608 PETE MILLER AVENUE  
**Applicant:** DERRICK CUSTOM HOMES, LLC  
DERRICK CUSTOM HOMES, LLC RESIDENTIAL  
**Construction Value:**

**Filing Date:** 2/23/2017  
STILLWATER, MN 55082  
**Applicant Phone:** 715-246-2320  
**Total Fees:** \$1,680.00

---

**Permit Number:** PL2017-7  
**Parcel Address:** 297 LAKE STREET SOUTH  
**Applicant:** PETE VENUTA  
FUHR TRENCHING SEWER & WATER  
**Construction Value:**

**Filing Date:** 2/23/2017  
BAYPORT, MN 55003  
**Applicant Phone:**  
**Total Fees:** \$1,680.00

---

**Permit Number:** PL2017-8  
**Parcel Address:** 3380 OSGOOD LANE NORTH  
**Applicant:** CREATIVE HOME CONSTRUCTION  
C.W.'S EXCAVATING, INC. SEWER & WATER  
**Construction Value:** \$420,000.00

**Filing Date:** 2/27/2017  
STILLWATER, MN 55082  
**Applicant Phone:** 651-289-6800  
**Total Fees:** \$1,680.00

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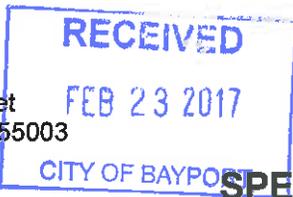
**Permit Number:** PL2017-9  
**Parcel Address:** 147 5th Avenue N.  
**Applicant:** KB SERVICE COMPANY  
KB SERVICE COMPANY MECHANICAL/PLUMBER  
**Construction Value:** \$1,000.00

**Filing Date:** 2/27/2017  
Bayport, MN 55003  
**Applicant Phone:** 651-481-9155  
**Total Fees:** \$80.00

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



City of Bayport

**SPECIAL EVENT APPLICATION**

**Property Information**

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

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

Private property description/address: \_\_\_\_\_

**Applicant Information**

Private/Individual/For-profit organization  Public entity/Non-profit organization

Applicant/Contact Name: Sarah Deziel

Organization/Business Name: Bayport Community Action League

Main Phone Number: 62.840.0414 Alternate Phone Number: \_\_\_\_\_

Email Address: Sarah.D@kw.com

Address: 206 5<sup>th</sup> St S

City/State/Zip: Bayport, MN 55003

**Event Information**

Name or title of event: Earth Day

Start Date: 4/22/17 Time: ~~1 PM~~ 2 PM

End Date: 4/22/17 Time: ~~3 PM~~ 4 PM

Estimated attendance: 25 people?  Private; invite only  Public; community festival

Type of event:

Birthday/retirement/shower/reunion  Graduation party  Company/business gathering  Fundraiser

Wedding ceremony/reception  Recreation race/tournament  Concert/live entertainment

Auto/boat show  Art/craft show  Carnival/festival  Youth group/Scout activity  Religious/worship

If not listed, describe: Community Service Project

Type of equipment / activity: (Please check all that apply)

Generator  Barricades/cones  Tables/chairs  Inflatable device/bouncy house  Arbor/trellis

Tent  Music/AV system  Stage/podium  Amusement rides/games  Vendor booths/vehicles

Satellite toilet(s)  Fireworks\*  Food sale/service\*  Charitable gambling\*  Alcohol sale/service\*

Other: Picnic tables \* These activities require a separate license or permit and fee.

We might ask for coffee or snacks to be donated from a local business.

- o Power on to warming house
- o Trash cans / liners

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

Could we use the warming house?  
 Could Public Works provide Garbage Bags, plastic gloves and trash/recycling Pick up?  
 Does the city or Public Works have Safety Vests we can use?

**Diagram of Event Premises**

A diagram or map of the event premises, including location of all proposed equipment and activities must be included below (or attached to this form).

Clean up of Perro Creek in Perro Park.  
 Potentially move down 2nd Street, heading south along the creek.  
 Events to be held (weather permitting) in the park or Warming House.

**Applicant Acknowledgement and Signature**

The undersigned hereby applies for a special event as stated in this application, declares that the information and materials submitted are complete to the best of their knowledge, and agrees to assume responsibility for all fees associated with the event. The undersigned understands that this application will be processed in accordance with city review procedures at such time as it is deemed complete. Failure to supply accurate and necessary information as requested by the city may be cause for denial of the application.

Signature: *Sarah Sepp*

Date: 2.16.17

Office Use	Amount Due	Payment	Date	Staff
Required Application Fee: Public entity/Non-profit Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check No. <u>2404</u> <u>BCAL</u>	Received <u>2/23/17</u>	<i>Kjh</i>
Rental Fees: <u>N/A</u> Trash receptacle(s) \$10.00 + tax Barricade(s) \$10.00 + tax Picnic table(s) \$25.00 + tax Satellite toilet(s) \$100.00+ tax	<input type="checkbox"/> \$ _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check No. _____	Received: _____	
Damage Deposit Required: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> \$ _____ (Up to \$1,000.00)	<input type="checkbox"/> Cash <input type="checkbox"/> Check No. _____ <input type="checkbox"/> Deposit retained \$ _____	Received: _____ Destroyed: _____	
Police Services and Fees Required: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> \$ _____ (Down Payment)	<input type="checkbox"/> Cash <input type="checkbox"/> Check No. _____ Additional fees will be invoiced after event.	Received: _____	
Conditions/comments		Date	Staff	
Special Event Approved: <input type="checkbox"/> YES <input type="checkbox"/> NO		City: _____		
Special Event General Park Use Fee Required: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		Received: _____		
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<u>on file</u>	Received: _____		
Shelter/Beach House Reservation: <u>N/A</u> <input type="checkbox"/> YES <input type="checkbox"/> NO	Lakeside: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> Beach House Barker's: <input type="checkbox"/>	Received: _____		
Field or Court Reservation: <u>N/A</u> <input type="checkbox"/> YES <input type="checkbox"/> NO	Lakeside: <input type="checkbox"/> Ball field <input type="checkbox"/> Volleyball Barker's: <input type="checkbox"/> Ball field 1 <input type="checkbox"/> Ball field 2 <input type="checkbox"/> Soccer 1 <input type="checkbox"/> Soccer 2 Perro: <input type="checkbox"/> Ball field <input type="checkbox"/> Tennis 1 <input type="checkbox"/> Tennis 2	Received: _____		
Temporary Liquor License: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		City: _____ State: _____		
Temporary Food/Vendor License: <u>TBD</u> <input type="checkbox"/> YES <input type="checkbox"/> NO		County: _____		



City of Bayport  
 294 North Third Street  
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City of Bayport  
**DONATION INFORMATION FORM**

<b>Donor Information</b>		<input type="checkbox"/> City Resident / Business	<input checked="" type="checkbox"/> Nonresident	<input type="checkbox"/> Other
Name: <u>Michael S. Swisher</u>				
Main Phone Number:		Alternate Phone Number:		
Email Address:				
Address: <u>14511 Olinda Boulevard North</u>				
City/State/Zip: <u>Stillwater, MN 55082</u>				
Organization Name (if applicable):				

<b>Donation Information</b>	
<input type="checkbox"/> Bench with dedication plaque - \$1,000.00	<input type="checkbox"/> Bike rack - \$500.00
<input type="checkbox"/> City newsletter - \$50.00 / \$100.00 / \$250.00	<input type="checkbox"/> Flag - \$150.00
<input type="checkbox"/> Picnic table - \$1,500.00	<input type="checkbox"/> Flower planter - \$500.00
<input type="checkbox"/> Tree - \$250.00	<input type="checkbox"/> Waste receptacle - \$500.00
<input checked="" type="checkbox"/> Monetary donation of \$ <u>4,000<sup>00</sup></u> for	<input type="checkbox"/> Cemetery <input type="checkbox"/> General Fund <input type="checkbox"/> Parks
	<input checked="" type="checkbox"/> Fire Dept. <input type="checkbox"/> Police Dept.
Engraved text on bench plaque shall read as follows: <i>(Please print and refer to examples on reverse)</i>	
<u>matching gift for airboat</u>	

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

<b>Office Use</b>	
Staff notes: <i>(Include requested placement location)</i>	
Donation amount received: <u>\$4,000.00</u>	Date received: <u>2/28/17</u>
Payment method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <u>7875</u>	Received by: <u>K. Heptel via FD</u>



# MNSPECT<sub>LLC</sub>

HELPING YOU COMPLY WITH THE CODE

235 First Street West • Waconia, MN 55387-1302

**DATE:** December 27, 2016

**TO:** City of Bayport  
City of Hamburg  
City of Hampton  
City of Lakeland  
City of Lakeland Shores  
City of Litchfield  
City of Plato

**FROM:** Kandis Hanson, Relationship Manager

**RE:** Plumbing Plan Review Agreement

The Opportunity. MNSPECT client cities may establish a formal agreement with the State of Minnesota and become authorized to perform plumbing plan review in lieu of a review by the State Department of Labor and Industry (DLI). With this authority, plumbing plans may be submitted directly to those cities for review, except for the following instances, as defined in Minnesota Statutes, Section 326b103, subd. 13, public buildings as defined in 326b.103, subd 11, and projects of special nature, which must be forwarded to DLI for review and approval. In those instances cities may not collect any plan review related fee for projects that are forwarded to DLI.

[Exceptions, per citations above: Hospitals, nursing homes, supervised living facilities, free-standing outpatient surgical centers, correctional facilities, boarding care homes, or residential hospices, and similar state-licensed facilities, must be submitted to DLI; public buildings which are owned and paid for by the state or a state agency regardless of cost, and school district building projects or charter school building projects regardless of cost, must be submitted to DLI; and, projects of a special nature, including dialysis facilities and other projects for which a department plan review is requested by either the municipality or the state, must be submitted to DLI.]

The History: In 2007, the State imposed a moratorium on issuing delegations of this type. It has since lifted that moratorium. The MNSPECT contract with cities anticipated this decision by the State and we are now encouraging that cities seize this opportunity and take official action approving the attached Building Code Ordinance as it relates to Plumbing Plan Review and Inspection. This delegation agreement will pertain to plumbing systems that include public-use and commercial facilities. They apply to commercial plan review and inspection responsibilities. The resulting agreements will be subject to review by the State Department of Labor and Industry and will be altered, if deemed necessary, to assure compliance with the Plumbing Code.

The Benefits: 1) Local retention of plan review fees, and 2) Prompt turn-around versus 5 to 6 weeks when performed by the State of MN Department of Labor and Industry; 3) local oversight of the project; 4) coordination between structural review and plumbing review, resulting in a better overall plan.

The Action: To implement this agreement, client cities shall amend the Building Code Ordinance requiring the city to review plumbing plans and perform inspections. Upon approval of the ordinance amendment, the City will be further directed by our office as to how to meet the application requirements for review by the MN Department of Labor and Industry. Please call our office with any questions at 952-442-7520.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,  
AMENDING CHAPTER 18 – BUILDINGS AND BUILDING REGULATIONS OF THE CITY CODE  
PERTAINING TO PLUMBLING PLAN REVIEW AND INSPECTIONS

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

Section 1. Chapter 18 – Building and Building Regulations, Section 18-29 Application, administration, and enforcement is hereby amended to read as follows: *(Note: Additions are indicated in **bold underline**)*

Section 18-29 Application, administration, and enforcement.

The application, administration and enforcement of this code shall be in accordance with Minnesota Rule Chapter 1300. The code shall be enforced within the extra territorial limits provided by Minnesota Statutes 16B.62, Subd. 1, when so established by this article.

The code enforcement agency of this municipality is called the City of Bayport. This code shall be enforced by a Minnesota Certified Building Official designated by this city to administer the code **pursuant to** Minnesota Statutes 16B.65, Subd. 1 **and 2, including plumbing plan review and inspection.**

**Prior to installation of a system of plumbing other than for a single-family dwelling with independent plumbing service, complete plumbing plans and specifications, together with any additional information that the Building Official may require, shall be submitted in triplicate and approved by the Building Official. No construction shall proceed except in accordance with the approved plans. Any alteration or extension of any existing plumbing system shall be subject to these same requirements.**

**A plumbing system installation, as described herein, shall be subject to inspection as required by the State Plumbing Code.**

Section 2. This ordinance shall be in full force and effect from and after its passage and publication according to law. Passed by the City Council for the City of Bayport this 6<sup>th</sup> day of March 2017.

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

Attest:

\_\_\_\_\_  
Adam Bell, City Administrator



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

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Date: February 28, 2017

To: Mayor and City Council  
Adam Bell, City Administrator

From: Matt Kline, Public Works Director

RE: Consider accepting the feasibility study and designating a date for a public improvement hearing for the utility extension, street reconstruction, and drainage improvement project

### ***BACKGROUND***

The City Council authorized SEH to perform a feasibility report at the February 13 City Council meeting. The report has been completed and included within the agenda packet.

City staff and SEH worked together to create an assessment scenario that was a best fit for this project. I would like to touch on a few major points within the feasibility report. City staff concluded that the 6<sup>th</sup> Ave. North and 3<sup>rd</sup> Ave. North drainage improvements were not assessable under the current policy. They are included in the feasibility report, but not included in the assessment section. It is still the intent of city staff to move forward with these two segments of the project.

The three commercial properties in the project areas were assessed using the unit basis method which takes into account the size of the parcel. This more accurately accounts for the impact of the commercial properties on the project.

The unit basis/per lot method of assessment was used for assessing the residential properties. These methods were used due to the relative uniform size of the residential lots and the equal impact that these assessment methods allocate.

Staff realizes that this is the first improvement project undertaken in a significant number of years for the City of Bayport. Staff has reviewed this project for need and benefit and determined that the project meets intent in both areas. Portions of the project are the lowest rated street sections in the city while the addition of sewer and water main in the vicinity of 2<sup>nd</sup> Ave. South has been planned for a number of years. The three drainage improvement areas have been identified in the draft drainage evaluation report as areas of need.

Combining these improvements creates a project that is more enticing to larger scale contractors who concentrate on these types of projects. The shortened timeline is primarily to work with a new business owner in the city who is being required to connect to city water and sewer as their construction occurs. Upon completion of the city's comprehensive infrastructure study by SEH, the city will be better prepared to plan for impending similar infrastructure improvement projects in the future.

### ***RECOMMENDATION***

Staff recommends the City Council adopt the resolutions accepting the feasibility study and designating a public improvement hearing for the project.



# Feasibility Report

## 2017 Infrastructure Project

### Bayport, Minnesota

SEH No. BAYPO 140865 4.00

February 28, 2017



Building a Better World  
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for All of Us®

February 28, 2017

RE: 2017 Infrastructure Project  
Feasibility Report  
Bayport, Minnesota  
SEH No. BAYPO 140865

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

Dear Honorable Mayor and City Council:

At your direction the requested Feasibility Study has been completed and the enclosed report prepared for the 2017 Infrastructure Project. This report summarizes the study of the proposed street, drainage and utility improvements at the following locations:

Location	Description
1) 2nd Ave. S. (100/200 Block)	Water Main Loop, Sanitary Sewer Extension
2) 3rd Ave. S. (TH 95 - 5th St.)	Pavement Rehabilitation, Drainage Improvements, Water System Valve and Hydrant Replacement, and Sanitary Sewer Rehabilitation
3) Alley Block 094 (80)	Pavement Rehabilitation, Sanitary Sewer Rehabilitation
4) 4th Ave. S. (200 Block)	Pave Gravel Street, Correct Drainage Issues
5) 3rd Ave. N. (600 Block)	Drainage Improvements - 625/645 Side Lot Drainage to Perro Creek
6) 6th Ave. N. (200 Block)	Drainage; Improve Local Flooding Conditions

Our opinion of probable cost for these improvements is \$669,000. This opinion is based on past experience with similar improvements in Bayport and other communities. Actual costs could be higher or lower depending on the actual bids submitted by contractors. The project is proposed to be funded with special assessments and with City funding. City funding consists of capital improvement, sewer and water funds. It is recommended that the City Council review this report and, if acceptable, proceed with implementation as recommended in this report.

Sincerely,  
  
John D. Parotti, PE  
City Engineer

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2017 Infrastructure Project  
Feasibility Report  
Bayport, Minnesota

SEH No. BAYPO 140865

February 28, 2017

I hereby certify that this report was prepared by me or under my direct supervision,  
and that I am a duly Licensed Professional Engineer under the laws of the State of  
Minnesota.



---

John D. Parotti, PE  
City Engineer

Date: February 28, 2017

Lic. No.: 24677

Short Elliott Hendrickson Inc.  
156 High Street, Suite 300  
New Richmond, WI 54017-1128  
715.246.9906



# Table of Contents

Letter of Transmittal  
 Certification Page  
 Table of Contents

	Page
<b>1.0 Background</b> .....	<b>1</b>
1.1 2nd Avenue South (100/200 block).....	1
1.2 3rd Avenue South (TH 95 to 5th Street).....	2
1.3 Alley Block 094 (80) [Between 4th and 5th Streets South, south of 3rd Avenue South] .2	2
1.4 4th Avenue South (200 Block).....	2
1.5 3rd Avenue North (600 Block).....	3
1.6 6th Avenue North (200 Block).....	3
<b>2.0 Existing Conditions</b> .....	<b>4</b>
2.1 Streets and Sidewalk.....	4
2.2 Sanitary Sewer .....	4
2.3 Water Main .....	4
2.4 Drainage and Storm Sewer .....	4
<b>3.0 Permits and Approvals</b> .....	<b>4</b>
<b>4.0 Proposed Improvements</b> .....	<b>4</b>
4.1 Streets and Sidewalks .....	4
4.2 Sanitary Sewer .....	5
4.3 Water Main .....	5
4.4 Drainage and Storm Sewer .....	5
<b>5.0 Implementation</b> .....	<b>5</b>
5.1 Opinion of Probable Cost .....	5
5.2 Cost Recovery .....	6
<b>6.0 Summary</b> .....	<b>7</b>

## List of Appendices

Appendix A      Drawings  
                     Cost Estimate  
                     Preliminary Assessment Roll

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# Feasibility Report

## 2017 Infrastructure Project

Prepared for City of Bayport

### 1.0 Background

#### 1.1 2nd Avenue South (100/200 block)

There are two primary drivers for including the 200 block of 2nd Avenue South; the need for a water main loop between 3rd and Maine Streets and the need to extend sanitary sewer to two commercial properties which are currently not served.

The City's water system in this area serves all but the property at 201 2nd Avenue South. However, due to many of the existing water main pipes being 4-inch diameter and the lack of east-west loop connections, routine maintenance such as valve and hydrant replacement or water main break repairs would result in inconvenient water outages for local businesses.

The City's Water Distribution Analysis report completed in 2004 identifies a need to upgrade approximately 2,000 linear feet of existing 4-inch water main to 8-inch water main to address deficiencies in the distribution system. The report recommends upgrading the 4-inch water main as part of future street improvement projects. As an alternative, the proposed project would construct approximately 720 linear feet of new 8-inch water main between 3rd and Main Streets, creating a looped system, which would allow the City more flexibility to minimize water outages and address the distribution deficiencies identified in the analysis. This approach would save the City considerable cost in comparison to replacing the 2,000 linear feet of water main on the short term and address these deficiencies sooner than if the upgrades had to wait for future street improvement projects.

Sanitary sewer service was extended approximately 385 feet up 2nd Street South in 1998 to serve the residential properties which abut Perro Creek. That project also identified an additional 250 foot future extension to 2nd Avenue south to serve commercial properties which currently are not served by municipal sanitary sewer service. One of those properties (201 2nd Avenue South) is being redeveloped and is now required to connect to municipal water and sewer as a condition of the approved change of use. The developer would need to extend sanitary sewer approximately 123 feet from the existing sewer line. The City has the opportunity to then extend the main the remaining 128 feet to 2nd Avenue, thereby providing for the potential future connection of the other businesses currently not served by sanitary sewer.

The need for water main upgrades and sewer extension are the main drivers for this segment of the project, and as a result, much of 2nd Avenue South from 3rd to 2nd Street will be disrupted by construction. In addition, the intersection of 2nd Avenue South and Perro Creek Drive is located below the floodplain. Once the utility work is complete, the street grade will be raised and reconstructed with concrete curb and gutter and storm sewer in compliance

with City standards. The block of 2nd Avenue South between 2nd and Maine Streets will be patched over the new water main trench but the need for a complete street reconstruction is not anticipated at this time.

## **1.2 3rd Avenue South (TH 95 to 5th Street)**

This segment of 3rd Avenue South was identified by the 2011 Pavement Management Report as being the street with the worst pavement condition in Bayport. The pavement conditions are noted as being in “Poor” condition and in need of rehabilitation.

City staff has also identified 3rd Avenue South as having substandard drainage and known drainage issues, which require attention. The project will investigate the known drainage issues and propose potential solutions which may include regrading of the street and storm sewer upgrades.

Sanitary sewer and water main in this area of Bayport are known to be in good condition for the age. However, water valves and fire hydrants will be replaced as part of this project and sanitary sewer pipes and manholes will be inspected. If necessary, sanitary sewer rehab could be added to the project or constructed as a separate, stand-alone project.

## **1.3 Alley Block 094 (80) [Between 4th and 5th Streets South, south of 3rd Avenue South]**

The 2011 Pavement Management Report identified this alley as being in good condition with some alligator cracking present. Staff has indicated that pavement conditions are worse in some seasons than others and is recommending that the alley pavement be rehabilitated in 2017 due to the proximity to 3rd Avenue South. There are no known drainage issues in the alley.

A sanitary sewer main is located in the alley and will be evaluated for rehabilitation as part of this project.

## **1.4 4th Avenue South (200 Block)**

This is one of the few remaining gravel city streets in Bayport. The street slopes from the intersection with Perro Creek Drive west toward 3rd Street South at a moderately steep grade. Heavy rainfall events and snow plowing causes some of the gravel surface to be transported into the shallow ditches on the east side of the 4th Avenue/3rd Street intersection resulting in gravel accumulating in the ditches and culverts. This condition presents an ongoing maintenance challenge for the Public Works staff and can cause localized flooding in some events.

Portions of this project are located in the 100-yr floodplain of the St. Croix River. However, due to the fact that this segment is only approximately 200 feet long, it's not practical to raise the road out of the floodplain without impacting other paved roads (i.e. 3rd Street South). Therefore raising the road is not within the scope of this project.

The project proposes to explore options for correcting the drainage and gravel surface issues noted above. Possible solutions include; paving of the gravel street, ditch restoration, culvert cleaning and culvert replacement. It should be noted that the estimated cost provided in the table above is for paving, ditch restoration and culvert cleaning. Other approaches will be evaluated during the study and design phases and could add cost to the project.

## **1.5 3rd Avenue North (600 Block)**

The side lot line between 625 and 645 3rd Avenue North has been experiencing erosion due to runoff which discharges from the City street and the surrounding area. The erosion channel is difficult to mow and presents a potential trip and fall hazard for the residents. Runoff from the street is conveyed to Perro Creek with very little treatment prior to discharge. Potential solutions include the construction of an infiltration practice with pretreatment, a rip rap lined swale and/or a buried storm sewer pipe or culvert. The proposed stormwater pretreatment device will also provide credit towards meeting the water quality goals of the City's obligation under the MS4 permit and could offset the requirements for stormwater treatment on the other four projects listed above.

## **1.6 6th Avenue North (200 Block)**

This location has been known to flood during heavy rainfall events as well as spring snow melt events. There is a low point in 6th Avenue North approximately 200 feet east of the centerline of TH 95 where runoff is collected by two catch basins located in the north and south curb lines. Water collected by these structures is conveyed by a storm sewer pipe approximately 70 feet east to a manhole infiltration structure (open bottom) where water is allowed to infiltrate into the soil. There is no overflow from this location and moderate to heavy precipitation and melt events result in street and yard flooding.

Staff and the City Engineer, along with input from the Middle St. Croix Watershed Management Organization, have investigated a number of potential solutions to address this flooding issue. Some of the options considered include replacement of the existing manhole infiltration structure, construction of a second manhole infiltration structure, and installation of 1,200 lineal feet of storm sewer pipe in 2nd Street to Perro Creek.

After due consideration was given to the severity of the flooding and the cost and effectiveness of the various options, the following two-step approach has been identified as the preferred option:

**Step 1:** Construct storm infiltration chambers in the north boulevard of 6th Avenue North to increase the infiltration and storage capacity. The goal of the system will be to infiltrate the runoff from the 1.1-inch rainfall event. Infiltration and storage will be maximized based on the space available for the device and budget. It should be noted that this step alone is expected to improve conditions but will not completely alleviate the flooding in heavier rainfall or snow melt events.

**Step 2:** If necessary, the City could construct a storm sewer overflow pipe (as part of a future project) to connect to the storm infiltration chamber system constructed in Step 1. The new storm sewer could potentially be connect to Perro Creek or to the diversion structure located at the northeast corner of Perro Park. Additional study will be required in the future before advancing this step to construction and other discharge options will need to be evaluated at that time.

This project would also provide stormwater treatment for long term compliance with the City's MS4 permit or offset requirements for the other construction projects as noted for project area 5.

The City Council ordered this Feasibility Report at its February 13, 2017 regular meeting.

## **2.0 Existing Conditions**

### **2.1 Streets and Sidewalk**

The original construction date of the streets in the project area is not known. However, based on staff knowledge, the age of the street pavement is estimated to be well over the typical 25-year design life of bituminous pavement. According to the City's 2011 Pavement Management Report, the width of streets in the project area varies from 18 to 32 feet in width with the alley being 12 feet in width. Traffic mix varies from low volume residential to commercial. There are no sidewalks in the project area.

Pavement conditions vary from Poor to Excellent. It should be noted however, certain components of the project are included due to other factors such as the need to extend sanitary sewer, construct a water main loop or correct drainage issues.

### **2.2 Sanitary Sewer**

Sanitary sewer sizes range from 8-inch to 18-inch and pipe materials include ductile iron pipe (DIP), polyvinyl chloride (PVC) and vitrified clay pipe. Ages of the sanitary sewer pipes are unknown but some are estimated to be 60 years old or more. Sewer manholes will be inspected and pipes will be televised to determine maintenance needs.

### **2.3 Water Main**

The City's water system is also of unknown age but estimated to be over 60 years old in the project area. In spite of its age, the water system piping has not exhibited excessive maintenance issues (i.e. breaks, leaks, etc.). However, due to the age of the mechanical devices such as hydrants and valves, replacement of these components is recommended.

### **2.4 Drainage and Storm Sewer**

The existing drainage conditions vary by street (see above for more detailed discussions on drainage). Some of the existing storm sewer is known to be in poor condition and is undersized. Existing storm sewer and culverts are being inspected and it is anticipated that much of it will require replacement.

## **3.0 Permits and Approvals**

The City of Bayport is located entirely within the Middle St. Croix Watershed Management Organization (MSCWMO or WMO) boundaries. Staff has had preliminary discussions with MSCWMO Administrator Mike Isensee about certain areas of the project and will continue open discussion with Mr. Isensee as the project progresses. Both the WMO and the City of Bayport have adopted MIDS for storm water runoff and those standards will be followed as applicable to this project.

## **4.0 Proposed Improvements**

### **4.1 Streets and Sidewalks**

The affected street surfaces will be reclaimed and paved or cut and patched as appropriate. Concrete curb and gutter is planned for 3rd Avenue South and for 2nd Avenue South. 4th Avenue South and the Alley will be paved without curb and gutter. No sidewalks are planned for this project.

## **4.2 Sanitary Sewer**

The sanitary sewer televising is being completed concurrently with this report. Once the televising reports have been received, maintenance measures will be determined. This report assumes that some sewer pipe repairs may be required as well as manhole lining.

Sanitary sewer will also be extended to the intersection of 2nd Avenue South and 2nd Street South. This extension will provide sanitary sewer service to commercial properties which are not currently served. This includes the recently approved redevelopment project at 201 2nd Avenue South.

## **4.3 Water Main**

Throughout the project, many valves and hydrants will be replaced due to age. The system will also be reviewed to determine if additional valves are desired to improve operation.

A new water main "loop" will be added in 2nd Avenue South between 3rd Street South and Maine Street. This loop was identified as a need in the City's Water Distribution Analysis report completed in 2004. This report called for a new connection between these two locations but proposed a route that would replace 2,000 linear feet of existing 4-inch water main with a new 8-inch pipe. This project affords the City the opportunity to accomplish the same system function improvement with only 720 linear feet of new 8-inch pipe.

## **4.4 Drainage and Storm Sewer**

Much of the project is in need of drainage upgrades to address capacity issues and to alleviate localized flooding conditions. Each street will be evaluated on a case-by-case basis to determine the appropriate method of addressing storm water runoff. It is anticipated that 2nd and 3rd Avenues South will have curb and gutter and storm sewer, the alley will use an inverted crown and 4th Avenue South will receive ditch and culvert maintenance.

The project includes two unique drainage issues that will be addressed. The first is a localized flooding issue located on 6th Avenue North between 2nd and 3rd Streets. The project will construct a storm chamber system to increase runoff infiltration. This is not a complete fix solution but should result in a significant improvement.

Another drainage issue that will be addressed under this project is side lot erosion between 625 and 645 3rd Avenue North. The runoff from the City street is causing an erosion channel to form which makes yard maintenance difficult and results in sedimentation of Perro Creek at this location. The project will consider a location for an infiltration practice and measures to stabilize the side lot line swale. More details are provided in the Background section of this report.

## **5.0 Implementation**

### **5.1 Opinion of Probable Cost**

The Engineer's opinion of probable cost for the proposed improvements is \$669,000. These costs include 15 percent for construction contingencies and 25 percent for associated miscellaneous costs such as engineering, legal and administrative costs.

## 5.2 Cost Recovery

Recovery of project costs will occur with assessment against benefitted properties and from City streets and utility funds. To enable the City to assess any portion of the project costs, the City must follow Minnesota Statute 429 procedures. According to current City assessment policy, assessments are established as follows:

Proposed Improvement	Assessment	City Share
Sanitary Sewer and Water Main Improvements to Existing Facilities	50%	50%
Sanitary Sewer and Water Main New Construction	100%	0%
Street/Storm Sewer/Curb & Gutter Improvements	50%	50%

City Assessment Policy allows 3 methods of assessing improvement costs: per unit (1 unit equals 7,000 square feet), adjusted front foot and per lot. It is proposed that improvements be assessed on a per lot basis for single family residential property and on a per unit basis for multi-family residential and non-residential property. The proposed cost recovery is shown below. The attached preliminary assessment roll shows the properties proposed to be assessed for improvements and preliminary assessment estimates.

### Cost Recovery - 2nd Avenue South (100/200 Block)

	Sanitary Sewer and Water - Improvements	Sanitary Sewer and Water - New	Street, Storm Sewer and Curb
Estimated Project Cost	\$0	\$123,379	\$139,926
Assessment Eligible Costs	\$0	\$31,192	\$139,926
City Participation	\$0	\$0	\$69,963
Assessable Cost	\$0	\$31,192	\$69,963
Number of Benefitting Units	11.63 units	11.63 units	13.63 units
Assessment Rate	\$0 /units	\$2,682 /units	\$5,133 /units

### Cost Recovery - 3rd Avenue South and Alley Block 094 (80)

	Sanitary Sewer and Water - Improvements	Sanitary Sewer and Water - New	Street, Storm Sewer and Curb
Estimated Project Cost	\$59,220	\$0	\$261,862
Assessment Eligible Costs	\$59,220	\$0	\$261,862
City Participation	\$29,610	\$0	\$130,931
Assessable Cost	\$29,610	\$0	\$130,931
Number of Benefitting Units	19 lots	19 lots	19 lots
Assessment Rate	\$1,558 /lot	\$0 /lot	\$6,891 /lot

**Cost Recovery - 4th Avenue South (200 Block)**

	<b>Sanitary Sewer and Water - Improvements</b>	<b>Sanitary Sewer and Water - New</b>	<b>Street, Storm Sewer and Curb</b>
Estimated Project Cost			\$32,449
Assessment Eligible Costs			\$32,449
City Participation	\$0	\$0	\$16,225
Assessable Cost	\$0	\$0	\$16,225
Number of Benefitting Units	1.87 lots	1.87 lots	1.87 lots
Assessment Rate	\$0 /lot	\$0 /lot	\$8,698 /lot

**Cost Recovery - 3rd Avenue North**

	<b>Sanitary Sewer and Water - Improvements</b>	<b>Sanitary Sewer and Water - New</b>	<b>Street, Storm Sewer and Curb</b>
Estimated Project Cost			\$20,399
Assessment Eligible Costs			\$0
City Participation	\$0	\$0	\$20,399

**Cost Recovery - 6th Avenue North**

	<b>Sanitary Sewer and Water - Improvements</b>	<b>Sanitary Sewer and Water - New</b>	<b>Street, Storm Sewer and Curb</b>
Estimated Project Cost			\$32,397
Assessment Eligible Costs			\$0
City Participation	\$0	\$0	\$32,397

## 6.0 Summary

This report only addresses the feasibility and estimated costs for public improvements as described above. The improvements are feasible from an engineering standpoint and are cost effective. It is recommended that the City hold a public improvement hearing as required under Minnesota Statute Chapter 429.

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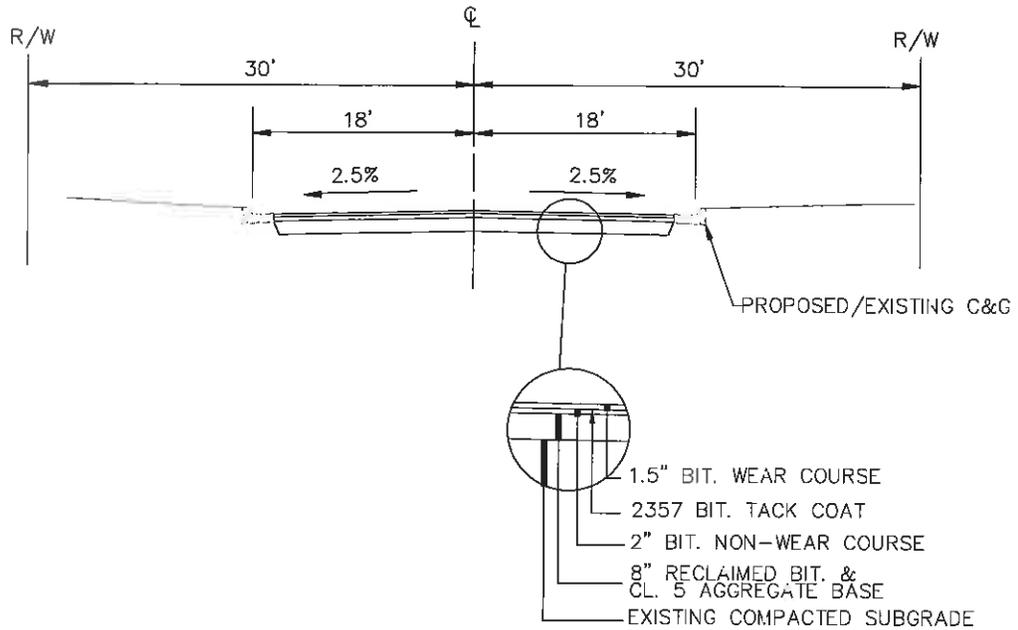
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# Appendix A

Drawings

Cost Estimate

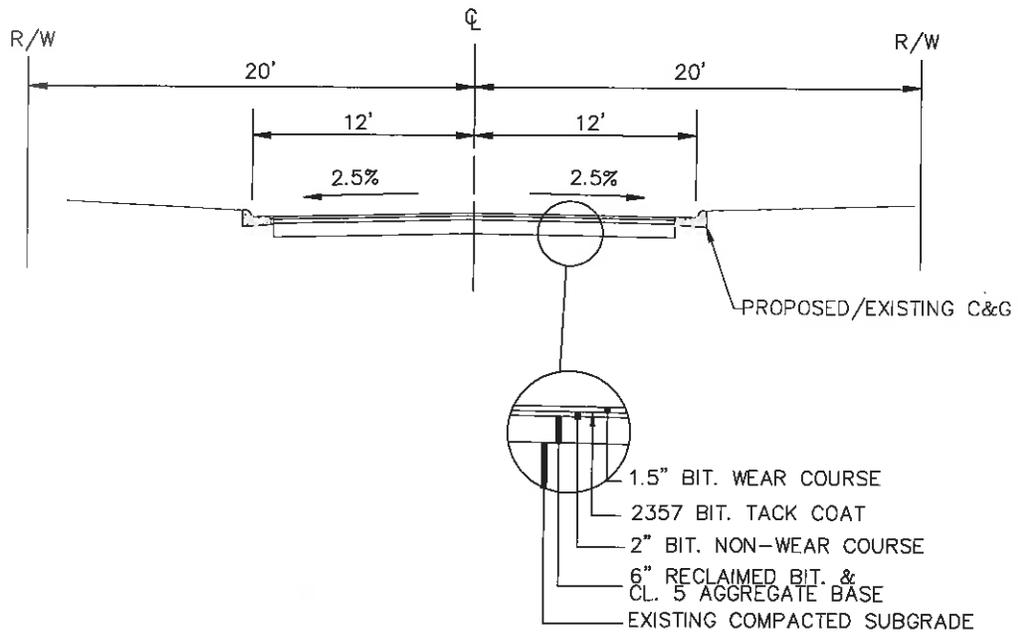
Preliminary Assessment Roll



**TYPICAL SECTION**

NOTE: FINAL DIMENSIONS MAY BE ADJUSTED SLIGHTLY TO FIT EXISTING CONDITIONS

**2ND AVE SOUTH**



**TYPICAL SECTION**

NOTE: FINAL DIMENSIONS MAY BE ADJUSTED SLIGHTLY TO FIT EXISTING CONDITIONS

**3RD AVE SOUTH**

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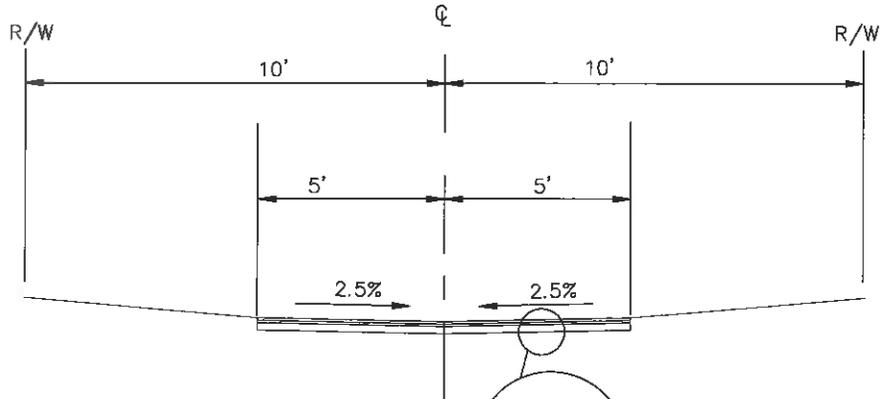


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BAYPO 140865  
DATE:  
2/28/2017

**TYPICAL SECTION**  
**2017 INFRASTRUCTURE IMPROVEMENTS**  
**BAYPORT, MINNESOTA**

1  
3



- 1.5" TYPE LV3 BIT. WEAR COURSE
- 2357 BIT. TACK COAT
- 1.5" TYPE LV3 BIT. NON-WEAR COURSE
- 6.0" RECLAIMED BIT. AND CL. 5 AGGREGATE BASE
- EXISTING COMPACTED SUBGRADE

**TYPICAL SECTION**

**ALLEY 80**

NOTE: FINAL DIMENSIONS MAY BE ADJUSTED SLIGHTLY TO FIT EXISTING CONDITIONS

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 DATE:  
 2/28/2017

**TYPICAL SECTION**  
**2017 INFRASTRUCTURE IMPROVEMENTS**  
**BAYPORT, MINNESOTA**

2

3



**2017 Infrastructure Improvements  
Bayport, Minnesota  
February 2017**

LINE NO.	ITEM	UNIT	UNIT PRICE	TOTAL PROJECT	
				ESTIMATED QUANTITY	TOTAL COST
<b>Street and Storm</b>					
1	MOBILIZATION	LS	\$ 24,000.00	1.00	\$ 24,000.00
2	CLEARING	TREE	\$ 270.00	3.00	\$ 810.00
3	GRUBBING	TREE	\$ 300.00	3.00	\$ 900.00
4	REMOVE ASPHALTIC PAVEMENT	SY	\$ 10.00	24.40	\$ 244.00
5	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$ 3.50	1204.00	\$ 4,214.00
6	REMOVE EXISTING STORM SEWER	LF	\$ 12.00	270.00	\$ 3,240.00
7	REMOVE EXISTING STORM STRUCTURE	EACH	\$ 250.00	4.00	\$ 1,000.00
8	CLEAN CULVERT PIPE	EACH	\$ 450.00	2.00	\$ 900.00
9	SALVAGE DRIVEWAY PAVERS	SF	\$ 6.00	30.00	\$ 180.00
10	COMMON EXCAVATION (EV) (P)	CY	\$ 12.00	183.00	\$ 2,196.00
11	GRANULAR BORROW	CY	\$ 10.00	667.00	\$ 6,670.00
12	SUBGRADE EXCAVATION (EV)	CY	\$ 10.00	500.00	\$ 5,000.00
13	SELECT TOPSOIL BORROW (CV)	CY	\$ 36.00	250.33	\$ 9,011.99
14	SALVAGE PULVERIZED BIT. AND AGG. BASE (EV)	CY	\$ 15.00	203.00	\$ 3,045.00
15	DITCH CLEANING	LF	\$ 18.00	155.00	\$ 2,790.00
16	STORMCHAMBER (117')	EACH	\$ 8,000.00	1.00	\$ 8,000.00
17	WASHED STONE	CY	\$ 40.00	90.00	\$ 3,600.00
18	18" CULVERT PIPE	LF	\$ 44.00	68.00	\$ 2,992.00
19	18" AEW	EACH	\$ 300.00	4.00	\$ 1,200.00
20	RAIN GAURDIAN TURRENT	EACH	\$ 2,500.00	1.00	\$ 2,500.00
21	SAFL BAFFLE AND SNOUT	EACH	\$ 2,500.00	1.00	\$ 2,500.00
22	CONCRETE FLUME	EACH	\$ 500.00	2.00	\$ 1,000.00
23	SKID LOADER	HOURL	\$ 92.15	14.00	\$ 1,290.10
24	WATER FOR DUST CONTROL	MGAL	\$ 25.00	21.03	\$ 525.63
25	AGGREGATE BASE, CLASS 5 (IMPORTED)	TON	\$ 15.00	601.00	\$ 9,015.00
26	PULVERIZE BITUMINOUS PAVEMENT (MIN. 6-INCH DEPTH) (P)	SY	\$ 3.00	4205.00	\$ 12,615.00
27					\$ -
28	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$ 1.40	485.00	\$ 679.00
29	TYPE SP 9.5 WEAR COURSE MIX (3,C)	TON	\$ 70.00	626.00	\$ 43,820.00
30	TYPE SP 12.5 WEAR COURSE MIX (3,C)	TON	\$ 72.00	626.00	\$ 45,072.00
31	TYPE SP 9.5 WEAR COURSE MIX 2.5" (2,B) (DRIVEWAY) (REMOVE & REPLACE)	SY	\$ 34.50	300.00	\$ 10,350.00
32	18" RCP AEW	EACH	\$ 1,000.00	1.00	\$ 1,000.00
33	18" RCP SEWER DES 3006 CL V	LF	\$ 56.00	520.00	\$ 29,120.00
34	CONNECT TO EXISTING STORM STRUCTURE	EA	\$ 1,300.00	2.00	\$ 2,600.00
35	ADJUST VALVE BOX - WATER	EA	\$ 350.00	1.00	\$ 350.00
36	ADJUST SANITARY SEWER MANHOLE	EACH	\$ 500.00	2.00	\$ 1,000.00
37	48" STORM MANHOLES	LF	\$ 1,000.00	12.00	\$ 12,000.00
38	INLETS INCLUDING CASTINGS	EA	\$ 1,600.00	7.00	\$ 11,200.00
39	CONCRETE CURB AND GUTTER DESIGN B618	LF	\$ 21.00	2290.00	\$ 48,090.00
40	TRAFFIC CONTROL	LS	\$ 10,000.00	1.00	\$ 10,000.00
41	STORM DRAIN INLET PROTECTION	EA	\$ 200.00	14.00	\$ 2,800.00
42	RIP RAP	CY	\$ 100.00	29.60	\$ 2,960.00
43	FILTER LOG TYPE STRAW BIOROLL	LF	\$ 4.82	80.00	\$ 385.60
44	ENGINEERED MEDIA (BIORETENTION BASIN)	CY	\$ 50.00	10.00	\$ 500.00

45	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$ 125.00	42.00	\$ 5,250.00
46	RESTORATION	SY	\$ 5.00	2253.00	\$ 11,265.00
<b>Street and Storm Subtotal</b>				<b>\$</b>	<b>347,880.32</b>
<b>Water Main</b>					
47	REMOVE 4" WATERMAIN	LF	\$ 20.00	356.00	\$ 7,120.00
48	6" WATERMAIN	LF	\$ 44.00	32.00	\$ 1,408.00
49	8" WATERMAIN	LF	\$ 45.00	716.00	\$ 32,220.00
50	1-1/2" WATER SERVICE COPPER	LF	\$ 35.00	80.00	\$ 2,800.00
51	1-1/2" CURB STOP & BOX	EACH	\$ 250.00	2.00	\$ 500.00
52	1-1/2" CORPORATION STOP	EACH	\$ 2.00	150.00	\$ 300.00
53	CONNECT TO EXISTING WATER SERVICE	EACH	\$ 250.00	2.00	\$ 500.00
54	CUT INTO CONNECT TO EXISTING WATERMAIN	EACH	\$ 1,200.00	2.00	\$ 2,400.00
55	WATERMAIN FITTINGS	LB	\$ 8.00	350.00	\$ 2,800.00
56	HYDRANT	EACH	\$ 4,000.00	3.00	\$ 12,000.00
57	REMOVE HYDRANT	EACH	\$ 500.00	3.00	\$ 1,500.00
58	REMOVE GATE VALVE BOX	EACH	\$ 300.00	3.00	\$ 900.00
59	8" GATE VALVE BOX	EACH	\$ 1,800.00	3.00	\$ 5,400.00
60	6" GATE VALVE BOX	EACH	\$ 1,300.00	3.00	\$ 3,900.00
<b>Water Main Subtotal</b>				<b>\$</b>	<b>73,748.00</b>
<b>Sanitary Sewer</b>					
61	RECONSTRUCT SANITARY MANHOLE	EACH	\$ 1,200.00	7.00	\$ 8,400.00
62	CONNECT TO EXISTING SEWER SERVICES	EACH	\$ 250.00	2.00	\$ 500.00
63	CONNECT TO EXISTING SANITARY SEWER	EACH	\$ 500.00	1.00	\$ 500.00
64	SANITARY SEWER MANHOLE 48" WITH CASTING 8'	EACH	\$ 3,000.00	1.00	\$ 3,000.00
65	4" PVC SANITARY SEWER SERVICE PIPE	LF	\$ 30.00	96.00	\$ 2,880.00
66	8" PVC SANITARY SEWER	LF	\$ 60.00	250.00	\$ 15,000.00
67	8"X 4" WYE	EACH	\$ 200.00	2.00	\$ 400.00
68	SANITARY SEWER LINING	LF	\$ 30.00	850.00	\$ 25,500.00
<b>Sanitary Sewer Subtotal</b>				<b>\$</b>	<b>56,180.00</b>

CONSTRUCTION SUB TOTAL		\$ 477,808.32
CONTINGENCY	15%	\$ 71,700
SOFT COSTS (ENGINEERING, ADMIN, LEGAL)	25%	\$ 119,500
<b>TOTAL ESTIMATED PROJECT COST</b>		<b>\$ 669,000</b>

Bayport 2017 Infrastructure Improvements  
Preliminary Assessment Roll

PIN	OWNER NAME	ADDRESS	Lot Size (square Feet)	Number of Lots/Units	San/Wtr Imp. Assessment	San/Wtr New Assessment	Street/Storm/Curb Assessment	Total Assessment
<b>2nd Avenue South</b>								
1102920320052	NORTHERN METALS LLC	201 2ND AVE S, CITY OF BAYPORT	61,600	8.80	\$0	\$23,601	\$45,170	\$68,770.80
1102920320083	REITER JAMES	271 3RD ST S, CITY OF BAYPORT		1.00	\$0	\$0	\$5,133	\$5,132.90
1102920320041	ELLIOTT JONATHAN C	307 3RD ST S, CITY OF BAYPORT		1.00	\$0	\$0	\$5,133	\$5,132.90
1102920320084	VALLEY GREEN PROPERTIES LLC	204 2ND AVE S, CITY OF BAYPORT	19,812	2.83	\$0	\$7,591	\$14,528	\$22,118.30
<b>3rd Avenue South and Alley Block 094 (80)</b>								
1102920320099	JOHNSON ELIZABETH M	357 3RD AVE S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320018	TWOHY PATRICK S & ELIZABETH J	386 MINNESOTA ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1002920410025	CARLSON PAMELA A	389 5TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320017	WILMES DONALD	393 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320001	KRAFTSON TORRY R & REBECCA L	394 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1002920410026	HAASE MICHAEL E	405 5TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320108	ZAWORSKI SHIRLEY A	409 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320106	NOEL RYAN T & JENNIFER R	410 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1002920410027	BALL CARRIE L & JEFF M	419 5TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320105	KAMAS PATRICIA K D	424 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320104	WIEYER DEBORAH	432 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1002920410028	HERING JOHN D & LUCINDA S	439 5TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320103	QUAST JOHN P	448 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1002920410029	DAHLIN SALLY J	451 5TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320102	HUTCHINS TIMOTHY J & JENNIFER N HUTCHINS-FARRELL	456 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1002920410030	KELLER FLOYD E & RUTH L KELLER	467 5TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320101	RICE CARL W	472 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1002920410031	SAMUELSON JULIE A	489 5TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
1102920320100	HANSON BENJAMIN C & MICHELE M	494 4TH ST S, CITY OF BAYPORT		1	\$1,558	\$0	\$6,891	\$8,450
<b>4th Avenue South</b>								
1102920320124	TYLER CARLISLE PROPERTIES LLC	463 3RD ST S, CITY OF BAYPORT		0.50	\$0	\$0	\$4,349	\$4,349
1102920320061	CHRISTIANSON BARBARA J	468 PERRO CREEK DR S, CITY OF BAYPORT		0.15	\$0	\$0	\$1,305	\$1,305
1102920320026	SIRENO DONNA J	507 3RD ST S, CITY OF BAYPORT		0.5	\$0	\$0	\$4,349	\$4,349
1102920320029	PERRO SOUTH INC	510 PERRO CREEK DR S, CITY OF BAYPORT	33,380	0.72	\$0	\$0	\$6,222	\$6,222

**RESOLUTION NO. 17-\_\_\_\_\_**

**RESOLUTION RECEIVING A FEASIBILITY REPORT FOR A UTILITY EXTENSION,  
STREET RECONSTRUCTION, AND DRAINAGE IMPROVEMENT PROJECT WITHIN THE  
CITY OF BAYPORT, MINNESOTA**

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

**WHEREAS**, on February 13, 2017, the City Council authorized the following actions: (i) preparation of a feasibility report (the "Feasibility Report") related to a utility extension, street reconstruction, and drainage improvement project (the "Improvements") to properties located at (a) 2<sup>nd</sup> Ave. South, from 3<sup>rd</sup> St. South to Maine St., (b) 3<sup>rd</sup> Ave. South, from 5<sup>th</sup> St. South to Minnesota St. South, and (c) adjacent alley and specific drainage locations on 4<sup>th</sup> Ave. South, from 3<sup>rd</sup> St. South to 2<sup>nd</sup> St. South, 6<sup>th</sup> Ave. North, from 2<sup>nd</sup> St. North to 3<sup>rd</sup> St. North, and 3<sup>rd</sup> Ave. North, from 6<sup>th</sup> St. North to 7<sup>th</sup> St. North within the City (collectively, the "Properties"); and (ii) preparation of bids and specifications for the Improvements; and

**WHEREAS**, the City Engineer has prepared and presented the Feasibility Report to the City Council on the date hereof, which report explored the feasibility and estimated costs and sources of revenue to provide the Improvements under the Minnesota Statutes, Chapter 429, as amended; and

**WHEREAS**, the estimated costs of the Improvements, as detailed in the Feasibility Report, is \$669,000, which includes all construction costs, contingency, and miscellaneous costs (i.e. engineering, legal and administrative); and

**WHEREAS**, the Feasibility Report provides information regarding whether the proposed Improvements are necessary, cost-effective, and feasible; whether they should best be made as proposed or in connection with some other improvement; the estimated cost of the Improvements as recommended; and a description of the methodology used to calculate individual assessments for affected Properties.

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

1. The Feasibility Report is hereby received.

Susan St. Ores –  
Connie Carlson –

John Buckley –  
Patrick McGann –

Michele Hanson –

**WHEREUPON**, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 6<sup>th</sup> day of March 2017.

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

ATTEST:

\_\_\_\_\_  
Adam Bell, City Administrator

**RESOLUTION NO. 17- \_\_\_\_\_**

**RESOLUTION SETTING A PUBLIC IMPROVEMENT HEARING DATE AND DISPENSING WITH THE NEED FOR PLANNING COMMISSION REVIEW FOR A UTILITY EXTENSION, STREET RECONSTRUCTION, AND DRAINAGE IMPROVEMENT PROJECT WITHIN THE CITY OF BAYPORT, MINNESOTA**

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

**WHEREAS**, on February 13, 2017, the City Council authorized the following actions: (i) preparation of a feasibility report (the "Feasibility Report") related to a utility extension, street reconstruction, and drainage improvement project (the "Improvements") to properties located at (a) 2<sup>nd</sup> Ave. South, from 3<sup>rd</sup> St. South to Maine St., (b) 3<sup>rd</sup> Ave. South, from 5<sup>th</sup> St. South to Minnesota St. South, and (c) adjacent alley and specific drainage locations on 4<sup>th</sup> Ave. South, from 3<sup>rd</sup> St. South to 2<sup>nd</sup> St. South, 6<sup>th</sup> Ave. North, from 2<sup>nd</sup> St. North to 3<sup>rd</sup> St. North, and 3<sup>rd</sup> Ave. North, from 6<sup>th</sup> St. North to 7<sup>th</sup> St. North within the City (collectively, the "Properties"); and (ii) preparation of bids and specifications for the Improvements; and

**WHEREAS**, a Feasibility Report has been prepared by the City Engineer with reference to the proposed Improvements and this report was received by the City Council by Resolution No. 17- \_\_\_\_\_ on March 6, 2017; and

**WHEREAS**, the City Council, in its judgment, has determined that the proposed Improvements have no relationship or impact on the City's current Comprehensive Plan.

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

1. The City Council will consider the Improvements in accordance with the Feasibility Report and the assessment of the abutting Properties to be improved by the Improvements pursuant to Minnesota Statutes, Chapter 429, as amended (the "Act"). The cost of the Improvements is estimated to be \$669,000.
2. A public hearing shall be held by the City Council on such proposed Improvements on April 3, 2017, in the council chambers of the City Hall at 6 p.m., and the City Administrator shall give mailed and published notice of such hearing and Improvements as required by the Act.
3. Pursuant to Minnesota Statutes, Section 462.356, Subdivision 2 the City Council shall dispense with Planning Commission review of these proposed Improvements, as the City Council finds that the Improvements have no relationship on the City's Comprehensive Plan.

Susan St. Ores –  
Connie Carlson –

John Buckley –  
Patrick McGann –

Michele Hanson –

**WHEREUPON**, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 6<sup>th</sup> day of March, 2017.

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

ATTEST:

\_\_\_\_\_  
Adam Bell, City Administrator



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

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Date: February 17, 2017

To: Mayor and City Council  
Adam Bell, City Administrator

From: Matt Kline, Public Works Director

RE: Consider implementation of a goose management plan on city property

### ***BACKGROUND***

The city has been mandated by the Department of Natural Resources to create a comprehensive goose management plan. This plan is required for local government units that pursue goose population control outside of hunting management or nest and egg destruction. The city currently utilizes a contractor who captures and removes the geese from the Lakeside Park and beach area and subsequently processes and donates them to a local food shelf.

The goose management plan has the following specific areas of focus:

1. Goose population estimate.
2. Goose population goal.
3. Public involvement process.
4. A written plan to achieve and maintain the population goal.

Focus areas 1, 2, and 4 are covered prominently in the written plan while the public involvement process is completed with the adoption of the plan and any public input that might be generated. Adoption of the plan does not require the city to perform any type of goose management. It provides options for different types of management and it requires the city to track all goose management activity on a yearly basis.

The city will be executing two types of management for the coming year. The first will be a spray that is applied monthly during the peak summer feeding months to deter the geese from coming into Lakeside Park and eating the grass. The second will be a repeat of past practice in hiring an outside contractor that nets and removes the geese.

### ***RECOMMENDATION***

Staff recommends the City Council adopt a motion adopting the goose management plan as presented.



**A CANADA GOOSE MANAGEMENT  
PLAN FOR THE CITY OF BAYPORT**

# TABLE OF CONTENTS

## **1 Bayport Goose Management Concerns**

- 1.1 Canada Goose Habitat Use and Population Estimate
- 1.2 Visitation and Recreation Areas
- 1.3 Concentrated Habitat Use and Human Use Conflicts
  - 1.3.1 Proximity Sensitive Areas
  - 1.3.2 Water Quality Impacts
  - 1.3.3 Water Quality Sampling

## **2 Canada Goose Management Recommendations**

- 2.1 Goals and Measures
- 2.2 Geographic Scope
- 2.3 Management Techniques
  - 2.3.1 Population Reduction
- 2.4 Public Information
- 2.5 Partner Relationships and Permit Requirements

### **Appendices:**

- ☐ Appendix A- Bayport Canada Goose Habitat Map
- ☐ Appendix B- Bayport Canada Goose Management Zones
- ☐ Appendix C- Management Activity Tracking Form

## **1. The City of Bayport Context and Goose Management Concerns**

### **1.1 Canada Goose Habitat Use and Population Estimate**

The City of Bayport encompasses approximately 1,120 acres of varied habitats. Urban and rural development, various wetland types, floodplains, creeks, the St. Croix River, and developed recreational areas are the dominant land cover types within the boundaries (see Appendix A).

Canada geese use various areas of Bayport. Nesting occurs in the St. Croix River wetland areas and Perro Pond. Newly hatched broods tend to loaf and feed in the beach/developed recreational areas and the Fire Department lawn areas. After their flightless period, Canada geese are more mobile, and frequently move from the St. Croix River and Perro Pond areas to adjacent feeding areas; notably Lakeside Park and the Bayport Fire Department lot.

During the late spring and early summer months, when adult geese pair and build nests, approximately 30 breeding pairs are typically present. In mid-summer, as many as 100 young and adult geese are found in these same areas, depending on reproductive success. Later in the summer, (late July through September) flocks exceeding 100 individuals are observed in the management areas, due to birds flying into the vicinity from surrounding areas.

### **1.2 Visitation and Recreation Areas**

Visitor and recreation areas in Bayport that are affected the most by geese are the Lakeside Park open space, and beach area and the Fire Department complex. These locations have surface water elements and areas of open space. The general public occupies all areas of the open space for active (playground and beach) and passive recreation (picnicking and walking).

### **1.3 Concentrated Habitat Use and Human Use Conflicts**

Lakeside Park open space, beach and the Fire Department complex experience excessive goose excrement in many areas, including parking lots, picnic areas, beach, trails, and open field areas. The excrement deposits are a nuisance and elicit numerous complaints by both employees and park users, especially from users of the beach and adjacent recreational area at Lakeside Park.

#### **1.3.1 Proximity Sensitive Areas**

In addition to the public and recreational areas listed above, there are several residential homes, businesses, and a marina located near that may experience additional geese if management resulted in dispersal of the goose population versus removal. Additionally, if geese take flight during goose management activities, it could lead to a scattering of the population to adjacent municipalities, residential neighborhoods, marinas, town home associations or alternate local parks. This would likely result in similar nuisances and complaints from area residents and business owners.

#### **1.3.2 Water Quality Impacts**

The Lakeside Park beach is located on the St. Croix River. Bayport has not pursued studying the water quality located at the beach mainly due to the fact that it is located on a river system. A significant amount of goose excrement is removed from the beach and adjacent park areas daily during the peak season. The presence of the goose excrement on the beach does not mean that the swimming area contains any type of bacteria, but it makes it a greater possibility for the presence to occur.

### **1.3.3 Water Quality Sampling**

The City of Bayport does not currently sample for water quality due to the beach being located on a river system. The river system makes it difficult to determine the exact location of any contamination detected.

## **2. Canada Goose Management Recommendations**

### **2.1 Goals and Measures**

Given that the majority of nesting for Canada geese falls outside the city limits of Bayport, the city is limited in reduction efforts during the spring months when nesting occurs. Localized reduction during the summer and fall season will make up most of Bayport's population reduction efforts. An ongoing goal for reducing loafing on and near Lakeside Park and Beach area(s) is to prevent all significant use of the areas by Canada geese during the summer months (May through September).

### **2.2 Geographic Scope**

The population reduction and concentrated use reduction goals are focused on two distinct areas, but should also be considered in all areas within the city limits as conditions dictate. Appendix B represents the areas of Lakeside Park and beach and the Fire Department. The population reduction areas are adjacent to these public open spaces, notably near the Xcel Power Plant and Perro Pond. The Xcel and Perro Pond areas lie outside the city limits and would be expected to produce a majority of the broods that would subsequently move to the city owned sites after hatching. It should be noted that areas owned by other entities within or adjacent to the City of Bayport boundaries lie outside the scope of this plan and, as such, may be impacted by goose management activities. These areas or adjacent owners include the City of Oak Park Heights, Andersen Corporation, and Xcel Energy King Power Plant.

### **2.3 Management Techniques**

The proposed techniques for Canada goose management at the City of Bayport are varied in type and geographic area. Meeting the goals as outlined will require the implementation of a broad set of techniques. Any one management technique used alone will likely be ineffective for any significant length of time, since tolerance and habituation will likely occur. Thus, we propose the use of an integrated management approach where a number of techniques are applied in varying ways, times, and locations.

### **Recording/Tracking Management Activities for Future Adjustments/Improvements**

All management activities will be documented on the Management Activity Tracking Form in Appendix C and submitted to area wildlife manager by September 10<sup>th</sup> of each year. The permittee must keep a copy of this on file to help facilitate future management activities that might need adjustments or improvements.

### **Habitat Modification**

Lakeside Park has a swimming beach and shoreline where habitat modifications could play a role in reducing goose issues. Modifications may include, but are not limited to, no mowing, increasing the height of the vegetation between the river area and the park, increasing the vegetation buffer distance, planting or promoting shrubs by either willow colonization, landscape plantings or by ceasing to mow certain areas. Any ideas to be considered would be discussed with appropriate DNR staff.

### **Temporary Physical Barriers**

The use of temporary snow fence that limits Canada goose access to the open space area of Lakeside Park during the spring, summer, and/or fall season may be considered. Any fencing that is installed would be removed and likely only used in an effort to determine if permanent fencing would be a feasible option as a goose deterrent.

#### **Permanent Physical Barriers**

The use of permanent woven wire fencing that limits Canada goose access to the St. Croix River and Lakeside Park and beach public spaces during the spring, summer, and/or fall season may be considered. Any fencing that is installed would be approved by the Area Wildlife Manager and would be established in a manner that prevents geese from entering the fenced off area from the water or from the adjacent upland area. Routine inspection of the fence would be completed monthly. Fencing could be used in conjunction with vegetation barriers to obscure the fence.

#### **Redistribution Techniques**

Preventing Canada geese from loafing on the beach and adjacent areas will be an ongoing activity during the summer months. We anticipate using a number of techniques to redistribute the geese to other areas within the park. Additionally, we plan to use multiple techniques at varied times and with subtle shifts in methods so that the geese do not become habituated to any one technique or get accustomed to a particular schedule of activity. All of the methods will have some degree of impact on the park visitor experience, and mitigating this disruption will be a priority. Some redistribution techniques require specific training, personal protective equipment and adherence to policies and procedures for their safe use. While some of these visitor impacts and safety considerations are mentioned alongside each technique, a thorough examination of these and other issues should be conducted prior to employing a particular redistribution technique. Depending on the methods used, notification of the activity will be provided via location specific signage, direct mailings to adjacent properties, and/or posting to the city website.

- Human and Mechanical Disruption
  - Disturbing loafing and feeding Canada geese by individuals on foot so geese can be moved from the area of concern off the property.
- Goose Deterrent Spray
  - The use of goose control spray may be applied on a monthly basis as needed. The spray is applied by a local commercial fertilizer company that is specific to deterring geese from foraging in the desired location.

#### **Excrement Removal**

Sporadic removal of goose excrement from public open spaces may be necessary during the late spring and summer months. The primary goal is to effectively redistribute geese away from these areas to decrease the amount of feces. It may be necessary to remove incidental goose feces from the beach on an as-needed basis.

#### **Beach Raking**

The Lakeside Park beach is an area that sees the abundance of the goose population during the summer months in Bayport. Geese use the beach as a pathway from the river to the public open space. This movement results in excrement being deposited on the beach.

Visible feces will be removed when inspected by a city employee or a request is made by a park user. Feces on the beach will be removed by shovel at a depth that adequately eliminates the feces. The feces will be disposed of in a proper manner.

### **2.3.1 Population Reduction**

#### **Nesting Management**

Annual nest search and treatment should be conducted in a localized area. The areas to be searched and treated include suitable nesting habitat immediately adjacent to Lakeside Park and Fire Department (see Appendix B). Nest searches and treatment protocol should follow methods prescribed by the required USFWS and MN-DNR permits. Permit conditions will be followed and reporting will be conducted on an annual basis. To facilitate future nest searches in large areas, GPS coordinates of all Canada goose nests should be obtained since nest site fidelity is strong and the same nest sites are likely to be used in subsequent years. If this method is pursued by the City of Bayport, coordination with Xcel Energy and the City of Oak Park Heights will need to occur due to a majority of nesting sites being located outside Bayport's municipal boundaries.

#### **Trapping and Removal (during flightless period)**

Capture and removal of flightless, mixed age groups of geese during the summer flightless period is an effective way to reduce the localized population of geese during the peak beach and recreational use time (June-July). The use of contractors or trained staff (as permitted) to capture, remove and dispose of geese from the City of Bayport is a management option. Such removal would need to be detailed as part of a removal permit application through the DNR Fish & Wildlife Division, and goose removal and disposition would need to be conducted according to the permit conditions.

#### **Goose Harvest**

Selective and occasional lethal removal of individual geese is an effective complement to pyrotechnic shells and other redistribution or hazing methods. Lethal removal of geese by means of shooting geese on an occasional basis is a management option. Such removal would need to be detailed as part of a removal permit application through the DNR Fish & Wildlife Division, and goose removal and disposition would need to be conducted according to the specific permit conditions. Such conditions would include the number of individuals and the specific information about the methods to be used in their harvest and disposition.

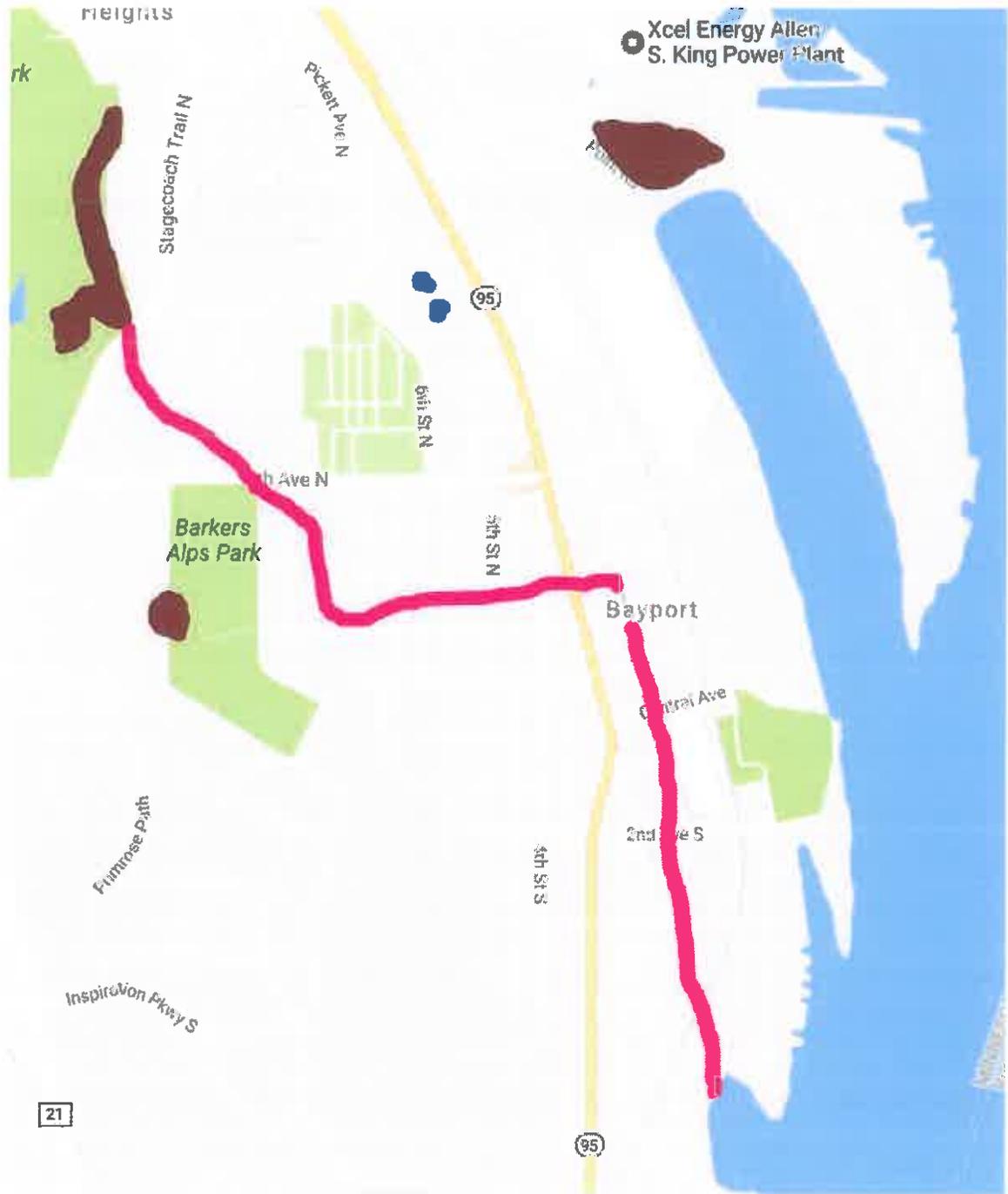
### **2.4 Public Information**

Informing the public and users about Canada goose management activities is an integral part of a successful goose management plan. Information and signage detailing some of the methods used will be developed to provide users with background information. Signage or posted notices may be developed for certain activities. Additionally, individual users will be notified of pending activities that might be considered alarming had they not received prior notice and explanation. All persons performing management activities should provide users with accurate and thorough information about our goose management objectives, and also inform users how the particular management activity being conducted

fits into the larger Canada goose management plan. Additionally, they must be able to provide a copy of the removal permit to all users upon request.

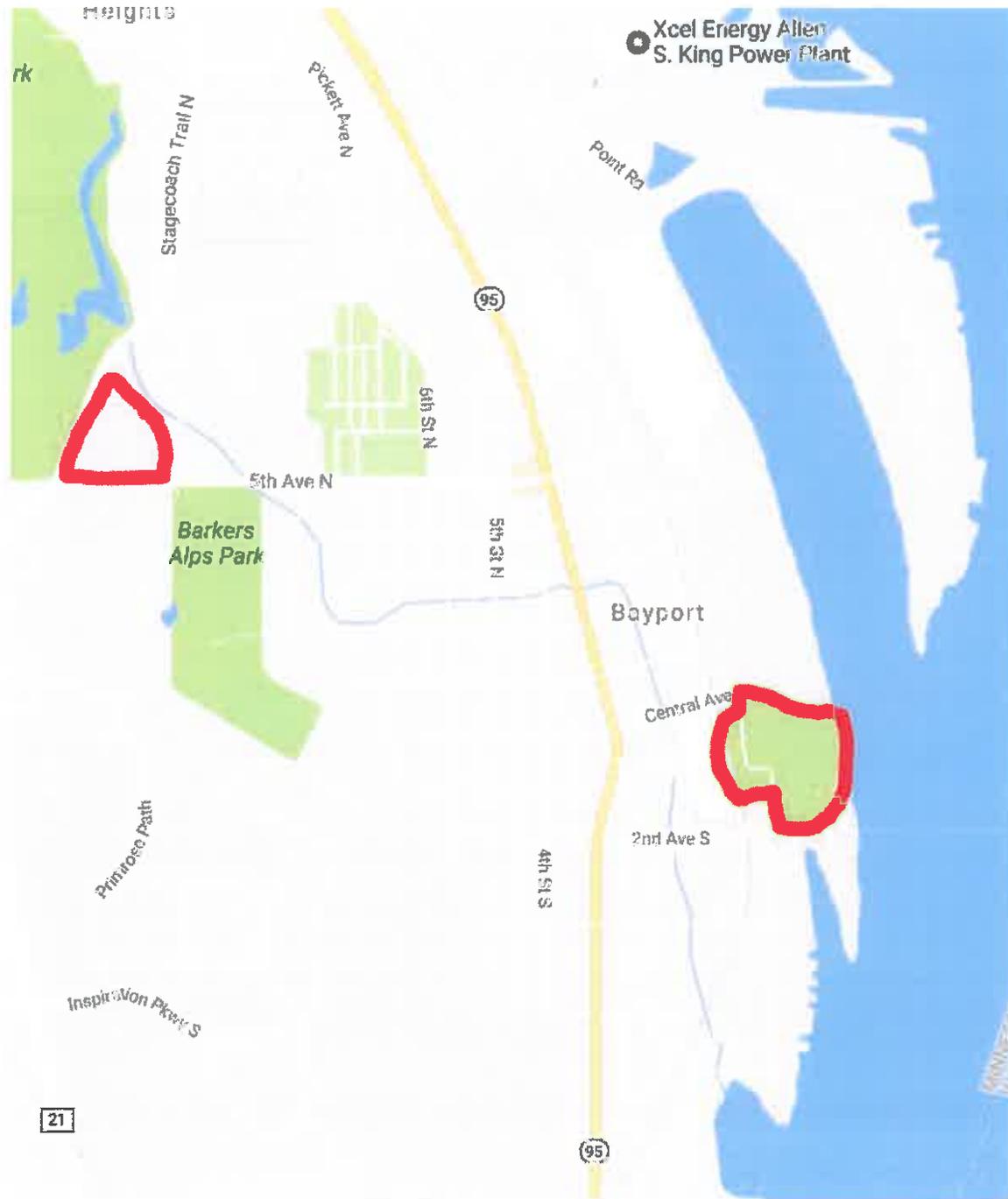
### **2.5 Partner Relationships and Permit Requirements**

Coordination with all appropriate entities, including but not limited to, residents, local law enforcement, local fire department, the MPCA, Xcel Energy, the City of Oak Park Heights, and individual property owners will be conducted for population monitoring and permitting, and all goose management activities. Compliance with all DNR permitting requirements, including annual reporting, notification, and involvement of the Area Wildlife Manager will be strictly adhered to.



**City of Bayport: Canada Goose Habitat**

- Wetland
- Creek
- Pond
- St Croix River



**City of Bayport: Canada Goose Management Sites**

- Bayport Fire Hall 
- Lakeside Park 





## **Bayport Fire Department**

204 N. 3rd Street • Bayport, MN. 55003 • Hall (650) 275-4401 • Fax (650) 276-4402

Date: February 27, 2017

To: Mayor and City Council  
Adam Bell, City Administrator

From: Allen Eisinger, Fire Chief

Re: February Fire Chief's Memo

The February call volume as of February 26 is 86. February drills were focused on confined space using the training aids at the new fire station and outside instructors. We have submitted a request for training reimbursement of \$1,200 from the Minnesota Board of Firefighter Training and Education. March drills will be the quarterly Self Contained Breathing Apparatus (SCBA) and Personal Protective Equipment (PPE) and mandatory "Right to Know." Fire inspections are ongoing, as well as new construction plan reviews.

### Meetings, Station Tours, Community Events

- Four officers and one firefighter attended officer training in Alexandria
- Truck committee toured a heavy rescue manufacturer to help identify possible vendors for the next heavy rescue vehicle replacement
- Attended department meetings
- Met with general contractor Kraus Anderson to go over the new fire station punch list
- The annual fundraising dance was a great success and thank you to all who contributed to the Fire Department!
- Received a \$4,000 donation towards the air boat

### Upcoming Events

- Washington County Fire Chief's meeting
- One-on-one meeting with new City Administrator Adam Bell

### Safety Tip

The early spring we are having and lack of snow may bring a higher than normal risk of grass fires over the next few months. A reminder that only recreational fires are allowed in the city. No leaves or other items can be burned in fires within the city.



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

Laura Eastman  
Chief of Police  
  
Jay Jackson  
Sergeant

Date: February 28, 2017  
To: Mayor and City Council  
City Administrator Adam Bell  
From: Police Chief Laura Eastman  
Subject: Police Reports and Updates

### **Past Events**

February 1: Andersen Elementary tour – Officer Lepowsky and Chief Eastman  
February 2: St. Croix Preparatory Academy /K9 sniff – Sergeant Jackson  
February 2: Use of Force training for all staff at former fire hall  
February 7: Sergeant Jackson and I provided drug awareness training to Andersen Corporation supervisors during 8 a.m. and 1 p.m. sessions

### **Upcoming Events**

March 9: Weapons training at Oak Park Heights Prison indoor range – All officers  
April 1-2: Reserve Academy training – Officer Lund, Reserve Officer Sergeants and new recruits  
April 21: Andersen Elementary “Razzle Dazzle” carnival – Reserve Officers and Officer on Duty

### **Miscellaneous**

- See our Facebook page for safety reminders and events.
- The ice is unpredictable; stay off the lakes and rivers.

### **January Call Log (continued)**

24 – 31: Assist public works, child welfare concern, susp. activity report, open door, school crossing, council packets, alarm, school crossing, NCO, direct patrol pt. road, missing juvenile located, possible fraud, medical L1 x 2, lost dogs/located, school crossing, fire alarm, expired registration, drive after suspension, assist city hall, school crossing, narcotics audit, directed patrol, medical L1, vehicle lockout, parking where signs are prohibited x 4, crime prevention/open garage door, records request, w/w speed, medical L1, warrant arrest speed/60/40, assist city hall/ice rink, alarm, crime prevention, assist city hall, school crosswalk, child protection report/summary, medical L1, fire alarm, medical, school crossing, vacation checks, stolen plate, directed patrol, 911 misdial, lost stolen vehicle, domestic/civil issue, theft report, lost dog, w/w speed, fire alarm, school crossing, public assist/standby property removal, vacation checks, records request, handgun permit to purchase x 2, school crossing, K9 training/sniff, records request, neighbor dispute, medical L1, parking complaint.

### **February Call Log**

01 – Fire alarm, school crosswalks, background check, public assist/property standby, vacation check, handgun permit to purchase x 2,  
02 – School crossing, K-9 sniff, records request, neighborhood dispute, medical L1.

- 03 – Parking complaint, school crossing, background check, records request x 2, assist AW, welfare check/PT road, lost items, school crosswalks, direct patrol, medical L1.
- 04 – w/w speed x 2, 4<sup>th</sup> degree dui, medical L1, theft report, extra patrols, veh. lockout, w/w speed.
- 05 – Speed 59/40, w/w speed, animal complaint, w/w seatbelt, domestic.
- 06 – No MN driver’s license, school crossing, directed patrol/inspiration parking, directed patrol/Pt. road, school crossing, reserve background x 5, public assist, warrant arrest drive after suspension, 3<sup>rd</sup> degree refusal, 4<sup>th</sup> dui/accident.
- 07 – Citizens assist, suspicious activity, community presentation/training AW, speed 80/55, seasonal public works background, speed 64/40, AOA/shoplifter in progress, community presentation, directed patrol/pt. road, fire alarm, AOA/unknown situation.
- 08 – Wrong way driver, medical L1, school crosswalks, welfare concern/check, directed patrol/inspiration, improper lane use/citation, directed patrol, council packets, medical L1.
- 09 – AOA/veh. in ditch,co.21, school crosswalks, no contact order, directed patrol/Pt. road, medical L1, vehicle lock out.
- 10 – School crossing, report request, record request, directed patrol, school crossing, driving complaint, vehicle lockout, directed patrol/post office, AOA/shoplifting.
- 11 – Speed 56/40, lift station alert/PW paged, vacation checks, drive after revocation, warrant arrest, noise complaint, vandalism report, parking issues, vehicle lockout.
- 12 – Crime prevention open garage doors x 4, permit to purchase, attempted recovered stolen, vehicle lockout.
- 13 – Noise complaint, school crossing, directed patrol Pt. road, background firefighter, w/w speed, found driver’s license.
- 14 – School crossing, directed patrol inspiration, pt. road, welfare check/threats report, AOA/domestic.
- 15 – Medical L1, school crossing, parking violation x 2, directed patrol/post office, directed patrol/pt road, school crossing, directed patrol/inspiration, w/w parking violation.
- 16 – AOA/5<sup>th</sup> degree controlled substance arrest, medical L3, school crossing, directed patrol, 911 hang up, harassment complaint.
- 17 – Medical L1, school crosswalks, AOA/follow up/felony pursuit, business assist, 911 call, parking violation, directed patrol, school crosswalks, vacation check, AOA/ATL-missing juv.
- 18 – No insurance –cited, intoxicated male, civil issue, threats report.
- 19 – Assist other agency /theft/traffic stop, medical L1, lost cat, littering, fail to change address on DL, drive after susp./no front plate, expired registration.
- 20 – fail to change address, no proof of insurance AOA/welfare check, AOA/DUI arrest, property retrieval, welfare concern, driving after revocation, civil assist, medical L1, medical L3, AOA/KOPS alert missing person.
- 21 – Crime prevention/open garage door x 2, AOA/unknown situation, medical alarm, school crossing, cp referral screened out x 2, truck went through ice, school crossing, vacation checks/welcome packet.
- 22 – Alarm-AOA, AOA/suspicious acts, medical L1, school crossing, lift assist, medical L3, dog bite report, accident with dog, background PW, background check/reserve, w/w traffic, speed 65/40.
- 23 – w/w speed, assist/vehicle lockout, identity theft, school crossing, city permit inspection/chickens, report request, lost dogs, speed 62/40, school crossing.
- 24 - 31 NA

**Acronym/code:** W/W = Written warning, LOCK OUT = vehicle keys locked in car, DAR = Driving after revocation, DAS= Driving after suspension, NPI/ NO POI = No proof of insurance, DOC = Disorderly conduct, CSC = Criminal Sexual Conduct, NO MN/DL = No Minnesota driver’s license, Medical Level = 1 (most severe) 2 (moderate) 3 (mild), Rec’vd OFP/DANCO = Received a fax for an order for protection (OFP) domestic abuse, no contact order (danco) for person in our city, Felony Intro. Of Narc. = Felony level of introduction of narcotics into the prison, uac = underage drinking, AOA/assist Other Agency, 10 -72 = deceased, FDCR- Fail to display current registration, UUMV = unauthorized use of mother vehicle, AOA=- Assist other agency, POR= predatory offender verification, watch property protection TC= camera placement, FDRC= fail to display current registration.



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

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Date: February 27, 2017

To: Mayor and City Council  
Adam Bell, City Administrator

From: Matt Kline, Public Works Director

RE: **Public Works Department Update – March City Council Meeting**

With the accommodating weather, Public Works staff has been able to work outside on needed projects. Staff has been busy tree trimming and cleaning sewer lines along with some activities that are unusual for this time of year, specifically clearing ditches, culverts and storm drains for “spring” runoff.

Staff cleared one blocked sewer line this month and has made good progress on removing a fair amount of tree roots from the sewer lines too. Another potential blockage was discovered during normal cleaning and was removed with the help of a local sewer pumping company.

As with the last report, I would like to provide a short synopsis of a few projects that are happening in the Public Works Department.

1. 2017 Street Project – The shortened timeline of this project has been handled well by all staff and contractors. City staff was able to clean the corresponding sewer lines within the project area allowing our contracted sewer service company to televise the lines. SEH and city staff have been working diligently on the feasibility report and assessment reviews. Survey work for the project has also been completed.
2. Water Meter Reading System – Staff has started very preliminary work on acquiring background information on the installation of a meter reading system for the city and a replacement plan for water meters that need replacing.
3. Vehicle/Equipment Replacement Plan – Staff will present an initial replacement plan at the March 6 City Council workshop and will move forward with recommendations received at the workshop.
4. DNR Water Supply Plan – Staff has started preliminary data collection for this state mandated plan. The DNR has simplified this process making it more user friendly and easier for cities to complete this plan in-house.
5. CSAH 21 (Stagecoach Trail) Mill and Overlay – City staff was informed that the CSAH 21 project will not include a bike trail installation now or in the near future.



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Date: February 22, 2017

To: Mayor and City Council  
Adam Bell, City Administrator

From: Wanda Madsen, Finance Officer

Re: **Finance Department 1st Quarter 2017 Update**

During January through March 2017, the following undertakings were performed:

1. Water Department

- A. Collections and processing of utility payments for 4th Quarter 2016.
- B. December administration of water/sewer billing for 4<sup>th</sup> quarter which was sent out December 29, 2016.
- C. Communication with Public Works regarding numerous repair issues regarding malfunctioning meters.
- D. Generate a list of delinquent accounts on a quarterly basis, notify customers with delinquent accounts, and arrange payment agreements, in accordance with city policies.

2. Payroll

- A. Prepare, post, and distribute City Council, Fire, and bi-weekly payrolls.
- B. Calculate, record, and create reports for all payroll information, including federal, state, FICA, PERA, Medicare, and deferred retirement withholdings and send remittance to appropriate agencies.

3. Employer's Quarterly Federal Tax Return, Minnesota Unemployment Insurance, and Minnesota Withholdings processed quarterly.

4. Prepare a summary for the City Council to authorize payment of payables and generate checks for payment, following approval.
5. Prepare audit workpapers for the annual audit scheduled for the first week in March.
6. Routine payables and receivables, along with other monthly financial duties.
7. Reconcile monthly bank/investment statements.
8. Prepare, post, and distribute necessary OSHA paperwork and reports, as required.
9. Maintain the cash receipt drawer, including opening and closing out receipt drawer, adding and verifying receipts, entering receipts into the computer system and preparing deposits.



## Bayport Public Library

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

**Date:** February 28, 2017

**To:** Mayor and City Council; Adam Bell, City Administrator

**From:** Jill Smith, Bayport Public Library Director

We recently hosted a movie night for adults, showing the Swedish movie of the book club favorite *A Man Called Ove*. We had a huge crowd of 45 to view the movie. This inspires me to plan more programming for adults, as previous efforts have attracted small crowds. I'm sure part of the appeal was the title, as everyone loves this book.

On the schedule for upcoming programs, we are hosting a movie for kids during Stillwater's spring break. We will be showing *Moana* on Thursday, March 23 at 1:00 pm.

We are also very excited for the Big Read in the St. Croix Valley in April. This year's title is *The Maltese Falcon* by Dashiell Hammett. We will feature several events at the Bayport Library:

Sculpture tour - March 27 - April 2

Locked Room Event – Saturday, April 1 at 1:00 pm

Movie showing/discussion – Thursday, April 6 at 6:00 pm

"The Real Inspector Hound" Play preview performance – Saturday, April 22 at 1:00 pm

Plans are already set for the 2017 Summer Reading Program. Mark your calendars for our kickoff event at Lakeside Park on Monday, June 5 with a concert by Duke Otherwise at 6:00 pm. We will have another exciting schedule of programs, including a book club, art classes, and simple science experiments.

We hosted the January 25<sup>th</sup> Learning Table Luncheon sponsored by the Greater Stillwater Chamber of Commerce, and 44 people attended. It was a great way to promote our meeting space and the Library's commitment to lifelong learning.

Thank you for your continued support of learning at the Bayport Public Library!



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**Date:** March 1, 2017  
**To:** Mayor and City Council  
**From:** Sara Taylor, Assistant City Administrator/Planner  
**Re:** **Department Update – March City Council meeting**

### **CITY ADMINISTRATOR TRANSITION**

I have been working closely with Adam over the past week to bring him up to speed on the organization and ongoing projects, as well as preparing for the City Council workshop and regular meeting on March 6. Adam and I have attended multiple meetings together with staff and city consultants, and Adam is scheduled to meet individually with each department head by the end of the week. On Thursday, March 2, we will be attending a meeting of the Boomsite to Bayport Regional Advisory Group which focuses on projects along the St. Croix River corridor just north of Stillwater to Bayport. Individuals from both private and public entities from Minnesota and Wisconsin regularly attend this meeting, so it will be a good opportunity to introduce Adam to multiple organizations in the community. The meeting agenda includes an update on the St. Croix Crossing bridge project, discussion of challenges and opportunities related to a potential new boat ramp near the bridge, and proposed bicycle and pedestrian trail connections along this corridor. Next week we will be focusing on review of the city's ongoing contracts and agreements, budget and CIP, and priority projects for 2017.

### **METROPOLITAN COUNCIL COMPREHENSIVE PLAN GRANT**

Last week, the city received its first of two grant payments in the amount of \$16,000 from the Metropolitan Council for assistance to complete the mandated 2040 Comprehensive Land Use Plan update. The grant will be used to fund administration, development, and implementation of the work plan to complete necessary plan updates, in accordance with Metropolitan Council policy. The 2040 plan update is due December 31, 2018. Staff will begin working with the city's planning and engineering consultants on this project within the next few months.

### **INSPIRATION DEVELOPMENT**

This week, I received a call from the Land Development Manager from M/I Homes of Minneapolis who is in the process of discussing a potential purchase agreement with Mattamy Homes to acquire the remaining single-family lots within Inspiration for development. City staff will be meeting with M/I Homes early next week to review the preliminary and final plats for Phase III, as well as the developer's agreement and conservation easement for the overall development. Additional information will be provided to the City Council as it becomes available.



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**Date:** March 6, 2017  
**To:** Mayor and City Council  
**From:** Adam Bell, City Administrator  
**Re:** **Administration Department Update – March City Council Meeting**

### **TRANSITION AND ORIENTATION PROGRESS**

During my first week with Bayport, I have been meeting City staff and consultants, touring city facilities, and learning roles and current issues. I look forward to the opportunity to begin meeting residents, business owners, and members of the public as well as attending some upcoming city events. Assistant Administrator Taylor continues to provide a very thorough orientation on current issues in the City, and I look forward to continuing to build that same relationship with the entire Bayport team.

I continue to schedule meetings with staff and community partners, and I hope to do the same with the City Council soon.

### **UPCOMING MEETINGS AND EVENTS**

March 6	City Council workshop	4:30 p.m.	City Hall
	City Council regular meeting	6:00 p.m.	City Hall
March 18	Afton-Bayport-Lakeland Lions "Shamrock the Valley"	5:00 - 9:00 pm	Bayport American Legion