

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
March 7, 2016**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

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

APPROVAL OF AGENDA

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

1. The February recycling award recipients are David and Regina Madsen who will be awarded for their recycling efforts, with funding made possible by a grant from Washington County.
2. Recognition of First State Bank and Trust of Bayport for their annual donation of drinking water at the Perro Park warming house and the Fire Hall

OPEN FORUM

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

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

- 1.
- 2.

CONSENT AGENDA

Consider a resolution adopting items 1 through 10

- | | <u>TAB #</u> |
|---|---------------------|
| 1. February 1, 2016 City Council regular meeting minutes | 1 |
| 2. February payables and receipts (check numbers 006781-006913) | 2 |
| 3. February building, plumbing and mechanical permits report | 3 |
| 4. Renewal of boat trailer parking agreement with Andersen Corporation for 2016 | 4 |
| 5. Waiver of statutory tort liability limits for city insurance coverage | 5 |
| 6. Hiring of Riley Cameron as a part-time police officer and PERA declaration (<i>Resolution 16-__</i>) | 6 |
| 7. Pay application #9 from Kraus Anderson and subcontractors for Fire Hall construction | 7 |
| 8. Special event application from Victoria McKinney for a wedding at Lakeside Park on Friday, September 23, 2016 | 8 |
| 9. Special event applications from Bayport Community Action League for 2016 events | 9 |
| 10. Special event application from Bayport Community Action League for a craft fair at Village Green Park on Saturday, June 4, 2016 (new event) | 10 |

SWEARING IN OF POLICE OFFICER RILEY CAMERON

PUBLIC HEARINGS

TAB #

UNFINISHED BUSINESS

1. Consider concept parking lot plan and provide authorization to prepare bidding documents for project at 169 3rd Street North 11

NEW BUSINESS

CITY COUNCIL LIAISON REPORTS

- STAFF/CITY ADMINISTRATOR REPORTS** 12

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

- 1.
- 2.

ADJOURNMENT

RESOLUTION NO. 16-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD MARCH 7, 2016**

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 7th day of March 2016 at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-10 FROM THE
MARCH 7, 2016 CITY COUNCIL AGENDA**

1. February 1, 2016 City Council regular meeting minutes
2. February payables and receipts (check numbers 006781-006913)
3. February building, plumbing and mechanical permits report
4. Renewal of boat trailer parking agreement with Andersen Corporation for 2016
5. Waiver of statutory tort liability limits for city insurance coverage
6. Hiring of Riley Cameron as a part-time police officer and PERA declaration (*Resolution 16-__*)
7. Pay application #9 from Kraus Anderson and subcontractors for Fire Hall construction
8. Special event application from Victoria McKinney for wedding at Lakeside Park on Friday, September 23, 2016
9. Special event applications from Bayport Community Action League for 2016 events
10. Special event application from Bayport Community Action League for a craft fair at Village Green Park on Saturday, June 4, 2016 (new event)

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

Susan St. Ores –
Connie Carlson –
Michele Hanson –

Dan Goldston –
Patrick McGann –

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 7th day of March 2016.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
FEBRUARY 1, 2016
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of February 1, 2016 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Members Absent: None

Staff Present: City Administrator Logan Martin, Fire Chief Allen Eisinger, Public Works Supervisor Mel Horak, City Engineer John Parotti, City Attorney Andy Pratt, and Assistant City Administrator/Planner Sara Taylor

APPROVAL OF AGENDA

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to approve the February 1, 2016 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The January recycling award recipient is Allen Mishek who will be awarded for his recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

1. Tara Johnson, 620 Oakwood Street South, expressed concerns about the city's process for issuing a building permit for a garage at 636 Minnesota Street South and the lack of written documentation and response to her concerns. She said the construction plans that were submitted do not represent the permit that was issued. As a result, she filed a Notice of Appeal for the project. She hopes this appeal will give the city an opportunity to review its processes and documentation. Administrator Martin stated the project is now on hold pending city attorney review of the appeal and verification of the elevation concerns raised by Mrs. Johnson. Staff has requested additional design elevation detail from the homeowner, and Mrs. Johnson will be updated in writing when the information is vetted and a determination made by the city.
2. Blake Anderson, 795 2nd Avenue North, inquired about the city's practice of parking impounded vehicles in the Public Works garage and suggested there may be an opportunity to collect a storage fee. Mayor St. Ores said staff has discussed this in the past and will investigate further. He also recommended updating the city's infrastructure under Highway 95 prior to the highway being reconstructed once the new bridge is finished. Administrator Martin said the Minnesota Department of Transportation (MnDOT) plans on repaving/rehabbing Highway 95 in the next 4-5 years, which will give the city time to coordinate a plan to replace its aging infrastructure under the highway in conjunction with the MnDOT work. Staff has been making good progress on a study of the city's entire infrastructure, and City Engineer Parotti said the drainage plan is 80% complete. He said a draft report will be available this summer. Mayor St. Ores wants business owners along Highway 95

to have sufficient time to plan for any financial impacts a major construction project may have on their businesses. Mr. Anderson expressed concerns with the current Fire Hall flat roof leaking and recommended adding a pitched roof if the city makes major repairs to the building. He also commented on the route from the new Fire Hall location to Oak Park Heights.

3. Kris Kregel, 18 Point Road, commented on streamlining the approach from Highway 36 to Highway 95 when MnDOT completes the Highway 95 rehab project in 4-5 years, and believes the current 40 mile per hour speed limit on Highway 95 should be increased north of the stoplight by Point Road. He also requested that police patrols travel both clockwise and counterclockwise on Point Road.

CONSENT AGENDA

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

Councilmember Goldston introduced the following resolution and moved its adoption:

Resolution 16-02

RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-8 FROM THE FEBRUARY 1, 2016 CITY COUNCIL AGENDA

1. January 4, 2016 City Council regular meeting minutes
2. January payables and receipts (check numbers 006672-006781)
3. January building, plumbing and mechanical permits report
4. Mutual Aid Agreement between Fire Departments of Washington County, MN and St. Croix County, WI
5. Donation of an automatic external defibrillator from the Shakopee Mdewakanton Sioux Public Safety LIFE Program to the Bayport Police Department
6. Donation of a portable gas grill from Phil and Susan St. Ores for the new Bayport Fire Hall
7. Special event application from the Kinnicroix Girl Scouts for a day camp at Lakeside Park on July 14-17, 2016
8. Pay application #8 from Kraus Anderson and subcontractors for Fire Hall construction

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

Susan St. Ores – aye
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Patrick McGann – aye

PUBLIC HEARINGS

UNFINISHED BUSINESS

Discuss potential reuse options and cost estimates for the existing Fire Hall building: Administrator Martin said Kraus Anderson provided a pro-bono scope of work and preliminary cost estimate to complete the necessary repairs to the existing Fire Hall building and convert the space into a workable office area. He summarized a large-scale cost estimate that detailed necessary repair items, as well as optional upgrade work that could be done to prepare the building for potential leasing opportunities. Kraus Anderson's total of \$654,726 includes several optional upgrades; however staff estimates a minimum of \$200,000 would be necessary to convert the building into an open shell space. Kraus Anderson's figure does not include the city's previously generated estimate of \$70,000 to repair the roof. Mayor St. Ores recognized the value of the detailed cost estimate for use in determining the next steps with the building and thanked Kraus Anderson for providing it at no charge. Conversations

continue with potential end users for a renovated space, but no firm commitments have been reached. The City Council will likely discuss this further at the March 7 workshop and as additional information becomes available.

Update on redevelopment of the property located at 169 3rd Street North: Administrator Martin reported the city closed on the purchase of the property located at 169 3rd Street North on January 22, after addressing a few unexpected title issues that delayed the acquisition for approximately two months. The next step is to refine the design for the proposed municipal parking lot concept to maximize the favorable spring bidding timeframe. The City Council will discuss the project further at the March 7 workshop.

NEW BUSINESS

COUNCIL LIAISON REPORTS

Councilmember Hanson reported on the Central St. Croix Valley Joint Cable Commission meeting. Office Administrator Kathy Cinnamon is retiring March 15, and the Commission is in the process of hiring her replacement. The Commission continues to work on finalizing a franchise agreement with Comcast.

Councilmember Goldston reported on the January 14 meeting of the Middle St. Croix Watershed Management Organization (MSCWMO). This was his first meeting as the city's liaison to the MSCWMO and he noted the organization's role in protecting the St. Croix River. Mayor St. Ores requested that the Department of Natural Resources provide an update on the presence of invasive carp in the St. Croix River at a future City Council meeting.

Councilmember Carlson reported on the January 28 Library Board meeting. Library Director Jill Smith continues work on updating the library's website, and the library recently received a matching grant from the Occupational Health and Safety Administration to install security cameras and a panic button. The computer network has been upgraded and patrons should notice improved internet access. Past and upcoming events were highlighted, including a new baby story time on Thursday mornings. Details on all programs can be found on the library's website.

Mayor St. Ores reported the Greater Stillwater Chamber of Commerce is hosting a Community Showcase at the Stillwater Area High School on Sunday, April 10, 11:00 a.m. to 4:00 p.m. This new event replaces the Stillwater Home and Garden Show and admission is free to the public.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Eisinger presented the Fire Department's annual report, including runs by month, with a total of 1,234 calls in 2015. Medical calls accounted for 71% of the runs, and Oak Park Heights generated the highest number of calls, followed by Bayport. He reported the new, more centrally located Fire Hall should result in an insurance premium decrease for many residents in Baytown and West Lakeland because they will be within five miles of the new station and in a more favorable Insurance Service Office (ISO) classification. Additionally, Chief Eisinger worked with ISO to more clearly define properties within 1,000 feet of a fire hydrant, and certain property owners in Baytown and the Inspiration neighborhood should also realize a decrease in their insurance rates. He reviewed a major house fire in Baytown last month, as well as department training, meetings and drills. Residents were reminded to install and test carbon monoxide alarms and to clear snow and debris from exhaust vents to prevent a buildup of carbon monoxide. Fire Inspector Mike Bell is currently undergoing treatment for a brain tumor and department members are assisting Mike's family as needed. On behalf of the city,

Mayor St. Ores extended wishes to Mike for a healthy recovery and thanked the firefighters for helping the Bell family.

Public Works Supervisor Horak reviewed his written report and reminded drivers to reduce their speed in winter driving conditions and anticipate longer stopping distances. He said industry standards for road salt use are changing, due to the negative effect salt has on the environment.

Assistant City Administrator/Planner Taylor has been working on a Request for Proposals to consolidate cleaning services for City Hall, the Library and new Fire Hall with one vendor, to achieve better pricing and service. The city hopes to have a new cleaning vendor selected by early March. The 2016 Bayport Community Action League (BCAL) calendar of events was highlighted, and BCAL members were thanked for their efforts in sponsoring the events. The 2016 edition of the St. Croix Valley Regional Tourism Alliance guidebook is due out soon and includes general Bayport information, as well as showcases BCAL events. The guidebook circulation is over 25,000 and copies will be available at City Hall.

Administrator Martin provided a construction update on the new Fire Hall. The building exterior work is largely complete and the inside finish work is expected to be complete in late February/early March. The department plans to operate out of both stations for approximately one week, to allow for any required adjustments to the new building. A public open house is planned for later this spring. Staff received notification from the Metropolitan Council Community Solar Collaborative that the city has an opportunity to participate in its Community Solar Gardens initiative. This would allow the city to purchase some of its electricity at a reduced rate via community solar panels. City staff will continue to vet this opportunity and provide more information at an upcoming meeting. As requested by the City Council, SEH analyzed the Fire Department's trial run of its ladder truck through Inspiration to gauge maneuverability through the development when one-sided parking is implemented. SEH's traffic engineer is finalizing his recommendations for the placement of on-street parking, which will be enforced this spring. The Police Department recently received a grant donation of an automatic external defibrillator from the Shakopee Mdewakanton Sioux Public Safety LIFE program.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Hanson thanked Phil and Susan St. Ores for their donation of a portable gas grill for the new Fire Hall.

ADJOURNMENT

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to adjourn the meeting at 7:28 p.m. Motion carried 5-0.

City Administrator/Clerk

CITY OF BAYPORT

*Budget Control Summary

Current Period: FEBRUARY 2016

Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance
FUND 101 GENERAL				
Revenue Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$1,920,019.00	\$181,845.89	\$1,738,173.11	90.53%
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	\$104,000.00	\$10,197.08	\$93,802.92	90.20%
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	\$94,900.00	\$8,806.37	\$86,093.63	90.72%
DEPT 42200 FIRE PROTECTION	\$434,242.00	\$46,641.67	\$387,600.33	89.26%
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 STREET MAINT	\$7,000.00	\$0.00	\$7,000.00	100.00%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$32,150.00	\$1,200.00	\$30,950.00	96.27%
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43300 CEMETERY	\$12,000.00	\$7,655.00	\$4,345.00	36.21%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Accounts	\$2,610,311.00	\$258,346.01	\$2,351,964.99	90.10%
Expenditure Accounts				
DEPT 41100 ELECTIONS	\$4,500.00	\$600.00	\$3,900.00	86.67%
DEPT 41200 MAYOR & COUNCIL	\$154,601.00	\$22,151.72	\$132,449.28	85.67%
DEPT 41240 RECYCLING	\$6,895.00	\$405.41	\$6,489.59	94.12%
DEPT 41400 ADMINISTRATION	\$161,041.00	\$17,514.81	\$143,526.19	89.12%
DEPT 41910 PLANNING & ZONING	\$252,853.00	\$33,978.63	\$218,874.37	86.56%
DEPT 41940 MUNICIPAL BUILDINGS	\$50,131.00	\$7,931.58	\$42,199.42	84.18%
DEPT 42100 POLICE	\$817,428.00	\$94,775.13	\$722,652.87	88.41%
DEPT 42200 FIRE PROTECTION	\$506,185.00	\$42,058.91	\$464,126.09	91.69%
DEPT 42201 FIRE STATION	\$0.00	\$55,256.10	-\$55,256.10	0.00%
DEPT 43100 STREET MAINT	\$312,784.00	\$21,385.90	\$291,398.10	93.16%
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	\$433.85	-\$433.85	0.00%
DEPT 43160 STREET LIGHTING	\$31,750.00	\$1,829.01	\$29,920.99	94.24%
DEPT 43200 PARKS	\$65,126.00	\$4,765.54	\$60,360.46	92.68%
DEPT 43300 CEMETERY	\$7,475.00	\$1,513.79	\$5,961.21	79.75%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
Total Expenditure Accounts	\$2,370,769.00	\$304,600.38	\$2,066,168.62	87.15%

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***Fund Summary -
Budget to Actual©**

FEBRUARY 2016

	2015 YTD Budget	FEBRUARY MTD Amount	2016 YTD Amount	2016 YTD Balance	2016 % YTD Budget
FUND 101 GENERAL					
Revenue	\$2,610,311.00	\$10,953.98	\$258,346.01	\$2,351,964.99	9.90%
Expenditure	\$2,370,769.00	\$201,371.87	\$304,600.38	\$2,066,168.62	12.85%
		<u>-\$190,417.89</u>	<u>-\$46,254.37</u>		
FUND 102 STREET RECONSTRUCTION					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 103 G O TIF BD FUND 1990 CAP PROJ					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 106 TIF ECON DEV DIST 2					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 200 FIRE EQUIPMENT REPLACEMENT FUN					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 201 D.A.R.E.					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 202 DRUG FORFEITURE					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 203 PUBLIC WORKS EQUIPMENT REPL					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 204 RECREATION CAP EQUIP & MAINT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 205 TAX STABILIZATION FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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*Fund Summary -
Budget to Actual©

FEBRUARY 2016

	2016 YTD Budget	FEBRUARY MTD Amount	2016 YTD Amount	2016 YTD Balance	2016 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 206 WATER/SEWER IMPROVEMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 207 PARK IMPROVEMENT FUND					
Revenue	\$0.00	\$7,000.00	\$8,000.00	-\$8,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$7,000.00	\$8,000.00		
FUND 208 PRISON SEWER PROJECT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 209 DEVELOPER REIMBURSED PROJECTS					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 210 K-9 UNIT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 211 LIBRARY					
Revenue	\$295,800.00	\$2,558.99	\$3,479.89	\$292,320.11	1.18%
Expenditure	\$295,730.72	\$22,350.96	\$34,645.03	\$261,085.69	11.72%
		-\$19,791.97	-\$31,165.14		
FUND 300 ANDERSEN WINDOWS EQUIP GRANT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 303 GO TIF BOND 1990 DEBT SERVICE					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$5,965.33	\$229,421.35	-\$229,421.35	0.00%
		-\$5,965.33	-\$229,421.35		
FUND 311 GO IMPROV BONDS OF 1992 DEBT S					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 400 NEW FIRE STATION					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$309,923.69	\$780,451.16	-\$780,451.16	0.00%
		-\$309,923.69	-\$780,451.16		

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***Fund Summary -
Budget to Actual©**

FEBRUARY 2016

	2016 YTD Budget	FEBRUARY MTD Amount	2016 YTD Amount	2016 YTD Balance	2016 % YTD Budget
FUND 412 CEMETERY CAPITAL IMPROV					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 413 POLICE EQUIPMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 414 OFFICE AUTOMATION					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 415 MUNICIPAL BLDGS MAINT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 416 PERRO CREEK OUTLET					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 601 WATER					
Revenue	\$359,250.00	\$245.95	\$2,352.72	\$356,897.28	0.65%
Expenditure	\$526,458.00	\$29,660.18	\$48,400.05	\$478,057.95	9.19%
		-\$29,414.23	-\$46,047.33		
FUND 602 SEWER					
Revenue	\$640,000.00	\$0.00	\$756.94	\$639,243.06	0.12%
Expenditure	\$337,012.00	\$50,097.23	\$126,460.41	\$210,551.59	37.52%
		-\$50,097.23	-\$125,703.47		
FUND 800 INVESTMENTS-POOLED					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 803 P & Z ESCROWS					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$300.63	\$480.52	-\$480.52	0.00%
		-\$300.63	-\$480.52		
FUND 851 NON EXP TRUST					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
Report Total		-\$598,910.97	-\$1,251,523.34		

CITY OF BAYPORT
REVENUE SUMMARY YTD THRU 02/29/2016

FUND	FUND Descr	2016 Budget	2016 YTD Amt	2016 % of Budget	2016 % of Budget Remain
FUND 101	GENERAL	\$2,610,311.00	\$258,346.01	9.90%	90.10%
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	\$0.00	0.00%	0.00%
FUND 203	PUBLIC WORKS EQUIPMENT REP	\$0.00	\$0.00	0.00%	0.00%
FUND 204	RECREATION CAP EQUIP & MAIN	\$0.00	\$0.00	0.00%	0.00%
FUND 205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 206	WATER/SEWER IMPROVEMENT F	\$0.00	\$0.00	0.00%	0.00%
FUND 207	PARK IMPROVEMENT FUND	\$0.00	\$8,000.00	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	\$3,479.89	1.18%	98.82%
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	\$0.00	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$359,250.00	\$2,352.72	0.65%	99.35%
FUND 602	SEWER	\$640,000.00	\$756.94	0.12%	99.88%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	\$0.00	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$3,905,361.00	\$272,935.56	6.99%	93.01%

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
FUND 101 GENERAL					
101	01/28/16	\$802.60	5649	GAMBLING PROCEEDS CK # 11362	R 101-00000-32204 GAMBLIN
101	02/22/16	\$1.00	16900	COPIE - CASH	R 101-00000-33100 ADMINIS
101	02/01/16	\$28.00	5657	ASSESSMENT SEARCH CK # 1753	R 101-00000-34105 USER FEE
101	02/11/16	\$28.00	5678	ASSESSMENT SEARCH CK # 1946	R 101-00000-34105 USER FEE
101	01/26/16	\$1.00	5643	PLUMBING SURCHARGE - RESIDENTIAL C	G 101-20104 STATE SURCHA
101	01/26/16	\$1.00	5643	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/28/16	\$1.00	5652	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/28/16	\$1.00	5653	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/28/16	\$1.00	5654	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	01/28/16	\$1.00	5655	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/01/16	\$1.10	5660	BUILDING SURCHARGE CK # 05006	G 101-20104 STATE SURCHA
101	02/01/16	\$1.00	5661	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/18/16	\$1.00	5691	PLUMBING SURCHARGE - RESIDENTIAL	G 101-20104 STATE SURCHA
101	02/18/16	\$1.00	5691	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	02/01/16	\$2.00	5657	State Sales Tax CK # 1753	G 101-20603 SALES TAX PAY
101	02/04/16	\$5.34	5671	State Sales Tax CK # 8804	G 101-20603 SALES TAX PAY
101	02/04/16	\$5.35	5672	State Sales Tax CK # 3137	G 101-20603 SALES TAX PAY
101	02/04/16	\$5.34	5672	State Sales Tax CK # 3137	G 101-20603 SALES TAX PAY
101	02/11/16	\$2.00	5678	State Sales Tax CK # 1946	G 101-20603 SALES TAX PAY
101	02/11/16	\$1.66	5679	State Sales Tax CK # 72703543	G 101-20603 SALES TAX PAY
101	02/22/16	\$0.07	16900	COPIE - CASH	G 101-20603 SALES TAX PAY
101	02/22/16	\$69.89	5695	HEALTH PARTNERS CK # 5789715	G 101-27109 HEALTH PARTN
101	02/22/16	\$75.00	5695	HEALTH SAVING ACCT. CK # 5789715	G 101-27122 H S A
101	01/28/16	\$50.00	5652	CONTRACTOR LICENSE - SPECIALTY CK #	R 101-41910-32100 BUSINES
101	02/01/16	\$100.00	5660	CONTRACTOR LICENSE - GENERAL CK #	R 101-41910-32100 BUSINES
101	02/01/16	\$50.00	5661	CONTRACTOR LICENSE - SPECIALTY CK #	R 101-41910-32100 BUSINES
101	02/18/16	\$50.00	5691	CONTRACTOR LICENSE - SPECIALTY Hug	R 101-41910-32100 BUSINES
101	02/04/16	\$50.00	5662	SIGN PERMIT - TEMPORARY CK # 2446	R 101-41910-32200 NONBUSI
101	01/26/16	\$321.39	5643	BUILDING PERMIT CK # 9473	R 101-41910-32210 BUILDIN
101	02/01/16	\$88.50	5660	BUILDING PERMIT CK # 05006	R 101-41910-32210 BUILDIN
101	02/01/16	\$57.52	5660	PLAN REVIEW CK # 05006	R 101-41910-32210 BUILDIN
101	01/26/16	\$79.00	5643	PLUMBING PERMIT - RESIDENTIAL CK #	R 101-41910-32220 PLUMBIN
101	02/18/16	\$79.00	5691	PLUMBING PERMIT - RESIDENTIAL	R 101-41910-32220 PLUMBIN
101	01/26/16	\$79.00	5643	MECHANICAL PERMIT - RESIDENTIAL CK	R 101-41910-32230 MECHANI
101	01/28/16	\$79.00	5652	MECHANICAL PERMIT - RESIDENTIAL CK	R 101-41910-32230 MECHANI
101	01/28/16	\$79.00	5653	MECHANICAL PERMIT - RESIDENTIAL CK	R 101-41910-32230 MECHANI
101	01/28/16	\$79.00	5654	MECHANICAL PERMIT - RESIDENTIAL CK	R 101-41910-32230 MECHANI
101	01/28/16	\$79.00	5655	MECHANICAL PERMIT - RESIDENTIAL CK	R 101-41910-32230 MECHANI
101	02/01/16	\$79.00	5661	MECHANICAL PERMIT - RESIDENTIAL CK	R 101-41910-32230 MECHANI
101	02/18/16	\$79.00	5691	MECHANICAL PERMIT - RESIDENTIAL	R 101-41910-32230 MECHANI
101	02/12/16	\$500.00	5683	VACANT BUILDING REGISTRATION Five B	R 101-41910-34100 P & Z PE
101	02/10/16	\$10.00	5667	PET LICENSE - SPAY/NEUT HERSETH #45	R 101-42100-32240 ANIMAL F
101	02/16/16	\$10.00	5687	PET LICENSE - SPAY/NEUT CASH - MISHE	R 101-42100-32240 ANIMAL F
101	02/17/16	\$10.00	5688	PET LICENSE - SPAY/NEUT CASH - LANG	R 101-42100-32240 ANIMAL F
101	02/17/16	\$10.00	5689	PET LICENSE - SPAY/NEUT CASH - TODD	R 101-42100-32240 ANIMAL F
101	02/29/16	\$1,931.16	16901	JAN 2016 WASH CO TRAIL CT	R 101-42100-35101 COURT FI
101	02/29/16	\$1,126.62	16902	OCT-DEC 2015 DWI ENFORCEMENT	R 101-42100-36233 GRANTS
101	01/26/16	\$10.00	5642	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	01/26/16	\$10.00	5642	ANIMAL CONTROL CK # 4513	R 101-42100-37000 MISCELL
101	01/28/16	\$10.00	5645	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	01/28/16	\$20.00	5646	ANIMAL CONTROL CK # 1320	R 101-42100-37000 MISCELL
101	01/28/16	\$10.00	5647	ANIMAL CONTROL CK # 7418	R 101-42100-37000 MISCELL

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101	01/28/16	\$10.00	5647	ANIMAL CONTROL CK # 3924	R 101-42100-37000 MISCELL
101	01/28/16	\$20.00	5647	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	01/28/16	\$30.00	5647	ANIMAL CONTROL CK # 3208	R 101-42100-37000 MISCELL
101	01/28/16	\$30.00	5651	ANIMAL CONTROL CK # 9838	R 101-42100-37000 MISCELL
101	01/28/16	\$10.00	5651	ANIMAL CONTROL CK # 9838	R 101-42100-37000 MISCELL
101	01/28/16	\$10.00	5651	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	01/28/16	\$20.00	5651	ANIMAL CONTROL CK # 3719	R 101-42100-37000 MISCELL
101	01/28/16	\$20.00	5651	ANIMAL CONTROL CK # 5704	R 101-42100-37000 MISCELL
101	02/01/16	\$60.00	5659	ANIMAL CONTROL CK # 11032	R 101-42100-37000 MISCELL
101	02/01/16	\$10.00	5659	ANIMAL CONTROL CK # 11346	R 101-42100-37000 MISCELL
101	02/01/16	\$10.00	5659	ANIMAL CONTROL CK # 345	R 101-42100-37000 MISCELL
101	02/01/16	\$20.00	5659	ANIMAL CONTROL CK # 5787	R 101-42100-37000 MISCELL
101	02/01/16	\$10.00	5659	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	02/01/16	\$10.00	5659	ANIMAL CONTROL CK # 2359	R 101-42100-37000 MISCELL
101	02/01/16	\$30.00	5659	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	02/01/16	\$20.00	5659	ANIMAL CONTROL CK # 7278	R 101-42100-37000 MISCELL
101	02/02/16	\$10.00	5664	ANIMAL CONTROL CK # 9733	R 101-42100-37000 MISCELL
101	02/03/16	\$10.00	5666	ANIMAL CONTROL CK # 13183	R 101-42100-37000 MISCELL
101	02/03/16	\$10.00	5666	ANIMAL CONTROL CK # 1332	R 101-42100-37000 MISCELL
101	02/04/16	\$10.00	5670	ANIMAL CONTROL CK # 5018	R 101-42100-37000 MISCELL
101	02/16/16	\$10.00	5684	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	02/16/16	\$10.00	5684	ANIMAL CONTROL CK # 5229	R 101-42100-37000 MISCELL
101	02/16/16	\$10.00	5684	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	02/16/16	\$25.00	5686	BURNING PERMIT CASH	R 101-42200-32200 NONBUSI
101	02/18/16	\$20.00	5690	BURNING PERMIT People's Church #1666	R 101-42200-32200 NONBUSI
101	02/11/16	\$23.34	5679	FIRE REPORTS CK # 72703543	R 101-42200-34105 USER FEE
101	02/04/16	\$75.00	5671	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	02/04/16	\$75.00	5672	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	02/04/16	\$75.00	5672	PICNIC SHELTER - NONRESIDENT (101-2	R 101-43200-34780 PARK FEE
101	02/11/16	\$800.00	5677	CEMETERY - GRAVE Donald Peterson #78	R 101-43300-34940 CEMETER
101	02/11/16	\$500.00	5677	CEMETERY - WINTER CASKET BURIAL	R 101-43300-34940 CEMETER
101	02/11/16	\$700.00	5677	CEMETERY - OPEN/CLOSE GRAVE- CASKE	R 101-43300-34940 CEMETER
101	02/11/16	\$500.00	5677	CEMETERY - HEADSTONE DEPOSIT	R 101-43300-34940 CEMETER
101	02/12/16	\$300.00	5681	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
101	02/12/16	\$250.00	5681	CEMETERY - WINTER BURIAL CREMAINS	R 101-43300-34940 CEMETER
101	02/12/16	\$700.00	5682	CEMETERY - OPEN/CLOSE GRAVE- CASKE	R 101-43300-34940 CEMETER
101	02/12/16	\$500.00	5682	CEMETERY - WINTER CASKET BURIAL	R 101-43300-34940 CEMETER

FUND 101 GENER \$11,105.88

FUND 206 WATER/SEWER IMPROVEMENT FUND

206	02/04/16	\$247.60	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/22/16	\$4.18	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	02/22/16	\$4.35	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
206	02/22/16	\$9.87	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/16	\$34.12	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	02/22/16	\$12.60	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/16	\$208.96	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/22/16	\$22.90	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/22/16	\$20.72	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/16	\$10.04	0	UB Receipt Serv 27 TRUNK W/COMM	G 206-12103 A/R GEN BILLIN
206	02/22/16	\$151.04	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/16	\$24.10	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/16	\$53.31	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/16	\$38.56	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
206	02/22/16	\$228.04	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/16	\$59.10	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	02/04/16	\$12.10	0	UB Receipt Serv 37 TRUNK S/COMM	G 206-12103 A/R GEN BILLIN
FUND 206 WATE		\$1,141.59			
FUND 207 PARK IMPROVEMENT FUND					
207	02/04/16	\$7,000.00	5668	PARK DEDICATION CK # 10454	R 207-00000-34780 PARK FEE
FUND 207 PARK I		\$7,000.00			
FUND 211 LIBRARY					
211	02/22/16	\$65.00	5693	LIBRARY SERVICE CHARGE CASH	R 211-45500-34760 LIBRARY
211	02/22/16	\$24.00	5693	LIBRARY SERVICE CHARGE CK # 3300	R 211-45500-34760 LIBRARY
211	02/22/16	\$8.00	5693	LIBRARY SERVICE CHARGE CK # 1382	R 211-45500-34760 LIBRARY
211	02/22/16	\$8.00	5693	LIBRARY SERVICE CHARGE CK # 4025	R 211-45500-34760 LIBRARY
211	02/22/16	\$80.00	5694	LIBRARY RENT CASH	R 211-45500-36220 RENTAL I
211	02/22/16	\$280.00	5694	LIBRARY RENT CK # 314087	R 211-45500-36220 RENTAL I
211	02/22/16	\$910.00	5694	LIBRARY RENT CK # 701315	R 211-45500-36220 RENTAL I
211	02/02/16	\$1,000.00	5663	LIBRARY DONATIONS CK # 2042	R 211-45500-36230 DONATIO
211	02/22/16	\$100.00	5694	LIBRARY DONATIONS CK # 107559111	R 211-45500-36230 DONATIO
211	02/22/16	\$83.99	5694	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
FUND 211 LIBRA		\$2,558.99			
FUND 601 WATER					
601	02/22/16	\$4.42	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	02/22/16	\$7.32	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	02/22/16	\$39.46	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	02/22/16	\$97.15	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/22/16	\$3,010.37	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/22/16	\$13.91	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/22/16	\$282.89	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/22/16	\$21.72	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/22/16	\$550.94	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/04/16	\$17.21	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/04/16	\$128.57	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/04/16	\$798.05	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/04/16	\$694.94	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/04/16	\$25.02	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	02/04/16	\$3,094.81	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	02/04/16	\$1.59	0	UB Receipt Serv 8 SAFE WT'R FE	G 601-14601 WATER BILLING
601	02/04/16	\$2.46	0	UB Receipt Serv Pen 5 COMM WATER	G 601-14601 WATER BILLING
601	02/04/16	\$130.26	0	UB Receipt Serv 5 COMM WATER	G 601-14601 WATER BILLING
601	02/04/16	\$233.67	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/22/16	\$0.68	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	02/04/16	\$11.60	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
FUND 601 WATE		\$9,167.04			
FUND 602 SEWER					
602	02/04/16	\$284.35	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
602	02/22/16	\$234.94	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/29/16	\$21,685.52	0	UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	02/22/16	\$11.96	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/22/16	\$41.17	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/22/16	\$82.15	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/22/16	\$1,697.38	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/22/16	\$7.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
602	02/04/16	\$2,340.58	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/22/16	\$10.26	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/16	\$435.86	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/16	\$2.46	0	UB Receipt Serv Pen 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/04/16	\$147.08	0	UB Receipt Serv 25 COMM SEWER	G 602-14602 SEWER BILLING
602	02/04/16	\$118.77	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/16	\$15.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/16	\$269.37	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	02/04/16	\$14.74	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	02/22/16	\$106.95	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
FUND 602 SEWER		<u>\$27,506.04</u>			
		<u>\$58,479.54</u>			

CITY OF BAYPORT
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DEPT	DEPT Descr	2016 Budget	2016 YTD Amt	Balance	2016 % of Budget Remain
FUND 101 GENERAL					
41100	ELECTIONS	\$4,500.00	\$600.00	\$3,900.00	86.67%
41200	MAYOR & COUNCIL	\$154,601.00	\$22,151.72	\$132,449.28	85.67%
41240	RECYCLING	\$6,895.00	\$405.41	\$6,489.59	94.12%
41400	ADMINISTRATION	\$161,041.00	\$17,514.81	\$143,526.19	89.12%
41910	PLANNING & ZONING	\$252,853.00	\$33,978.63	\$218,874.37	86.56%
41940	MUNICIPAL BUILDINGS	\$50,131.00	\$7,931.58	\$42,199.42	84.18%
42100	POLICE	\$817,428.00	\$94,775.13	\$722,652.87	88.41%
42200	FIRE PROTECTION	\$506,185.00	\$42,058.91	\$464,126.09	91.69%
42201	FIRE STATION	\$0.00	\$55,256.10	-\$55,256.10	0.00%
43100	STREET MAINT	\$312,784.00	\$21,385.90	\$291,398.10	93.16%
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	\$433.85	-\$433.85	0.00%
43160	STREET LIGHTING	\$31,750.00	\$1,829.01	\$29,920.99	94.24%
43200	PARKS	\$65,126.00	\$4,765.54	\$60,360.46	92.68%
43300	CEMETERY	\$7,475.00	\$1,513.79	\$5,961.21	79.75%
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL		\$2,370,769.00	\$304,600.38	\$2,066,168.62	87.15%
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	\$295,730.72	\$34,645.03	\$261,085.69	88.28%
FUND 211 LIBRARY		\$295,730.72	\$34,645.03	\$261,085.69	88.28%
FUND 400 NEW FIRE STATION					
42201	FIRE STATION	\$0.00	\$780,451.16	-\$780,451.16	0.00%
FUND 400 NEW FIRE STATION		\$0.00	\$780,451.16	-\$780,451.16	0.00%
FUND 412 CEMETERY CAPITAL IMPROV					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
43300	CEMETERY	\$0.00	\$0.00	\$0.00	0.00%
FUND 412 CEMETERY CAPITAL IMPROV		\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUND					

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DEPT	DEPT Descr	2016 Budget	2016 YTD Amt	Balance	2016 % of Budget Remain
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUND		\$0.00	\$0.00	\$0.00	0.00%
FUND 414 OFFICE AUTOMATION					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%
43200	PARKS	\$0.00	\$0.00	\$0.00	0.00%
46120	WATER	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 OFFICE AUTOMATION		\$0.00	\$0.00	\$0.00	0.00%
FUND 415 MUNICIPAL BLDGS MAINT					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41940	MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 MUNICIPAL BLDGS MAINT		\$0.00	\$0.00	\$0.00	0.00%
FUND 601 WATER					
41609	TCE EVAL GRANT	\$0.00	\$0.00	\$0.00	0.00%
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	\$52,650.00	\$5,068.56	\$47,581.44	90.37%
46120	WATER	\$473,808.00	\$43,331.49	\$430,476.51	90.85%
FUND 601 WATER		\$526,458.00	\$48,400.05	\$478,057.95	90.81%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$337,012.00	\$23,196.03	\$313,815.97	93.12%
46990	SEWER - NON-OPERATING	\$0.00	\$103,264.38	-\$103,264.38	0.00%
FUND 602 SEWER		\$337,012.00	\$126,460.41	\$210,551.59	62.48%
FUND 800 INVESTMENTS-POOLED					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
80056	KYLE CARLSON	\$0.00	\$0.00	\$0.00	0.00%
FUND 800 INVESTMENTS-POOLED		\$0.00	\$0.00	\$0.00	0.00%
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%

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EXPENSE SUMMARY YTD THRU 02/29/2016

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DEPT	DEPT Descr	2016 Budget	2016 YTD Amt	Balance	2016 % of Budget Remain
80008	CHARLES LUTZ STREET VACATI	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	PETE MILLER - PHASE 11/BAYT	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
80019	JG HAUSE CONSTRUCTION	\$0.00	\$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/VRAMBOUT	\$0.00	\$0.00	\$0.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$0.00	\$0.00	0.00%
80050	12 POINT ROAD	\$0.00	\$0.00	\$0.00	0.00%
80051	BERGSTROM/ ENG & GRADING	\$0.00	\$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%
80054	LYNN MOST	\$0.00	\$0.00	\$0.00	0.00%
80055	MATTAMY MN PARTNERSHIP	\$0.00	\$480.52	-\$480.52	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%
FUND 803 P & Z ESCROWS		\$0.00	\$480.52	-\$480.52	0.00%

CITY OF BAYPORT
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DEPT	DEPT Descr	2016 Budget	2016 YTD Amt	Balance	2016 % of Budget Remain
		\$3,529,969.72	\$1,295,037.55	\$2,234,932.17	63.31%

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Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
FUND 101 GENERAL									
DEPT 41100 ELECTIONS									
WASHINGTON COUNTY R	101	02/25/16	\$600.00	E	41100	416	AUTOMARK MAINT.	REPAIR/MAINT OF	006912
			\$600.00						
DEPT 41200 MAYOR & COUNCIL									
U S BANK VISA	101	02/29/16	\$2.36	E	41200	201	INNOVATIVE OFFICE SOL	OFFICE SUPPLIES	006907
U S BANK VISA	101	02/04/16	-\$9.57	E	41200	201	JAN 2016 ADM 4300 208	OFFICE SUPPLIES	006802
U S BANK VISA	101	02/04/16	\$15.42	E	41200	201	JAN 2016 ADM 4300 208	OFFICE SUPPLIES	006802
ECKBERG LAMMERS	101	02/25/16	\$250.00	E	41200	300	PREP & ATTEND CC MTG	PROF SER-LEGAL	006855
ECKBERG LAMMERS	101	02/25/16	\$495.00	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	006855
ECKBERG LAMMERS	101	02/25/16	\$395.25	E	41200	300	636 MN ST.	PROF SER-LEGAL	006855
S E H	101	02/25/16	\$65.06	E	41200	301	ATTEND CC MTG.	PROF SER-ENGIN	006892
S E H	101	02/25/16	\$706.99	E	41200	301	ATTEND STAFF MTG'S	PROF SER-ENGIN	006892
S E H	101	02/25/16	\$651.48	E	41200	301	INSPIRATION PHASES	PROF SER-ENGIN	006892
COMPLETE HEALTH ENVI	101	02/25/16	\$370.00	E	41200	306	JAN 2016 MAINT. PLAN	PROF SER-OTHER	006853
WASHINGTON COUNTY R	101	02/25/16	\$35.00	E	41200	350	TAX LEVY BOOK 2015	PRINTING & PUBL	006912
ECM PUBLISHERS, INC.	101	02/25/16	\$28.53	E	41200	350	2016 SUMMARY BUDGET	PRINTING & PUBL	006856
BAYPORT PRINTING HOU	101	02/25/16	\$926.01	E	41200	351	JAN 2016 NEWSLETTER	NEWS LETTER PRI	006847
ST. CROIX RIVER ASSOCI	101	02/25/16	\$35.00	E	41200	402	2016 REGISTRATION/SA	CONFERENCES &	006898
U S BANK VISA	101	02/29/16	\$60.00	E	41200	433	MN GOVERNMENT	DUES & MEMBERS	006907
			\$4,026.53						
DEPT 41400 ADMINISTRATION									
U S BANK VISA	101	02/04/16	\$92.56	E	41400	201	JAN 2016 ADM 4300 208	OFFICE SUPPLIES	006802
U S BANK VISA	101	02/29/16	\$14.20	E	41400	201	INNOVATIVE OFFICE SOL	OFFICE SUPPLIES	006907
WELLS FARGO HBS	101	02/04/16	\$169.50	E	41400	306	4TH QTR. 2015 MTHLY S	PROF SER-OTHER	006805
NEOPOST	101	02/29/16	\$240.00	E	41400	322	POSTAGE FOR POSTAL M	POSTAGE	002043
MAMA	101	02/04/16	\$20.00	E	41400	402	MAMA/APMP MTG/LOGA	CONFERENCES &	006794
TR COMPUTER SALES LLC	101	02/25/16	\$67.50	E	41400	416	1YR RENEWAL SONICWA	REPAIR/MAINT OF	006905
AVENET WEB SOLUTIONS	101	02/25/16	\$180.00	E	41400	416	2016 ANNUAL SERVICE P	REPAIR/MAINT OF	006845
LOFFLER BUSINESS SYST	101	02/25/16	\$231.38	E	41400	416	SUPPLY HANDLING FEE	REPAIR/MAINT OF	006872
TR COMPUTER SALES LLC	101	02/25/16	\$97.50	E	41400	416	FEB 2016 MTHLY STORA	REPAIR/MAINT OF	006905
FIRST STATE BANK OF BA	101	02/29/16	\$10.00	E	41400	430	FILE FEE FOR DD	MISC	002042
FIRST STATE BANK OF BA	101	02/29/16	\$2.60	E	41400	430	PER CK FEE FOR DD	MISC	002042
PAYMENT SERVICE NETW	101	02/29/16	\$309.05	E	41400	430	PAYMENT SER MTHLY IN	MISC	002041
FIRST STATE BANK OF BA	101	02/29/16	\$10.00	E	41400	430	FILE FEE FOR DD	MISC	002040
FIRST STATE BANK OF BA	101	02/29/16	\$5.30	E	41400	430	PER CK FEE FOR DD	MISC	002040
PAYMENT SERVICE NETW	101	02/29/16	\$3.00	E	41400	430	BANKCARD DEPOSIT CC	MISC	002038
			\$1,452.59						
DEPT 41910 PLANNING & ZONING									
U S BANK VISA	101	02/29/16	\$11.83	E	41910	201	INOVATIVE OFFICE SOLU	OFFICE SUPPLIES	006907
U S BANK VISA	101	02/04/16	\$77.14	E	41910	201	JAN 2016 ADM 4300 208	OFFICE SUPPLIES	006802
HOLIDAY FLEET	101	02/04/16	\$100.56	E	41910	212	JAN FUEL	MOTOR FUELS & L	006790
S E H	101	02/25/16	\$84.00	E	41910	301	INSPIRATION PHASE III	PROF SER-ENGIN	006892
NEOPOST	101	02/29/16	\$200.00	E	41910	322	POSTAGE FOR POSTAL M	POSTAGE	002043
TR COMPUTER SALES LLC	101	02/25/16	\$81.25	E	41910	416	FEB 2016 MTHLY STORA	REPAIR/MAINT OF	006905
LOFFLER BUSINESS SYST	101	02/25/16	\$192.81	E	41910	416	SUPPLY HANDLING FEE	REPAIR/MAINT OF	006872
AVENET WEB SOLUTIONS	101	02/25/16	\$150.00	E	41910	416	2016 ANNUAL SERVICE P	REPAIR/MAINT OF	006845
TR COMPUTER SALES LLC	101	02/25/16	\$56.25	E	41910	416	1YR RENEWAL SONICWA	REPAIR/MAINT OF	006905
MINNESOTA APA	101	02/25/16	\$50.00	E	41910	433	2016 MEMBERSHIP/SARA	DUES & MEMBERS	006877
			\$1,003.84						
DEPT 41940 MUNICIPAL BUILDINGS									

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Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
CAMERON, RILEY	101	02/25/16	\$320.00	E	41940	302	FEB 2016 CITY HALL CLE	CONTRACT SERVI	006850
CAMERON, RILEY	101	02/04/16	\$240.00	E	41940	302	JAN 2016 CLEANING CH	CONTRACT SERVI	006786
PLUNKETT S PEST CONTR	101	02/29/16	\$136.80	E	41940	302	2016-2017 OLD FIRE HA	CONTRACT SERVI	006885
PLUNKETT S PEST CONTR	101	02/29/16	\$570.00	E	41940	302	2016-2017 ANNUAL SER	CONTRACT SERVI	006885
OFFICE OF ENT TECHNOL	101	02/25/16	\$738.87	E	41940	321	PHONES/CITY HALL	COMMUNICATION	006884
COMCAST	101	02/29/16	\$70.92	E	41940	321	MAR 2016 HIGH-SPEED I	COMMUNICATION	006852
XCEL	101	02/17/16	\$131.85	E	41940	380	GAS & ELECTRIC CHGS	ELECTRIC SERVIC	006837
XCEL	101	02/04/16	\$516.26	E	41940	380	JAN 2016 GAS & ELECTR	ELECTRIC SERVIC	006806
XCEL	101	02/04/16	\$225.10	E	41940	381	JAN 2016 GAS & ELECTR	FUEL FOR HEAT	006806
XCEL	101	02/17/16	\$62.71	E	41940	381	GAS & ELECTRIC CHGS	FUEL FOR HEAT	006837
MINNESOTA ELEVATOR	101	02/25/16	\$154.36	E	41940	420	FEB 2016 BI-MTHLY SER	R & M BLDGS, ST	006878
SCHMIDT MECHANICAL	101	02/25/16	\$2,568.00	E	41940	420	ALL CITY BLG'S MAINT.	R & M BLDGS, ST	006894
MN DEPT OF LABOR AND	101	02/25/16	\$100.00	E	41940	420	2016 ANNUAL ELEVATOR	R & M BLDGS, ST	006880
U S BANK VISA	101	02/29/16	\$50.41	E	41940	420	MENARDS STILLWATER	R & M BLDGS, ST	006907
ELECTRO WATCHMAN, IN	101	02/25/16	\$60.00	E	41940	420	CITY HALL	R & M BLDGS, ST	006859
DEPT 41940 MUNICIPAL BUILDING			\$5,945.28						
DEPT 42100 POLICE									
BERKLEY RISK SERVICES	101	02/04/16	\$554.85	E	42100	150	Z LUND C0040602	WORKER S COMP	006784
U S BANK VISA	101	02/29/16	\$11.83	E	42100	201	INOVATIVE OFFICE SOLU	OFFICE SUPPLIES	006907
U S BANK VISA	101	02/29/16	\$32.13	E	42100	201	OFFICE MAX	OFFICE SUPPLIES	006907
U S BANK VISA	101	02/29/16	\$37.48	E	42100	201	OFFICE MAX	OFFICE SUPPLIES	006907
U S BANK VISA	101	02/29/16	\$39.48	E	42100	201	OFFICE MAX	OFFICE SUPPLIES	006907
U S BANK VISA	101	02/04/16	\$77.14	E	42100	201	JAN 2016 ADM 4300 208	OFFICE SUPPLIES	006802
U S BANK VISA	101	02/29/16	\$38.24	E	42100	201	MENARDS	OFFICE SUPPLIES	006907
CAMERON, RILEY	101	02/25/16	\$70.50	E	42100	202	REIMBURSEMENT/POLIC	UNIFORMS - MISC	006850
U S BANK VISA	101	02/29/16	\$122.93	E	42100	202	GALLS	UNIFORMS - MISC	006907
U S BANK VISA	101	02/04/16	\$172.47	E	42100	202	PAYPAL	UNIFORMS - MISC	006802
WASHINGTON COUNTY S	101	02/17/16	\$1,099.18	E	42100	212	JAN 2016 FUEL/POLICE	MOTOR FUELS & L	006836
HOLIDAY FLEET	101	02/04/16	\$226.91	E	42100	212	JAN FUEL	MOTOR FUELS & L	006790
U S BANK VISA	101	02/04/16	\$41.98	E	42100	220	OFFICE MAX OFFICE	OPERATING SUPP	006802
ECKBERG LAMMERS	101	02/17/16	\$2,508.97	E	42100	300	JAN 2016 PROSECUTION	PROF SER-LEGAL	006814
BCA	101	02/17/16	\$15.00	E	42100	306	BACKGROUND- R CAMER	PROF SER-OTHER	006809
VERIZON WIRELESS	101	02/17/16	\$210.06	E	42100	321	JAN 2016 PHONES/POLIC	COMMUNICATION	006833
THOMAS REUTERS - WES	101	02/17/16	\$170.00	E	42100	321	JAN 2016 INFORMATION	COMMUNICATION	006830
VERIZON WIRELESS	101	02/17/16	\$264.87	E	42100	321	JAN 2016 PHONES/POLIC	COMMUNICATION	006833
NEOPOST	101	02/29/16	\$200.00	E	42100	322	POSTAGE FOR POSTAL M	POSTAGE	002043
U S BANK VISA	101	02/29/16	\$104.97	E	42100	403	CABELAS	POLICE TRAINING	006907
KEEPRS, INC	101	02/25/16	\$1,081.20	E	42100	403	OPERATING SUPPLIES/P	POLICE TRAINING	006867
BAYPORT TRANSMISSION	101	02/29/16	\$25.00	E	42100	412	2009 CHARGER/POLICE	REP & MAINT VEH	006848
BAYPORT TRANSMISSION	101	02/25/16	\$477.50	E	42100	412	2013 DODGE CHARGER/	REP & MAINT VEH	006848
TR COMPUTER SALES LLC	101	02/25/16	\$56.25	E	42100	416	1YR RENEWAL SONICWA	REPAIR/MAINT OF	006905
LOFFLER BUSINESS SYST	101	02/25/16	\$192.81	E	42100	416	SUPPLY HANDLING FEE	REPAIR/MAINT OF	006872
TR COMPUTER SALES LLC	101	02/25/16	\$81.25	E	42100	416	FEB 2016 MTHLY STORA	REPAIR/MAINT OF	006905
AVENET WEB SOLUTIONS	101	02/25/16	\$150.00	E	42100	416	2016 ANNUAL SERVICE P	REPAIR/MAINT OF	006845
DEPT 42100 POLICE			\$8,063.00						
DEPT 42200 FIRE PROTECTION									
BERKLEY RISK SERVICES	101	02/04/16	\$663.32	E	42200	150	C VON DONOP C0041448	WORKER S COMP	006784
MUNICIPAL EMERGENCY	101	02/04/16	\$380.92	E	42200	202	SUPPLIES/FIRE DEPT.	UNIFORMS - MISC	006798
MUNICIPAL EMERGENCY	101	02/29/16	\$15.15	E	42200	202	OPERATING MATERIAL/F	UNIFORMS - MISC	006881
GUARDIAN SUPPLY	101	02/17/16	\$89.99	E	42200	202	UNIFORMS SUPPLIES/FI	UNIFORMS - MISC	006819
JOHNSON PROFESSIONAL	101	02/25/16	\$999.90	E	42200	202	SHIRT SUPPLIES/FIRE D	UNIFORMS - MISC	006866
U S BANK VISA	101	02/29/16	\$29.99	E	42200	202	OFFICE MAX	UNIFORMS - MISC	006907
MUNICIPAL EMERGENCY	101	02/25/16	\$376.90	E	42200	202	OPERATING MATERIAL-U	UNIFORMS - MISC	006881

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HOLIDAY FLEET	101	02/04/16	\$828.54	E	42200	212	JAN FUEL	MOTOR FUELS & L	006790
U S BANK VISA	101	02/29/16	\$457.00	E	42200	217	DENEEN POTTERY	MATERIALS & PR	006907
U S BANK VISA	101	02/04/16	\$30.00	E	42200	220	PIZZA MAN	OPERATING SUPP	006802
U S BANK VISA	101	02/29/16	\$84.80	E	42200	220	WM SUPERCENTER	OPERATING SUPP	006907
U S BANK VISA	101	02/29/16	\$30.89	E	42200	220	FIRE #47981754430020	OPERATING SUPP	006907
BOUND TREE MEDICAL, L	101	02/29/16	\$176.97	E	42200	220	SM TOOLS OPERATING/F	OPERATING SUPP	006849
BOUND TREE MEDICAL, L	101	02/17/16	\$273.46	E	42200	240	OPERATING SUPPLIES/FI	SMALL TOOLS-EQ	006810
MENARDS-STILLWATER	101	02/17/16	\$27.87	E	42200	240	SUPPLIES/FIRE DEPT.	SMALL TOOLS-EQ	006824
MUNICIPAL EMERGENCY	101	02/29/16	\$1,147.50	E	42200	240	OPERATING SM TOOLS/F	SMALL TOOLS-EQ	006881
EMERGENCY SERVICES M	101	02/17/16	\$64.18	E	42200	321	2015 PER CALLS 2292/FI	COMMUNICATION	006816
VERIZON WIRELESS	101	02/17/16	\$80.04	E	42200	321	JAN 2016 PHONES/FIRE	COMMUNICATION	006833
VERIZON WIRELESS	101	02/29/16	\$160.08	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	006911
VERIZON WIRELESS	101	02/17/16	\$177.22	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	006833
ANCOM COMMUNICATION	101	02/17/16	\$107.00	E	42200	323	MINITOR KIT/FIRE DEPT	RADIOS-REPAIR &	006808
XCEL	101	02/17/16	\$402.92	E	42200	380	GAS & ELECTRIC CHGS	ELECTRIC SERVIC	006837
XCEL	101	02/17/16	\$627.69	E	42200	381	GAS & ELECTRIC CHGS	FUEL FOR HEAT	006837
SEVERSON, JASON	101	02/17/16	\$189.00	E	42200	402	CONFERENCE MILEAGE 2	CONFERENCES &	006829
EISINGER, JOSH	101	02/17/16	\$190.62	E	42200	402	CONFERENCE MILEAGE 2	CONFERENCES &	006815
EISINGER, JAKE	101	02/25/16	\$202.50	E	42200	402	CONFERENCE MILEAGE R	CONFERENCES &	006858
PRICHARD, AARON	101	02/25/16	\$395.00	E	42200	402	FIRE INSPECTOR EDUCA	CONFERENCES &	006886
VINDAL, JACOB	101	02/17/16	\$189.00	E	42200	402	CONFERENCE MILEAGE 2	CONFERENCES &	006834
PRICHARD, AARON	101	02/25/16	\$128.80	E	42200	402	FIRE INSPECTOR 1 REIM	CONFERENCES &	006886
U S BANK VISA	101	02/29/16	\$979.22	E	42200	402	ARROWWOOD RESORT	CONFERENCES &	006907
U S BANK VISA	101	02/29/16	\$250.16	E	42200	402	CUB FOODS	CONFERENCES &	006907
U S BANK VISA	101	02/29/16	\$153.42	E	42200	402	PIZZA MAN	CONFERENCES &	006907
U S BANK VISA	101	02/29/16	\$298.52	E	42200	402	ARROWWOOD RESORT	CONFERENCES &	006907
U S BANK VISA	101	02/29/16	\$298.52	E	42200	402	ARROWWOOD RESORT	CONFERENCES &	006907
U S BANK VISA	101	02/29/16	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	006907
RED POWER DIESEL SERV	101	02/29/16	\$1,552.76	E	42200	412	2001 PIERCE/FIRE DEPT.	REP & MAINT VEH	006888
RED POWER DIESEL SERV	101	02/29/16	\$229.20	E	42200	412	2007 PIERCE/FIRE DEPT.	REP & MAINT VEH	006888
U S BANK VISA	101	02/04/16	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	006802
U S BANK VISA	101	02/04/16	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	006802
RED POWER DIESEL SERV	101	02/25/16	\$229.20	E	42200	412	JOB 12024 2001 PIERCE/	REP & MAINT VEH	006888
ELECTRO WATCHMAN, IN	101	02/29/16	\$121.04	E	42200	420	QTRLY ANNUAL INSPEC/	R & M BLDGS, ST	006859
CHRIS AMDAHL LOCKSMI	101	02/04/16	\$409.65	E	42200	420	SERVICE CALL/FIRE DEP	R & M BLDGS, ST	006788
ELECTRO WATCHMAN, IN	101	02/25/16	\$60.00	E	42200	420	FIRE HALL	R & M BLDGS, ST	006859
MINNESOTA STATE FIRE	101	02/17/16	\$57.00	E	42200	433	2016 JAKE EISINGER ME	DUES & MEMBERS	006826
FIRE ENGINEERING	101	02/17/16	\$34.00	E	42200	433	1 YR SUBSCRIPTION/POLI	DUES & MEMBERS	006818
DEPT 42200 FIRE PROTECTION			\$13,264.20						
DEPT 42201 FIRE STATION									
KRAUS-ANDERSON CONST	101	02/25/16	\$55,256.10	E	42201	302	JAN 2016 - NEW FIRE ST	CONTRACT SERVI	006869
DEPT 42201 FIRE STATION			\$55,256.10						
DEPT 43100 STREET MAINT									
U S BANK VISA	101	02/04/16	\$15.42	E	43100	201	JAN 2016 ADM 4300 208	OFFICE SUPPLIES	006802
U S BANK VISA	101	02/29/16	\$2.36	E	43100	201	INNOVATIVE OFFICE SOL	OFFICE SUPPLIES	006907
SAFE-FAST, INC.	101	02/29/16	\$54.00	E	43100	205	UNIFORMS-JOSH/STREE	UNIFORMS - JOSH	006893
HOLIDAY FLEET	101	02/04/16	\$370.91	E	43100	212	JAN FUEL	MOTOR FUELS & L	006790
U S BANK VISA	101	02/04/16	\$85.68	E	43100	220	LUBRICATION TECHNOL	OPERATING SUPP	006802
FASTENAL	101	02/29/16	-\$3.06	E	43100	220	HARDWARE RETURN/ST	OPERATING SUPP	006860
FASTENAL	101	02/29/16	-\$3.17	E	43100	220	HARDWARE RETURN/ST	OPERATING SUPP	006860
T. R. F. SUPPLY	101	02/29/16	\$535.71	E	43100	225	SIDEWALK ICE MELTER/	SALT & SAND PUR	006902
AGGREGATE INDUSTRIES	101	02/29/16	\$259.14	E	43100	225	WINTER ROAD SAND/ST	SALT & SAND PUR	006840
FASTENAL	101	02/17/16	\$131.22	E	43100	240	SMALL TOOLS/STREET D	SMALL TOOLS-EQ	006817

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S E H	101	02/25/16	\$604.10	E	43100	301	HWY 95 PAVEMENT REH	PROF SER-ENGIN	006892
MEDTOX LABORATORIES	101	02/25/16	\$50.00	E	43100	306	ANNUAL DRUG TEST/STR	PROF SER-OTHER	006874
NEOPOST	101	02/29/16	\$40.00	E	43100	322	POSTAGE FOR POSTAL M	POSTAGE	002043
TRI STATE BOBCAT INC	101	02/25/16	\$261.93	E	43100	412	SNOW BLOWER/STREET	REP & MAINT VEH	006906
ZIEGLER INC.	101	02/04/16	\$66.50	E	43100	412	PARTS CAT LOADER/STR	REP & MAINT VEH	006807
U S BANK VISA	101	02/29/16	\$84.00	E	43100	412	RADIATOR EXPRESS	REP & MAINT VEH	006907
ZIEGLER INC.	101	02/10/16	-\$66.50	E	43100	412	PARTS - CAT LOADER/ST	REP & MAINT VEH	006781
LITTLE FALLS MACHINE I	101	02/29/16	\$358.17	E	43100	412	PLOW PARTS/STREET DE	REP & MAINT VEH	006871
U S BANK VISA	101	02/29/16	\$229.22	E	43100	412	LACAL EQUIPMENT	REP & MAINT VEH	006907
ZIEGLER INC.	101	02/17/16	\$62.79	E	43100	412	PARTS-CAT LOADER/STR	REP & MAINT VEH	006838
CARQUEST OF STILLWAT	101	02/25/16	\$10.70	E	43100	412	RUST TREATMENT/STRE	REP & MAINT VEH	006851
AVENET WEB SOLUTIONS	101	02/25/16	\$30.00	E	43100	416	2016 ANNUAL SERVICE P	REPAIR/MAINT OF	006845
LOFFLER BUSINESS SYST	101	02/25/16	\$38.56	E	43100	416	SUPPLY HANDLING FEE	REPAIR/MAINT OF	006872
TR COMPUTER SALES LLC	101	02/25/16	\$11.25	E	43100	416	1YR RENEWAL SONICWA	REPAIR/MAINT OF	006905
TR COMPUTER SALES LLC	101	02/25/16	\$16.25	E	43100	416	FEB 2016 MTHLY STORA	REPAIR/MAINT OF	006905
DEPT 43100 STREET MAINT			<u>\$3,245.18</u>						
DEPT 43160 STREET LIGHTING									
XCEL	101	02/04/16	\$14.69	E	43160	380	JAN 2016 GAS & ELECTR	ELECTRIC SERVIC	006806
DEPT 43160 STREET LIGHTING			<u>\$14.69</u>						
DEPT 43200 PARKS									
PAROTTI, SAM	101	02/17/16	\$150.00	E	43200	050	WARMING HOUSE 2/1/16	SEASONAL/PART	006828
WALTERS, ANTHONY	101	02/17/16	\$360.00	E	43200	050	WARMING HOUSE 1/16/1	SEASONAL/PART	006835
TRI STATE BOBCAT INC	101	02/25/16	\$77.72	E	43200	212	HYD FLUID/PARKS	MOTOR FUELS & L	006906
AMERICAN FLAGPOLE & F	101	02/04/16	\$787.00	E	43200	220	FLAG SUPPLY/PARK DEP	OPERATING SUPP	006782
NEOPOST	101	02/29/16	\$40.00	E	43200	322	POSTAGE FOR POSTAL M	POSTAGE	002043
TRI STATE BOBCAT INC	101	02/17/16	\$204.04	E	43200	412	CUTTING EDGE & BOLTS	REP & MAINT VEH	006831
U S BANK VISA	101	02/04/16	\$499.99	E	43200	414	JOHNNYS TV INC.	REPAIR & MAINT	006802
TR COMPUTER SALES LLC	101	02/25/16	\$16.25	E	43200	416	FEB 2016 MTHLY STORA	REPAIR/MAINT OF	006905
AVENET WEB SOLUTIONS	101	02/25/16	\$30.00	E	43200	416	2016 ANNUAL SERVICE P	REPAIR/MAINT OF	006845
TR COMPUTER SALES LLC	101	02/25/16	\$11.25	E	43200	416	1YR RENEWAL SONICWA	REPAIR/MAINT OF	006905
LOFFLER BUSINESS SYST	101	02/25/16	\$38.56	E	43200	416	SUPPLY HANDLING FEE	REPAIR/MAINT OF	006872
MENARDS-STILLWATER	101	02/17/16	\$37.46	E	43200	420	BATTERIES/PARK DEPT.	R & M BLDGS, ST	006824
AIR FRESH PORTABLE TOI	101	02/25/16	\$78.75	E	43200	425	RIVERSIDE 2/10/16-3/8/	SATILLITIES	006841
AIR FRESH PORTABLE TOI	101	02/25/16	\$78.75	E	43200	425	TENNIS CT 2/12/16-3/10	SATILLITIES	006841
DEPT 43200 PARKS			<u>\$2,409.77</u>						
DEPT 43300 CEMETERY									
LANDSCAPES BY MARK	101	02/29/16	\$500.00	E	43300	310	GRAVE OPENING/PETER	GRAVE OPENINGS	006870
U S BANK VISA	101	02/29/16	\$13.79	E	43300	310	MENARDS	GRAVE OPENINGS	006907
LANDSCAPES BY MARK	101	02/17/16	\$500.00	E	43300	310	GRAVE OPENING/LASSEN	GRAVE OPENINGS	006823
DEPT 43300 CEMETERY			<u>\$1,013.79</u>						
FUND 101 GENERAL			<u>\$96,294.97</u>						
FUND 211 LIBRARY									
DEPT 45500 LIBRARY									
BAKER & TAYLOR	211	02/25/16	\$471.64	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846
BAKER & TAYLOR	211	02/25/16	\$623.70	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846
BAKER & TAYLOR	211	02/25/16	\$90.16	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846
BAKER & TAYLOR	211	02/25/16	\$75.87	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846
BAKER & TAYLOR	211	02/25/16	\$92.17	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846
BAKER & TAYLOR	211	02/25/16	\$625.08	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846
SCHOLASTIC LIBRARY PU	211	02/25/16	\$109.20	E	45500	217	NCHILD STANDING/LIBR	MATERIALS & PR	006895
BAKER & TAYLOR	211	02/25/16	\$203.06	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846

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SCHOLASTIC LIBRARY PU	211	02/25/16	\$152.10	E	45500	217	BLANDOEOW2/LIBRARY	MATERIALS & PR	006895
BAKER & TAYLOR	211	02/25/16	\$19.59	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846
BAKER & TAYLOR	211	02/25/16	\$383.92	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	006846
DEMCO	211	02/25/16	\$336.39	E	45500	220	OPERATING SUPPLIES/LI	OPERATING SUPP	006854
INNOVATIVE OFFICE SOL	211	02/25/16	\$236.42	E	45500	220	OPERATING SUPPLIES/LI	OPERATING SUPP	006865
ULINE	211	02/25/16	\$53.67	E	45500	220	SUPPLIES/LIBRARY	OPERATING SUPP	006908
INNOVATIVE OFFICE SOL	211	02/25/16	\$103.76	E	45500	220	SUPPLIES/LIBRARY	OPERATING SUPP	006865
SHARON SIPPEL	211	02/25/16	\$1,500.00	E	45500	302	MTHLY FEB 2016 CLEANI	CONTRACT SERVI	006896
TOSHIBA BUSINESS SOLU	211	02/25/16	\$246.94	E	45500	302	MTHLY CONTRACT/LIBR	CONTRACT SERVI	006904
COMCAST	211	02/04/16	\$90.55	E	45500	321	FEB 2016 HIGH-SPEED I	COMMUNICATION	006789
COMCAST	211	02/25/16	\$90.55	E	45500	321	FEB 2016 LIBRARY HIGH	COMMUNICATION	006852
OFFICE OF ENT TECHNOL	211	02/25/16	\$84.18	E	45500	321	PHONES/LIBRARY	COMMUNICATION	006884
XCEL	211	02/04/16	\$842.57	E	45500	380	JAN 2016 GAS & ELECTR	ELECTRIC SERVIC	006806
XCEL	211	02/04/16	\$0.00	E	45500	381	JAN 2016 GAS & ELECTR	FUEL FOR HEAT	006806
XCEL	211	02/04/16	\$736.27	E	45500	381	JAN 2016 GAS & ELECTR	FUEL FOR HEAT	006806
UNITED FOR LIBRARIES	211	02/25/16	\$300.00	E	45500	402	TRUSTEE ACADEMY/LIBR	CONFERENCES &	006909
PLUNKETT S PEST CONTR	211	02/25/16	\$2.00	E	45500	420	MTHLY INVOICE CHG./LI	R & M BLDGS, ST	006885
PLUNKETT S PEST CONTR	211	02/25/16	\$111.70	E	45500	420	INSECTS & MICE/LIBRAR	R & M BLDGS, ST	006885
MINNESOTA ELEVATOR	211	02/25/16	\$161.77	E	45500	420	FEB 2016 MTHLY SERV/L	R & M BLDGS, ST	006878
MN DEPT OF LABOR AND	211	02/25/16	\$0.00	E	45500	420	ANNUAL ELEVATOR OPE	R & M BLDGS, ST	006880
MN DEPT OF LABOR AND	211	02/25/16	\$100.00	E	45500	420	ANNUAL ELEVATOR OPE	R & M BLDGS, ST	006880
SUMMIT FIRE PROTECTIO	211	02/04/16	\$295.00	E	45500	420	LIB 2016 ANNUAL SPRIN	R & M BLDGS, ST	006800
ELECTRO WATCHMAN, IN	211	02/25/16	\$90.00	E	45500	420	LIBRARY	R & M BLDGS, ST	006859
DEPT 45500 LIBRARY			\$8,228.26						
FUND 211 LIBRARY			\$8,228.26						
FUND 303 GO TIF BOND 1990 DEBT SERVICE									
DEPT 00000 GENERAL GOVERNMENT									
ECKBERG LAMMERS	303	02/25/16	\$50.00	E	00000	300	169 3RD ST. N TIF REIM	PROF SER-LEGAL	006855
DEPT 00000 GENERAL GOVERNMENT			\$50.00						
DEPT 41903 DEBT SERVICE									
CARLSON MCCAIN, INC	303	02/04/16	\$5,915.33	E	41903	306	BAYPORT MUNICIPAL PAR	PROF SER-OTHER	006787
DEPT 41903 DEBT SERVICE			\$5,915.33						
FUND 303 GO TIF BOND 1990 DEBT SE			\$5,965.33						
FUND 400 NEW FIRE STATION									
DEPT 42201 FIRE STATION									
U S BANK VISA	400	02/04/16	\$545.96	E	42201	220	WAYFAIR - NEW FIRE FA	OPERATING SUPP	006802
ANCOM COMMUNICATION	400	02/17/16	\$677.00	E	42201	220	EQUIP SETUP/NEW FIRE	OPERATING SUPP	006808
S E H	400	02/25/16	\$251.96	E	42201	301	NEW FIRE STATION	PROF SER-ENGIN	006892
ELECTRO WATCHMAN, IN	400	02/29/16	\$99.00	E	42201	302	FIRE ALARM INSTALLED/	CONTRACT SERVI	006859
LOWES HOME CENTERS, L	400	02/29/16	\$18.17	E	42201	302	PARTS/NEW FIRE STATI	CONTRACT SERVI	006873
MENARDS-STILLWATER	400	02/29/16	\$37.40	E	42201	302	NEW FIRE STATION	CONTRACT SERVI	006875
WILD CAT CLEANING SER	400	02/29/16	\$7,140.00	E	42201	302	FINAL CLEANING/NEW FI	CONTRACT SERVI	006913
NOVA COMMUNICATIONS	400	02/25/16	\$5,662.78	E	42201	302	PHONE'S & SETUP NEW	CONTRACT SERVI	006883
QUALITY DRYWALL MIDW	400	02/25/16	\$53,294.05	E	42201	302	NEW HALL FIRE STATIC	CONTRACT SERVI	006887
MENARDS-STILLWATER	400	02/29/16	\$19.52	E	42201	302	MATERIAL NEW FIRE ST	CONTRACT SERVI	006875
RIGHT-WAY CAULKING, I	400	02/25/16	\$1,634.00	E	42201	302	NEW FIRE HALL STATIO	CONTRACT SERVI	006890
STEINBRECHER PAINTING	400	02/25/16	\$22,135.00	E	42201	302	NEW FIRE HALL STATIO	CONTRACT SERVI	006900
U S BANK VISA	400	02/29/16	\$206.86	E	42201	302	IKEA BLOOMINGTON	CONTRACT SERVI	006907
GRAFX SHOPPE	400	02/25/16	\$340.00	E	42201	302	NON REFLECTIVE SHIELD	CONTRACT SERVI	006861
AMERICAN FLAGPOLE & F	400	02/25/16	\$370.65	E	42201	302	FLAGS/NEW FIRE STATI	CONTRACT SERVI	006842
KENDELL DOORS & HARD	400	02/25/16	\$3,553.65	E	42201	302	NEW FIRE HALL STATIO	CONTRACT SERVI	006868

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SLUMBERLAND FURNITUR	400	02/25/16	\$1,079.98	E	42201	302	CHAIRS/NEW FIRE STATI	CONTRACT SERVI	006897
2ND WIND EXERCISE, INC	400	02/25/16	\$7,977.00	E	42201	302	EXERCISE EQUIP/NEW FI	CONTRACT SERVI	006839
LEO A DALY	400	02/04/16	\$3,561.70	E	42201	302	BAYPORT FIRE DEPT.	CONTRACT SERVI	006793
U S BANK VISA	400	02/29/16	\$457.00	E	42201	302	NEW FIRE HALL DENEEN	CONTRACT SERVI	006907
SUPERIOR TILE & TERRAZ	400	02/25/16	\$7,496.25	E	42201	302	NEW HALL FIRE STATIO	CONTRACT SERVI	006901
MUNICIPAL EMERGENCY	400	02/25/16	\$1,000.00	E	42201	302	COMPRESSOR SERV - NE	CONTRACT SERVI	006881
ULINE	400	02/29/16	\$620.77	E	42201	302	BLG MATERIAL - NEW FI	CONTRACT SERVI	006908
ATOMIC ARCHITECTURAL	400	02/25/16	\$66,500.00	E	42201	302	NEW FIRE HALL STATIO	CONTRACT SERVI	006844
ARROW COMMERCIAL SE	400	02/25/16	\$1,764.16	E	42201	302	FIRE HALL	CONTRACT SERVI	006843
REILING CONSTRUCTION,	400	02/25/16	\$47,215.55	E	42201	302	NEW HALL FIRE STATIO	CONTRACT SERVI	006889
HOLLENBACK & NELSON,	400	02/25/16	\$9,120.00	E	42201	302	NEW FIRE HALL STATIO	CONTRACT SERVI	006863
EGAN COMPANIES, INC.	400	02/25/16	\$43,552.75	E	42201	302	NEW FIRE HALL STATIO	CONTRACT SERVI	006857
HORWITZ, INC.	400	02/25/16	\$23,592.53	E	42201	302	NEW FIRE HALL STATIO	CONTRACT SERVI	006864
DEPT 42201 FIRE STATION			\$309,923.69						
FUND 400 NEW FIRE STATION			\$309,923.69						
FUND 601 WATER									
DEPT 46110 WATER-PUMPHOUSE									
XCEL	601	02/17/16	\$212.29	E	46110	381	GAS & ELECTRIC CHGS	FUEL FOR HEAT	006837
MN DEPT OF NATURAL RE	601	02/04/16	\$701.66	E	46110	382	2015 PERMIT 1964-0526	PUMPAGE FEES	006797
SCHMIDT MECHANICAL	601	02/29/16	\$366.63	E	46110	419	REPAIR-BOOSTER STATI	REPAIR & MAINT	006894
DEPT 46110 WATER-PUMPHOUSE			\$1,280.58						
DEPT 46120 WATER									
U S BANK VISA	601	02/04/16	\$15.42	E	46120	201	JAN 2016 ADM 4300 208	OFFICE SUPPLIES	006802
U S BANK VISA	601	02/29/16	\$2.36	E	46120	201	INNOVATIVE OFFICE SOL	OFFICE SUPPLIES	006907
U S BANK VISA	601	02/29/16	\$30.82	E	46120	201	STAPLES DIRECT	OFFICE SUPPLIES	006907
U S BANK VISA	601	02/04/16	\$11.32	E	46120	201	INNOVATIVE OFFICE	OFFICE SUPPLIES	006802
HOLIDAY FLEET	601	02/04/16	\$164.19	E	46120	212	JAN FUEL	MOTOR FUELS & L	006790
U S BANK VISA	601	02/04/16	\$61.28	E	46120	212	MENARDS	MOTOR FUELS & L	006802
STATE OF MINNESOTA DE	601	02/25/16	\$100.00	E	46120	216	FACILITY ID 12558 - WE	CHEMICALS AND	006899
U S BANK VISA	601	02/04/16	\$13.96	E	46120	216	THE UPS STORE	CHEMICALS AND	006802
U S BANK VISA	601	02/29/16	\$14.15	E	46120	216	THE UPS STORE	CHEMICALS AND	006907
STATE OF MINNESOTA DE	601	02/25/16	\$100.00	E	46120	216	FACILITY ID 14149 AIR S	CHEMICALS AND	006899
U S BANK VISA	601	02/04/16	\$14.19	E	46120	216	THE UPS STORE	CHEMICALS AND	006802
U S BANK VISA	601	02/29/16	\$13.45	E	46120	216	USPS	CHEMICALS AND	006907
MVTL	601	02/25/16	\$72.00	E	46120	216	WATER TESTING/WATER	CHEMICALS AND	006882
HAWKINS WATER	601	02/29/16	\$20.00	E	46120	216	CHLORINE/WATER DEPT.	CHEMICALS AND	006862
STATE OF MINNESOTA DE	601	02/25/16	\$100.00	E	46120	216	FACILITY ID 12559 WELL	CHEMICALS AND	006899
HAWKINS WATER	601	02/17/16	\$40.00	E	46120	216	WATER TREATMENT/WA	CHEMICALS AND	006820
HAWKINS WATER	601	02/17/16	\$5,327.94	E	46120	216	WATER TREATMENT SUP	CHEMICALS AND	006820
CARQUEST OF STILLWAT	601	02/17/16	\$10.66	E	46120	220	SUPPLIES/WATER DEPT.	OPERATING SUPP	006811
CARQUEST OF STILLWAT	601	02/17/16	\$116.52	E	46120	220	OPERATING MATERIAL/	OPERATING SUPP	006811
CARQUEST OF STILLWAT	601	02/17/16	\$20.38	E	46120	220	REPAIR PARTS/WATER D	OPERATING SUPP	006811
FASTENAL	601	02/29/16	\$45.48	E	46120	240	HARDWARE/WATER DEP	SMALL TOOLS-EQ	006860
U S BANK VISA	601	02/04/16	-\$31.84	E	46120	240	MENARDS STILLWATER	SMALL TOOLS-EQ	006802
U S BANK VISA	601	02/29/16	\$38.52	E	46120	240	LOWES	SMALL TOOLS-EQ	006907
U S BANK VISA	601	02/04/16	\$26.76	E	46120	240	LOWES	SMALL TOOLS-EQ	006802
MENARDS-STILLWATER	601	02/29/16	\$15.97	E	46120	240	OPERATING TOOL/WATE	SMALL TOOLS-EQ	006875
U S BANK VISA	601	02/04/16	\$48.67	E	46120	240	MENARDS	SMALL TOOLS-EQ	006802
S E H	601	02/25/16	\$515.67	E	46120	301	CITY WIDE DRAINAGE S	PROF SER-ENGIN	006892
U S BANK VISA	601	02/29/16	\$80.00	E	46120	302	WASH COUNTY	CONTRACT SERVI	006907
BANYON DATA SYSTEMS	601	02/04/16	\$397.50	E	46120	302	UTILITY BILLING SUPPO	CONTRACT SERVI	006783
U S BANK VISA	601	02/29/16	\$58.83	E	46120	321	SPOK	COMMUNICATION	006907

CITY OF BAYPORT
MONTHLY EXPENSES 6781-6913

Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
COMCAST	601	02/17/16	\$100.90	E	46120	321	FEB/MAR 2016 HIGH-SPE	COMMUNICATION	006812
NEOPOST	601	02/29/16	\$40.00	E	46120	322	POSTAGE FOR POSTAL M	POSTAGE	002043
XCEL	601	02/04/16	\$902.45	E	46120	380	JAN 2016 GAS & ELECTR	ELECTRIC SERVIC	006806
XCEL	601	02/17/16	\$724.57	E	46120	380	GAS & ELECTRIC CHGS	ELECTRIC SERVIC	006837
XCEL	601	02/04/16	\$143.53	E	46120	381	JAN 2016 GAS & ELECTR	FUEL FOR HEAT	006806
XCEL	601	02/17/16	\$269.70	E	46120	381	GAS & ELECTRIC CHGS	FUEL FOR HEAT	006837
ROETTGER WELDING	601	02/29/16	\$750.00	E	46120	412	TANK TRUCK PARTS/WA	REP & MAINT VEH	006891
CARQUEST OF STILLWAT	601	02/29/16	\$20.38	E	46120	412	FITTINGS/WATER DEPT.	REP & MAINT VEH	006851
U S BANK VISA	601	02/29/16	\$83.41	E	46120	412	WAYTEK	REP & MAINT VEH	006907
NORTHERN ENGINE & SU	601	02/17/16	\$213.17	E	46120	412	PARTS-TANK TRK/WATE	REP & MAINT VEH	006827
LOFFLER BUSINESS SYST	601	02/25/16	\$38.56	E	46120	416	SUPPLY HANDLING FEE	REPAIR/MAINT OF	006872
TR COMPUTER SALES LLC	601	02/25/16	\$16.25	E	46120	416	FEB 2016 MTHLY STORA	REPAIR/MAINT OF	006905
TR COMPUTER SALES LLC	601	02/25/16	\$11.25	E	46120	416	1YR RENEWAL SONICWA	REPAIR/MAINT OF	006905
AVENET WEB SOLUTIONS	601	02/25/16	\$30.00	E	46120	416	2016 ANNUAL SERVICE P	REPAIR/MAINT OF	006845
U S BANK VISA	601	02/04/16	\$1.52	E	46120	419	MILLS FLEET FARM	REPAIR & MAINT	006802
MINNESOTA PIPE & EQUI	601	02/29/16	\$239.80	E	46120	419	REPAIR MATERIAL/WATE	REPAIR & MAINT	006879
ELECTRO WATCHMAN, IN	601	02/25/16	\$90.00	E	46120	420	PUBLIC WORKS	R & M BLDGS, ST	006859
U S BANK VISA	601	02/29/16	\$96.64	E	46120	420	WESTERN HOIST	R & M BLDGS, ST	006907
U S BANK VISA	601	02/29/16	-\$19.00	E	46120	420	WESTERN HOIST	R & M BLDGS, ST	006907
BROCHMAN BLACKTOPPIN	601	02/04/16	\$2,768.00	E	46120	421	2015 - 2 STREET PATAC	REPAIR & MAINT	006785
MINNESOTA DEPT OF HEA	601	02/17/16	\$1,294.00	E	46120	434	1ST QTR. 2016 WATER C	STATE FEES FOR	006825
DEPT 46120 WATER			\$15,259.33						
FUND 601 WATER			\$16,539.91						
FUND 602 SEWER									
DEPT 46200 SEWER - OPERATING									
U S BANK VISA	602	02/04/16	\$15.46	E	46200	201	JAN 2016 ADM 4300 208	OFFICE SUPPLIES	006802
U S BANK VISA	602	02/29/16	\$2.40	E	46200	201	INNOVATIVE OFFICE	OFFICE SUPPLIES	006907
U S BANK VISA	602	02/29/16	\$192.21	E	46200	206	ARAMARK CORP	UNIFORMS - PW S	006907
U S BANK VISA	602	02/29/16	\$39.96	E	46200	206	ARAMARK CORP	UNIFORMS - PW S	006907
HOLIDAY FLEET	602	02/04/16	\$83.33	E	46200	212	JAN FUEL	MOTOR FUELS & L	006790
TEAM LABORATORY CHEM	602	02/29/16	\$1,124.50	E	46200	220	LIFT STATION FOG TREA	OPERATING SUPP	006903
U S BANK VISA	602	02/29/16	\$31.99	E	46200	220	MENARDS	OPERATING SUPP	006907
S E H	602	02/25/16	\$515.67	E	46200	301	CITY WIDE DRAINAGE S	PROF SER-ENGIN	006892
BANYON DATA SYSTEMS	602	02/04/16	\$397.50	E	46200	302	UTILITY BILLING SUPPO	CONTRACT SERVI	006783
AIR FRESH PORTABLE TOI	602	02/25/16	\$105.00	E	46200	302	APR 2016 EXTRA PUMPI	CONTRACT SERVI	006841
NEOPOST	602	02/29/16	\$40.00	E	46200	322	POSTAGE FOR POSTAL M	POSTAGE	002043
U S BANK VISA	602	02/29/16	\$7.99	E	46200	412	CARQUEST	REP & MAINT VEH	006907
U S BANK VISA	602	02/29/16	\$10.70	E	46200	412	MENARDS	REP & MAINT VEH	006907
AVENET WEB SOLUTIONS	602	02/25/16	\$30.00	E	46200	416	2016 ANNUAL SERVICE P	REPAIR/MAINT OF	006845
LOFFLER BUSINESS SYST	602	02/25/16	\$38.59	E	46200	416	SUPPLY HANDLING FEE	REPAIR/MAINT OF	006872
TR COMPUTER SALES LLC	602	02/25/16	\$16.25	E	46200	416	FEB 2016 MTHLY STORA	REPAIR/MAINT OF	006905
TR COMPUTER SALES LLC	602	02/25/16	\$11.25	E	46200	416	1YR RENEWAL SONICWA	REPAIR/MAINT OF	006905
DEPT 46200 SEWER - OPERATING			\$2,662.80						
DEPT 46990 SEWER - NON-OPERATING									
METROPOLITAN COUNCIL	602	02/25/16	\$34,421.46	E	46990	434	MAR 2016 MTHLY ANNU	STATE FEES FOR	006876
DEPT 46990 SEWER - NON-OPERAT			\$34,421.46						
FUND 602 SEWER			\$37,084.26						
FUND 803 P & Z ESCROWS									
DEPT 80055 MATTAMY MN PARTNERSHIP									
S E H	803	02/25/16	\$300.63	E	80055	301	INSPIRATION 111B/MAT	PROF SER-ENGIN	006892

CITY OF BAYPORT
MONTHLY EXPENSES 6781-6913

03/01/16 2:17 PM

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Period Name: FEBRUARY

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
DEPT 80055 MATTAMY MN PARTNE			\$300.63						
FUND 803 P & Z ESCROWS			\$300.63						
			\$474,337.05						

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: February, 2016

Printed:2/29/2016

Page1 of 2

Permit Number: LSCB-16-002	Filing Date: 2/17/2016
Parcel Address: 16835 20th Street S.	LAKE ST. CROIX BEACH, MN 55043
Applicant: CATES FINE HOMES, LLC	Applicant Phone: 651-439-2844
CATES FINE HOMES, LLC RESIDENTIAL BUILDER	
Construction Value: \$109,000.00	Total Fees: \$1,892.24

Permit Number: MC2016-10	Filing Date: 2/1/2016
Parcel Address: 144 MAINE Street N.	BAYPORT, MN 55003
Applicant: TOTAL COMFORT	Applicant Phone: 763-383-8570
TOTAL COMFORT MECHANICAL	
Construction Value: \$4,000.00	Total Fees: \$80.00

Permit Number: MC2016-11	Filing Date: 2/18/2016
Parcel Address: 515 LAKESIDE DRIVE S.	BAYPORT, MN 55003
Applicant: HUGO PLUMBING AND PUMP	Applicant Phone: 651-248-9976
HUGO PLUMBING AND PUMP SERVICE Plumber	
Construction Value: \$10,000.00	Total Fees: \$80.00

Permit Number: MC2016-12	Filing Date: 2/22/2016
Parcel Address: 11 POINT Road	BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME	Applicant Phone: 952-985-6601
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.	
Construction Value: \$6,200.00	Total Fees: \$80.00

Permit Number: MC2016-13	Filing Date: 2/25/2016
Parcel Address: 11 POINT Road	BAYPORT, MN 55003
Applicant: FIRESIDE HEARTH & HOME	Applicant Phone: 952-985-6601
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.	
Construction Value: \$5,800.00	Total Fees: \$80.00

Building Permit Log

For: February, 2016

Printed:2/29/2016

Page2 of 2

Permit Number: PL2016-4
Parcel Address: 515 LAKESIDE DRIVE S.
Applicant:HUGO PLUMBING AND PUMP
HUGO PLUMBING AND PUMP SERVICE Plumber
Construction Value:\$20,000.00

Filing Date: 2/18/2016
BAYPORT, MN 55003
Applicant Phone: 651-248-9976
Total Fees: \$80.00

Permit Number: PL2016-5
Parcel Address: 472 4TH St. S.
Applicant:AMERICAN EAGLE PLUMBING
AMERICAN EAGLE PLUMBING INC. Plumber
Construction Value:\$1,000.00

Filing Date: 2/18/2016
BAYPORT, MN 55003
Applicant Phone: 763-291-5752
Total Fees: \$80.00



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

Date: February 23, 2016

To: Mayor and City Council

From: Logan Martin, City Administrator

Re: Renewal of boat trailer parking license agreement with Andersen Corporation

BACKGROUND

Attached please find the draft boat trailer parking license agreement with Andersen Corporation for 2016. The agreement provides for parking in a designated area in the company lot near the end of Fourth Avenue North, adjacent to the river. The terms are unchanged from last year, and city staff has reviewed the draft to ensure consistency with the agreed upon terms.

RECOMMENDATION

Staff recommends the City Council adopt a motion renewing the boat trailer parking license agreement with Andersen Corporation for 2016, effective May 1, 2016 - September 30, 2016.

PARKING LICENSE AGREEMENT

THIS PARKING LICENSE AGREEMENT ("Agreement") is made effective as of this ____ day of _____, 2016, between Andersen Corporation, a Minnesota corporation with an address of 100 Fourth Avenue North, Bayport, MN 55003 ("Andersen"), and the City of Bayport, a Minnesota municipal corporation (the "City").

WHEREAS, Andersen owns that certain parking area shown on the attached Exhibit A (the "License Area") located upon real property located in Washington County, Minnesota legally described as Mill Lots 6 and 7 of the Plat of Bayport (formerly South Stillwater) on file and of record in the Office of the County Recorder of Washington County ("Property"); and

WHEREAS, the City has a legally recorded Dedication Deed for the 4th Avenue street right-of-way and the City has for years used the portion of the right-of-way that extends into the Lake St. Croix River as a boat launch ("Boat Launch"); and

WHEREAS, the City wishes to obtain a license for parking purposes upon the License Area to serve the Boat Launch; and

WHEREAS, the parties have agreed to the terms and conditions set forth herein with regard to the License Area.

NOW, THEREFORE, for good and valuable consideration, the parties hereto agree as follows:

1. **Non-Exclusive License.** Andersen hereby grants to the City a non-exclusive right and license to allow individuals who live in the City and who have applied for and received a Parking Permit (as defined below) to use the License Area for the purpose of parking vehicles with boat trailers, subject to the terms and conditions set forth herein (the "License"). Upon the terms and conditions set forth herein, the City will have the right to allow Parking Permit holders to park on the License Area and to use Andersen's adjacent Property for ingress and egress to and from 4th Avenue to the License Area following the routes designated by Andersen. Parking will occur on a first come, first served basis; provided, however, that not more than twenty (20) vehicles with boat trailers may be parked on the License Area on weekends and Holidays (as defined herein) and not more than five (5) vehicles with boat trailers may be parked on the License Area on weekdays. The City, at its expense, will install signs specifically designating the parking spaces permitted to be used on the License Area.
2. **Term.** The term of the License will commence on May 1, 2016 and expire as of September 30, 2016 (the "Term"), unless terminated earlier as set forth herein. Notwithstanding the foregoing, if Andersen is reasonably concerned about flooding on the License Area, Andersen may suspend the License upon written notice during any time period for which flooding reasonably remains a concern for Andersen. Notwithstanding anything to the contrary set forth herein, Andersen may terminate the License at any time upon thirty (30) days prior written notice if use of the License Area interferes with the operation of Andersen's business activities in Andersen's reasonable judgment.
3. **Days and Times of Usage.** The License Area may only be used during the Term between the hours of 6:00 AM to 10:00 PM. Overnight parking on the License Area is not allowed.
4. **Permitted Uses.**
 - (a) The License Area will be used for the sole purpose of parking and for no other purpose. The City and its employees, contractors, agents, invitees, Parking Permit holders and other users (collectively, the "City Parties") will not use the License Area or adjacent Property in any way that would damage, injure or interfere with Andersen's Property or business operations.

(b) The City will enact, maintain and enforce an ordinance limiting use of the Boat Launch for the launching of non-commercial watercraft. Such ordinance shall contain language prohibiting long-

term parking of boats, fishing, tanning or other loitering, and swimming or diving. The City, at its expense, will post signage warning the public of prohibited activities. The City will be solely responsible to ensure the following: (i) noise levels concerning the Boat Launch and License Area are kept at or below the acceptable noise levels, as per Section 26-30 of the Bayport Municipal Code, (ii) the City Parties do not disturb the peace, (iii) there are no safety hazards, (iv) the City Parties do not cause unreasonable congestion in the area of 4th Avenue and/or the License Area and (v) any structures placed on the License Area or Boat Launch shall be removed from November 1 to April 1.

5. **Permits.** The City will ensure that anyone parking upon the License Area must display a parking permit issued by the City ("Parking Permit") on the lower left side of the boat trailer. The City will issue Parking Permits only to individuals who live or work within the municipal boundaries of the City. The City will provide to Parking Permit holders a copy of the rules and restrictions on the usage of the Boat Launch and the License Area. The City police will patrol the lot at least three times per day and will ticket and tow vehicles within the License Area that do not display the Parking Permit or an Andersen employee parking permit. Andersen may tow any such vehicles not promptly towed by the City upon Andersen's request and the City will reimburse Andersen for the costs of any such towing.
6. **Trespassing.** The City, at its sole expense, will install signage approved by Andersen that warns users against trespassing upon any property owned by Andersen. The City police will patrol the License Area and Boat Launch at least three times per day to ensure public users are not trespassing upon Andersen's property.
7. **Trash removal.** The City, at its sole cost, will be responsible for installing and maintaining, within 4th Avenue near the Boat Launch and/or the License Area, as requested by Andersen, adequate trash cans (not dumpsters) for the collection of trash from Boat Launch users. At least once per day on each day during the Term, the City public works staff will (i) empty said trash receptacles and (ii) pick up trash off of the Boat Launch and off of the ground on 4th Avenue, the License Area, and adjacent areas of the Property used by the City Parties for ingress and egress to the License Area. Upon written notice, the City will also install and maintain receptacles for the collection of live bait dumping within 4th Avenue if such dumping becomes an issue in Andersen's reasonable judgment.
8. **Parking.** The City police will patrol 4th Avenue near the License Area at least three times per day and will ticket and tow any unlawfully parked boat trailers, along with any vehicles, along 4th Avenue per Section 54-27.1 of the Bayport Code. The City and Andersen may also enter into a separate annual MOU to limit further parking along 4th Avenue to avoid congestion to the Boat Launch and the License Area.
9. **No Restroom.** The City will not install a portable restroom on the License Area or Boat Launch without Andersen's prior written consent, which may be granted or withheld in Andersen's sole discretion, and will remove any such restroom within three (3) business days after Andersen's request.
10. **Restrictions.** Nothing in this Agreement will give the City any right, title or interest to the License Area other than the license rights set forth herein. The City will not make any alterations, additions or improvements to the License Area. The City will not assign or transfer any rights granted herein beyond the issuance of the Parking Permits.
11. **Signage.** All signage provided for in this Agreement will be reasonably acceptable in size, content and placement to Andersen, and will be installed, maintained and removed at the City's expense.
12. **Maintenance and Operation.**
 - (a) The City will be solely responsible for maintenance, repair and replacement of the Boat Launch at its sole expense. All maintenance, repair and replacement will be done in a manner so as to minimize any disruption or interference with Andersen's property or business operations.
 - (b) The City will be responsible for complying with all statutes, rules, ordinances, orders,

codes and regulations to the extent the same pertain to the Boat Launch and/or the City Parties' use of the Boat Launch, the License Area, and/or the Property.

(c) Without limiting the foregoing or any other provisions of this Agreement, none of the City Parties will improperly release any Hazardous Materials (as herein defined) onto the License Area, and/or the adjacent Property. The City must ensure all Hazardous Materials brought onto the License Area and the adjacent Property are properly collected by the City and removed each day of the Term as required by all applicable Environmental Laws (as herein defined). Upon expiration of the Term, the City will be responsible for all clean-up of the License Area, and the adjacent Property (including the removal of all Hazardous Materials brought onto the License Area by any City Parties) such that the area will be restored to substantially the same condition it was prior to the use of the License Area and adjacent Property by the City Parties. "Environmental Laws" means all statutes, rules, ordinances, orders, codes and regulations relating to the protection of the public health or safety of the environment. "Hazardous Materials" include substances (i) which require remediation under Environmental Laws; or (ii) which are or become defined as a hazardous waste, hazardous substance, pollutant or contaminant under any Environmental Laws; or (iii) which are explosive, corrosive, flammable, infectious, radioactive, carcinogenic or mutagenic; or (iv) which contain petroleum hydrocarbons, polychlorinated byphenyls, asbestos, asbestos containing materials or urea formaldehyde.

(d) The City will remove from the License Area and adjacent Property all personal property brought onto the License Area and/or adjacent Property by any of the City Parties. If any such personal property is not so removed, it will be deemed abandoned and may be retained by Andersen or disposed of by Andersen at the City's cost. All personal property (including vehicles and trash collection receptacles) brought onto the License Area and/or adjacent Property will be brought thereon at the City's sole risk. Except for any willful or wanton misconduct or gross negligence of Andersen, Andersen will have no liability to the City or any of the City Parties for any injury to property, injury to person, and/or any other loss, claims or damages incurred by City in connection with any use of the License Area, Boat Launch and/or adjacent Property by any of the City Parties.

13. **Indemnification and Care of Property.** During the term of this Agreement, except for any willful or wanton misconduct or gross negligence of Andersen, the City will indemnify, defend (at Andersen's request) and hold Andersen harmless against and from any and all liabilities, claims of liability and losses, costs, expenses, and damages (including attorney's fees) suffered by or claimed against Andersen arising during the term of this Agreement out of (i) the use and/or occupancy of 4th Avenue, the Boat Launch, the License Area and/or the adjacent Property by any City Parties, and/or (ii) any breach or default of this Agreement by any City Parties and/or any violation of applicable laws by any City Parties, and/or (iii) any negligent, intentionally tortious or other act or omission of any of the City Parties during the term of this Agreement, and/or (iv) any injury to or death of any person or damage to any property occurring to, on or in 4th Avenue, the Boat Launch, the License Area and/or the adjacent Property. The indemnities given by the City in this Agreement will survive the termination or expiration of this Agreement only with respect to any liability, claim, loss, cost, expense or damage arising during the term of this Agreement. In no event shall the City be required by this Agreement to indemnify or hold Andersen harmless from any liability, claim, loss, cost, expense or damage that arises after the termination or expiration of this Agreement.
14. **Insurance.** The City will maintain General Liability Insurance with minimum limits of not less than the current statutory limits, as provided in Minnesota Statutes, Chapter 466, as amended, per occurrence and Umbrella/Excess Liability Insurance with minimum limits of not less than the current statutory limits per occurrence, as well as all-risk property damage insurance for all of the personal property brought by the City onto the Boat Launch, the License Area and/or the adjacent Property, up to the full replacement value thereof. The City's insurance must cover all risks arising out of use of the Boat Launch, the License Area, and/or the adjacent Property by the City Parties. The City will provide Andersen with an annual insurance certificate showing such coverage and will name Andersen as an additional insured on such policy.
15. **No Warranties.** Andersen makes no warranty to the City of any kind, either express or implied, as to the suitability of the License Area and/or any of the adjacent Property for the City's intended use. Andersen is not obligated to provide any services, electricity, lighting, paving, sweeping or in any other way prepare

any portion of its property for the use permitted hereunder. The License Area and adjacent Property area is made available "AS IS" and "WITH ALL FAULTS." Andersen will use commercially reasonable efforts to maintain the License Area during the Term in substantially the same condition it was in on the date of this Agreement.

16. Defaults. In the event any default occurs under this Agreement, Andersen will be entitled to terminate this Agreement immediately, re-enter and repossess the License Area, and/or pursue any other remedy available at law or in equity. Andersen will have the right to seek specific performance to enforce any provisions of this Agreement, as well as the right to seek an injunction to specifically enjoin any actions prohibited by this Agreement. Additionally, Andersen will have the right and option, in its sole discretion, to elect to cure any such default by the City, and to collect from the City all costs incurred in effectuating such cure, including reasonable attorney's fees; and such election may be made by the act of curing such default, and Andersen will not be required to provide written notice thereof to the City. Andersen may pursue any or all of these remedies. No failure of delay by Andersen to assert any right or remedy under this Agreement will be a waiver of that right or remedy if the circumstances giving rise to the right or remedy continue or are repeated. No waiver will be effective unless given in writing. All remedies are cumulative.

17. Notices. All notices under this Agreement will be in writing and will be deemed given if delivered personally or sent by reputable overnight courier or mailed by registered or certified mail, return receipt to the following addresses or to such other addresses as a party may notify the other party:

To the City: City Administrator
 City of Bayport
 294 North Third Street
 Bayport, MN 55003

To Andersen:

If by mail: Linda Larson
 Director, Real Estate Services
 Andersen Corporation
 100 Fourth Avenue North
 Bayport, MN 55003

With a copy to: Alan Bernick
 Chief Legal Officer
 Andersen Corporation
 100 Fourth Avenue North
 Bayport, MN 55003

If by overnight courier or personal delivery:

Linda Larson
Director, Real Estate Services
Andersen Corporation
5909 Omaha Avenue North
Oak Park Heights, MN 55082

With a copy to: Alan Bernick
 Chief Legal Officer
 Andersen Corporation
 5909 Omaha Avenue North
 Oak Park Heights, MN 55082

18. Miscellaneous

- (a) This Agreement with its exhibits constitutes the entire agreement of the parties with respect to the subject matter hereof and will not be amended except by a written agreement, signed by an authorized representative of both parties. If there is a conflict between the terms of this Agreement and an exhibit, the terms and conditions of this Agreement will control. No waiver of any provisions of this Agreement will be binding on the parties unless agreed to in writing.
- (b) This Agreement will be governed by and construed in accordance with the laws of the State of Minnesota.
- (c) If any provision of this Agreement will be held by a court of competent jurisdiction to be illegal, invalid or unenforceable, the remaining provisions will remain in full force and effect.
- (d) This Agreement will not be construed as creating a partnership, joint venture or agency relationship.
- (e) The rights, remedies and obligations of the parties contained in or made pursuant to this Agreement which by their terms or clear intent extend beyond the termination or expiration of this Agreement (including without limitation sections 9, 12 and 13 (for claims arising during the term of this Agreement)) will survive the termination or expiration of this Agreement and will remain in full force and effect.

[signatures on next page]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their officers or elected or appointed officials who have the authority to bind their respective parties effective as of the date set forth above.

ANDERSEN CORPORATION

CITY OF BAYPORT

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

By: _____

Name: _____

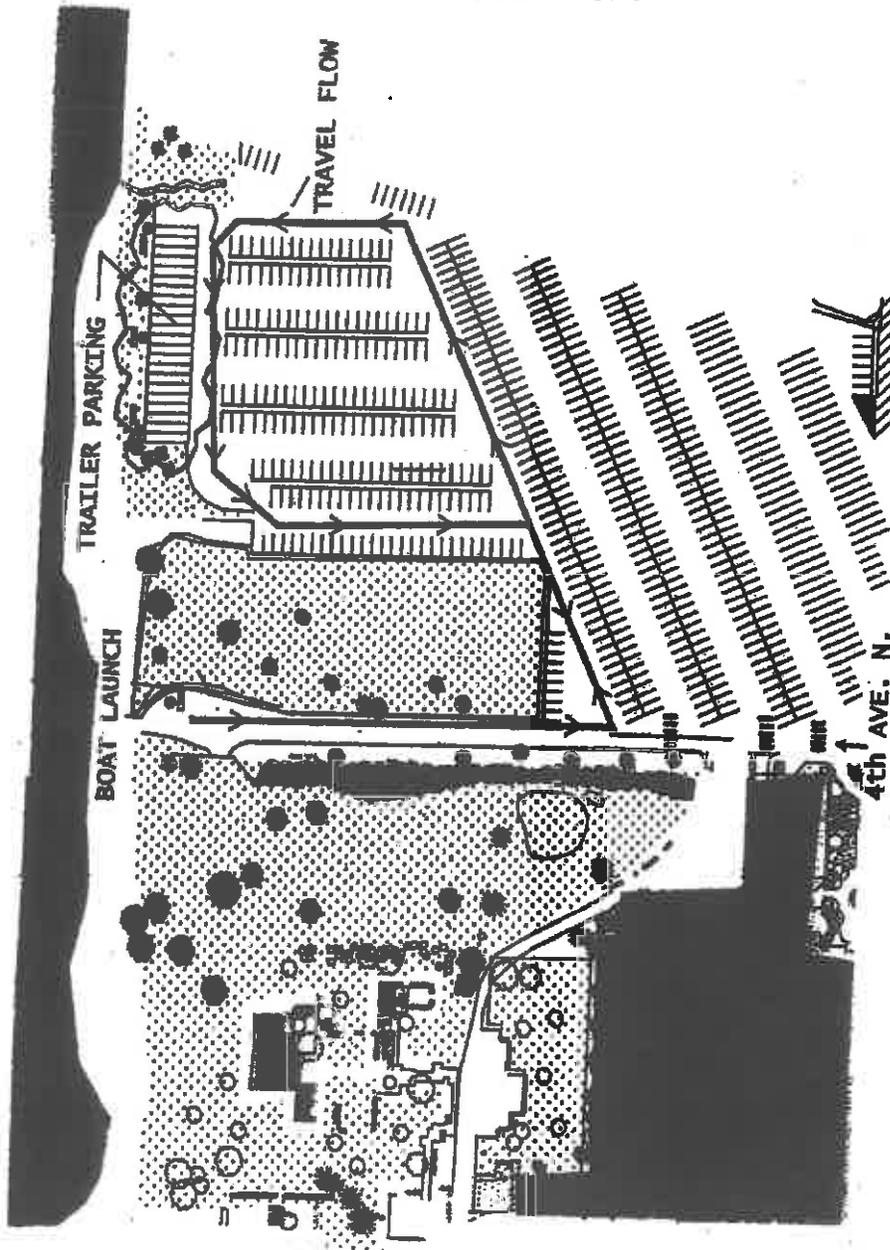
Title: _____

Date: _____

EXHIBIT A

Diagram of License Area

Exhibit A





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

Date: February 23, 2016

To: Mayor and City Council
Logan Martin, City Administrator

From: Wanda Madsen, Finance Officer

RE: Waiver of statutory tort liability limits for city insurance coverage

BACKGROUND

Each year, the city is asked to decide whether or not it wishes to waive the monetary limits on municipal tort (lawsuit) liability established by Minnesota Statutes 466.04. In the past, the city has chosen not to waive the monetary limits in order to protect itself from the threat of a lawsuit beyond the state maximum amount of \$1,500,000.

RECOMMENDATION

Staff recommends the City Council adopt a motion not to waive the monetary limits on municipal tort liability, as provided by the League of Minnesota Cities.



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

Date: February 16, 2016

To: Mayor and City Council
City Administrator Logan Martin

From: Chief of Police Laura Eastman

Subject: Hiring of Riley Cameron as a part-time police officer and PERA declaration

BACKGROUND

Please consider this memorandum to appoint Riley Cameron as a part-time police officer at a starting pay of \$15.87 per hour, effective February 27, 2016. As you are aware, part-time officers relieve our full-time officers by filling in during mandatory training and/or compensatory leaves such as vacation, sick or injured full-time staff. In addition, the part-time officers assist in augmenting our summer staffing levels, special events, and grant work.

Riley joined the Police Department as a Reserve Officer in April 2013 and was promoted to Reserve Officer Sergeant in the fall of 2014. In June 2015, he was hired as the department's Community Service Officer. Riley has proven to be a dedicated volunteer as a Reserve Officer, logging in an impressive number of service hours with special events, and has been instrumental in organizing and updating department processes.

Riley passed the required agency background check and POST licensing requirements and will be considered a probationary employee for one year.

RECOMMENDATION

Staff recommends the City Council adopt a motion to hire Riley Cameron as a part-time police officer at a starting pay rate of \$15.87 per hour, effective February 27, 2016, and a resolution to approve his participation in the Public Employees Retirement Association (PERA).

RESOLUTION NO. 16-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD MARCH 7, 2016**

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 7th day of March 2016.

Members Present:

Members Absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING PART-TIME POLICE OFFICER RILEY CAMERON DECLARATION
AS REQUIRED BY THE PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA)**

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire Plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City Council, of the City of Bayport hereby declares that the position titled Part-Time Police Officer, currently held by **Riley Cameron** meets all of the following Police and Fire membership requirements:

1. Said position requires a license by the Minnesota Peace Officer Standards and Training Board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-name employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

NOW, THEREFORE BE IT RESOLVED that Logan Martin, City Administrator, is hereby authorized to execute such agreements as are necessary to implement the membership on behalf of the City of Bayport.

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

Susan St. Ores -
Connie Carlson -

Dan Goldston -
Michele Hanson -

Patrick McGann -

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota this 7th day of March 2016.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

PROJECT APPLICATION AND PROJECT CERTIFICATE FOR PAYMENT

AIA DOCUMENT G722/CMA

PAGE ONE OF SEVEN PAGES

TO OWNER:
 City of Bayport
 294 North Third Street
 Bayport, MN 55003

PROJECT:
 City of Bayport
 New Fire Station
 1012 5th Ave North
 Bayport, MN 55003

APPLICATION NO: 9-10
PERIOD TO: 01/31/16
PROJECT NO: 3 1 8 2010 521030-02
 KRAUS-ANDERSON
 CIRCLE PINES

Distribution to:
 OWNER
 CONSTRUCTION MANAGER
 ARCHITECT

ATTENTION:

PROJECT APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Project. Project Application Summary, AIA Document G723/CMA, is attached.

1. TOTAL CONTRACT SUMS (Item A Totals)	\$ 3,791,641.00
2. Total Net Changes by Change Orders (Item B Totals)	\$ 260,577.21
3. TOTAL CONTRACT SUM TO DATE (Item C Totals)	\$ 4,052,218.21
4. TOTAL COMPLETED & STORED TO DATE (Item F Totals)	\$ 3,745,608.61
5. RETAINAGE (Item H Totals)	\$ 192,280.44 8193 880.44
6. LESS PREVIOUS TOTAL PAYMENTS (Item I Totals)	\$ 3,271,870.23
7. CURRENT PAYMENT DUE (Item J Totals)	\$ 281,457.94 279,857.94

PROJECT CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this Application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractors are entitled to payment of the AMOUNT CERTIFIED.

Changes made by architect reflected on the contract sheets

TOTAL OF AMOUNTS CERTIFIED \$ 281,457.94

The undersigned Construction Manager certifies that to the best of the Construction Manager's knowledge, information and belief of this Project Application for Payment is an accurate compilation of the Contractors' Applications for Payment, attached hereto.

CONSTRUCTION MANAGER:

By: *[Signature]* Date: 02/05/16

State of: Minnesota
 County of: Anoka
 Subscribed and sworn to before me this 5th day of February, 2016



Notary Public: *[Signature]*
 My Commission expires: January 31, 2019

CONSTRUCTION MANAGER: Kraus-Anderson Construction Company
 By: *[Signature]* Date: 02/05/16
 ARCHITECT: Leo A. Daly

By: *[Signature]* Date: 2/14/16

This Certificate is not negotiable. The AMOUNTS CERTIFIED are payable only to the Contractors named in AIA Document G723/CMA, attached. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or the Contractors under their Contracts.

PROJECT APPLICATION SUMMARY

AIA Document G723/CMA

PAGE TWO OF SEVEN PAGES

A separate AIA Document G702/CMA, APPLICATION AND CERTIFICATE FOR PAYMENT, for each Contractor's signed Certification is attached.

City of Bayport New Fire Station

APPLICATION NO: 9
 APPLICATION DATE: 2/1/2016
 PERIOD FROM: 1/1/2016
 TO: 1/31/2016
 PROJECT NOS: 1521030

In tabulations below, amounts are stated to the nearest dollar.

CONTRACTORS NAME PORTION OF WORK	Acoustic Associates, Inc. Flooring WS 09-D	Ameery Welding Structural Steel Material WS 05-A	Arrow Building Center Wood Windows WS 08-F	Atomic Architectural Sheet Metal, Inc. Metal Panels WS 07-A	TOTALS THIS PAGE	PROJECT TOTALS
A ORIGINAL CONTRACT SUM	\$14,583.00	\$252,000.00	\$37,415.00	\$165,880.00	\$469,878.00	\$3,791,641.00
B NET CHANGE ORDERS TO DATE	\$0.00	\$0.00	\$3,544.01	\$0.00	\$3,544.01	\$260,577.21
C CONTRACT SUM TO DATE	\$14,583.00	\$252,000.00	\$40,959.01	\$165,880.00	\$473,422.01	\$4,052,218.21
D WORK IN PLACE TO DATE	\$0.00	\$204,290.00	\$40,959.01	\$155,000.00	\$400,249.01	\$3,745,608.61
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$0.00	\$204,290.00	\$40,959.01	\$155,000.00	\$400,249.01	\$3,745,608.61
G RETAINAGE PERCENTAGE	5%	5%	5%	5%	5%	5%
H RETAINAGE AMOUNT	\$0.00	\$10,214.50	\$2,047.95	\$7,750.00	\$20,012.45	\$193,880.44
I PREVIOUS PAYMENTS	\$0.00	\$194,075.50	\$37,146.90	\$80,750.00	\$311,972.40	\$3,271,870.23
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$0.00	\$1,764.16	\$66,500.00	\$68,264.16	\$279,857.94
K BALANCE TO FINISH (C-F)	\$14,583.00	\$47,710.00	\$0.00	\$10,880.00	\$73,173.00	\$306,609.60
L PERCENT COMPLETE (F+C)	0%	81%	100%	93%	85%	92%

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G723/CMA-1991

PROJECT APPLICATION SUMMARY

AIA Document G723/CMA

PAGE THREE OF SEVEN PAGES

A separate AIA Document G702/CMA, APPLICATION AND CERTIFICATE FOR PAYMENT, for each Contractor's signed Certification is attached.

APPLICATION NO: 9
 APPLICATION DATE: 2/1/2016
 PERIOD FROM: 1/1/2016
 TO: 1/31/2016
 PROJECT NOS: 1521030

In tabulations below, amounts are stated to the nearest dollar.

CONTRACTORS NAME PORTION OF WORK	B & B Sheet Metal & Roofing, Inc. Roofing WS 07-B	Breth-Zenzen Fire Protection, LLC Fire Suppression WS 21-A	CE LLC Custom Expressions Window Treatments WS 12-A	Egan Company Electrical WS 26-A	Hollenback & Nelson Concrete/Masonry WS 03-A	TOTALS THIS PAGE
A ORIGINAL CONTRACT SUM	\$142,000.00	\$36,500.00	\$6,053.00	\$469,600.00	\$853,800.00	\$1,507,953.00
B NET CHANGE ORDERS TO DATE	\$12,636.00	\$2,088.00	\$0.00	\$36,133.26	\$2,798.00	\$53,655.26
C CONTRACT SUM TO DATE	\$154,636.00	\$38,588.00	\$6,053.00	\$505,733.26	\$856,598.00	\$1,561,608.26
D WORK IN PLACE TO DATE	\$148,809.10	\$37,467.00	\$0.00	\$475,891.26	\$856,598.00	\$1,518,765.36
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$148,809.10	\$37,467.00	\$0.00	\$475,891.26	\$856,598.00	\$1,518,765.36
G RETAINAGE PERCENTAGE	5%	5%	5%	5%	5%	5%
H RETAINAGE AMOUNT	\$7,440.46	\$1,873.35	\$0.00	\$23,794.56	\$42,829.90	\$75,938.27
I PREVIOUS PAYMENTS	\$141,368.64	\$35,593.65	\$0.00	\$408,543.95	\$804,648.10	\$1,390,154.34
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$0.00	\$0.00	\$43,552.75	\$9,120.00	\$52,672.75
K BALANCE TO FINISH (C-F)	\$5,826.90	\$1,121.00	\$6,053.00	\$29,842.00	\$0.00	\$42,842.90
L PERCENT COMPLETE (F-C)	96%	97%	0%	94%	100%	97%

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PROJECT APPLICATION SUMMARY

ALA Document G723/CMA

PAGE FOUR OF SEVEN PAGES

A separate ALA Document G702/CMA, APPLICATION AND CERTIFICATE FOR PAYMENT, for each Contractor's signed Certification is attached.

APPLICATION NO: 9
 APPLICATION DATE: 2/1/2016
 PERIOD FROM: 1/1/2016
 TO: 1/31/2016
 PROJECT NOS: 1521030

In tabulations below, amounts are stated to the nearest dollar.

CONTRACTORS NAME	Horwitz, Inc	Kendall Doors, Inc	Miller Excavating, Inc.	Molin Concrete Products Company	Northland Paving	TOTALS THIS PAGE
A ORIGINAL CONTRACT SUM						
B NET CHANGE ORDERS TO DATE	\$588,900.00	\$62,577.00	\$248,649.00	\$21,834.00	\$90,000.00	\$1,011,960.00
C CONTRACT SUM TO DATE	\$116,652.00	\$10,045.16	\$9,955.20	\$0.00	\$7,300.00	\$143,952.36
D WORK IN PLACE TO DATE	\$705,552.00	\$72,622.16	\$258,604.20	\$21,834.00	\$97,300.00	\$1,155,912.36
E STORED MATERIALS (Not in D or J)	\$681,080.50	\$72,622.16	\$226,440.00	\$21,834.00	\$97,300.00	\$1,099,276.66
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G RETAINAGE PERCENTAGE	\$681,080.50	\$72,622.16	\$226,440.00	\$21,834.00	\$97,300.00	\$1,099,276.66
H RETAINAGE AMOUNT	5%	5%	5%	5%	5%	5%
I PREVIOUS PAYMENTS	\$34,054.03	\$3,631.11	\$11,322.00	\$1,091.70	\$4,865.00	\$54,963.84
J CURRENT PAYMENT DUE (F-H-I)	\$623,433.94	\$65,437.40	\$215,118.00	\$20,742.30	\$92,435.00	\$1,017,166.64
K BALANCE TO FINISH (C-F)	\$23,592.53	\$3,553.65	\$0.00	\$0.00	\$0.00	\$27,146.18
L PERCENT COMPLETE (F+C)	\$24,471.50	\$0.00	\$32,164.20	\$0.00	\$0.00	\$56,635.70
	97%	100%	88%	100%	100%	95%

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PROJECT APPLICATION SUMMARY

AIA Document G723/CMa

PAGE FIVE OF SEVEN PAGES

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APPLICATION NO: 9
 APPLICATION DATE: 2/1/2016
 PERIOD FROM: 1/1/2016
 TO: 1/31/2016
 PROJECT NOS: 1521030

In tabulations below, amounts are stated to the nearest dollar.

CONTRACTORS NAME	Overhead Door Company of the Northland Special Doors WS 08-C	Peterson Companies, Inc. Fencing WS 32-C	Quality Drywall Midwest Drywall WS 09-A	Red Cedar Steel Erectors Structural Steel Erection WS 05-A	Relling Construction Company Inc. Carpentry WS 06-A	TOTALS THIS PAGE
A ORIGINAL CONTRACT SUM	\$72,207.00	\$14,000.00	\$163,000.00	\$122,700.00	\$244,742.00	\$616,649.00
B NET CHANGE ORDERS TO DATE	\$0.00	\$0.00	\$44,099.00	\$1,130.00	\$11,888.58	\$57,117.58
C CONTRACT SUM TO DATE	\$72,207.00	\$14,000.00	\$207,099.00	\$123,830.00	\$256,630.58	\$673,766.58
D WORK IN PLACE TO DATE	\$72,207.00	\$14,000.00	\$207,099.00	\$117,750.00	\$209,176.58	\$620,232.58
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$72,207.00	\$14,000.00	\$207,099.00	\$117,750.00	\$209,176.58	\$620,232.58
G RETAINAGE PERCENTAGE	5%	5%	5%	5%	5%	5%
H RETAINAGE AMOUNT	\$8,610.35	\$700.00	\$10,354.95	\$5,887.50	\$10,458.83	\$36,011.63
I PREVIOUS PAYMENTS	\$63,596.65	\$13,300.00	\$143,450.00	\$111,862.50	\$151,502.20	\$483,711.35
J CURRENT PAYMENT DUE (E-I)	\$0.00	\$0.00	\$53,294.05	\$0.00	\$47,215.55	\$100,509.60
K BALANCE TO FINISH (C-F)	\$0.00	\$0.00	\$0.00	\$6,080.00	\$47,454.00	\$53,534.00
L PERCENT COMPLETE (F-C)	100%	100%	100%	95%	82%	92%

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AIA Document G723/CMA

PAGE SIX OF SEVEN PAGES

A separate AIA Document G702/CMA, APPLICATION AND CERTIFICATE FOR PAYMENT, for each Contractor's signed Certification is attached.

APPLICATION NO: 9
 APPLICATION DATE: 2/1/2016
 PERIOD FROM: 1/1/2016
 TO: 1/31/2016
 PROJECT NOS: 1521030

In tabulations below, amounts are stated to the nearest dollar.

CONTRACTORS NAME	RIGHT WAY Caulking, Inc.	S & J Contracting	Steinbrecher Painting, Inc.	Superior Tile & Terrazzo, Inc.	Twin City Acoustics, Inc.	TOTALS THIS PAGE
A ORIGINAL CONTRACT SUM	\$17,200.00	\$22,606.00	\$53,500.00	\$16,575.00	\$9,920.00	\$119,801.00
B NET CHANGE ORDERS TO DATE	\$568.00	\$0.00	\$1,740.00	\$0.00	\$0.00	\$2,308.00
C CONTRACT SUM TO DATE	\$17,768.00	\$22,606.00	\$55,240.00	\$16,575.00	\$9,920.00	\$122,109.00
D WORK IN PLACE TO DATE	\$12,040.00	\$0.00	\$34,070.00	\$16,575.00	\$0.00	\$62,685.00
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$12,040.00	\$0.00	\$34,070.00	\$16,575.00	\$0.00	\$62,685.00
G RETAINAGE PERCENTAGE	5%	5%	5%	5%	5%	5%
H RETAINAGE AMOUNT	\$602.00	\$0.00	\$1,703.50	\$2,428.75	\$0.00	\$4,734.25
I PREVIOUS PAYMENTS	\$9,804.00	\$0.00	\$10,231.50	\$6,650.00	\$0.00	\$26,685.50
J CURRENT PAYMENT DUE (F-H-I)	\$1,634.00	\$0.00	\$22,135.00	\$7,496.25	\$0.00	\$31,265.25
K BALANCE TO FINISH (C-F)	\$5,728.00	\$22,606.00	\$21,170.00	\$0.00	\$9,920.00	\$59,424.00
L PERCENT COMPLETE (F+C)	68%	0%	62%	100%	0%	51%

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PROJECT APPLICATION SUMMARY

AIA Document G723/CMA

PAGE SEVEN OF SEVEN PAGES

A separate AIA Document G702/CMA, APPLICATION AND CERTIFICATE FOR PAYMENT, for each Contractor's signed Certification is attached.

APPLICATION NO: 9
 APPLICATION DATE: 2/1/2016
 PERIOD FROM: 1/1/2016
 TO: 1/31/2016
 PROJECT NOS: 1521030

In tabulations below, amounts are stated to the nearest dollar.

CONTRACTORS NAME	TMI Coatings, Inc.	Urban Companies, LLC					TOTALS THIS PAGE
A ORIGINAL CONTRACT SUM	\$21,000.00	\$44,400.00	\$0.00	\$0.00	\$0.00	\$65,400.00	
B NET CHANGE ORDERS TO DATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
C CONTRACT SUM TO DATE	\$21,000.00	\$44,400.00	\$0.00	\$0.00	\$0.00	\$65,400.00	
D WORK IN PLACE TO DATE	\$0.00	\$44,400.00	\$0.00	\$0.00	\$0.00	\$44,400.00	
E STORED MATERIALS (Not in D or J)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$0.00	\$44,400.00	\$0.00	\$0.00	\$0.00	\$44,400.00	
G RETAINAGE PERCENTAGE	5%	5%	5%	5%	5%	5%	
H RETAINAGE AMOUNT	\$0.00	\$2,220.00	\$0.00	\$0.00	\$0.00	\$2,220.00	
I PREVIOUS PAYMENTS	\$0.00	\$42,180.00	\$0.00	\$0.00	\$0.00	\$42,180.00	
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
K BALANCE TO FINISH (C-F)	\$21,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,000.00	
L PERCENT COMPLETE (F+C)	0%	100%				68%	

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G723/CMA-1991



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: Victoria McKinney

Organization/Business Name: _____

Main Phone Number: (763) 498-2913 Alternate Phone Number: _____

Email Address: victoria.mckinney89@gmail.com

Address: 10703 Regent Ave. N

City/State/Zip: Brooklyn Park, MN 55443

Event Information

Name or title of event: Pirjvee Wedding

Start Date: Sept. 23rd, 2016

Time: 1:50

End Date: Sept. 23rd, 2016

Time: ~~1:50~~ 4:50

Estimated attendance: 40

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: _____

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

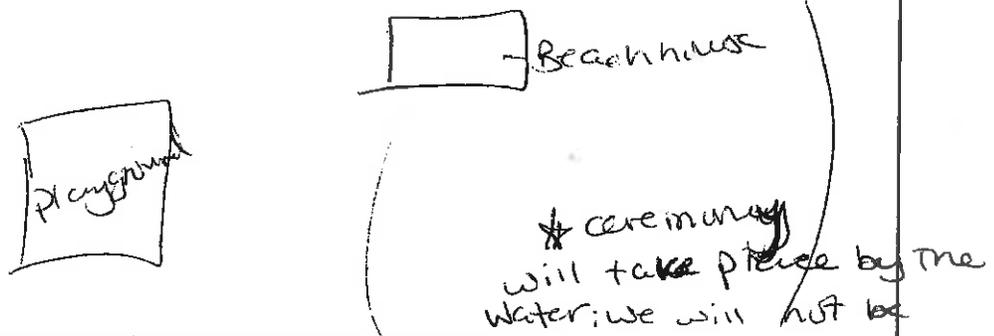
Satellite toilet(s) Fireworks* Food sale/service* Charitable gambling* Alcohol sale/service*

Other: _____ * These activities require a separate license or permit and fee.

Description of Additional City Services and/or Equipment Requested

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).



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: *[Handwritten Signature]*

Date: 2/22/16

Office Use	Amount Due	Payment	Date	Staff
Required Application Fee: Public entity/Non-profit Individual/For-profit	<input type="checkbox"/> \$15.00 <input checked="" type="checkbox"/> \$50.00	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check No. 5082	Received: 2/25/16	Kjh
Rental Fees: ___ 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 <i>Beach house deposit received 2/25/16</i>	<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: _____	
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			Received: _____	
Shelter/Beach House Reservation: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Lakeside: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 Barker's: <input type="checkbox"/> <input checked="" type="checkbox"/> Beach House	Deposit Received: 2/25/16		Kjh
Field or Court Reservation: <input type="checkbox"/> YES <input checked="" 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: _____	
Temporary Food/Vendor License: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			State: _____	
			County: _____	



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

Main Phone Number: *(651) 379-3212* Alternate Phone Number: *(651) 492-7951*

Email Address: *bobje@mirinc.com*

Address: *P.O. Box 133*
 City/State/Zip: *Bayport, MN 55003*

Event Information

Name or title of event: *Easter Egg Hunt*

Start Date: *3/26/16* Time: *10:00*
 End Date: *3/26/16* Time: *10:45*

Estimated attendance: *300* 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 Celebration for Children*

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: _____ * These activities require a separate license or permit and fee.

Description of Additional City Services and/or Equipment Requested

- Clear park area of soccer fields and sliding hill of dog waste (if accessible)
- Trash can liners in receptacles
- NOTE: In case of existing snow cover or bad weather, bagged candy will be handed out in parking lot.

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).



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: *Robert Johnson* **Date:** 2/11/16

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>2396</u>	Received: <u>2/25/16</u>	<u>Kjh</u>
Rental Fees: _____ 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: _____	
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<u>on file through 6/23/16</u>		Received: <input checked="" type="checkbox"/>	<u>Kjh</u>
Shelter/Beach House Reservation: <input type="checkbox"/> YES <input checked="" 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: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <u>Charge</u>	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 checked="" 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: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			County: _____	



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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: *Bob Johnson*
 Organization/Business Name: *BCAL*
 Main Phone Number: *(651) 379-3212* Alternate Phone Number: *(651) 492-7951*
 Email Address: *bobjc@miriac.com*
 Address: *P.O. Box 133*
 City/State/Zip: *Bayport, MN 55003*

Event Information

Name or title of event: *Ice Cream Social*
 Start Date: *6/8/16* Time: *6:30 p.m.*
 End Date: *6/8/16* Time: *8:00 p.m.*
 Estimated attendance: *200* 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 Ice Cream Social*

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

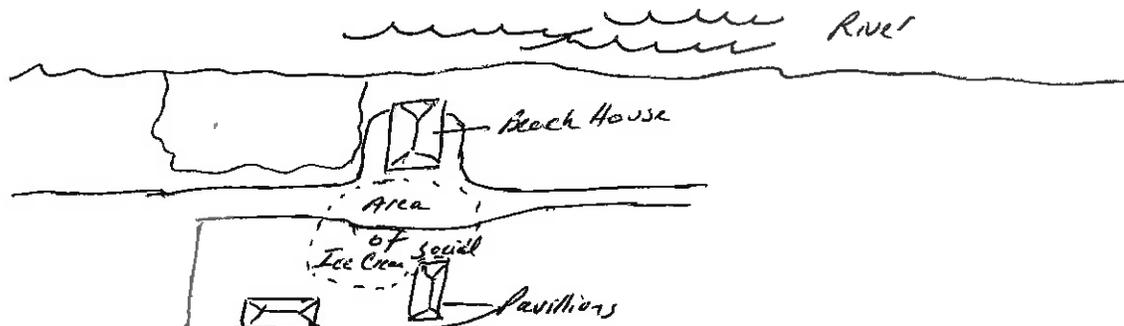
Generator Barricades/cones Tables/chairs Inflatable device/bouncy house Arbor/trellis
 Tent Music/AV system Stage/podium Amusement rides/games Vendor booths/vehicles
 Satellite toilet(s) Fireworks* Food sale/service* Charitable gambling* Alcohol sale/service*
 Other: *Access to Beach House Freezer* * These activities require a separate license or permit and fee.

Description of Additional City Services and/or Equipment Requested

- Access to Beach House Freezer
- Turn on Freezer morning of 6/8
- Liners in trash cans
- Picnic tables in open area west of Beach House

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).



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: [Handwritten Signature] Bob Johnson Date: 2/11/16

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>2376</u>	Received: <u>2/25/16</u>	<u>Kjh</u>
Rental Fees: ___ 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: _____	
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<u>ON file through 6/23/16</u>		Received: <u>✓</u>	<u>Kjh</u>
Shelter/Beach House Reservation: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <u>0 Charge</u>	Lakeside: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> Beach House Barker's: <input type="checkbox"/>		Received: _____	
Field or Court Reservation: <input type="checkbox"/> YES <input checked="" 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: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			County: _____	



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City of Bayport SPECIAL EVENT APPLICATION

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

Applicant Information
<input type="checkbox"/> Private/Individual/For-profit organization <input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: <i>Bob Johnson</i>
Organization/Business Name: <i>BCAL</i>
Main Phone Number: <i>(651) 879-3212</i> Alternate Phone Number: <i>(651) 492-7951</i>
Email Address: <i>bob@bcalmirinc.com</i>
Address: <i>P.O. Box 133</i>
City/State/Zip: <i>Bayport, MN 55003</i>

Event Information
Name or title of event: <i>Farmer's Market</i>
Start Date: <i>6/20/16 (Each Monday)</i> Time: <i>2:30 p.m. - 6:30 p.m.</i>
End Date: <i>10/17/16 (Each Monday)</i> Time: <i>2:30 p.m. - 6:30 p.m.</i>
Estimated attendance: <i>150 each Monday</i> <input type="checkbox"/> Private; invite only <input checked="" type="checkbox"/> Public; community festival
Type of event:
<input type="checkbox"/> Birthday/retirement/shower/reunion <input type="checkbox"/> Graduation party <input type="checkbox"/> Company/business gathering <input type="checkbox"/> Fundraiser
<input type="checkbox"/> Wedding ceremony/reception <input type="checkbox"/> Recreation race/tournament <input type="checkbox"/> Concert/live entertainment
<input type="checkbox"/> Auto/boat show <input type="checkbox"/> Art/craft show <input type="checkbox"/> Carnival/festival <input type="checkbox"/> Youth group/Scout activity <input type="checkbox"/> Religious/worship
<input type="checkbox"/> If not listed, describe: <i>Farmer's Market</i>

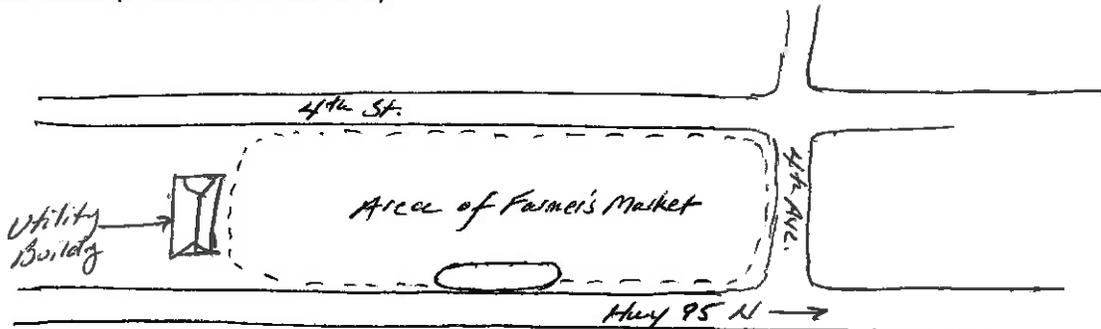
Type of equipment / activity: <i>(Please check all that apply)</i>
<input type="checkbox"/> Generator <input type="checkbox"/> Barricades/cones <input type="checkbox"/> Tables/chairs <input type="checkbox"/> Inflatable device/bouncy house <input type="checkbox"/> Arbor/trellis
<input type="checkbox"/> Tent <input type="checkbox"/> Music/AV system <input type="checkbox"/> Stage/podium <input type="checkbox"/> Amusement rides/games <input type="checkbox"/> Vendor booths/vehicles
<input type="checkbox"/> Satellite toilet(s) <input type="checkbox"/> Fireworks* <input checked="" type="checkbox"/> Food sale/service* <input type="checkbox"/> Charitable gambling* <input type="checkbox"/> Alcohol sale/service*
<input type="checkbox"/> Other: _____ * These activities require a separate license or permit and fee.

Description of Additional City Services and/or Equipment Requested

- Power on to all receptacles on Village Green.
 - Liners/Trash Cans

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).



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:

[Handwritten Signature] Bob Johnson

Date: 2/11/16

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 type="checkbox"/> Check No. 2376	Received: 2/25/16	Kjh
Rental Fees: _____ 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: _____	
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			Received: _____	
Shelter/Beach House Reservation: <input type="checkbox"/> YES <input checked="" 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: <input type="checkbox"/> YES <input checked="" 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: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			County: _____	



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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: *Bob Johnson*
 Organization/Business Name: *Bethelken Lutheran Church / Dune's Place Shelter Home*
 Main Phone Number: *(651) 379-3212* Alternate Phone Number: *(651) 492-7951*
 Email Address: *bobje@mrinc.com*
 Address: *130 South 6th St.*
 City/State/Zip: *Bayport, MN 55003*

Event Information

Name or title of event: *Dune's Place Pig Roast*
 Start Date: *6/25/16* Time: *1:00 p.m.*
 End Date: *6/25/16* Time: *5:00 p.m.*

Estimated attendance: *250* 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 ^{possible} Concert/live entertainment
 Auto/boat show Art/craft show Carnival/festival Youth group/Scout activity Religious/worship
 If not listed, describe: _____

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: _____ * These activities require a separate license or permit and fee.

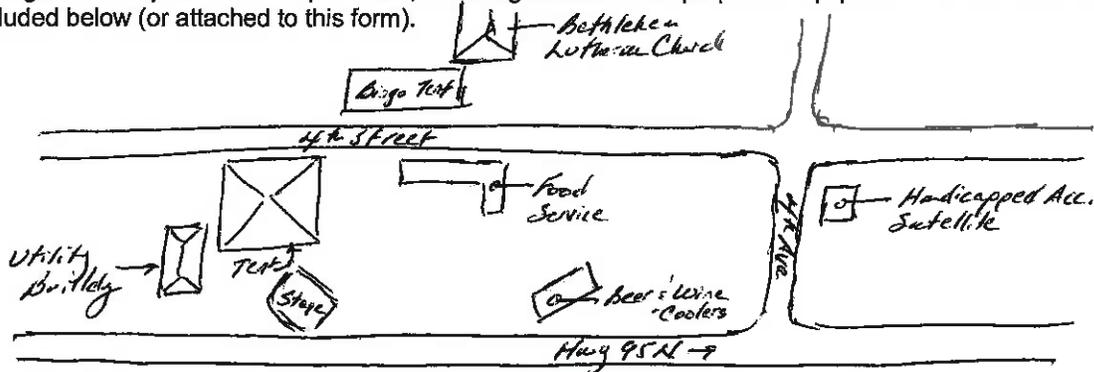
NOTE: will submit gambling / Alcohol apps, separately

Description of Additional City Services and/or Equipment Requested

- Power on to all receptacles on Village Green
- 6 Trash cans/receptacles
- 6 picnic Tables
- Barricades for 4th Ave. & 4th St.
- Police presence
- Fire Presence

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).



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: _____

Date: 2/11/16

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. 2376	Received: 2/25/16	Kjh
Rental Fees: 6 Trash receptacle(s) \$ 10.00 + tax 3 Barricade(s) \$ 10.00 + tax 6 Picnic table(s) \$ 25.00 + tax Satellite toilet(s) \$100.00+ tax	<input checked="" type="checkbox"/> \$ 240.00	<input type="checkbox"/> Cash <input type="checkbox"/> Check No. _____	Received: _____	
Damage Deposit Required: <input checked="" type="checkbox"/> YES <input 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: _____		
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		Received: _____		
Shelter/Beach House Reservation: <input type="checkbox"/> YES <input checked="" 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: <input type="checkbox"/> YES <input checked="" 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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO Gambling Permit - YES		City: _____ State: _____		
Temporary Food/Vendor License: <input type="checkbox"/> YES <input type="checkbox"/> NO TBO		County: _____		



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City of Bayport
SPECIAL EVENT APPLICATION

Property Information

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 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: *Bob Johnson*
 Organization/Business Name: *BCAL*
 Main Phone Number: *(651) 379-3212* Alternate Phone Number *(651) 492-7951*
 Email Address: *bobje@mirinc.com*
 Address: *P.O. box 133*
 City/State/Zip: *Bayport, MN 55003*

Event Information

Name or title of event: *Derby Days*
 Start Date: *9/17/16* Time: *9:00 a.m.*
 End Date: *9/17/16* Time: *10:00 p.m.*

Estimated attendance: *500 throughout day* 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: _____

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: _____ * These activities require a separate license or permit and fee.

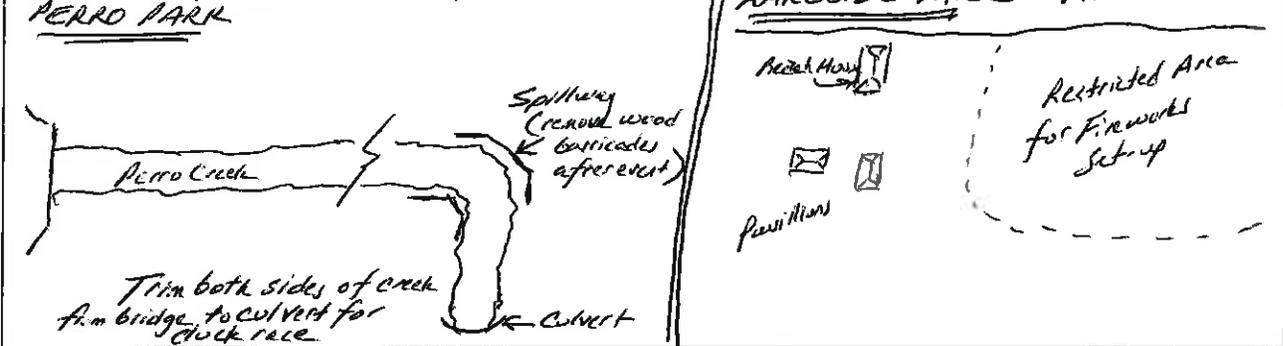
NOTE: - will submit Fireworks application separately in near future.
 - will be working with Lions again for food service.

Description of Additional City Services and/or Equipment Requested

- All power on to Lakeside Park
- Trash cans/receptacles at Perro Park & Lakeside Park
- Barricades for Lakeside Park (Details to follow)
- Fire-Ring for Lakeside Park
- Trim along Perro Creek - Perro Park
- Take down spillover barricades after "duck derby" race in Perro Park
- Croquet ball fields - Lakeside Park
- Police presence

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).



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: Bob Johnson Date: 2/11/16

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>2376</u>	Received: <u>2/25/16</u>	<u>Kjh</u>
Rental Fees: _____ 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: _____	
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			Received: _____	
Shelter/Beach House Reservation: <input checked="" 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: <input type="checkbox"/> YES <input checked="" 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 type="checkbox"/> NO			City: _____ State: _____	
Temporary Food/Vendor License: <input type="checkbox"/> YES <input type="checkbox"/> NO			County: _____	



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: *Bob Johnson*
 Organization/Business Name: *BCAL*
 Main Phone Number: *(651) 379-3212* Alternate Phone Number: *(651) 492-7951*
 Email Address: *bobj@miriac.com*
 Address: *P.O. Box 133*
 City/State/Zip: *Bayport, MN 55003*

Event Information

Name or title of event: *Lighting of the Green*
 Start Date: *12/7/16* Time: *6:30 p.m.*
 End Date: *12/7/16* Time: *8:00 p.m.*

Estimated attendance: *150* 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: *Celebration of the Holiday Season*

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

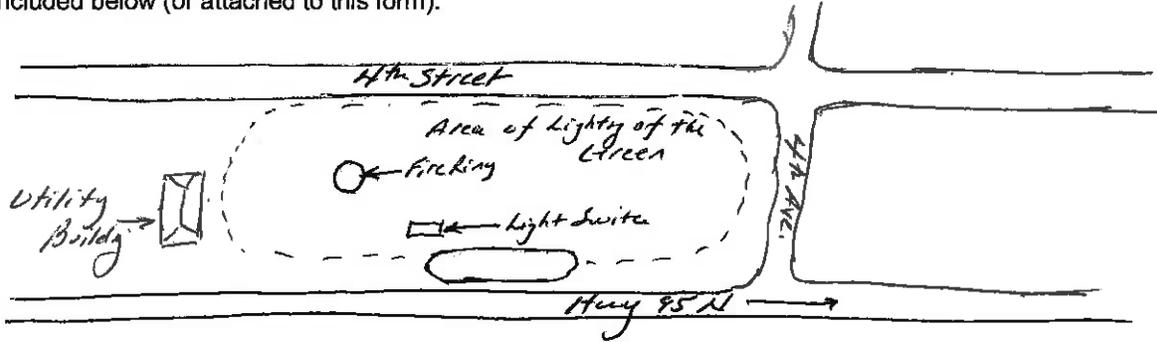
Generator Barricades/cones Tables/chairs Inflatable device/bouncy house Arbor/trellis
 Tent Music/AV system Stage/podium Amusement rides/games Vendor booths/vehicles
 Satellite toilet(s) Fireworks* Food sale/service* Charitable gambling* Alcohol sale/service*
 Other: _____ * These activities require a separate license or permit and fee.

Description of Additional City Services and/or Equipment Requested

- Trash receptacles / Liners
- Fire Ring / wood
- All power on to all Village Green receptacles
- String holiday lights on trees and "welcome" island on V.L.G.
- Provide "Switch" to turn on lights
- Police presence.
- Fire / Santa appearance
- Come for blocking parking

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).



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: [Signature] Bob Johnson Date: 2/11/16

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. 2376	Received: 2/25/16	KJH
Rental Fees: _____ 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: _____	
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			Received: _____	
Shelter/Beach House Reservation: <input type="checkbox"/> YES <input checked="" 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: <input type="checkbox"/> YES <input checked="" 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: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			County: _____	



City of Bayport
 294 North Third Street
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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: _____

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Applicant Information

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

Applicant/Contact Name: *Bob Johnson*

Organization/Business Name: *BCAL*

Main Phone Number *(651) 379-3212* Alternate Phone Number: *(651) 492-7951*

Email Address: *bobj@mirinc.com*

Address: *P.O. Box 133*

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

Event Information

Name or title of event: *Craft Fair*

Start Date: *6/4/16* Time: *9:00 a.m.*

End Date: *6/4/16* Time: *5:00 p.m.*

Estimated attendance: *200* 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: _____

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*

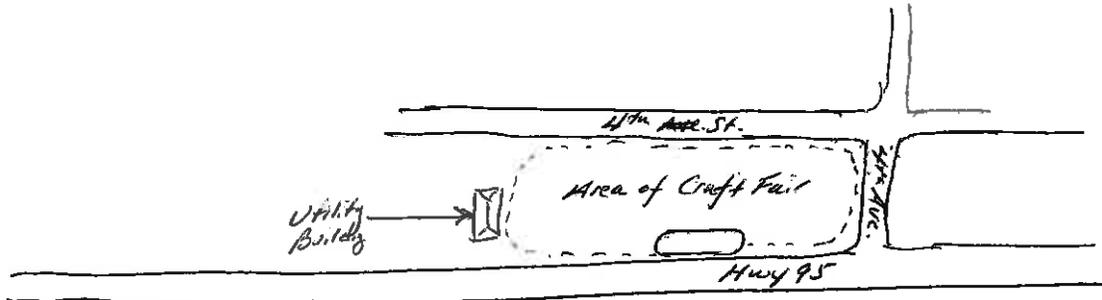
Other: _____ * These activities require a separate license or permit and fee.

Description of Additional City Services and/or Equipment Requested

- Barricades for closing off 4th St. and Hwy Ave.
- Power on to Village Green
- Trash cans/liners on premises
- Police presence during event

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).



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: Robert Johnson Date: 2/11/16

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>2876</u>	Received: <u>2/25/16</u>	<u>Kjh</u>
Rental Fees: _____ 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: _____	
Certificate of Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<u>ON file through 6/23/16</u>		Received: <input checked="" type="checkbox"/>	<u>Kjh</u>
Shelter/Beach House Reservation: <input type="checkbox"/> YES <input checked="" 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: _____	
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Temporary Liquor License: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			City: _____ State: _____	
Temporary Food/Vendor License: <input type="checkbox"/> YES <input type="checkbox"/> NO			County: _____	

TBD



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

DATE: March 1, 2016
TO: Mayor and City Council
FROM: Logan Martin, City Administrator
RE: Consider concept parking lot plan and provide authorization to prepare bidding documents for the project at 169 3rd Street North

BACKGROUND

Since completing the acquisition of the redevelopment site at 169 3rd St. N., staff has been working on a number of due diligence items to prepare the property for redevelopment this spring. The dilapidated structure was demolished and removed from the property in the fall of 2015, and environmental analysis of the site was completed concurrently. As previously reported, the environmental analysis returned no areas of major concern, and the soil investigation indicated that the soils could support a parking lot facility with an anticipated amount of fill / modification.

In response to that work, staff has completed an analysis on the preliminary concept plans for the parking lot layout. City Engineer John Parotti reviewed the plans based on engineering standards related to drive aisle sizing, vehicle maneuverability, pedestrian safety, drainage and snow storage, and other standards. As shown on the attached full report, Engineer Parotti recommends that Option A (angled parking) be eliminated at this time due to the many vehicle maneuverability issues it presents. A few modifications to improve Option B (straight parking) were offered, including reducing the width and height of the center median to provide ease of parking, modifying the Woody's parking area to create more spots and easier traffic flow, and some signage improvements. At this time, Option B is the most feasible and effective design.

The Minnesota Department of Transportation (MnDOT) reviewed both concepts and provided comments based on their review. The majority of MnDOT's review centers on traffic safety and access points into and out of the property. Of particular note are the two driveways with minimal separation that currently exist on the property. The preliminary design shows a similar driveway arrangement in order to facilitate a one-way "loop" through the property, so we were pleased to hear that MnDOT does not have any concerns with the two driveways or the balance of the project at this point.

With preliminary due diligence complete, it is now prudent to develop construction documents to facilitate a public bidding process. City Engineer Parotti is equipped to complete this task, and if authorization is received on March 7, we could anticipate ordering the solicitation of bids at the April meeting and awarding bids in May, pending approval by other agencies.

Funding for this project is available via Tax Increment Finance (TIF) funds generated by a redevelopment project at Andersen Corporation in 1990. Approximately \$380,000 is available for this project, to be used for property acquisition and construction of the parking lot.

RECOMMENDATION

Staff recommends the City Council authorize the preparation of bidding documents for the project at 169 3rd Street North.

Attachments

City Engineer review memo
Concept Plans A & B



Building a Better World
for All of Us®

MEMORANDUM

TO: Logan Martin | City Administrator
Sara Taylor | Assistant City Administrator/City Planner

FROM: John D. Parotti, PE | City Engineer
Glen Van Wormer, PE | Sr. Traffic Engineer

DATE: February 9, 2016

RE: 169 3rd Street North Parking Lot Concept Review
SEH No. BAYPO 122136 14.00

At your request we have completed a preliminary review of the two concepts prepared by Loucks Associates for the proposed parking lot improvements at 169 3rd Street North. This review addresses the parking lot layout only. Other issues such as drainage, soil corrections and final planting designs will be addressed at a later date.

Concept A: 60 Degree Parking

This concept proposes 60-degree angled parking with one-way drive aisle combined with parallel parking along the Not Justa Café building. There are three interior landscaping islands as well as some landscaping along the east side of the lot. A total of 20 new parking spaces will be constructed including one handicap parking space. There is also an area on the Woody's Bar property identified as possible future parking that is showing a potential for 10 more parking spaces.

The dimensions for this parking arrangement are substandard and are concerning for several reasons. The 15 foot wide aisle is too narrow and 60 degree parking stalls are too small to function properly. The lack of curb stops for the center aisle will be a concern as vehicles need to be properly located for any hope of the narrow aisles functioning as they should. This concept will operate poorly, especially with the future parking at Woody's. Since there aren't many options to make this configuration work and since Concept B was selected by the City as being the preferred option, it is recommended that this concept not be developed further and be dropped from consideration.

Concept B: 90 Degree Parking

The 90-degree parking concept would provide 21 new parking spaces including one handicap space. The area along Woody's Bar indicates that 11 future spaces could also be added. The concept shows a center island and end islands with landscaping as well as additional landscaping on the east end of the lot.

The dimensions are better than those of Concept A, but would only function with small and compact vehicles and would not accommodate larger SUVs or pickup trucks when the lot is full. Since signing part or all of a parking lot as for "compact vehicles only" has proven ineffective, it is not recommended.

The 9-foot wide parking spaces are typical and adequate. The 18-foot parking space depth for the center spaces is okay as there is opportunity for front overhang at the center island. The 18-foot wide drive aisle

Engineers | Architects | Planners | Scientists

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

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

is very narrow. The recommended minimum drive aisle width for 90 degree, 18 foot deep parking spaces is 22 feet.

The possible future parking on the south side for Woody's appears to have about 18 to 20 feet of depth for the first few parking spaces, which are against the wall of Woody's. Since many drivers will not want to bump the wall while parking, the effective depth is reduced by one to two feet. This will impact the municipal lot drive aisle. It should be noted that Woody's parking will need full access from the municipal parking lot.

While many passenger vehicles will fit in the spaces with these dimensions, crew cab pickup trucks and larger SUVs will be partially in the aisle if the drivers do not pull all the way forward to the building wall or the center island. While this will not block the aisle, it will make maneuvering into and out of adjacent spaces difficult, and two way traffic in the drive aisle virtually impossible.

The north aisle will have some operational concerns with the narrow aisle also. Some extra backing and turning to enter or leave a space will be required to avoid contact with the Not Justa Café building. When the parking lines are obscured by snow or hard to see in rain and darkness, vehicles will tend to park outside the designated space reducing the parking numbers.

The following are some ideas to consider to reduce the concerns and provide better operation of the parking lot Concept B:

- Reduce the width of the center median to 6 feet and add the distance to the south parking space depth. These spaces will then be a little more than 19 feet deep.
- Make the height of the curb for the center island 4" high instead of 6" to reduce front pans of many vehicles from scraping the curb, resulting in drivers pulling back from the curb to park. It is desirable to have wheels against the curb.
- Place a sign at the entrance stating "Pull fully forward in parking spaces".
- Develop a future parking arrangement with Woody's which would provide parallel parking along Woody's building and an additional width for the drive aisle in exchange for access to Woodys' parking spaces via the Municipal parking lot aisle and city plowing and maintaining the full aisle width.
- Square the parking lot southeast corner to provide additional future spaces for Woody's.

The aisles are shown as one way, which is a good concept. With one direction flow, the aisle width is adequate for vehicle travel. Two way traffic could be tight or even impossible depending on parked vehicles. Two way traffic around the turn on the east side would be very difficult. The one way operation will require several signs and some pavement markings to be installed and maintained.

There is very little area for even temporary snow storage. This needs to be discussed with Mel.

MnDOT always likes to reduce access to Highways for safety reasons. In this case, the two, two way driveways are being replaced with a pair of one way driveways which, if signed properly, will function as a single driveway. These are the only driveways on the eastside of this block.

Attachments (Concepts A & B)

p:\aeb\baypo\122136\2016\169 3rd st n - parking lot\memo, review of concepts 2016_02_09.docx



Bayport Fire Department

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

February 2016 Memo from the Chief:

Station Move: Final preparation and meetings with the various construction staff, vendors, and suppliers is ongoing, including training sessions on the operation of the new equipment at the station. March 3 is the expected move in date, pending a few final inspection items.

Call Volume: February call volume was 88. We had three structure fires in our service area (one in Bayport and two in Oak Park Heights), as well as providing assistance to the Somerset, WI and Lake Elmo Fire Departments for structure fires.

Department Drills for February: State Fire Marshal's Office presented information on the reporting system (Image Trend) and the information needed for the system. Annual CPR refresher was also conducted by Lakeview EMS staff.

Meetings: Attended the Minnesota Fire Service Foundation Board meeting in Eden Prairie. Attended the quarterly DOC Stillwater meeting - reviewed Unified Command table top plans. Third quarter meeting will be hosted at our new station.

Fire inspections are ongoing.

Safety Tip: Bad or worn out electrical cords or appliances can cause fires. If you experience a light that changes intensity or have electrical equipment that trips breakers, you may have a bad appliance or electrical device that is causing this issue. Never use an extension cord or an appliance cord that has cracks or wire showing. A cord should never feel warm. If it does, be sure to unplug it and either replace or repair the device.

Allen Eisinger
Fire Chief



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

Laura Eastman
Chief of Police

Jay Jackson
Sergeant

Date: February 22, 2016
To: Mayor and City Council
City Administrator Martin
From: Police Chief Laura Eastman
Subject: **Police Reports and Updates**

Past Events

January 25: Part-time Officer Interviews – Administrator Martin, Sergeant Jackson, Chief Eastman
February 4: Community Watch Meeting at Croixdale (open to the public) – Stillwater Prison
Warden Hammer, Sergeant Jackson
February 8: Scenario Testing of Part-time Officer Applicants – Administrator Martin, Sergeant
Jackson, Chief Eastman

Upcoming Events

March 7: Swearing in of Part-time Officer Cameron – Mayor St. Ores
March 31: Use of Force/Defensive Tactics Mandatory Training – All Officers

January (continued)

21 – 31: Abandoned vehicle, Medical L1, permit to purchase, medical L1, fire alarm, no MNDL, w/w exp. Registration, DAS, suspicious vehicle, accident w/o injuries, medical L/72/invest., lost child, medical L1, AOA/assault rpt., speed 53, speed 59/40, NPI, burg. Alarm, AOA/phys. Domestic, medical L1, underage D & D, suicidal male, medical L1, speed 59/540, speed 70/40, speed 59/40, NPI, found dog, school crossing, permit to purchase, suspicious activity, lost property, w/w speed, fire alarm, accident, w/w speed, school crossing, abandon vehicle, vacation checks, AOA/impaired driver, w/w speed, inattentive driving, crosswalks, welfare check, phys. Domestic, Search Warrant, medical L1, suicidal female, NPI, speed /MJ in MV, w/w equipment violation, crosswalks, vehicle lockout, domestic assault, AOA/bank robbery, medical L1, burg. Alarm, DAS/poss. Stolen plates, /w/w speed, attempted break in/AOA, animal complaint, school crossing, school crossing violation, medical L1, school crossing, parking complaint, vehicle in the ditch, PEDS concern, welfare check, 3rd degree DUI/speed, MJ in MV/ drug para/ open bottle, unwanted male, property retrieval, w/w speed, DK driver/AOA, exp. Registration, w/w speed, domestic, suspicious activity medical L1, w/w speed x 2, DAR/speed/53/30/NPI

February Call Load

- 01 – School crossing, speed 73/55, medical L3. w/w crosswalk violation, school crossing acc. No injury, family assist, suspicious activity, domestic, check the area.
- 02 – Medical 1, school crossing, medical 1, school crossing, lockout.
- 03 – Noise complaint, public assist, school crossing, parking complaint, parking complaint, domestic assault, warrant/arrest.
- 04 – Traffic stop/information, report request, school crossing, extra patrol, lockout, school crossing, community watch meeting, alarm, DAS/fail to change address, suspicious activity/information, w/w speed.
- 05 – School crossing, written warning speed x 3, background. Follow up financial exploitation.
- 06 – 3rd degree refusal, male down medical, fire alarm sounding, w/w seatbelt, suspicious activity, injured deer, suspicious vehicle.
- 07 – Unsecured property/property vacation check, found work ID, found wallet, vacant bldg. checks.
- 08 – Check the area, medical L3, school crossing, follow up vulnerable adult exploitation.
- 09 – School crossing, American flag complaint, phone scam, vacation and vacant bldg.. checks, driving complaint, w/w speed, possession MJ in motor vehicle/drug para.
- 10 – School crossing, medical L1, family assist/civil issue, speed 61/40.
- 11 – School crossing, medical L1, death investigation, welfare concern/AOA, Fire/AOA, felony order for protection PC warrant requested.
- 12 – Explosion heard, subpoena delivery, AOA/bank robbery, background, assist agency, no POI CIT., vehicle lockout.
- 13 – Speed 46/30, found wallet, DAR, no insurance, MJ in motor vehicle.
- 14 – Possession of stolen property, 911 abandon, alarm, w/w handicapped parking, house fire/closed down hwy 95/camera placement/tape off doors.
- 15 – Informational, w/w speed, AOA/wreck less driving.
- 16 – school crossing, motorist assist, lost wallet, w/w speed x 2, abandon vehicle, ex parte order, vacation checks, felony warrant arrest, theft report.
- 17 – Medical L1, school crossing, phone scam, unknown situation.
- 18 – School crossing, vehicle lockout, medical L2, Medical 3.
- 19 – School crossing, medical L1, medical L1, fraud report, 911 hang-up, officer information, garage container blocking roadway, improper turn/ no MDL.
- 20 – DWI, found property, reserve meeting, DK female, verbal domestic.
- 21 - 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.

Jan-16	Speed	Seatbelt	Child seat	DAS,R,C	Underage D&D	UAC	Open Bottle	No Insurance	No POI	Warrants	W/W
501 Chief Eastman				1							7
505 Quinn Willmarth											
509 Jay Jackson											4
510 John Miller	1			2	1	2			1		4
511 Nick Schipp	5			7		1	1	1	5		12
512 Zach Lund											
513 Keith Frank	7								2		
Monthly Total	13	0	0	10	1	3	1	1	8	0	27
Year Total	13	0	0	10	1	3	1	1	8	0	27
Officer	Drugs	MJ in MV	Dac-Ips	Stop Sigr	Drug Para	DWI	Distracted	City Ord	Ted Foss	Careless	Other
501 Chief Eastman						1					
505 Quinn Willmarth											
509 Jay Jackson								1			
510 John Miller		1			1	2					1
511 Nick Schipp		1			1	2				2	3
512 Zach Lund	1										
513 Keith Frank							1	2			
Monthly Total	1	2	0	0	2	5	1	3	0	2	4
Year Total	1	2	0	0	2	5	1	3	0	2	4

Notes :



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

Date: March 1, 2016

To: Mayor and City Council
Logan Martin, City Administrator

From: Mel Horak, Public Works Supervisor

Re: Public Works Department Update – March City Council Meeting

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

1. Cleaned warming house and flooded Perro Park ice rinks numerous times
2. Completed a thorough cleaning of the Public Works building
3. Broomed city sidewalks and bike paths after light snowfalls
4. Plowed snow and or salted/sanded city streets on numerous occasions
5. Completed ongoing maintenance and repairs to trucks and equipment. Public Works is in the process of completing the tank truck project.
6. Installed multiple new water meters, repaired numerous nonfunctioning water meters, and read numerous water meters for final utility billings
7. Performed ongoing operation of water and sewer systems, which includes daily inspections of facilities, water tests, water reports, and attending to system malfunctions

PUBLIC WORKS MESSAGE OF THE MONTH

Saving water is saving money! Public Works will be reading water meters in mid March, with bills in the mail by the end of the month. This time of year, 9 out of 10 high water bills are due to internally leaking toilets. Free toilet test strips are available at City Hall.

Bayport Public Library



582 NORTH FOURTH STREET
BAYPORT, MINNESOTA 55003
(651) 439-7454

Date: February 29, 2016
To: Mayor and City Council; Logan Martin, City Administrator
From: Jill Smith, Bayport Public Library Director
Re: Bayport Library Update

We were very pleased to welcome a large crowd of 69 to see the Japanese taiko drumming group Mu Daiko on Saturday, February 20. The program was entertaining and educational. With such a large audience, we are hoping to plan more cultural music programs for the fall.

New storytimes are attracting a small audience at this point; we will work on more promotion, and we know attendance will grow. Only six babies (and their caregivers) attended Baby Storytime, but to see the babies learning through books, songs and play was worth all the preparation time. Thanks to the Foundation for Bayport Public Library for funding a special collection of books and supplies to make Baby Storytime possible.

In March, the Saturday and Monday evening storytime will feature the title *Ten Pigs: An Epic Bath Adventure* by Minnesota author Derek Anderson. This is part of the statewide early literacy initiative called *Once Upon a Reader*. Sponsored by regional library systems across the state, the program chooses a picture book written by a Minnesota author, and then creates a menu of programming around the title that all libraries in the state can use. All Head Start students in the area will receive a free copy of the book. We have a small number of copies of the book that we will distribute to storytime attendees, and will feature several early literacy activities related to this title at the Library during March.

Other programming in March will be co-sponsored by the Bayport Senior Center. We will host musician Brian Barnes on Thursday, March 17 at 6:00 p.m. for a program of Irish music, and have the traditional Easter Egg Roll on Tuesday, March 15 at 10:15 a.m.

We had three very happy winners in our first Bayport Reading Challenge drawing at the end of January. We have seen an increase in participation during February with "Read a Love Story," and we will continue with a new monthly theme for the rest of 2016.

Work is continuing on our new website, and testing of the site is ongoing. We are looking forward to providing patrons with a website that provides easier access to their library accounts and downloadable materials.

Thank you for your continued support!



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

Date: February 22, 2016

To: Mayor and City Council
Logan Martin, City Administrator

From: Wanda Madsen, Finance Officer

Re: **Finance Department 1st Quarter 2016 Update**

During January and February 2016, the following undertakings were performed:

1. Water Department

- A. Collections and processing of utility payments for 4th Quarter 2015
- B. December administration of water/sewer billing for 4th quarter which was sent out December 29, 2015
- 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, followed by a three-day inhouse annual audit 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.



CITY OF BAYPORT
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Date: February 23, 2016
To: Mayor and City Council
Logan Martin, City Administrator
From: Sara Taylor, Assistant City Administrator/Planner
Re: **Department Update – March City Council meeting**

CITY NEWSLETTER

The next edition of the city newsletter is expected to be printed and distributed in the next few weeks. Highlights of this edition include articles on the concept parking lot project at 169 3rd St. N., pollinator habitat/gardens, library author luncheon and summer reading programs, new part-time police officer Riley Cameron, *Bayport in Bloom* garden contest, and upcoming community programs/events. The following edition of the newsletter will be distributed in June.

URBAN FORESTRY AND EMERALD ASH BORER WORKSHOP

On February 17, I had the privilege of attending a workshop sponsored by the St. Croix River Association. The workshop covered an array of topics related to urban forestry in the St. Croix Valley, i.e. updating tree ordinances, completing a species inventory, developing a management plan for maintenance and replacement, and strategies to prepare for and manage potential infestation by the invasive pest emerald ash borer (EAB). In recent years, presence of the EAB has been discovered in several Minnesota and Wisconsin counties. Public outreach and mitigation efforts have been successful in slowing the spread of EAB, but migration of the beetle to non-infested areas is likely inevitable. Public Works Supervisor Mel Horak and I will be reviewing the city's current ordinances, as well as best management practices recommended by the Department of Natural Resources related to urban forestry and EAB in the coming months. Grants may be available to assist with technical updates to our citywide tree inventory and/or management plan as deemed necessary, and will be pursued accordingly.

WASHINGTON COUNTY RECYCLING GRANT ANNUAL REPORT AND WORK PLAN

Last week, I began assembling information to complete the Washington County Recycling Grant Annual Report, which is due March 15. The city is required to report on special projects related to community recycling efforts that were completed within the past year and are consistent with the city's recycling work plan. In 2015, the city received a \$4,320.00 grant to fund administration and recycling project costs, such as the curbside recycling incentive/reward program and promoting recycling efforts and activities via the city newsletter and website. This year, the city will receive the same grant amount to fund similar projects. Tonnage reports from the city's residential waste hauler Republic Services show that recycling efforts continue to be steady, which indicates our public education and outreach efforts are helping promote recycling activity in our community!



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

Date: March 1, 2016
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: **Administration Department Update – March City Council meeting**

NEW FIRE HALL UPDATE

The Fire Hall is approximately 95% complete! Final inspections by the building official have occurred with a few modifications to make, and thorough inspections by the architect team are ongoing to ensure that we receive exactly the building (and building quality) that we anticipated. All interior furniture was installed this week and looks wonderful. By the time of the Council meeting, the Fire Department will likely be operating out of the new station, which is extremely exciting! The City Council will hold a ribbon-cutting event at the facility on April 7 with the entire team of partners, and a community-wide open house will occur on a Saturday in May. Stay tuned for more info!

PUBLIC WORKS SUCCESSION PLANNING

Work continues on the creation of job duties and responsibilities for the forthcoming public works director position. As discussed with Council during the workshop, staff has compiled comparable job descriptions and classifications, and is utilizing those to create a job description that thoroughly captures the performance expectations of this new position. The intent is still to publicize and recruit for this position in April or May, with a start date shortly thereafter.

COMMUNITY SOLAR GARDEN OPPORTUNITY

In the fall of 2015, the City submitted a letter of interest to participate in a joint venture with the Metropolitan Council to acquire access to a community solar panel garden. Participating in a community solar garden allows a City to purchase power from solar panels at a reduced rate, thereby saving money on monthly utility bills. The City has been presented with an opportunity to participate in the program, so we are in the very early stages of vetting the proposal. Once progress has been made on fully understanding the financial implications of this opportunity, we will get a Council workshop scheduled to discuss the program.

UPCOMING MEETINGS AND EVENTS

March 7	City Council workshop	5pm	City Hall
March 7	City Council meeting	6pm	City Hall
March 26	Easter Egg Hunt	10am	Barker's Alps Park
April 4	City Council meeting	6pm	City Hall
April 7	Fire Hall Ribbon Cutting	4:30pm	Fire Hall