

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
April 6, 2015**

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. March recycling award recipient is Antonia Kunz who will receive \$30.00 for her recycling efforts, with funding made possible by a grant from Washington County.
2. Recognition of Captain Jerry Hutchinson's retirement

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. Tom Nelson, Stillwater Area Public Schools – Update on May 12 Special School District Election
- 2.

CONSENT AGENDA

TAB #

Consider a resolution adopting items 1 through 12

- | | |
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| 1. March 2, 2015 City Council workshop minutes | 1 |
| 2. March 2, 2015 City Council regular meeting minutes | 2 |
| 3. March payables and receipts (005510-005614) | 3 |
| 4. March building, plumbing and mechanical permits report | 4 |
| 5. Temporary on-sale liquor license for St. Charles Church, 409 ^{3rd} Street North, on March 27, 2015 | 5 |
| 6. Temporary on-sale liquor license for Greater Stillwater Chamber for Rockin' Ribs on the River at Lakeside Park on June 19 and 20, 2015 | 6 |
| 7. Donation of \$1,000.00 to the Fire Department from Bayport American Legion Post 491 | 7 |
| 8. Donation of "Legion Field" signage for Perro Park ball field from American Legion Post 491 | 8 |
| 9. Authorization to hire Dustin Vincent as volunteer paid on-call personnel for the Fire Department | 9 |
| 10. Special Event Application from Anderson Race Management for Ragnar Relay Race exchange point at Perro Park on Saturday, August 15, 2015 | 10 |
| 11. Purchase of a cab and chassis for the Public Works Department tank truck replacement project | 11 |
| 12. Donation of \$2,000.00 to the Fire Department from Xcel Energy for medical equipment | 12 |

PUBLIC HEARINGS

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UNFINISHED BUSINESS

NEW BUSINESS

1. Consider a Special Event Application for a Cystic Fibrosis Foundation fundraiser at Lakeside Park on Sunday, July 19, 2015 14
2. Consider a resolution for a variance to allow an attached garage and addition to the existing single-family home on the property located at 207 6th Street North 15
3. Consider a resolution to hold a public hearing at the June 1, 2015 City Council meeting on the proposed adoption of a modification to the Tax Increment Finance Plan for Tax Increment Finance District No. 1 and to consider a resolution to authorize an interfund loan for the advance of certain costs in connection with Tax Increment Finance District No. 1 16
4. Consider a resolution forgiving the interfund loan between the city Tax Stabilization Fund and Park Dedication Fund 17
5. Update on trichloroethylene (TCE) mitigation project 18

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

- 1.
- 2.

ADJOURNMENT

RESOLUTION NO. 15-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD APRIL 6, 2015**

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

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-12 FROM THE
APRIL 6, 2015 CITY COUNCIL AGENDA**

1. March 2, 2015 City Council workshop minutes
2. March 2, 2015 City Council regular meeting minutes
3. March payables and receipts (005510-005614)
4. March building, plumbing and mechanical permits report
5. Temporary on-sale liquor license for St. Charles Church, 409^{3rd} Street North, on March 27, 2015
6. Temporary on-sale liquor license for Greater Stillwater Chamber for Rockin' Ribs on the River at Lakeside Park on June 19 and 20, 2015
7. Donation of \$1,000.00 to the Fire Department from Bayport American Legion Post 491
8. Donation of "Legion Field" signage for Perro Park ball field from American Legion Post 491
9. Authorization to hire Dustin Vincent as volunteer paid on-call personnel for the Fire Department
10. Special Event Application from Anderson Race Management for Ragnar Relay Race exchange point at Perro Park on Saturday, August 15, 2015
11. Purchase of a cab and chassis for the Public Works Department tank truck replacement project
12. Donation of \$2,000.00 to the Fire Department from Xcel Energy for medical equipment

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 6th day of April 2015.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

**CITY OF BAYPORT
CITY COUNCIL WORKSHOP MINUTES
COUNCIL CHAMBERS
March 2, 2015
4:30 P.M.**

CALL TO ORDER

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

ROLL CALL

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

Members Absent: None

Staff Present: City Administrator Logan Martin, Assistant City Administrator/Planner Sara Taylor, Fire Chief Mark Swenson, Fire Captain/Fire Hall Building Committee Liaison Josh Eisinger

Consultants Present: Jessie Bauldry and Cindy McCleary, Leo A Daly
Gary Zifko and John Huenink, Kraus-Anderson

REVIEW EXTERIOR AND INTERIOR BUILDING DESIGN FOR THE PROPOSED NEW FIRE HALL

Administrator Martin introduced representatives from Leo A. Daly, who reviewed both the exterior and interior finishes for the proposed new Fire Hall including brick, metal, concrete, carpet, tile, paint, and laminate selections. Recent modifications to the building layout were reviewed and included refinement of the office area, restrooms adjacent to the apparatus bay, and display wall. Recent modifications to the site plan were also reviewed and included reduction of impervious surface area, as well as fencing, landscaping, and storm water management design.

Following discussion, Kraus-Anderson presented a cost estimate for the project to date, noting cost effective materials have been selected to remain within the budget. It was noted that in-floor heat within the apparatus bays and the dorm expansion were additional features desired by the City Council and the Fire Hall Building Committee. However, Leo A. Daly explained that these items were not included in the project at this time, due to budget constraints, but the mechanical and electrical systems have been sized appropriately to accommodate these features at a later date, if desired. Decisions on these two items can occur after bid opening when a complete budget is solidified, based on funding availability and willingness to modify the project budget to include additional items. Release of bid documents is planned for March 17, 2015. It is anticipated that a recommendation for bid award will be presented to the City Council in April.

ADJOURNMENT

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

**CITY OF BAYPORT
CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS
MARCH 2, 2015
6:00 P.M.**

CALL TO ORDER

Pursuant to due call and notice, Mayor St. Ores called the regular City Council meeting of March 2, 2015 to order at 6:00 p.m., and asked Councilmembers, staff and the audience to join in pledging allegiance to the American Flag.

ROLL CALL

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

Members Absent: None

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

APPROVAL OF AGENDA

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to approve the March 2, 2015 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The February recycling award recipient is Terry Hayner who will receive \$30.00 for his recycling efforts, with funding made possible by a grant from Washington County.
2. Lynn Vernon, representing the Master Gardeners in Washington County, announced the group will be sponsoring the second "Bayport in Bloom" Front Entry Garden Contest this summer. Judging will occur in mid July. To kick off the contest, a free workshop on creating front entry displays is scheduled for Saturday, April 18, 10:30 a.m.-12:30 p.m., at the Bayport Library. The workshop is open to everyone and no registration is required.

OPEN FORUM

CONSENT AGENDA

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

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 15-04

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-10 FROM THE
MARCH 2, 2015 CITY COUNCIL AGENDA**

1. January 20, 2015 Joint City Council/Planning Commission workshop minutes
2. February 2, 2015 City Council regular meeting minutes
3. February payables and receipts (check numbers 005387-005509)
4. February building, plumbing and mechanical permits report
5. Special event application from the Bayport Community Action League for a Farmer's Market on the Village Green on Mondays, June 22-October 12, 2015

6. Special event application from Bob Johnson for Dane's Place Pig Roast Fundraising Event on the Village Green, Saturday, June 27, 2015
7. Application for temporary on-sale liquor license from Bethlehem Lutheran Church for June 27, 2015 on the Village Green
8. Waiver of statutory tort liability limits for city insurance coverage
9. Renewal of boat trailer parking agreement with Andersen Corporation for 2015
10. Approval of agreement with Springsted, Inc., for Municipal Advisor Services related to the Fire Hall bond sale project

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

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

PUBLIC HEARINGS

Public Hearing to consider a five-year capital improvement plan and the preliminary issuance of general obligation capital improvement bonds: Administrator Martin explained that in order to issue general obligation capital improvement bonds for the new Fire Hall, the city was required to prepare a separate five-year capital improvement plan (CIP) for the project and hold a public hearing before the CIP is adopted and the bonds are preliminarily approved. He noted that Bayport will not bear the entire payment for the bond principal and interest because the fire services contract with the city's three partner communities establishes an annual payment from each partner community that will help pay the principal and interest on the bonds. Bayport's annual share toward the 15-year bonds is approximately \$24,000.00-\$30,000.00. He anticipates the city will need approximately \$2.4 million in bond sale revenues; however the CIP establishes a maximum bond sale amount of \$2.7 million in order to provide flexibility should the City Council decide to make a change in the overall project budget. Increasing the bond amount is not anticipated, however the \$2.7 million ceiling ensures the city does not have to redo the required administrative steps if the project changes. He added that tonight's requested action will not require the city to proceed with the bond sale if the project changes.

Mayor St. Ores opened the public hearing and no comments were heard.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to close the public hearing. Motion carried 5-0.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 15-05

**A RESOLUTION ADOPTING A CAPITAL IMPROVEMENT PLAN AND PROVIDING
PRELIMINARY APPROVAL FOR THE ISSUANCE OF GENERAL OBLIGATION
CAPITAL IMPROVEMENT BONDS THEREUNDER**

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

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

COUNCIL LIAISON REPORTS

Councilmember Hanson attended a Community Education Advisory Council meeting where the council discussed the adult enrichment programs offered by Community Education. Residents should contact Councilmember Hanson if they have ideas and/or comments for the council on the adult programs.

Councilmember Carlson reviewed the February Library Board meeting, noting Amy Zimmer's vacant seat has been filled and the appointment will be approved later in tonight's meeting. She reviewed spring break activities and encouraged people to check the library's website for details. Planning for the summer reading program is underway and the library hopes to offer weekly activities. The 25th anniversary library celebration is being postponed and will be held in conjunction with Derby Days in September. The next meeting is scheduled for Thursday, March 26, at 6:00 p.m. at the library.

Councilmember McGann reported the Planning Commission will meet March 16, 2015.

Mayor St. Ores thanked the BCAL for sponsoring the Valentine's Dance and recognized the Bayport Fire Department for putting on their recent annual dance/fundraiser. She reviewed the February Middle St. Croix Watershed Management Organization (MSCWMO) meeting, noting the group closely examines the need and location of monitoring stations throughout the watershed. She recognized MSCWMO Administrator Mike Isensee's efforts to increase grant opportunities for the organization. She recently attended a multi-agency meeting to discuss the Centennial Anniversary of the National Park System in 2016, with a focus on enhancing and sustaining our local urban parks. The group is also exploring ways to celebrate the St. Croix River's anniversary in 2017. She thanked Congresswoman Betty McCollum for leading these efforts.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Swenson acknowledged the efforts of the department staff in hosting the annual fundraising dance on February 21, noting approximately \$10,000.00 was raised. He reviewed the Fire Department Advisory Committee meeting with the partner communities, and said this month's safety message is on the importance of preventing slips, trips and falls.

Police Chief Eastman thanked the City Council for their support to reinstate the Sergeant position and recognized Mayor St. Ores and Administrator Martin for their assistance with the selection process. She reviewed the department's recent and upcoming events and alerted the public to ongoing scams that target seniors, including fake requests for money to help get a family member out of jail and demands for credit card information to pay off IRS debt.

Mel Horak, Public Works Supervisor, reviewed his written report and encouraged residents to avoid depositing snow from private property onto public property. Mayor St. Ores commented on the number of people enjoying the ice skating rinks at Perro Park this winter and thanked the Public Works staff for maintaining the rinks.

Assistant City Administrator/Planner Taylor reported Mattamy Homes has submitted a formal application for a revised preliminary plat for 113 single-family homes to complete Phase III-B of the Inspiration development. A public hearing on the application will be held at the March 16 Planning Commission meeting and the City Council is anticipated to consider the application at the May 4 meeting. City staff will be meeting with Washington County engineering staff to discuss improvements along the 5th Avenue North business corridor to provide a more accessible and appealing environment. Staff will also explore a partnership with business owners in the area to add signage along Highway 95 directing people to the 5th Avenue businesses and Barker's Alps Park. She reviewed the final tabulation of votes from the November 4, 2014 General Election, reporting Bayport had a 62% voter turnout. The

city received notice there will be a Special Election on Tuesday, May 12, to vote on a bond request to improve facilities across the Stillwater Area School District. The city will administer the election and be reimbursed by the school district for all expenses.

Administrator Martin provided an update on the mandated installation of crossing arms at the railroad crossings at Central Avenue and Point Road. The Central Avenue system is fully operational; however the project on Point Road was delayed to give residents an opportunity to get more information. To that end, the city held an open house on February 25 to answer questions and get feedback from the Point Road residents. A major concern is the switching of cars in the King Plant area and the impact on travel on Point Road. The mandated crossing arms project is moving forward, however the city will monitor the crossing to make sure it functions appropriately. The discussion also focused on trains blocking the tracks beyond the state allowed 10-minute timeframe. He said the city continues to document infractions of the 10-minute rule and has discussed the issue with the Union Pacific Railroad.

Administrator Martin requested direction from the City Council on whether to aggressively pursue the blockage infractions. Councilmember McGann noted the public safety factor in keeping the crossing open to allow access for emergency vehicles. The general consensus of the City Council was that the residents' concerns are valid and city staff should continue pursuing communication with federal and state representatives for compliance with the 10-minute rule.

UNFINISHED BUSINESS

NEW BUSINESS

Consider appointment of Police Officer Jay Jackson to Sergeant for the Bayport Police Department: Police Chief Eastman reviewed the process and need for appointing a Sergeant, with the retirement of Captain Jerry Hutchinson. Upon completion of the extensive process, Officer Jackson was the highest scoring applicant and is being recommended for the position. He will continue to serve as the department's canine officer.

It was moved by Councilmember Hanson and seconded by Councilmember Goldston to appoint Officer Jay Jackson to the position of Sergeant, with the starting pay of \$35.56 an hour, effective March 3, 2015. Motion carried 5-0.

Sergeant Jackson's wife assisted with pinning the Sergeant stripes and badge to her husband's uniform. Sergeant Jackson was congratulated on his promotion and welcomed to the position.

Consider a resolution declaring a commitment to review and revise the Bayport City Code of Ordinances to integrate MIDS standards: Mike Isensee, MSCWMO Administrator, reviewed the background of the resolution that would allow Bayport to participate in the Minimal Impact Design Standards (MIDS) grant program that would reimburse the city for updating its ordinances with the new standards. The MIDS standards were written to be simpler, more flexible and consistent with other watershed districts in the area. Mayor St. Ores said the City Council and Planning Commission held a joint workshop on the MIDS standards during which the updates were discussed in detail, and the members recommended integrating the simplified standards into Bayport ordinances.

Councilmember Carlson introduced the following resolution and moved its adoption:

Resolution 15-06

A RESOLUTION DECLARING A COMMITMENT TO REVIEW AND REVISE THE BAYPORT CITY CODE OF ORDINANCES TO INTEGRATE MINIMAL IMPACT DESIGN STANDARDS

The motion for adopting the foregoing resolution was duly seconded by Councilmember McGann 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

Consider appointment of Mary Ostertag to the Library Board: Assistant Administrator Taylor reported the Bayport Public Library Board of Trustees has recommended appointing Mary Ostertag to fill the vacant seat left by Amy Zimmer whose term expires December 31, 2015. Amy was recognized and thanked for her service and Mary was welcomed as her replacement.

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to appoint Mary Ostertag to the vacant seat on the Bayport Public Library Board of Trustees effective immediately, with a term to expire December 31, 2015. Motion carried 5-0.

Consider authorization to solicit bids for the proposed new Fire Hall: Administrator Martin said the architects and building committee have refined the final building design, and the construction documents will be let for public bidding on March 17, with a bid opening anticipated on April 7. Jessie Bauldry of Leo A. Daly Architects provided an update on the design of the Fire Hall, including the interior material palette featuring shades of gray and red highlighting. Councilmember Hanson recognized the efforts of Leo A. Daly to stay within the project budget and said she was impressed with the concepts and color schemes that reflect a fire station feel. Councilmember Carlson inquired about the timing of installing the heating components in the apparatus bays and the potential desire for in-floor heat. Architect Cindy McCleary explained that in-floor radiant heat would be an efficient method for general heating. However, in colder climates, it is not sufficient to protect the roof structure and equipment in the ceiling, such as piping. The overhead heating system is necessary to increase the temperature in the bays when the doors are opened/closed, regardless if the building contained in-floor heat.

It was moved by Councilmember Goldston and seconded by Councilmember Carlson to authorize Kraus Anderson to solicit bids for the utility extensions, roadway improvements and construction of the Fire Hall building project. Motion carried 5-0.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Mayor St. Ores thanked the Andersen Corporation for their cooperation in renewing the boat trailer parking agreement for another season.
2. Mayor St. Ores thanked Captain Jerry Hutchinson for his service to the Bayport Police Department and wished him well upon his retirement.

ADJOURNMENT

It was moved by Councilmember Goldston and seconded by Councilmember Hanson to adjourn the meeting at 7:09 p.m. Motion carried 5-0.

City Administrator/Clerk

CITY OF BAYPORT

*Budget Control Summary

Current Period: MARCH 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Varianc
FUND 101 GENERAL				
Revenue Accounts				
DEPT 0000 GENERAL GOVERNMENT	\$1,860,364.00	\$216,878.16	\$1,643,485.84	88.34%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41240 RECYCLING	\$6,000.00	\$2,200.00	\$3,800.00	63.33%
DEPT 41600 CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41602 CURB & SIDEWALK PROJECT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41910 PLANNING & ZONING	\$108,000.00	\$32,006.57	\$75,993.43	70.36%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$93,400.00	\$13,785.61	\$79,614.39	85.24%
DEPT 42200 FIRE PROTECTION	\$426,631.00	\$31,695.60	\$394,935.40	92.57%
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 STREET MAINT	\$7,000.00	\$0.00	\$7,000.00	100.00%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$30,150.00	-\$2,172.26	\$32,322.26	107.20%
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$10,000.00	-\$10,000.00	0.00%
DEPT 43300 CEMETERY	\$12,000.00	\$4,700.00	\$7,300.00	60.83%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Accounts	\$2,543,545.00	\$309,093.68	\$2,234,451.32	87.85%
Expenditure Accounts				
DEPT 41100 ELECTIONS	\$1,000.00	\$300.00	\$700.00	70.00%
DEPT 41200 MAYOR & COUNCIL	\$194,540.00	\$39,296.11	\$155,243.89	79.80%
DEPT 41240 RECYCLING	\$7,115.00	\$765.01	\$6,349.99	89.25%
DEPT 41400 ADMINISTRATION	\$155,337.00	\$29,658.58	\$125,678.42	80.91%
DEPT 41910 PLANNING & ZONING	\$240,697.00	\$46,541.67	\$194,155.33	80.66%
DEPT 41940 MUNICIPAL BUILDINGS	\$49,050.00	\$12,101.70	\$36,948.30	75.33%
DEPT 42100 POLICE	\$788,668.00	\$171,742.82	\$616,925.18	78.22%
DEPT 42200 FIRE PROTECTION	\$491,432.00	\$71,641.95	\$419,790.05	85.42%
DEPT 42201 FIRE STATION	\$0.00	\$72,863.54	-\$72,863.54	0.00%
DEPT 43100 STREET MAINT	\$308,003.00	\$36,978.44	\$271,024.56	87.99%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43135 56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43140 HAYNER/2ND ST. S UTILITY PR	\$0.00	\$310.00	-\$310.00	0.00%
DEPT 43160 STREET LIGHTING	\$31,750.00	\$6,619.22	\$25,130.78	79.15%
DEPT 43200 PARKS	\$64,928.00	\$8,370.12	\$56,557.88	87.11%
DEPT 43300 CEMETERY	\$7,475.00	\$500.00	\$6,975.00	93.31%
DEPT 44100 PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
Total Expenditure Accounts	\$2,389,995.00	\$497,689.16	\$1,892,305.84	79.18%

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CITY OF BAYPORT

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***Fund Summary -
Budget to Actual©**

MARCH 2015

	2015 YTD Budget	MARCH MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
FUND 101 GENERAL					
Revenue	\$2,543,545.00	\$30,768.17	\$309,093.68	\$2,234,451.32	12.15%
Expenditure	\$2,389,995.00	\$194,950.86	\$497,689.16	\$1,892,305.84	20.82%
		<u>-\$164,182.69</u>	<u>-\$188,595.48</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	\$22,475.31	\$22,475.31	-\$22,475.31	0.00%
		<u>-\$22,475.31</u>	<u>-\$22,475.31</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	\$125.00	\$1,039.00	-\$1,039.00	0.00%
Expenditure	\$0.00	\$131.70	\$1,728.77	-\$1,728.77	0.00%
		<u>-\$6.70</u>	<u>-\$689.77</u>		
FUND 203 PUBLIC WORKS EQUIPMENT REPL					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 204 RECREATION CAP EQUIP & MAINT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 205 TAX STABILIZATION FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT

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***Fund Summary -
Budget to Actual©**

MARCH 2015

	2015 YTD Budget	MARCH MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 206 WATER/SEWER IMPROVEMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 207 PARK IMPROVEMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$36.96	-\$36.96	0.00%
		\$0.00	-\$36.96		
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	\$295,300.00	\$274.96	\$2,425.26	\$292,874.74	0.82%
Expenditure	\$295,300.00	\$29,901.89	\$64,848.56	\$230,451.44	21.96%
		-\$29,626.93	-\$62,423.30		
FUND 303 GO TIF BOND 1990 DEBT SERVICE					
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 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					
Expenditure	\$0.00	\$76,973.19	\$76,973.19	-\$76,973.19	0.00%
		-\$76,973.19	-\$76,973.19		
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		

CITY OF BAYPORT

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***Fund Summary -
Budget to Actual©**

MARCH 2015

	2015 YTD Budget	MARCH MTD Amount	2015 YTD Amount	2015 YTD Balance	2015 % YTD Budget
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	\$348,950.00	\$3,465.05	\$4,364.56	\$344,585.44	1.25%
Expenditure	\$504,548.00	\$24,786.78	\$117,723.84	\$386,824.16	23.33%
		-\$21,321.73	-\$113,359.28		
FUND 602 SEWER					
Revenue	\$633,500.00	\$0.00	\$0.00	\$633,500.00	0.00%
Expenditure	\$308,687.00	\$16,265.89	\$138,330.86	\$170,356.14	44.81%
		-\$16,265.89	-\$138,330.86		
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	\$12,161.74	\$12,461.74	-\$12,461.74	0.00%
Expenditure	\$0.00	\$330.43	\$2,609.22	-\$2,609.22	0.00%
		\$11,831.31	\$9,852.52		
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		-\$319,021.13	-\$593,031.63		

CITY OF BAYPORT
REVENUE SUMMARY YTD THRU 03/31/2015

FUND	FUND Descr	2015 Budget	2015 YTD Amt	2015 % of Budget	2015 % of Budget Remain
FUND 101	GENERAL	\$2,543,545.00	\$309,093.68	12.15%	87.85%
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	\$1,039.00	0.00%	0.00%
FUND 203	PUBLIC WORKS EQUIPMENT REP	\$0.00	\$0.00	0.00%	0.00%
FUND 204	RECREATION CAP EQUIP & MAIN	\$0.00	\$0.00	0.00%	0.00%
FUND 205	TAX STABILIZATION FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 206	WATER/SEWER IMPROVEMENT F	\$0.00	\$0.00	0.00%	0.00%
FUND 207	PARK IMPROVEMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$295,300.00	\$2,425.26	0.82%	99.18%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$0.00	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$348,950.00	\$4,364.56	1.25%	98.75%
FUND 602	SEWER	\$633,500.00	\$0.00	0.00%	100.00%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	\$12,461.74	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$3,821,295.00	\$329,384.24	8.62%	91.38%

CITY OF BAYPORT
MONTHLY RECEIPTS

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Period Name: MARCH

FUN	Tran Date	Amount	Refer	Comments	Account Descr
FUND 101 GENERAL					
101	03/11/15	\$50.00	4855	LIQUOR - TEMP (PER DAY) Eric Zawislak	R 101-00000-32100 BUSINES
101	03/25/15	\$809.48	4888	GAMBLING PROCEEDS CK # 10673	R 101-00000-32204 GAMBLIN
101	03/25/15	\$543.34	4889	GAMBLING PROCEEDS CK # 10746	R 101-00000-32204 GAMBLIN
101	03/25/15	\$28.00	4890	ASSESSMENT SEARCH CK # 94249	R 101-00000-34105 USER FEE
101	03/05/15	\$6.75	4753	BUILDING SURCHARGE CK # 14292	G 101-20104 STATE SURCHA
101	03/12/15	\$5.00	4784	PLUMBING SURCHARGE - RESIDENTIAL D	G 101-20104 STATE SURCHA
101	02/26/15	\$15.00	4830	BUILDING SURCHARGE Moser Homes, #2	G 101-20104 STATE SURCHA
101	02/26/15	\$600.00	4841	BUILDING SURCHARGE Moser Homes, Ck	G 101-20104 STATE SURCHA
101	03/11/15	\$5.00	4856	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	03/18/15	\$5.00	4875	PLUMBING SURCHARGE - RESIDENTIAL D	G 101-20104 STATE SURCHA
101	03/19/15	\$12.94	4876	BUILDING SURCHARGE WS&D Permit Serv	G 101-20104 STATE SURCHA
101	03/26/15	\$9.00	4895	BUILDING SURCHARGE River Valley Resto	G 101-20104 STATE SURCHA
101	03/17/15	\$10.96	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	03/10/15	\$23.17	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	03/31/15	\$26.93	24	State Sales Tax	G 101-20603 SALES TAX PAY
101	03/10/15	\$87.50	4840	HEALTH PARTNERS CK # 98931065	G 101-27109 HEALTH PARTN
101	03/10/15	\$75.00	4840	HEALTH SAVING ACCT. CK # 98931065	G 101-27122 H S A
101	03/25/15	\$50.00	4796	CONTRACTOR LICENSE - SPECIALTY John	R 101-41910-32100 BUSINES
101	02/26/15	\$100.00	4844	CONTRACTOR LICENSE - GENERAL WS&D	R 101-41910-32100 BUSINES
101	03/05/15	\$100.00	4849	CONTRACTOR LICENSE - GENERAL CK #	R 101-41910-32100 BUSINES
101	03/25/15	\$50.00	4892	CONTRACTOR LICENSE - SPECIALTY Sav	R 101-41910-32100 BUSINES
101	03/16/15	\$25.00	4864	DUMPSTER/BULK CONTAINER CK # 2636	R 101-41910-32200 NONBUSI
101	03/19/15	\$25.00	4878	DUMPSTER/BULK CONTAINER CASH - DE	R 101-41910-32200 NONBUSI
101	03/05/15	\$67.47	4753	PLAN REVIEW CK # 14292	R 101-41910-32210 BUILDIN
101	03/05/15	\$250.75	4753	BUILDING PERMIT CK # 14292	R 101-41910-32210 BUILDIN
101	02/26/15	\$303.39	4830	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/26/15	\$466.75	4830	BUILDING PERMIT Moser Homes, #29180	R 101-41910-32210 BUILDIN
101	02/26/15	\$4,521.89	4841	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	02/26/15	\$6,956.75	4841	BUILDING PERMIT Moser Homes, Ck #29	R 101-41910-32210 BUILDIN
101	03/19/15	\$423.75	4876	BUILDING PERMIT WS&D Permit Service	R 101-41910-32210 BUILDIN
101	03/26/15	\$309.75	4895	BUILDING PERMIT River Valley Restoratio	R 101-41910-32210 BUILDIN
101	03/26/15	\$201.34	4895	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	03/12/15	\$3,622.53	4860	ROW EXCAVATION PERMIT CK # 9467	R 101-41910-32214 EXCAVAT
101	03/12/15	\$75.00	4784	PLUMBING PERMIT - RESIDENTIAL Derric	R 101-41910-32220 PLUMBIN
101	03/18/15	\$75.00	4875	PLUMBING PERMIT - RESIDENTIAL DSM E	R 101-41910-32220 PLUMBIN
101	03/11/15	\$75.00	4856	MECHANICAL PERMIT - RESIDENTIAL Fire	R 101-41910-32230 MECHANI
101	03/25/15	\$709.49	4886	BUILDING INSPECTIONS (LAKELAND) CK	R 101-41910-34103 LAKELAN
101	03/31/15	\$240.76	4891	POLICE SERVICES (OVERTIME) CK # 655	E 101-42100-102 OVERTIME
101	03/31/15	\$240.76	4891	POLICE SERVICES (OVERTIME) CK # 655	E 101-42100-102 OVERTIME
101	03/11/15	\$10.00	4773	PET LICENSE - SPAY/NEUT CASH - SABRA	R 101-42100-32240 ANIMAL F
101	03/12/15	\$10.00	4780	PET LICENSE - SPAY/NEUT Henning #322	R 101-42100-32240 ANIMAL F
101	03/12/15	\$10.00	4780	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	03/17/15	\$10.00	4788	PET LICENSE - SPAY/NEUT Shemon #503	R 101-42100-32240 ANIMAL F
101	03/17/15	\$10.00	4788	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	03/17/15	\$10.00	4792	PET LICENSE - SPAY/NEUT CASH - SHANN	R 101-42100-32240 ANIMAL F
101	03/17/15	\$10.00	4792	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	02/26/15	\$10.00	4842	PET LICENSE - SPAY/NEUT CASH - NESS/	R 101-42100-32240 ANIMAL F
101	02/26/15	\$10.00	4843	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	02/26/15	\$10.00	4843	PET LICENSE - SPAY/NEUT STEVENSON #	R 101-42100-32240 ANIMAL F
101	02/26/15	\$10.00	4845	PET LICENSE - SPAY/NEUT Langlois #433	R 101-42100-32240 ANIMAL F
101	02/26/15	\$10.00	4845	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	03/11/15	\$10.00	4854	PET LICENSE - SPAY/NEUT Marty #3158	R 101-42100-32240 ANIMAL F

**CITY OF BAYPORT
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FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	03/17/15	\$10.00	4873	PET LICENSE - SPAY/NEUT CASH - HALVE	R 101-42100-32240 ANIMAL F
101	03/19/15	\$10.00	4877	PET LICENSE - SPAY/NEUT Abrahamson #	R 101-42100-32240 ANIMAL F
101	03/23/15	\$40.00	4881	PET LICENSE - SPAY/NEUT Aronson #700	R 101-42100-32240 ANIMAL F
101	03/23/15	\$10.00	4882	PET LICENSE - SPAY/NEUT Cathy Carlson	R 101-42100-32240 ANIMAL F
101	03/23/15	\$10.00	4882	PET LICENSE - SPAY/NEUT	R 101-42100-32240 ANIMAL F
101	03/25/15	\$10.00	4893	PET LICENSE - SPAY/NEUT Ellickson #257	R 101-42100-32240 ANIMAL F
101	03/26/15	\$10.00	4894	PET LICENSE - SPAY/NEUT CASH - ALLEN	R 101-42100-32240 ANIMAL F
101	03/26/15	\$10.00	4896	PET LICENSE - SPAY/NEUT Warner #2587	R 101-42100-32240 ANIMAL F
101	03/30/15	\$10.00	4899	PET LICENSE - SPAY/NEUT Gilles #3657	R 101-42100-32240 ANIMAL F
101	03/30/15	\$10.00	4899	PET LICENSE - SPAY/NEUT Martinez #348	R 101-42100-32240 ANIMAL F
101	03/31/15	\$10.00	4900	PET LICENSE - SPAY/NEUT Eldred #5220	R 101-42100-32240 ANIMAL F
101	03/31/15	\$10.00	4900	PET LICENSE - SPAY/NEUT Richtman #31	R 101-42100-32240 ANIMAL F
101	03/30/15	\$30.00	4897	PEDDLER LICENSE Thole #2118	R 101-42100-33100 ADMINIS
101	03/11/15	\$3.73	4848	POLICE REPORTS Metro Reporting Bureau	R 101-42100-34201 POLICE A
101	03/31/15	\$4,308.13	16828	FEB 2015 TRAIL CT-WASHINGTON	R 101-42100-35101 COURT FI
101	03/05/15	\$20.00	4764	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	03/16/15	\$10.00	4862	ANIMAL CONTROL ck # 7065	R 101-42100-37000 MISCELL
101	03/16/15	\$10.00	4865	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	03/16/15	\$20.00	4867	ANIMAL CONTROL CK # 3071	R 101-42100-37000 MISCELL
101	03/16/15	\$20.00	4868	ANIMAL CONTROL CK # 5733	R 101-42100-37000 MISCELL
101	03/16/15	\$10.00	4869	ANIMAL CONTROL CASH	R 101-42100-37000 MISCELL
101	03/16/15	\$40.00	4870	ANIMAL CONTROL CK # 3204	R 101-42100-37000 MISCELL
101	03/11/15	\$115.00	4852	UNIFORMS - FIRE DEPT. REFUND/REIMU	E 101-42200-202 UNIFORMS
101	03/31/15	\$2,000.00	4901	FIRE - SMALL TOOLS-EQUIPMENT CK # 9	E 101-42200-240 SMALL TOO
101	03/09/15	\$20.00	4851	BURNING PERMIT CASH - SANDSTROM L	R 101-42200-32200 NONBUSI
101	03/16/15	\$831.63	4866	FIRE PROTECTION PERMITS CK # 58441	R 101-42200-32200 NONBUSI
101	03/24/15	\$1,000.00	4883	FIRE DONATIONS American Legion Post 4	R 101-42200-36232 DONATIO
101	03/02/15	\$25.00	4750	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	03/09/15	\$100.00	4850	PARK FIELD-COURT RENTAL FEE	R 101-43200-34780 PARK FEE
101	03/09/15	\$100.00	4850	PARK FIELD-COURT RENTAL FEE	R 101-43200-34780 PARK FEE
101	03/09/15	\$100.00	4850	PARK FIELD-COURT RENTAL FEE Valley At	R 101-43200-34780 PARK FEE
101	03/17/15	\$150.00	4874	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	03/23/15	\$75.00	4879	BEACHHOUSE - RESIDENT(FRI-SUN) AGG	R 101-43200-34780 PARK FEE
101	03/23/15	\$200.00	4880	BEACH HOUSE - NONRESIDENT(FRI-SUN)	R 101-43200-34780 PARK FEE
101	03/30/15	\$75.00	4898	BEACHHOUSE - RESIDENT(FRI-SUN) H. Jo	R 101-43200-34780 PARK FEE
101	03/12/15	\$1,600.00	4786	CEMETERY - GRAVE Watne #13356	R 101-43300-34940 CEMETER
101	03/24/15	\$500.00	4794	CEMETERY - HEADSTONE DEPOSIT	R 101-43300-34940 CEMETER
101	03/24/15	\$200.00	4794	CEMETERY - SATURDAY BURIAL	R 101-43300-34940 CEMETER
101	03/24/15	\$700.00	4794	CEMETERY - OPEN/CLOSE GRAVE- CASKE	R 101-43300-34940 CEMETER
101	03/24/15	\$500.00	4794	CEMETERY - WINTER CASKET BURIAL	R 101-43300-34940 CEMETER
101	03/24/15	\$300.00	4884	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
101	03/24/15	\$200.00	4884	CEMETERY - SATURDAY BURIAL	R 101-43300-34940 CEMETER
FUND 101 GENER		\$34,746.94			
FUND 202 DRUG FORFEITURE					
202	03/03/15	\$125.00	4751	DRUG FORFEITURE CASH - SINCLAIR	R 202-42102-36249 DRUG FO
FUND 202 DRUG		\$125.00			
FUND 206 WATER/SEWER IMPROVEMENT FUND					
206	03/04/15	\$12.30	0	UB REC Re-trans UB SERV 26 TRUNK W/R	G 206-12103 A/R GEN BILLIN
206	03/31/15	\$29.98	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	03/10/15	\$98.79	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	03/10/15	\$79.04	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	03/04/15	\$10.98	0	UB REC Re-trans UB SERV 36 TRUNK S/R	G 206-12103 A/R GEN BILLIN

CITY OF BAYPORT
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FUN	Tran Date	Amount	Refer	Comments	Account Descr
206	03/17/15	\$26.17	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	03/17/15	\$21.26	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	03/05/15	\$11.29	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	03/05/15	\$0.59	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	03/31/15	\$26.91	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
FUND 206 WATE		\$317.31			
FUND 211 LIBRARY					
211	03/31/15	\$25.96	4902	LIBRARY SERVICE CHARGE CK # 2004	R 211-45500-34760 LIBRARY
211	03/31/15	\$8.00	4902	LIBRARY SERVICE CHARGE CK # 5757	R 211-45500-34760 LIBRARY
211	03/31/15	\$225.00	4902	LIBRARY SERVICE CHARGE CASH	R 211-45500-34760 LIBRARY
211	03/31/15	\$16.00	4902	LIBRARY SERVICE CHARGE CK # 4948	R 211-45500-34760 LIBRARY
FUND 211 LIBRA		\$274.96			
FUND 601 WATER					
601	03/04/15	\$5.00	0	UB REC Re-trans UB SERV 1 WATER	G 601-14601 WATER BILLING
601	03/05/15	\$174.37	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	03/05/15	\$5.00	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	03/10/15	\$44.43	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	03/31/15	\$375.94	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	03/17/15	\$125.41	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	03/17/15	\$1.37	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	03/17/15	\$41.90	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	03/04/15	\$155.64	0	UB REC Re-trans UB SERV 1 WATER	G 601-14601 WATER BILLING
601	03/17/15	\$7.08	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	03/31/15	\$4.52	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	03/17/15	\$15.00	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	03/17/15	\$318.21	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	03/10/15	\$1,259.26	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	03/12/15	\$1,200.00	4784	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	03/18/15	\$1,200.00	4875	WATER CONNECTION - OVER 1 IN	R 601-46120-34601 WATER H
601	03/12/15	\$350.00	4784	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	03/18/15	\$350.00	4875	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	03/17/15	\$117.04	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	03/10/15	\$196.14	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	03/10/15	\$51.14	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	03/17/15	\$0.73	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
FUND 601 WATE		\$5,998.18			
FUND 602 SEWER					
602	03/04/15	\$5.00	0	UB REC Re-trans UB SERV 10 SEWER	G 602-14602 SEWER BILLING
602	03/17/15	\$237.46	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	03/04/15	\$125.30	0	UB REC Re-trans UB SERV 10 SEWER	G 602-14602 SEWER BILLING
602	03/05/15	\$4.89	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	03/10/15	\$886.76	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	03/31/15	\$4.52	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	03/17/15	\$10.00	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	03/31/15	\$308.45	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	03/10/15	\$945.70	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
602	03/10/15	\$39.43	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	03/31/15	\$326.20	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
FUND 602 SEWER		\$2,893.71			
FUND 803 P & Z ESCROWS					
803	03/24/15	\$2,161.74	4871	D. R. HORTON ESCROW CK # 0042806	R 803-80045-34100 P & Z PE

CITY OF BAYPORT
MONTHLY RECEIPTS

Period Name: MARCH

FUN	Tran Date	Amount	Refer	Comments	Account Descr
803	03/12/15	\$10,000.00	4853	MATTAMY MN PARTNERSHIP ESCROW ck	R 803-80055-34100 P & Z PE
FUND 803 P & Z E		\$12,161.74			
		\$56,517.84			

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 03/31/2015

3 Month = 25.02

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	2015 Balance	2015 % of Budget Remain
FUND 101 GENERAL					
41100	ELECTIONS	\$1,000.00	\$300.00	\$700.00	70.00%
41200	MAYOR & COUNCIL	\$194,540.00	\$39,296.11	\$155,243.89	79.80%
41240	RECYCLING	\$7,115.00	\$765.01	\$6,349.99	89.25%
41400	ADMINISTRATION	\$155,337.00	\$29,658.58	\$125,678.42	80.91%
41910	PLANNING & ZONING	\$240,697.00	\$46,541.67	\$194,155.33	80.66%
41940	MUNICIPAL BUILDINGS	\$49,050.00	\$12,101.70	\$36,948.30	75.33%
42100	POLICE	\$788,668.00	\$171,742.82	\$616,925.18	78.22%
42200	FIRE PROTECTION	\$491,432.00	\$71,641.95	\$419,790.05	85.42%
42201	FIRE STATION	\$0.00	\$72,863.54	-\$72,863.54	0.00%
43100	STREET MAINT	\$308,003.00	\$36,978.44	\$271,024.56	87.99%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43135	56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
43140	HAYNER/2ND ST. S UTILITY PR	\$0.00	\$310.00	-\$310.00	0.00%
43160	STREET LIGHTING	\$31,750.00	\$6,619.22	\$25,130.78	79.15%
43200	PARKS	\$64,928.00	\$8,370.12	\$56,557.88	87.11%
43300	CEMETERY	\$7,475.00	\$500.00	\$6,975.00	93.31%
44100	PROJECT	\$50,000.00	\$0.00	\$50,000.00	100.00%
FUND 101 GENERAL		\$2,389,995.00	\$497,689.16	\$1,892,305.84	79.18%
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	\$295,300.00	\$64,848.56	\$230,451.44	78.04%
FUND 211 LIBRARY		\$295,300.00	\$64,848.56	\$230,451.44	78.04%
FUND 400 NEW FIRE STATION					
42201	FIRE STATION	\$0.00	\$76,973.19	-\$76,973.19	0.00%
FUND 400 NEW FIRE STATION		\$0.00	\$76,973.19	-\$76,973.19	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					

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 03/31/2015

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3 Month = 25.02

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	2015 Balance	2015 % 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	\$42,200.00	-\$42,200.00	0.00%
44151	TCE WATER MAIN IMPROVEME	\$0.00	\$0.00	\$0.00	0.00%
46110	WATER-PUMPHOUSE	\$47,450.00	\$8,134.89	\$39,315.11	82.86%
46120	WATER	\$457,098.00	\$67,388.95	\$389,709.05	85.26%
FUND 601 WATER		\$504,548.00	\$117,723.84	\$386,824.16	76.67%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$308,687.00	\$44,064.86	\$264,622.14	85.73%
46990	SEWER - NON-OPERATING	\$0.00	\$94,266.00	-\$94,266.00	0.00%
FUND 602 SEWER		\$308,687.00	\$138,330.86	\$170,356.14	55.19%
FUND 800 INVESTMENTS-POOLED					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
FUND 800 INVESTMENTS-POOLED		\$0.00	\$0.00	\$0.00	0.00%
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET VACATI	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 03/31/2015

3 Month = 25.02

DEPT	DEPT Descr	2015 Budget	2015 YTD Amt	2015 Balance	2015 % of Budget Remain
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	\$190.60	-\$190.60	0.00%
80046	JOE BUSH/DAVID KLINGER	\$0.00	\$0.00	\$0.00	0.00%
80047	JANE KEYES	\$0.00	\$0.00	\$0.00	0.00%
80048	KAEMMER/VRAMBOUT	\$0.00	\$0.00	\$0.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$0.00	\$0.00	0.00%
80050	12 POINT ROAD	\$0.00	\$0.00	\$0.00	0.00%
80051	BERGSTROM/ ENG & GRADING	\$0.00	\$652.52	-\$652.52	0.00%
80052	MILLER EXCAVATING WATER SE	\$0.00	\$0.00	\$0.00	0.00%
80053	CHRIS HAYNER	\$0.00	\$46.00	-\$46.00	0.00%
80054	LYNN MOST	\$0.00	\$0.00	\$0.00	0.00%
80055	MATTAMY MN PARTNERSHIP	\$0.00	\$1,720.10	-\$1,720.10	0.00%
FUND 803 P & Z ESCROWS		\$0.00	\$2,609.22	-\$2,609.22	0.00%
		\$3,498,530.00	\$898,174.83	\$2,600,355.17	74.33%

CITY OF BAYPORT
MONTHLY EXPENSES 5510-5614

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Period Name: MARCH

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
FUND 101 GENERAL									
DEPT 41200 MAYOR & COUNCIL									
U S BANK VISA	101	03/04/15	\$8.57	E	41200	201	ADM CC 4798175443002	OFFICE SUPPLIES	005523
SCHLENNER WENNER & C	101	03/12/15	\$2,800.00	E	41200	303	YEAR END TRAIL BALAN	PROF SER-AUDIT	005534
STACK LAND SURVEYING	101	03/17/15	\$1,155.00	E	41200	306	PROFESSIONAL SERVICE	PROF SER-OTHER	005562
WASHINGTON COUNTY R	101	03/04/15	\$35.00	E	41200	350	2014 AUDIT REPORT TA	PRINTING & PUBL	005526
LEAGUE OF MN CITIES IN	101	03/31/15	\$12,335.00	E	41200	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
LEAGUE OF MN CITIES IN	101	03/31/15	\$3,403.00	E	41200	360	EXCESS LIABILITY 3/30/	INSURANCE/P&L	005589
PETTY CASH	101	03/31/15	\$5.50	E	41200	402	REFUND AND REIMBURS	CONFERENCES &	005600
GREATER STILLWATER C	101	03/17/15	\$570.83	E	41200	433	APR 2015 RENEWAL, GO	DUES & MEMBERS	005551
DEPT 41200 MAYOR & COUNCIL			\$20,312.90						
DEPT 41240 RECYCLING									
KUNZ, ANTONIA	101	03/26/15	\$30.00	E	41240	370	APRIL 2015 RECYCLING	RECYCLING INCE	005587
DEPT 41240 RECYCLING			\$30.00						
DEPT 41400 ADMINISTRATION									
U S BANK VISA	101	03/04/15	\$51.45	E	41400	201	ADM CC 4798175443002	OFFICE SUPPLIES	005523
LEAGUE OF MINNESOTA C	101	03/26/15	\$125.00	E	41400	402	2015 ANNUAL CONF/L M	CONFERENCES &	005588
MAILFINANCE	101	03/30/15	\$285.34	E	41400	416	YEARLY LEASE AGREEME	REPAIR/MAINT OF	005593
TR COMPUTER SALES LLC	101	03/04/15	\$11.25	E	41400	416	DEC 2014 MTHLY DATTO	REPAIR/MAINT OF	005522
TR COMPUTER SALES LLC	101	03/04/15	\$62.50	E	41400	416	HELP DESK - JAY JACKSO	REPAIR/MAINT OF	005522
FIXMER, DON	101	03/30/15	\$40.17	E	41400	416	REIMBURSEMENT WIREL	REPAIR/MAINT OF	005581
DEPT 41400 ADMINISTRATION			\$575.71						
DEPT 41910 PLANNING & ZONING									
U S BANK VISA	101	03/04/15	\$42.87	E	41910	201	ADM CC 4798175443002	OFFICE SUPPLIES	005523
HOLIDAY FLEET	101	03/04/15	\$133.32	E	41910	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
PETTY CASH	101	03/31/15	\$12.56	E	41910	402	REFUND AND REIMBURS	CONFERENCES &	005600
U S BANK VISA	101	03/04/15	\$980.45	E	41910	402	MINN BOOK STORE/J BU	CONFERENCES &	005523
FIXMER, DON	101	03/30/15	\$33.47	E	41910	416	REIMBURSEMENT WIREL	REPAIR/MAINT OF	005581
MAILFINANCE	101	03/30/15	\$237.78	E	41910	416	YEARLY LEASE AGREEME	REPAIR/MAINT OF	005593
TR COMPUTER SALES LLC	101	03/04/15	\$9.37	E	41910	416	DEC 2014 MTHLY DATTO	REPAIR/MAINT OF	005522
DEPT 41910 PLANNING & ZONING			\$1,449.82						
DEPT 41940 MUNICIPAL BUILDINGS									
COMCAST	101	03/31/15	\$68.77	E	41940	321	APRIL 2015 HIGH-SPEED	COMMUNICATION	005576
OFFICE OF ENT TECHNOL	101	03/26/15	\$481.48	E	41940	321	PHONES/CITY HALL	COMMUNICATION	005598
COMCAST	101	03/04/15	\$55.38	E	41940	321	MARCH 2015 HIGHSPEE	COMMUNICATION	005510
LEAGUE OF MN CITIES IN	101	03/31/15	\$1,613.00	E	41940	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
XCEL	101	03/05/15	\$277.56	E	41940	380	JAN/FEB 2015 GAS ELEC	ELECTRIC SERVIC	005527
XCEL	101	03/12/15	\$542.87	E	41940	380	GAS & ELECTRIC CHGS	ELECTRIC SERVIC	005540
XCEL	101	03/05/15	\$110.83	E	41940	381	JAN/FEB 2015 GAS ELEC	FUEL FOR HEAT	005527
XCEL	101	03/12/15	\$260.97	E	41940	381	GAS & ELECTRIC CHGS	FUEL FOR HEAT	005540
FIXMER, DON	101	03/17/15	\$75.98	E	41940	415	REIMBURSEMENT WIREL	MUNICIPAL BUILD	005549
PETTY CASH	101	03/31/15	\$25.52	E	41940	420	REFUND AND REIMBURS	R & M BLDGS, ST	005600
DEPT 41940 MUNICIPAL BUILDING			\$3,512.36						
DEPT 42100 POLICE									
U S BANK VISA	101	03/04/15	\$42.87	E	42100	201	ADM CC 4798175443002	OFFICE SUPPLIES	005523
LUND, ZACH	101	03/30/15	\$330.78	E	42100	202	STREICHER'S REIMBURS	UNIFORMS - MISC	005591
HOLIDAY FLEET	101	03/04/15	\$494.68	E	42100	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
BAYPORT TRANSMISSION	101	03/26/15	\$25.00	E	42100	212	2011 TAHOE/POLICE DE	MOTOR FUELS & L	005574
HOLIDAY FLEET	101	03/04/15	\$6.45	E	42100	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
BAYPORT TRANSMISSION	101	03/26/15	\$25.00	E	42100	212	2005 SATURN/POLICE D	MOTOR FUELS & L	005574

CITY OF BAYPORT
MONTHLY EXPENSES 5510-5614

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Period Name: MARCH

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
WASHINGTON COUNTY S	101	03/17/15	\$706.81	E	42100	212	FEB 2015 FUEL/POLICE D	MOTOR FUELS & L	005566
U S BANK VISA	101	03/30/15	\$39.99	E	42100	220	PD CC #4798175443002	OPERATING SUPP	005609
U S BANK VISA	101	03/30/15	-\$1.12	E	42100	220	PD CC #4798175443002	OPERATING SUPP	005609
U S BANK VISA	101	03/30/15	\$24.51	E	42100	220	PD CC #4798175443002	OPERATING SUPP	005609
ECKBERG LAMMERS	101	03/17/15	\$2,435.38	E	42100	300	PROSECUTION FEBRUAR	PROF SER-LEGAL	005548
BCA	101	03/17/15	\$15.00	E	42100	306	RECORDS - DUSTIN VINC	PROF SER-OTHER	005544
STILLWATER TOWING IN	101	03/12/15	\$125.00	E	42100	306	#115500376 - POLICE D	PROF SER-OTHER	005535
EASTMAN, LAURA	101	03/30/15	\$20.75	E	42100	306	DMV TITLE 2015 CHARG	PROF SER-OTHER	005578
WI DEPT OF JUSTICE	101	03/17/15	\$7.00	E	42100	306	SAM PAROTTI/POLICE D	PROF SER-OTHER	005567
VERIZON WIRELESS	101	03/12/15	\$105.03	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	005539
THOMAS REUTERS - WES	101	03/12/15	\$138.87	E	42100	321	WEST INFORMATION	COMMUNICATION	005537
VERIZON WIRELESS	101	03/12/15	\$62.16	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	005539
LEAGUE OF MN CITIES IN	101	03/31/15	\$685.00	E	42100	360	EXCESS LIABILITY 3/30/	INSURANCE/P&L	005589
LEAGUE OF MN CITIES IN	101	03/31/15	\$3,717.00	E	42100	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
WASHINGTON COUNTY P	101	03/26/15	\$1,270.58	E	42100	391	1ST QTR. JAN-MAR2015	SHARED AUTOMA	005613
MINNESOTA BUREAU OF	101	03/12/15	\$75.00	E	42100	403	RECERTIFICATION COUR	POLICE TRAINING	005532
MINNESOTA BOARD OF P	101	03/17/15	\$90.00	E	42100	403	KEITH FRANK - 20573	POLICE TRAINING	005557
UPPER MIDWEST COMMU	101	03/26/15	\$15.00	E	42100	403	VET CRIS TRAINING	POLICE TRAINING	005610
MINNESOTA BOARD OF P	101	03/17/15	\$90.00	E	42100	403	QUINN WILLMARTH - 14	POLICE TRAINING	005557
ST PAUL POLICE DEPART	101	03/30/15	\$199.00	E	42100	403	JAY JACKSON EVENT FEE	POLICE TRAINING	005606
U S BANK VISA	101	03/30/15	\$23.50	E	42100	412	PD CC #4798175443002	REP & MAINT VEH	005609
LUND, ZACH	101	03/30/15	\$535.08	E	42100	412	REIMBURSEMENT-TIRE	REP & MAINT VEH	005591
MAILFINANCE	101	03/30/15	\$237.78	E	42100	416	YEARLY LEASE AGREEME	REPAIR/MAINT OF	005593
FXMER, DON	101	03/30/15	\$33.47	E	42100	416	REIMBURSEMENT WIREL	REPAIR/MAINT OF	005581
TR COMPUTER SALES LLC	101	03/04/15	\$9.37	E	42100	416	DEC 2014 MTHLY DATTO	REPAIR/MAINT OF	005522
MIKE MOTORS OF MINNE	101	03/04/15	\$28,963.79	E	42100	530	2015 DODGE CHARGER/	CAPITAL ASSETS	005517
DEPT 42100 POLICE			\$40,548.73						
DEPT 42200 FIRE PROTECTION									
U S BANK VISA	101	03/12/15	\$319.67	E	42200	202	4798175443002041	UNIFORMS - MISC	005538
ASPEN MILLS INC	101	03/26/15	\$683.65	E	42200	202	MISC UNIFORMS/FIRE D	UNIFORMS - MISC	005572
HOLIDAY FLEET	101	03/04/15	\$3.20	E	42200	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
HOLIDAY FLEET	101	03/04/15	-\$0.01	E	42200	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
HOLIDAY FLEET	101	03/04/15	\$526.29	E	42200	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
U S BANK VISA	101	03/12/15	\$99.00	E	42200	220	4798175443002041	OPERATING SUPP	005538
U S BANK VISA	101	03/12/15	\$108.73	E	42200	220	4798175443002041	OPERATING SUPP	005538
U S BANK VISA	101	03/12/15	\$84.40	E	42200	220	4798175443002041	OPERATING SUPP	005538
U S BANK VISA	101	03/12/15	\$55.10	E	42200	220	4798175443002041	OPERATING SUPP	005538
MUNICIPAL EMERGENCY	101	03/26/15	\$109.67	E	42200	240	SMALL TOOL SUPPLY/FIR	SMALL TOOLS-EQ	005596
MUNICIPAL EMERGENCY	101	03/26/15	\$110.88	E	42200	240	SMALL TOOL SUPPLY/FIR	SMALL TOOLS-EQ	005596
VERIZON WIRELESS	101	03/12/15	\$80.04	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	005539
ANCOM COMMUNICATION	101	03/26/15	\$58.00	E	42200	323	RADIO SUPPLIES/FIRE D	RADIOS-REPAIR &	005571
LEAGUE OF MN CITIES IN	101	03/31/15	\$14,415.00	E	42200	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
XCEL	101	03/05/15	\$348.08	E	42200	380	JAN/FEB 2015 GAS ELEC	ELECTRIC SERVIC	005527
XCEL	101	03/05/15	\$829.07	E	42200	381	JAN/FEB 2015 GAS ELEC	FUEL FOR HEAT	005527
VERIZON WIRELESS	101	03/30/15	\$354.30	E	42200	391	PHONES/FIRE DEPT.	SHARED AUTOMA	005611
WASHINGTON COUNTY P	101	03/26/15	\$3,399.66	E	42200	391	1ST QTR JAN-MAR 2015	SHARED AUTOMA	005613
U S BANK VISA	101	03/12/15	\$175.69	E	42200	402	4798175443002041	CONFERENCES &	005538
U S BANK VISA	101	03/12/15	\$618.54	E	42200	402	4798175443002041	CONFERENCES &	005538
MNFIAM BOOK SALES	101	03/26/15	\$46.00	E	42200	402	PUMPING APPARATUS/FI	CONFERENCES &	005595
JOE COREY AUTO BODY	101	03/26/15	\$95.99	E	42200	412	REPAIR TRUCK 2106/FIR	REP & MAINT VEH	005586
RED POWER DIESEL SERV	101	03/12/15	\$31.61	E	42200	412	PARTS/FIRE DEPT.	REP & MAINT VEH	005533
U S BANK VISA	101	03/12/15	\$21.42	E	42200	412	4798175443002041	REP & MAINT VEH	005538
JOE COREY AUTO BODY	101	03/04/15	\$1,178.00	E	42200	412	2110 TANKER/FIRE DEPT	REP & MAINT VEH	005516

CITY OF BAYPORT
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Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
EISINGER, ALLEN	101	03/23/15	-\$54.63	E	42200	419	MILEAGE FOR SCBA TRAI	REPAIR & MAINT	005529
EISINGER, ALLEN	101	03/12/15	\$54.63	E	42200	419	MILEAGE FOR SCBA TRAI	REPAIR & MAINT	005529
T. R. F. SUPPLY	101	03/12/15	\$219.00	E	42200	419	SUPPLIES/FIRE DEPT.	REPAIR & MAINT	005536
MUNICIPAL EMERGENCY	101	03/26/15	\$30.07	E	42200	419	REPAIR & MAINT VEH/FI	REPAIR & MAINT	005596
EISINGER, ALLEN	101	03/04/15	\$54.63	E	42200	419	REIMBURSEMENT MILEA	REPAIR & MAINT	005511
MINNESOTA STATE FIRE	101	03/26/15	\$207.00	E	42200	433	2015 MEMBERSHIP RENE	DUES & MEMBERS	005594
WASHINGTON CO FIRE C	101	03/26/15	\$50.00	E	42200	433	2015 MEMBERSHIP DUE/	DUES & MEMBERS	005612
DEPT 42200 FIRE PROTECTION			\$24,312.68						
DEPT 43100 STREET MAINT									
U S BANK VISA	101	03/04/15	\$8.57	E	43100	201	ADM CC 4798175443002	OFFICE SUPPLIES	005523
EISINGER, JOSH	101	03/04/15	\$100.16	E	43100	205	UNIFORMS/STREET DEP	UNIFORMS - JOSH	005512
EISINGER, JOSH	101	03/30/15	\$43.99	E	43100	205	CLOTHING ALLOWANCE/	UNIFORMS - JOSH	005580
HOLIDAY FLEET	101	03/04/15	\$720.36	E	43100	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
ZACKS, INC.	101	03/30/15	\$136.72	E	43100	220	STREET BROOMS/STREE	OPERATING SUPP	005614
T. R. F. SUPPLY	101	03/30/15	\$463.00	E	43100	220	CAN LINERS/STREET DE	OPERATING SUPP	005607
ECONO SIGNS	101	03/30/15	\$775.92	E	43100	220	TRAFFIC SIGNS/STREET	OPERATING SUPP	005579
AGGREGATE INDUSTRIES	101	03/17/15	\$132.01	E	43100	225	WINTER ROAD SAND/ST	SALT & SAND PUR	005542
OSI ENVIRONMENTAL, IN	101	03/17/15	\$50.00	E	43100	302	USED FILTER DISPOSAL/	CONTRACT SERVI	005559
LEAGUE OF MN CITIES IN	101	03/31/15	\$2,995.00	E	43100	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
LEAGUE OF MN CITIES IN	101	03/31/15	\$77.00	E	43100	360	EXCESS LIABILITY 3/30/	INSURANCE/P&L	005589
MAC QUEEN EQUIPMENT	101	03/30/15	\$9.28	E	43100	412	PARTS-SWEEPER/STREE	REP & MAINT VEH	005592
U S BANK VISA	101	03/04/15	\$58.40	E	43100	412	FORCE AMERICAN DISTR	REP & MAINT VEH	005523
U S BANK VISA	101	03/04/15	\$337.94	E	43100	412	FORCE AMERICAN DISTR	REP & MAINT VEH	005523
MENARDS-STILLWATER	101	03/17/15	\$5.31	E	43100	412	PAINT & BOLTS/STREET	REP & MAINT VEH	005556
MAC QUEEN EQUIPMENT	101	03/17/15	\$28.08	E	43100	412	SWEEPER PARTS/STREE	REP & MAINT VEH	005555
U S BANK VISA	101	03/04/15	\$31.87	E	43100	412	PW4798175443002009	REP & MAINT VEH	005523
CARQUEST OF STILLWAT	101	03/30/15	\$22.08	E	43100	412	PARTS - TANKER/STREET	REP & MAINT VEH	005575
CARQUEST OF STILLWAT	101	03/17/15	\$10.33	E	43100	412	RST TREATMENT-STREE	REP & MAINT VEH	005545
CARQUEST OF STILLWAT	101	03/17/15	\$105.96	E	43100	412	FILTERS-SWEEPER/STRE	REP & MAINT VEH	005545
CARQUEST OF STILLWAT	101	03/17/15	\$26.40	E	43100	412	AIR FILTER-SWEEPER/ST	REP & MAINT VEH	005545
CARQUEST OF STILLWAT	101	03/17/15	\$53.07	E	43100	412	PAINT SUPPLIES/STREET	REP & MAINT VEH	005545
CARQUEST OF STILLWAT	101	03/17/15	\$29.97	E	43100	412	HYD HOSE-SWEEPER/ST	REP & MAINT VEH	005545
TR COMPUTER SALES LLC	101	03/04/15	\$1.87	E	43100	416	DEC 2014 MTHLY DATTO	REPAIR/MAINT OF	005522
FIXMER, DON	101	03/30/15	\$6.69	E	43100	416	REIMBURSEMENT WIREL	REPAIR/MAINT OF	005581
MAILFINANCE	101	03/30/15	\$47.55	E	43100	416	YEARLY LEASE AGREEME	REPAIR/MAINT OF	005593
ACTION RENTAL	101	03/30/15	\$215.00	E	43100	431	MAN LIFT RENTAL/STRE	RENTAL OF EQUIP	005568
ACTION RENTAL	101	03/17/15	\$211.25	E	43100	431	BOOM LIFT RENTAL/STR	RENTAL OF EQUIP	005541
DEPT 43100 STREET MAINT			\$6,703.78						
DEPT 43160 STREET LIGHTING									
XCEL	101	03/05/15	\$2,237.76	E	43160	380	JAN/FEB 2015 GAS ELEC	ELECTRIC SERVIC	005527
DEPT 43160 STREET LIGHTING			\$2,237.76						
DEPT 43200 PARKS									
PAROTTI, SAM	101	03/17/15	\$365.00	E	43200	050	ICE RINK 2/15/15-3/3/15	SEASONAL/PART	005560
GOULETTE, MR PAUL	101	03/04/15	\$330.00	E	43200	050	2/14/15-3/1/15 ICE RICK	SEASONAL/PART	005513
SODERSTROM, PETE	101	03/17/15	\$85.00	E	43200	050	ICE RINK 3/01/15-3/02/1	SEASONAL/PART	005561
LEAGUE OF MN CITIES IN	101	03/31/15	\$3,508.00	E	43200	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
LEAGUE OF MN CITIES IN	101	03/31/15	\$135.00	E	43200	360	EXCESS LIABILITY 3/30/	INSURANCE/P&L	005589
TRI STATE BOBCAT INC	101	03/17/15	\$64.00	E	43200	412	PARTS - TOOLCAT/PARK	REP & MAINT VEH	005564
TRI STATE BOBCAT INC	101	03/17/15	\$19.46	E	43200	412	PARTS - TOOLCAT/PARK	REP & MAINT VEH	005564
FIXMER, DON	101	03/30/15	\$6.69	E	43200	416	REIMBURSEMENT WIREL	REPAIR/MAINT OF	005581
MAILFINANCE	101	03/30/15	\$47.55	E	43200	416	YEARLY LEASE AGREEME	REPAIR/MAINT OF	005593
TR COMPUTER SALES LLC	101	03/04/15	\$1.87	E	43200	416	DEC 2014 MTHLY DATTO	REPAIR/MAINT OF	005522

CITY OF BAYPORT
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AIR FRESH PORTABLE TOI	101	03/26/15	\$78.75	E	43200	425	TENNIS CT 3/13/15-4/9/	SATILLITIES	005569
AIR FRESH PORTABLE TOI	101	03/26/15	\$78.75	E	43200	425	RIVERSIDE PARK 3/11/1	SATILLITIES	005569
DEPT 43200 PARKS			<u>\$4,720.07</u>						
FUND 101 GENERAL			<u>\$104,403.81</u>						
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1									
DEPT 00000 GENERAL GOVERNMENT									
PRESBYTERIAN HOMES	107	03/30/15	\$22,475.31	E	00000	306	2 HALF 2014 SETTLEMEN	PROF SER-OTHER	005602
DEPT 00000 GENERAL GOVERNMEN			<u>\$22,475.31</u>						
FUND 107 TIF REDEVELOPMENT DISTR			<u>\$22,475.31</u>						
FUND 202 DRUG FORFEITURE									
DEPT 42101 DARE EXPENDITURES									
ECKBERG LAMMERS	202	03/12/15	\$131.70	E	42101	449	CASE#114502218	DRUG FORFITURE	005528
DEPT 42101 DARE EXPENDITURES			<u>\$131.70</u>						
FUND 202 DRUG FORFEITURE			<u>\$131.70</u>						
FUND 211 LIBRARY									
DEPT 45500 LIBRARY									
BAKER & TAYLOR	211	03/31/15	\$516.17	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005573
BAKER & TAYLOR	211	03/31/15	\$392.33	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005573
BAKER & TAYLOR	211	03/31/15	\$270.65	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005573
BAKER & TAYLOR	211	03/31/15	\$368.37	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005573
BAKER & TAYLOR	211	03/31/15	\$120.69	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005573
BAKER & TAYLOR	211	03/31/15	\$125.83	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005573
BAKER & TAYLOR	211	03/31/15	\$25.58	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005573
BAKER & TAYLOR	211	03/31/15	\$110.23	E	45500	217	BOOKS/LIBRARY	MATERIALS & PR	005573
INNOVATIVE OFFICE SOL	211	03/31/15	\$280.82	E	45500	220	OPERATING SUPPLIES/LI	OPERATING SUPP	005584
PERRY, BRIAN	211	03/31/15	\$360.00	E	45500	302	MAR-AUG2015 WEB HOS	CONTRACT SERVI	005599
SHARON SIPPEL	211	03/31/15	\$1,500.00	E	45500	302	MARCH 2015 CLEANING	CONTRACT SERVI	005605
TOSHIBA BUSINESS SOLU	211	03/31/15	\$253.90	E	45500	302	MARCH 2015 CONTRACT	CONTRACT SERVI	005608
SHARON SIPPEL	211	03/04/15	\$1,500.00	E	45500	302	FEB CLEANING SERVICE/	CONTRACT SERVI	005519
COMCAST	211	03/04/15	\$100.05	E	45500	321	HIGH-SPEED INTERNET/	COMMUNICATION	005510
OFFICE OF ENT TECHNOL	211	03/31/15	\$75.86	E	45500	321	PHONES/LIBRARY	COMMUNICATION	005598
COMCAST	211	03/31/15	\$190.60	E	45500	321	APRIL 2015 HIGH-SPEED	COMMUNICATION	005576
LEAGUE OF MN CITIES IN	211	03/31/15	\$454.00	E	45500	360	EXCESS LIABILITY 3/30/	INSURANCE/P&L	005589
LEAGUE OF MN CITIES IN	211	03/31/15	\$6,145.00	E	45500	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
XCEL	211	03/05/15	\$972.10	E	45500	380	JAN/FEB 2015 GAS ELEC	ELECTRIC SERVIC	005527
XCEL	211	03/05/15	\$854.44	E	45500	381	JAN/FEB 2015 GAS ELEC	FUEL FOR HEAT	005527
AMERICAN LIBRARY ASSO	211	03/31/15	\$135.00	E	45500	433	2015 ANNUAL DUES/LIB	DUES & MEMBERS	005570
DEPT 45500 LIBRARY			<u>\$14,751.62</u>						
FUND 211 LIBRARY			<u>\$14,751.62</u>						
FUND 400 NEW FIRE STATION									
DEPT 42201 FIRE STATION									
S E H	400	03/26/15	\$1,786.70	E	42201	301	FIRE STATION SURVEY/	PROF SER-ENGIN	005604
LEO A DALY	400	03/26/15	\$75,186.49	E	42201	302	FIRE STATION	CONTRACT SERVI	005590
DEPT 42201 FIRE STATION			<u>\$76,973.19</u>						
FUND 400 NEW FIRE STATION			<u>\$76,973.19</u>						
FUND 601 WATER									
DEPT 46110 WATER-PUMPHOUSE									

CITY OF BAYPORT

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XCEL	601	03/05/15	\$1,173.08	E	46110	380	JAN/FEB 2015 GAS ELEC	ELECTRIC SERVIC	005527
XCEL	601	03/05/15	\$250.94	E	46110	381	JAN/FEB 2015 GAS ELEC	FUEL FOR HEAT	005527
MENARDS-STILLWATER	601	03/17/15	\$8.24	E	46110	419	PAINT - WELLHOUSE/WA	REPAIR & MAINT	005556
MENARDS-STILLWATER	601	03/17/15	\$21.87	E	46110	419	PAINT SUPPLIES-WELLH	REPAIR & MAINT	005556
GRAINGER	601	03/17/15	\$97.24	E	46110	419	VALVE - WELLHOUSE/WA	REPAIR & MAINT	005550
DEPT 46110 WATER-PUMPHOUSE			\$1,551.37						
DEPT 46120 WATER									
U S BANK VISA	601	03/04/15	\$8.57	E	46120	201	ADM CC 4798175443002	OFFICE SUPPLIES	005523
HOLIDAY FLEET	601	03/04/15	\$160.26	E	46120	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
MVTL	601	03/30/15	\$54.00	E	46120	216	WATER TESTING/WATER	CHEMICALS AND	005597
U S BANK VISA	601	03/04/15	\$3.04	E	46120	216	USPS	CHEMICALS AND	005523
HAWKINS WATER	601	03/17/15	\$30.00	E	46120	216	WATER TREATMENT-CHL	CHEMICALS AND	005552
U S BANK VISA	601	03/04/15	\$15.35	E	46120	216	THE UPS STORE	CHEMICALS AND	005523
U S BANK VISA	601	03/04/15	\$3.04	E	46120	216	USPS	CHEMICALS AND	005523
STATE OF MINNESOTA DE	601	03/04/15	\$100.00	E	46120	220	2015 AIR STRIPPER FEE	OPERATING SUPP	005520
STATE OF MINNESOTA DE	601	03/04/15	\$100.00	E	46120	220	2015 WELL 3	OPERATING SUPP	005520
STATE OF MINNESOTA DE	601	03/04/15	\$100.00	E	46120	220	2015 WELL # 4	OPERATING SUPP	005520
J H LARSON CO	601	03/30/15	\$345.78	E	46120	220	LIGHT BULBS/WATER DE	OPERATING SUPP	005585
ONE CALL CONCEPTS	601	03/17/15	\$18.95	E	46120	307	FEB 2015 LOCATES/WAT	GOPHER STATE O	005558
COMCAST	601	03/17/15	\$59.95	E	46120	321	MAR/APR2015 HIGHSPEE	COMMUNICATION	005546
U S BANK VISA	601	03/04/15	\$58.77	E	46120	321	USA MOBILITY WIRELES	COMMUNICATION	005523
POSTMASTER	601	03/31/15	\$157.42	E	46120	322	1ST QTR. 2015 UTILITY	POSTAGE	005601
ANCOM COMMUNICATION	601	03/17/15	\$57.34	E	46120	323	RADIO SERVICE/WATER	RADIOS-REPAIR &	005543
ANCOM COMMUNICATION	601	03/17/15	\$39.54	E	46120	323	RADIO REPAIR/WATER D	RADIOS-REPAIR &	005543
ANCOM COMMUNICATION	601	03/17/15	\$53.44	E	46120	323	RADIO SERVICE/WATER	RADIOS-REPAIR &	005543
PROFESSIONAL WIRELESS	601	03/30/15	\$468.16	E	46120	323	2 NEW HAND HELDS/WA	RADIOS-REPAIR &	005603
LEAGUE OF MN CITIES IN	601	03/31/15	\$4,253.00	E	46120	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
LEAGUE OF MN CITIES IN	601	03/31/15	\$474.00	E	46120	360	EXCESS LIABILITY 3/30/	INSURANCE/P&L	005589
XCEL	601	03/05/15	\$974.84	E	46120	380	JAN/FEB 2015 GAS ELEC	ELECTRIC SERVIC	005527
XCEL	601	03/12/15	\$684.10	E	46120	380	GAS & ELECTRIC CHGS	ELECTRIC SERVIC	005540
XCEL	601	03/05/15	\$1,728.28	E	46120	381	JAN/FEB 2015 GAS ELEC	FUEL FOR HEAT	005527
STILLWATER MOTORS	601	03/17/15	\$35.06	E	46120	412	SERVICE 2011 CHEV/WA	REP & MAINT VEH	005563
FIXMER, DON	601	03/30/15	\$6.69	E	46120	416	REIMBURSEMENT WIREL	REPAIR/MAINT OF	005581
MAILFINANCE	601	03/30/15	\$47.55	E	46120	416	YEARLY LEASE AGREEME	REPAIR/MAINT OF	005593
TR COMPUTER SALES LLC	601	03/04/15	\$1.87	E	46120	416	DEC 2014 MTHLY DATTO	REPAIR/MAINT OF	005522
GRAINGER	601	03/30/15	\$11.93	E	46120	419	PIPE FITTING/WATER DE	REPAIR & MAINT	005583
GOODIN COMPANY	601	03/30/15	\$71.12	E	46120	419	PIPE FITTINGS/WATER D	REPAIR & MAINT	005582
GOODIN COMPANY	601	03/30/15	\$57.94	E	46120	419	PIPE FITTING/WATER DE	REPAIR & MAINT	005582
LINNER ELECTRIC	601	03/17/15	\$125.00	E	46120	420	ELECTRIC CORD REPAIR/	R & M BLDGS, ST	005554
U S BANK VISA	601	03/04/15	\$140.40	E	46120	434	DEPT OF NATURAL RESO	STATE FEES FOR	005523
DEPT 46120 WATER			\$10,445.39						
FUND 601 WATER			\$11,996.76						
FUND 602 SEWER									
DEPT 46200 SEWER - OPERATING									
U S BANK VISA	602	03/04/15	\$8.61	E	46200	201	ADM CC 4798175443002	OFFICE SUPPLIES	005523
HOLIDAY FLEET	602	03/04/15	\$81.43	E	46200	212	FEB FUEL PURCHASES	MOTOR FUELS & L	005514
AIR FRESH PORTABLE TOI	602	03/26/15	\$70.00	E	46200	302	EXTRA PUMPING- INSPIR	CONTRACT SERVI	005569
POSTMASTER	602	03/31/15	\$157.42	E	46200	322	1ST QTR. 2015 UTILITY	POSTAGE	005601
LEAGUE OF MN CITIES IN	602	03/31/15	\$1,842.00	E	46200	360	2015 PROPERTY/CASUAL	INSURANCE/P&L	005589
U S BANK VISA	602	03/04/15	\$600.00	E	46200	402	POLLUTION CONTROL	CONFERENCES &	005523
FIXMER, DON	602	03/30/15	\$6.73	E	46200	416	REIMBURSEMENT WIREL	REPAIR/MAINT OF	005581
TR COMPUTER SALES LLC	602	03/04/15	\$1.90	E	46200	416	DEC 2014 MTHLY DATTO	REPAIR/MAINT OF	005522

CITY OF BAYPORT
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MAILFINANCE	602	03/30/15	\$47.60	E	46200	416	YEARLY LEASE AGREEME	REPAIR/MAINT OF	005593
DEPT 46200 SEWER - OPERATING			\$2,815.69						
FUND 602 SEWER			\$2,815.69						
FUND 803 P & Z ESCROWS									
DEPT 80055 MATTAMY MN PARTNERSHIP									
SEH	803	03/26/15	\$330.43	E	80055	301	INSPIRATION PH 111B	PROF SER-ENGIN	005604
DEPT 80055 MATTAMY MN PARTNE			\$330.43						
FUND 803 P & Z ESCROWS			\$330.43						
			\$233,878.51						

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: March, 2015

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Permit Number: BP2015-10	Filing Date: 3/30/2015
Parcel Address: 543 7TH St. N.	BAYPORT, MN 55003
Applicant: CHEETAH ROOFING CHEETAH ROOFING RESIDENTIAL BUILDER	Applicant Phone: 952-412-0094
Construction Value: \$9,000.00	Total Fees: \$186.50

Permit Number: BP2015-11	Filing Date: 3/31/2015
Parcel Address: 970 Pickett Street N.	Bayport, MN 55003
Applicant: PARKOS CONSTRUCTION PARKOS CONSTRUCTION COMPANY General	Applicant Phone: 651-455-0031
Construction Value: \$238,400.00	Total Fees: \$2,487.64

Permit Number: BP2015-6	Filing Date: 3/19/2015
Parcel Address: 777 4TH Ave. N.	BAYPORT, MN 55003
Applicant: RENEWAL BY ANDERSEN, INC. RENEWAL BY ANDERSEN, INC. RESIDENTIAL	Applicant Phone: 651-264-4777
Construction Value: \$25,888.00	Total Fees: \$436.69

Permit Number: BP2015-7	Filing Date: 3/19/2015
Parcel Address: 317 PERIWINKLE Place	BAYPORT, MN 55003
Applicant: SAMANTHA BRISTOL OWNER OWNER	Applicant Phone: 763-2222
Construction Value: \$8,000.00	Total Fees: \$271.71

Permit Number: BP2015-8	Filing Date: 3/19/2015
Parcel Address: 174 3rd Street N.	Bayport, MN 55003
Applicant: HOLIDAY STATIONSTORES, INC. HOLIDAY STATIONSTORES, INC. General	Applicant Phone: 952-830-8888
Construction Value: \$34,400.00	Total Fees: \$876.02

Building Permit Log

For: March, 2015

Printed:4/1/2015

Page2 of 2

Permit Number: BP2015-9
Parcel Address: 228 4th Street S.
Applicant:RIVER VALLEY RESTORATION
RIVER VALLEY RESTORATION RESIDENTIAL
Construction Value:\$18,000.00

Filing Date: 3/25/2015
BAYPORT, MN 55003
Applicant Phone: 651-343-2255
Total Fees: \$520.09

Permit Number: MC2015-6
Parcel Address: 527 MARINER DRIVE
Applicant:FIRESIDE HEARTH & HOME
FIRESIDE HEARTH & HOME TECHNOLOGIES, INC.
Construction Value:\$6,528.00

Filing Date: 3/10/2015
BAYPORT, MN 55003
Applicant Phone: 651-633-1042
Total Fees: \$80.00

Permit Number: PL2015-3
Parcel Address: 3454 PETE MILLER COURT N.
Applicant:DERRICK CUSTOM HOMES, LLC
COUNTRYSIDE PLUMBING & HEATING
Construction Value:

Filing Date: 3/12/2015
STILLWATER, MN 55082
Applicant Phone: 715-246-2320
Total Fees: \$1,630.00

Permit Number: PL2015-4
Parcel Address: 3867 PARADISE COVE N.
Applicant:GONYEA HOMES
DSM EXCAVATING COMPANY, INC. SEWER &
Construction Value:

Filing Date: 3/18/2015
STILLWATER, MN 55082
Applicant Phone: 651-245-0277
Total Fees: \$1,630.00



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

Name of organization <i>Church of St. Charles</i>		Date organized <i>8/14/1970</i>	Tax exempt number <i>23573</i>
Address <i>409 N. 3rd St</i>	City <i>Bayport</i>	State <i>Minnesota</i>	Zip Code <i>55003</i>
Name of person making application <i>ERIC R ZAWISCAK</i>	Business phone <i>651 439 4511</i>	Home phone <i>715 781 4046</i>	
Date set ups will be sold <i>March 27th 2015</i>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name <i>Eric R Zawiskak</i>	City <i>Bayport</i>	State <i>Minnesota</i>	Zip <i>55003</i>
<input checked="" type="checkbox"/> Add New Officer			

Location where permit will be used. If an outdoor area, describe.

Basement of Church

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

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

Bayport _____
 City/County

\$50.00 _____
 City Fee Amount

March 10, 2015 _____
 Date Fee Paid

_____ Date Approved

_____ Permit Date

[Signature] _____
 Signature City Clerk or County Official

_____ Approved Director Alcohol and Gambling Enforcement

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



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

Name of organization: GREATER STILLWATER CHAMBER Date organized: 1891 Tax exempt number: 41-1990512
 Address: 200 CHESTNUT ST E. #204 City: STILLWATER State: Minnesota Zip Code: 55082
 Name of person making application: TODD STREETER, PRES. IEX WIRE Business phone: 651.439.4001 Home phone: 651.325.7642
 Date set ups will be sold: JUNE 19 & 20, 2015 Type of organization: Club Charitable Religious Other non-profit
 Organization officer's name: TODD STREETER, PRESIDENT City: STILLWATER State: Minnesota Zip: 55082
 Add New Officer:

Location where permit will be used. If an outdoor area, describe.
CITY OF BAYPORT - MARSHSIDE PARK - OUT DOOR FIELD AND BALL FIELD AREA

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
LIFT BRIDGE BREWERY, 1900 TOWER DR. ST. CROIX VINEYARDS, 6428 MANNING AVE. MARPLE ISLAND BREWERY, 225 MAIN ST. N } STILLWATER MN 55082 } JOSUHN WOLF BREWERY c/o COMMERCIAL SERV 85 E. 7th PL SEE 2 ST. PAUL, MN
 If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
MCGADDY KENNEDY AGENCY, STILLWATER \$1,000,000 5510

APPROVAL

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

Bayport
 City/County
\$100.00
 City Fee Amount
March 31, 2015
 Date Fee Paid

 Date Approved

 Permit Date

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

LG555 Government Approval or Acknowledgment For Use of Gambling Funds

Keep this completed form attached to the Schedule C in your organization's records. You do not need to submit this form to the Gambling Control Board or the Department of Revenue.

Organization and Expenditure Information (attach additional sheets if necessary)

Organization name American Legion Post 491 License number 00467
Address 263 N. 3rd St.

1. \$ 1000 Amount of proposed lawful purpose expenditure

2. Check one expenditure category.

- A. Contribution to a unit of government - United States, state of Minnesota, or any of its subdivisions, agencies, or instrumentalities.
B. Wildlife management project or activity that benefits the public at large, with approval by the DNR
C. Grooming and maintaining snowmobile or all-terrain vehicle trails established under Minnesota Statute 84.83 and 84.927, including purchase or lease of equipment, with approval by DNR. All trails must be open to public use.
D. Supplies and materials for safety training and educational programs coordinated by the DNR, including the Enforcement Division.
E. Citizen monitoring of surface water quality testing for public waters by individuals or nongovernmental organizations, with Minnesota Pollution Control Agency (MPCA) guidance on monitoring procedures, quality assurance protocols, and data management, providing that data is submitted to the PCA.

3. Describe the proposed expenditure, including vendors.

- NO FINANCIAL OR OTHER BENEFIT: I affirm that the contribution or expenditure does not result in any monetary, economic, financial, or material benefit to our organization, in compliance with Minnesota Rules 7861.0320, Subpart 17C.
FOR DNR-RELATED PROJECTS: I affirm that when lawful gambling funds are used for grooming and maintaining snowmobile or all-terrain vehicle trails or for any wildlife management project for which reimbursement is received from a unit of government, the reimbursement funds must be deposited in our lawful gambling account and recorded on the Schedule C report.
FOR SURFACE WATER QUALITY TESTING: I affirm that MPCA guidance has been consulted in developing the monitoring plan and that the data collected will be submitted to the MPCA. Send form for signature to: Manager, Water Monitoring Section, Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, MN 55155. Website is www.pca.state.mn.us.

Chief executive officer's signature Wayne Peterson Daytime phone number 651-439-5463 Date 3/24/15

Government Approval/Acknowledgment

Check one. By signature below, the representative of the unit of government:

- Government - acknowledges the contribution which will not be used for a pension or retirement fund.
Wildlife DNR - approves the wildlife management project or activity.
Trails DNR - approves the grooming/maintaining of snowmobile and/or all-terrain vehicle trails.
Safety training DNR - approves the supplies/materials for DNR safety training and educational programs.
Water quality testing - MPCA approves the surface water quality testing project.

Unit of Government City of Bayport Phone number 651-275-4404
Address 274 No. 3rd Street City Bayport State MN Zip 55003
Print Name Logan Martin Title City Administrator
Signature [Signature] Date 3/25/15

Questions? Contact the Gambling Control Board at 651-639-4000. This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form will become public information, when requested by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.



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

Date: March 25, 2015
To: Mayor and City Council
From: Logan Martin, City Administrator
Sara Taylor, Assistant City Administrator
Re: Donation of "Legion Field" signage for Perro Park ball field from American Legion Post 491

BACKGROUND

On February 3, 2014, the City Council accepted a monetary donation in the amount of \$15,000.00 from the Bayport American Legion to help fund specific improvements for the Perro Park ball field. Funds were allocated toward two player benches, a backstop, and five commemorative benches. In conjunction with the donation, the Legion requested the ball field be named "Legion Field" in recognition of the local post, who originally "sold" Perro Park to the city for \$1.00 (see attached letter).

Now that the new fencing and back stop have been installed, the Legion would like to move forward with signage for the ball field. The city has been working with the Legion on draft verbiage and design for the ball field signage, which would be installed on the fence behind the backstop. To ensure the new signage complements and is consistent with other existing park signage, the city will be soliciting quotes from vendors who have previously manufactured signs for the city. The design and size may be altered slightly, depending upon the vendor and /or manufacturing specifications. However, the attached sketch depicts the general design and verbiage of the signage. The Legion will pay for the manufacturing cost and the city will install the signs, so it is appropriate to accept the donation by City Council action.

RECOMMENDATION

Staff recommends the City Council adopt a motion accepting the donation of "Legion Field" signage for Perro Park ball field from American Legion Post 491.

December 21, 2013

City of Bayport

Re: Perro Creek Ball Field

It has been decided by the members of American Legion Post 491 to make a commitment of a minimum of \$15,000 to be used for the following:

- Two 15' long player benches
- Backstop
- Five commemorative benches

We are happy to be able to help with the cost of this project and ask for consideration to name the ball field, itself, Legion Field in honor of our post which had originally "sold" the land to the city for \$1.00 and our continuing presence in the community.

The matter of annual maintenance of \$3,500 is something we are also considering.

If there are any questions please contact either

Wayne Peterson , Commander @ 651-439-5463

Or

Marion Coffman @ 651-491-2418



Randy Polansky

1st Vice Commander

Cc: WP, MC

Large field sign



Small dedication sign

**This field is
sponsored and
dedicated by the
American Legion
Post 491 as a symbol
of the freedom we
enjoy and in honor of
fellow Americans
who make the
ultimate sacrifice for
our country.**



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

DATE: March 31, 2015

TO: Mayor and City Council
City Administrator Logan Martin

FROM: Fire Chief Mark Swenson

RE: Authorization to hire Dustin Vincent as volunteer paid on-call personnel for the Fire Department

BACKGROUND

We would like authorization to hire one additional Bayport resident to serve on the Fire Department. Dustin Vincent has passed all background investigations by Chief Eastman and therefore I would like to have him move forward with a physical examination. Once cleared, he would become a member of the department and bring our team up to a staffing level of 99%.

RECOMMENDATION

Staff recommends the City Council authorize the hiring of Dustin Vincent to serve on the Fire Department.



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

City of Bayport SPECIAL EVENT APPLICATION

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

Property Information

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

Street, alley, or other city property description:

Private property address:

Applicant Information

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

Applicant/Contact Name: *Mary Anderson*

Organization/Business Name: *Anderson Race Management on behalf of Ragnar Events*

Main Phone Number: *651-688-9143*
2616

Alternate Phone Number: *612-202-*

Address: *4047 Camberwell Dr N*

City/State/Zip: *Eagan, MN 55123*

Email Address: *mary@andersonraces.com*

Event Information

Start Date: *08/15/15*

End Date: *08/15/15*

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

Weekday Hours:

Weekend Hours: *3:00am-12:00pm*

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

Description of Requested City Services and/or Equipment

Running Event on trail when available or on shoulders of road. Will use ballfield area as a relay exchange point. We will place bathrooms here over the weekend.

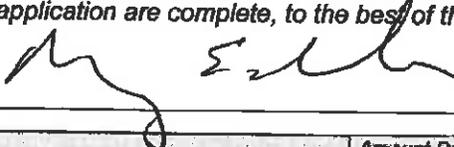
Exchange chute will be along sidewalk.
 We do NOT need equipment from city, but only approval to use the park for placement of our equipment. Satellite toilets in place Aug. 14-17; placement will be coordinated with Public Works department.

Application Requirements and Fees

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

Applicant Acknowledgement and Signature

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

Signature:  Date: 3-18-15

Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input type="checkbox"/> \$15.00 <input checked="" type="checkbox"/> \$50.00	Received: 3/18/15	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check 1576	gh
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input checked="" type="checkbox"/> \$10.71 <input type="checkbox"/> \$ _____	Invoiced: 3/31/15 Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) Payment must be on a separate check. Notes: N/A	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit in the amount of \$ _____	

VENUE:	Park	LOCATION:	Perro Park	CONTACT:		Night Time Hours:	7:15pm - 6:45am
EXCHANGE:	25		3rd Ave N/3rd Street N Bayport MN				



KEY:	Volunteer	Parking
	Van's Path	Toilets
	Runner's Path	Trash Box
	Exchange Chute	

Number of parking spaces available onsite:	40
Number of pking spaces needed at peak:	32
Peak time runners come thru:	7:40am

Inventory:		IMPORTANT NOTES:
Cones	6	Place exchange chute on sidewalk. Keep runners on grass side of sidewalk (not road side) Street parking around park. Toilets placed on back side of skating rink
Caution Tape	EXCHANGE	
Portable Toilets	7	
Trash Boxes	2	
Exchange Boxes	1	

Volunteer Jobs:		# of Volunteers
A	Monitoring exchange chute. Baton exchange must be between double orange tape. Crossing team off team's list. Announcing approaching runners race numbers, when slow manage toilets and change garbage bags	1
B	Volunteer announcing over radio approaching runners race number to volunteer A This volunteer will be stationed further up the road, then layout shows.	1
C	Directing/managine parking. Directing runner/ van crossing to exchange chute. When slow change garbage bags	2
TOTAL		4

Revision Dates:	Exchange Open:	Exchange Close:
------------------------	-----------------------	------------------------



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

Date: April 1, 2015

To: Mayor and City Council
City Administrator Logan Martin

From: Public Works Supervisor Mel Horak

Re: Purchase of a cab and chassis for the Public Works Department tank truck replacement project

BACKGROUND

The Public Works Department is requesting authorization to purchase a used truck cab and chassis as a replacement for the current, in-use 1966 International (IHC) tank truck. The current truck is approaching 50 years of age and has numerous operational and safety deficiencies. The tank truck is used to flood the ice skating rinks, water city trees, pressure wash park shelters, clean culverts, and when a water source is needed for dust control on city roadways.

Staff and numerous truck salesmen have been seeking a used cab and chassis for over four years. A suitable cab and chassis was located recently at Leo's Tractors and Trucks, Wisconsin Rapids, Wisconsin. The vehicle is a 2003 GMC C-6500, with an 8.1 litre propane engine and automatic transmission. The price is \$10,550. A new poly water tank and appurtenances are under design and quotes will be available at the next City Council meeting.

Following is a breakdown of the tank truck upgrade project:

Purchase of cab and chassis	\$10,550
Replacement poly tank and mounting	\$16,000 (estimated)
New valving, piping, rear pump deck, rear fenders, hose trays, etc.	<u>\$ 8,450</u>
Total estimated project price	\$35,000

Funding for this expenditure has been included in the city's Capital Improvement Plan for the past four years, and will be obtained from the Public Works Equipment Replacement Fund #203, which currently has a balance of \$1,387,812.

RECOMMENDATION

Staff recommends the City Council adopt a motion authorizing the purchase of a used 2003 GMC C-6500 truck cab and chassis, as quoted from Leo's Tractors and Trucks, Wisconsin Rapids, Wisconsin, for a do-not-exceed price of \$10,550. The City Council also authorizes the completion of the truck project for a do-not-exceed price of \$35,000.



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
DONATION INFORMATION FORM

Donor Information	<input type="checkbox"/> City Resident / Business	<input type="checkbox"/> Nonresident	<input checked="" type="checkbox"/> Other
Name: <u>Xcel Energy</u>			
Main Phone Number:		Alternate Phone Number:	
Address:			
City/State/Zip:			
Email Address:			
Organization Name (if applicable):			

Donation Information	
<input type="checkbox"/> Bench with dedication plaque - \$1,000.00	<input type="checkbox"/> Bike rack - \$500.00
<input type="checkbox"/> City newsletter - \$50.00 / \$100.00 / \$250.00	<input type="checkbox"/> Flag - \$100.00
<input type="checkbox"/> Picnic table - \$1,500.00	<input type="checkbox"/> Flower planter - \$500.00
<input type="checkbox"/> Tree - \$250.00	<input type="checkbox"/> Waste receptacle - \$500.00
<input checked="" type="checkbox"/> Monetary donation of \$ <u>2000⁰⁰</u> for <input type="checkbox"/> Cemetery <input type="checkbox"/> General Fund <input type="checkbox"/> Parks <input checked="" type="checkbox"/> Fire Dept. <input type="checkbox"/> Police Dept.	
Engraved text on bench plaque shall read as follows: <i>(Please print and refer to examples on reverse)</i>	

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

Office Use
Staff notes: <i>(Include requested placement location)</i>
<u>Fire safety equipment sponsorship</u>
Donation amount received: _____
Date received: <u>3/24/15</u>
Payment method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check # <u>918725</u> Received by: <u>W. madsen</u>



Bayport Fire Department

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

April Memo from the Chief:

We had a very productive month with the department receiving a \$2,000 grant from Xcel Energy to help us purchase a new piece of medical equipment that measures the amount of carbon monoxide (CO) in the blood system. This is a key piece of equipment because Lakeview Ambulance does not have this tool and we can now verify if there is any CO poisoning in the patients. The bids for the new fire station are being reviewed by construction companies and we hope to have a positive bid opening soon. We received a membership application from a Bayport resident who has passed the background investigation and we hope to have him in training soon. We welcome Bayport residents to apply for positions in our department.

With April designated as Tornado Awareness Month, the safety message relates to tornado safety. Please see the article below for more information.

Tornadoes occur throughout the year, but most frequently from March to September. There are two levels of tornado weather conditions:

1. A tornado watch indicates that weather conditions are favorable for tornado formations.
2. A tornado warning indicates that a tornado has actually been spotted or detected on radar.

When a tornado watch is issued, listen to local radio and TV stations for further updates. Also be alert to changing weather conditions. Blowing debris or the sound of an approaching tornado may alert you. Many people say it sounds like a freight train. When a tornado warning is issued, Washington County will activate a tornado-warning siren with a steady siren lasting 3 to 5 minutes. People should take shelter immediately and remain there until the danger has passed.

It is important to have a tornado preparedness plan for home, work, school and when you are traveling. Key components include:

- ✓ Know a safe place at home, work and at school.
- ✓ Locate local shelters and be aware of the tornado risk in your area.
- ✓ Practice tornado drills at home and school.
- ✓ Have a plan for how family members will contact one another during an emergency.
- ✓ Establish an out-of-area contact (such as a relative or family friend) who can coordinate family members' locations and information should you become separated. Make sure that children learn the phone numbers and addresses and know the emergency plans.
- ✓ Prepare a family disaster supply kit. Families with children should have each child create their own personal pack.

Disaster Supply Kit Example:

- First Aid Kit
- Essential medications
- Canned food and can opener
- At least 3 gallons of water a day, per person
- Protective clothing, bedding or sleeping bags
- Battery powered radio, flashlight and extra batteries
- Special items for infant, elderly or disabled family members
- Written instructions on how to turn off electricity, gas, and water if authorities advise you to do so. (*Remember: You will need a professional to turn natural gas service back on.*)

Steps to Take to Protect You and Yours

If a tornado approaches an area and you are:

- **In a house or small building:** Move to the basement or storm shelter. If these aren't available, go to a lower level room (such as a closet, bathroom or interior hallway).
- **In a manufactured (mobile) home:** Move to a shelter or other building with a strong foundation. If this isn't possible, lie flat in a ditch or another low-lying area at a safe distance from the manufactured home.
- **In a vehicle:** Get out of the vehicle and go to a shelter. If no shelter is available, get out of the vehicle and lie flat in a ditch or another low-lying area.
- **Outdoors:** Move inside a shelter or other building with a strong foundation. If no shelter is available, lie flat in a ditch or another low-lying area.
- **At school:** Children should follow their teacher's direction and the school's tornado emergency plan (e.g. go to inner hallways on the lowest level possible, away from windows).

Mark Swenson
Fire Chief
Bayport Fire Department

294 North 3rd St.

Bayport, MN 55003

Office: 651-275-4401 **fax:** 651-275-4402 **Mobile:** 651-300-2101

E-Mail: Mark.Swenson@BayportFire.org

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



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

Laura Eastman
Chief of Police

Date: March 25, 2015
To: Mayor and City Council
City Administrator Martin
From: Police Chief Laura Eastman
Subject: **Police Reports and Updates**

Past Events

February 25, 2015, 6:00 PM: Community Watch Meeting at Croixdale – Officer Jackson and Department of Correction’s staff reviewed the prison’s 100 year anniversary celebration.

Upcoming Events

April 17, 2015: Andersen Elementary Razzle Dazzle Carnival – Reserve Officers

Miscellaneous

On March 14, 2015, Sergeant Jackson and his canine partner Keylo attended regional narcotic certifications hosted by the Washington County Sheriff’s Office. Nearly 60 canine teams attended this event. Sergeant Jackson and Keylo received a score of 198/200 total points and had the fastest indoor room search time. They have been a team since 2009.

February Call Load (continued)

24 – 28: handgun permit to purchase, 10 – 50 hit and run, council packets, extra patrols, school crossing, welcome packet, property crash report, officer info. medical L1, w/w speed, community watch meeting, council meeting, 911 misdial, school crossing, stop arm violation, DAR, speed 54/40, NPI, welfare check, code enforcement, medical L1, Medical L3, domestic verbal, public assist, civil issue, check the welfare, crime prevention, speed 80/55/no POI, medical L3, drug para x2, animal concern.

March Call Load

01 – Crime prevention x2, animal concern, w/w speed, reserve meeting, medical L1, DAS, DAS/speed/40/30, school crossing.
02 – school crossing, traffic complaint, identify theft report, erratic driver, train blocking, train blocking, officer information, drug information, fire, extra patrols.
03 – School crossing, w/w turn signal, fail to change address, dog vs dog/license warning, medical L1, information ord. violation, careless driving.
04 – vehicle lockout, information, verbal domestic, school crossing, medical L1, 911 abandoned, records request, dept. information/extra patrols.
05 – school crossing, domestic, 911 misdial, fire fighter background, medical 11, welfare concern suicidal, dog complaint, extra patrols, information only, speed 62/40, w/w speed.
06 – open door, school crossing, medical/allergic reaction, records request, property damage accident, vacation checks, park longer than posted limit, parking complaint post office citation issued, w/w equipment violation, w/w speed.

- 07 – w/w speed, DAR, w/w speed/no WI DL, w/w speed x 2, intoxicated male, veh. lockout, w/w speed, speed 62/40, speed 66/40, w/w speed, w/w equipment violation.
- 08 – w/w equipment violation, 4th degree dui, adu. Alarm, w/w speed, speed 82/55, smoke/burning complaint.
- 09 – school crossing, w/w speed x 2, school crossing, extra patrol, w/w speed, burning complaint, check the welfare suicidal male, officer information.
- 10 – AOA medical L3, crime prevention, x 4 (open garage doors, vehicle lights on, open door, handgun permit to purchase, crime prevention, burglar alarm school crossing, officer information, check welfare suicidal male, 911 misdial, medical suicide, AOA assault, check welfare, veh. theft, noise complaint
- 11 – Crime prevention, handgun permit to purchase, out of control juvenile, train whistle complaint, school crossing, open door x 2, medical L1, speeding complaint, park longer than posted x 2, w/w speed x2, w/w stop sign violation, w/w speed, w/w equipment violation, w/w speed, w/w equipment.
- 12 – Medical L1, school crossing, vacation checks, check residence/social services, verbal domestic, school crossing, speed 62/40, speed 58/40.
- 13 – Possible intoxicated driver, crime prevention, w/w speed, w/w equipment violation, school crossing, phone scam, vehicle lock out, records request, ordinance violation, audible panic alarm, w/w speed, welcome packet, fire, felony strangulation/domestic.
- 14 – possible domestic/aoa, w/w speed. .
- 15 – Assist suspicious situation, stray dog, stalled vehicle, 911 abandoned, aoa/unk situation, DWI/arrest/AOA.
- 16 – Burglar alarm, business check, NCO, alarm, dead beaver, w/w speed, juvenile complaint.
- 17 – Scam report/IRS, extra patrols, unattended fire, w/w speed, follow-up vulnerable adult extortion, follow-up ordinance violation.
- 18 – Assist public works, extra patrol request, lost property, w/w speed x2, Scam report/IRS. Welcome packet, DAS.
- 19 – AOA/commercial burglary, w/w speed x 2, w/w passing on right, burglar alarm, city ordinance complaint, vacation check/open door w/w park longer than posted, vacation check/open door, park longer than posted x 2, vacation checks, extra patrol, vacation checks/open back door, pw/w speed.
- 20 – Ordinance violation 24 hour parking, vehicle lock out, DAS, medical L1, park longer than posted, attempted burglary, medical L1, 911 call, medical.
- 21 – Speed 59/40, w/w speed, 4th degree dui, w/w equipment violation.
- 22 – train blocking, w/w speed x 3, medical, alarm.
- 23 – intoxicated party, domestic, school crossing, extra patrols, child custody concern, disable vehicle, id theft/IRS scam, medical L1/transported, school crossing, extra patrol –stop arm bar, w/w speed, w/w speed, medical L1, w/w speed, road hazard, aoa/alarm.
- 24 – assist public works, extra patrol stop arm bar, school crossing, w/w speed, w/w speed, NPI, extra patrols,
- 25 – Medical, w/w speed, school crossing, medical L3, vandalism, medical L3.
- 26- 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, 10 -72 = deceased.

Feb-15	Speed	Seatbelt	Child seat	DAS,R,C	Underage D&D	UAC	Open Bottle	No Insurance	No POI	Warrants	W/W
501 Chief Eastman											
503 Aaron Slinger									1		
505 Quinn Wilmarth	2										8
506 Chad Johnson											
507 Dustin Purpur	1								1		3
508 Capt Hutchinson											
509 Jay Jackson	1			1							4
510 John Miller	6			1					2		7
512 Zach Lund	4			5				1	4	2	4
513 Keith Frank											
Monthly Total	14	0	0	7	0	0	0	1	8	2	26
Year Total	26	0	0	18	0	0	0	1	10	2	72

Officer	Drugs	MJ in MV	Dac-IPS	Stop Sign	Drug Para	DWI	Distracted	Crime Prev	City Ord	Careless	Other
501 Chief Eastman											
503 Aaron Slinger											
505 Quinn Wilmarth					2			16	1		
506 Chad Johnson											
507 Dustin Purpur								1			1
508 Capt Hutchinson											
509 Jay Jackson									10	1	2
510 John Miller	1	1			1				1		
512 Zach Lund									2		5
513 Keith Frank											
Monthly Total	1	1	0	0	3	0	0	17	15	1	8
Year Total	1	1	0	0	3	3	0	18	19	2	9

Notes :



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

Date: March 31, 2015

To: Mayor and City Council
Logan Martin, City Administrator

From: Mel Horak, Public Works Supervisor

Re: Public Works Department Update – April City Council meeting

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

1. Read water meters for first quarter utility billing
2. Repaired turf damage from snow plowing
3. Performed ongoing tree trimming on city boulevard trees and alley right-of-ways
4. Started sweeping city streets
5. Department members Josh Eisinger and Tim Gardner attended mandatory water and sewer training.
6. Completed ongoing maintenance and repairs to trucks and equipment
7. Installed multiple new water meters and repaired numerous nonfunctioning water meters
8. 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

Public Works staff noted a number of higher than usual utility meter readings during the first quarter. At this time of year, the most likely causes are leaky toilets or a malfunctioning water softener. Residents may pick up toilet test strips at City Hall to check for a leak.

Bayport Public Library



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

Date: March 31, 2015

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

From: Mark Blando, Bayport Public Library Director

Re: Bayport Library Update

It has been an extremely busy month at the library. We had over 100 attendees for our two Spring Break movies. We also had over 30 attend our Friday night concert with Brian Miller and Randy Gosa. Last, but not least, the Easter Bunny made an appearance at our annual Easter Egg Roll and Story Time.

The Bayport Public library and Art Reach St. Croix will be teaming up for two exciting events this April as part of The Big Read in the St. Croix Valley program. All area wide activities are inspired by the New York Times bestselling novel "Love Medicine" written by Minnesota native Louise Erdrich. Our first event will feature the very talented actors from the St. Croix Festival Theater as they perform the play "Jack's Back Door Cafe" on Friday, April 24 at 7pm at the Bayport Library. Our second event will be a book discussion on "Love Medicine" Monday, April 27 at 6pm at the Bayport Library. A limited number of books are available for participants and registration is required.

We should have a schedule of the Summer Reading Program performers out this month. Keep an eye on the website and the library's Facebook page for information.

Thanks to you all,

Mark

Mark Blando

Director

Bayport Public Library



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

Date: March 30, 2015

To: Mayor and City Council
Logan Martin, City Administrator

From: Wanda Madsen, Finance Officer

Re: Finance Department 1st Quarter 2015 Update

For January, February, and March 2015, the following undertakings were performed:

1. Water Department
 - A. Collections and processing of utility payments for 1st Quarter 2015
 - B. December administration of water/sewer billing for 4th quarter which was sent out December 29, 2014
 - 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. 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 two-day in house annual audit.
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.
10. Attended the annual 2015 MCFOA (Minnesota Clerks and Finance Officers Association) Conference in Red Wing, Minnesota.



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

Date: April 2, 2015

To: Mayor and City Council
Logan Martin, City Administrator

From: John Buckley, Building Official

Re: Building Department First Quarter Report for 2015

Please find the first quarter report below. The city has issued two building permits for new single family homes year-to-date.

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

- Total construction valuation: \$1,990,747
- Total permit fees paid to the city: \$24,742
- Total fees from Lakeland contract: \$2,986

In addition, two residential properties in Baytown Township were permitted to connect to Bayport's municipal water supply through a joint powers agreement between Baytown Township and the City of Bayport. A total of \$3,260 in fees was collected for these new connections to the water supply.

The construction trend for the remainder of this year looks very good at this time, along with the pending approval of 113 new homes in Phase III-B of Inspiration. Please feel free to contact me if you have any questions about the Building Department or permits.



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

Date: March 23, 2015
To: Mayor and City Council
Logan Martin, City Administrator
From: Sara Taylor, Assistant City Administrator/Planner
Re: Department Update – April City Council meeting

PLANNING COMMISSION ACTION

The Planning Commission held a meeting on March 16 to consider a revised Planned Unit Development (PUD) General Development Plan and a Preliminary Plat for Inspiration Phase III-B. One public comment was received from a resident of Inspiration in support of the application and development proposal for Phase III-B. Applicant Mattamy Homes is in the process of refining their preliminary plat submittals for City Council consideration, which should be complete in the next few weeks. The Planning Commission also considered a variance to allow an attached garage and addition to the existing single-family home on the property located at 207 6th Street North. No public comments were received regarding this project. The Planning Commission recommended approval of both applications, which are anticipated to be presented to the City Council at the April 6 meeting.

ELECTIONS

A special election has been scheduled for Tuesday, May 12 to vote on a bond request to improve facilities across the Stillwater Area School District. Along with other municipalities in the county, Bayport will administer the election and be reimbursed by the school district for election supplies and wages. Tom Nelson, Stillwater Area School Superintendent, will be at the April 6 City Council meeting to give a brief presentation about the bond request and election. Thanks to the following residents who will be serving as Election Judges and helping administer voting procedures in the polling place for this election: Coleen Siegfried, Tim MacDonald, Paul Goulette, Elizabeth Kelly, Mary Ostertag, Mary Williams, Judy Klos, and Meredith Lake. As a reminder, all Bayport residents vote at City Hall and the polls will be open 7:00 a.m. – 8:00 p.m.

MISCELLANEOUS BUILDING/ZONING PROJECTS

Building Official John Buckley, City Engineer John Parotti, and I have all been busy working with property owners and other agencies to review plans and process permit applications for several building/zoning projects. It is great to see property owners pursuing improvement projects and reinvesting in our community. Below, please find an update on some of the larger projects staff is currently working on.

Residential

Inspiration	Planned unit development general development plan and preliminary plat for Phase III-B, including 113 single-family lots and related infrastructure
11 Point Road	Demolition of existing single-family home, filling/grading activity to meet floodplain/riverway zoning requirements, and plan review for a new single-family home
12 Point Road	Filling/grading activity to meet floodplain/riverway zoning requirements, variance for an addition to existing residential detached garage

- 239 1st Ave. N. Municipal sewer extension to serve existing single-family home, review subdivision and filling/grading requirements for lot division and potential new residential construction
- 207 6th St. N. Variance to expand existing non-conforming single-family home with an addition and attached garage
- Mill lot 9 Vacant residential lot – Review feasibility for municipal water and sewer utility extension, filling/grading requirements for access road/potential new residential construction

Commercial

- 109 3rd St. N. Woody's Bar and Grill – Parcel boundary certification to combine 109/143 3rd St. N. into one parcel, plan review to join/remodel two existing buildings, potential amendment to conditional use permit for outdoor seating and site improvements
- 169 3rd St. N. Vacant commercial building/adjacent parking lot – Potential city partnership with adjacent business owners to purchase parcel, demolish existing building, and upgrade parking lot using TIF redevelopment funds
- 193 3rd St. N. Not Justa Bar/Café – Parcel boundary certification to combine 177/193 3rd St. N. into one parcel, plan review to join two existing buildings
- 243 3rd St. N. Vacant commercial building – Municipal water main expansion to install fire suppression system, remodel to facilitate potential retail grocery store/deli market
- 100 4th Ave. N Andersen Corporation – Remodel/possible addition to conference/training structure, plan review for compliance with floodplain/riverway zoning requirements
- 320 5th Ave. N L'Etoile du Nord Cafe – Building/site improvements to comply with building/zoning code and conditional use permit for outdoor seating
- 1012 5th Ave. N. New Bayport Fire Hall - Site plan development/review with civil engineer/architect, conditional use permit to allow government building in the R-3 Multi-family residential zoning district



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

Date: April 1, 2015
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: Administration Department Update – April City Council meeting

RAILROAD CROSSING COMMUNICATION

Per direction received at the March City Council meeting, staff has made contact with State and Federal elected officials to discuss our concerns with the recurring issue of trains blocking intersections for extended periods of time. We received positive feedback from all of our partners, and they stand ready to assist the City in its efforts to address this problem. We also communicated with the Union Pacific to update them on the City’s stance on this issue, and they assured us that they will make every effort to reduce undue blockages of intersections. The Police Department will continue to take reports of excessive blockages (as it has done historically), which will provide the support needed to address this issue with the Union Pacific. As a reminder, residents are encouraged to contact the Police Department in any instance of a blockage over ten minutes.

JULY 19 MUSIC EVENT

The City has been approached by a philanthropic organization with a desire to host a large-scale music and family festival at Lakeside Park on Sunday, July 19. The event raises funds for Cystic Fibrosis research and prevention, and they anticipate this event could draw up to 1,500 people due to the popular “headliner” band they anticipate booking. This organization has staged events of this caliber in the past, and staff is confident that they will professionally manage security (with a private firm and our officers), parking, garbage, toilet facilities, and other logistics. More details will be discussed separately at the April meeting, at which time they are requesting approval of their special event application to utilize the entire park.

FIRE HALL PROGRESS

We are entering the final stage of the bidding process, as all bids are due to City Hall by 2pm on Tuesday, April 7. At that time, we will work with Kraus Anderson to tabulate the preliminary low bidder in each category, which will establish the “final” bid number to compare against the estimated project budget. There is a possibility that a special City Council meeting will be necessary in mid-April to discuss bid results and approve bids for the first stage of work on the project, with the remainder of the bids being considered at the May meeting.

UPCOMING MEETINGS AND EVENTS

April 4	BCAL Easter Egg Hunt	10:00am	Barker’s Alps
April 6	City Council workshop	5:00pm	City Hall
April 6	City Council meeting	6:00pm	City Hall
April 18	“Bayport in Bloom” workshop	10:30am	Library
April 20	Planning Commission meeting	6:00pm	City Hall
May 4	City Council meeting	6:00pm	City Hall



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

Date: April 1, 2015
To: Mayor and City Council
From: Logan Martin, City Administrator
Sara Taylor, Assistant City Administrator
Re: Special event application for a Cystic Fibrosis Foundation fundraiser at Lakeside Park on July 19, 2015

BACKGROUND

On March 30, city staff met with Rob Olson, Breathe Easy for Cystic Fibrosis Foundation, to discuss the possibility of hosting a sizable fundraising event at Lakeside Park this summer. The proposed 1-day event would be primarily a music festival and family carnival, with food/retail vendors, bingo/raffles, beer garden, two music stages, and family games/activities. The main musical attraction is anticipated to be the band "Hairball," along with other country and classic rock musicians. The event is expected to draw approximately 1,500 people throughout the day, during park hours (sunrise to sunset), ending by 9:00 p.m.

Typically, special event applications are considered by the City Council as part of the consent agenda at a regular meeting. However, because of the estimated number of attendees, staff thought it may be in the city's best interest to discuss details of the overall event and proposed activities. It should be noted that the applicant has experience hosting other successful fundraisers of this magnitude and is prepared to provide and pay the cost for private security personnel, set-up/clean-up crews, and portable toilets, in addition to other personnel and/or facilities deemed appropriate by the city. Applicable park rental fees will be collected along with a damage deposit.

With the proposed event only a few months away, the applicant is requesting City Council action on the special event application, so he can proceed with contracting the musical acts, as availability is limited. If approved by the City Council, staff would work with the applicant to finalize details/logistics of the event. Rob Olson will be in attendance at the April 6 meeting to discuss the event and answer questions.

RECOMMENDATION

Staff recommends the City Council adopt a motion on the special event application for a Cystic Fibrosis Foundation fundraiser at Lakeside Park on July 19, 2015, subject to terms and conditions deemed appropriate by the city.



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

City of Bayport
SPECIAL EVENT APPLICATION

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

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

Applicant Information	<input type="checkbox"/> Individual/For-profit organization	<input checked="" type="checkbox"/> Public entity/Non-profit organization
Applicant/Contact Name: Rob Olson		
Organization/Business Name: Breathe Easy for Cystic Fibrosis Foundation - 501(C)(3) 45-2494472		
Main Phone Number: 651-209-9200 X-302		Alternate Phone Number: 651-600-6511
Address: 7300 Hudson Blvd #255, Oakdale, MN 55042		
City/State/Zip:		
Email Address: robolson@quantumgo.com		

Event Information	
Start Date: July 19, 2015	End Date: July 20, 2015 (am for cleanup)
Day(s): <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday	
<input checked="" type="checkbox"/> Sunday <input type="checkbox"/> Saturday	
Weekday Hours:	Weekend Hours: Sunup to Sundown
Description of event, activities, location and proposed alteration of city property: Music festival and family carnival. We will have two stages, beer garden, bingo and games, tenting, food tents/trucks, possibly other vendors, jumpy houses, raffles and other games for families. We estimate approximately 1,500 people. We will be charging \$15-\$20 per person to attend. The local band "Hairball" will be our main musical attraction. The other acts will be either contemporary country or classic rock. We expect the demographics to be families and individuals between 35-60 years old. We will have 10-12 bands/performances on either one MAIN stage, possibly a secondary smaller stage for additional acts. We will need the park from sunup to sundown on 7/19 and then until noon 7/20 for final cleanup, trash removal, port-a-potty removal.	

Description of Requested City Services and/or Equipment
Police as required by the city, parking, one-day liquor license.

Application Requirements and Fees
<ul style="list-style-type: none"> A diagram of the premises, including proposed activities and equipment, as well as the application processing fee, must be submitted with this form to City Hall (see below for fees). If the event involves requested use of a park building, picnic shelter, field, or court, a separate park reservation request form and applicable fees are required to be submitted to City Hall (reservations are subject to availability). If the event involves cooked/prepared food or beverages, sale of produce, uncooked meat or dairy, additional licenses may be required by Washington County Public Health and/or Minnesota Department of Agriculture and must be submitted with this form. For assistance with licensing requirements, please contact 651-430-6655. Depending upon the event and related activities, a refundable park damage deposit fee of up to \$500.00 and a certificate of liability insurance may be required, prior to the event. Additional charges for trash receptacles, barricades, and picnic tables may also apply (see below for fees). All fees and expenses associated with the request are the responsibility of the applicant and/or private property owner.

Applicant Acknowledgement and Signature
<p>The undersigned understands that this application will be processed in accordance with established city review procedures at such time as it is deemed complete. Failure by the applicant to supply accurate and necessary information as requested by the city may be cause for denying this application. The undersigned hereby applies for the request as stated in this application form and in understanding the conditions of this application as described above, declare that the information and materials submitted in support of this application are complete, to the best of their knowledge.</p> <p>Signature: <u>John Olson</u> Date: <u>3/31/2015</u></p>

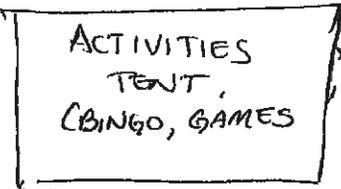
Office Use - Fees	Amount Due	Date	Payment	Staff
Processing Fee (required) \$15.00 Public entity/Non-profit \$50.00 Individual/For-profit	<input checked="" type="checkbox"/> \$15.00 <input type="checkbox"/> \$50.00	Received: <u>4/1/15</u>	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <u>1040</u> <u>gh</u>	
Rental Fees (as applicable, per applicant and/or city) \$10.00 + tax Per trash receptacle/barricade \$25.00 + tax Per picnic table	<input type="checkbox"/> \$ _____ <input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check	
Damage Deposit (as applicable per city, up to \$500.00) <i>Payment must be on a separate check.</i> Notes:	<input type="checkbox"/> \$ _____	Invoiced: _____ Received: _____ Inspected: _____	<input type="checkbox"/> Destroyed check <input type="checkbox"/> Retained deposit In the amount of \$ _____	
Certificate of Liability Insurance Required: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Date Received:				



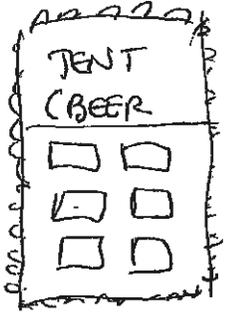
Bounce Houses (3-4)



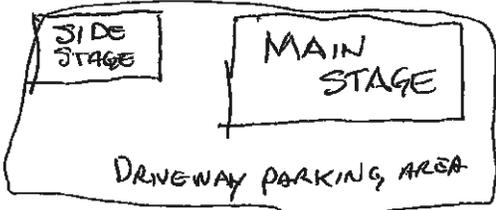
20 x 40 Tent



20x40 Tent
FENCED AREA



FOOD &
ACTIVITY
VENDORS
10x10
TENTS
AND/OR POSS
FOOD TRUCKS



LAKE / RIVER

MEMORANDUM

DATE: March 23, 2015

TO: City Council (April 6, 2015 meeting)

FROM: Sara Taylor, Assistant City Administrator/City Planner

SUBJECT: Consider a variance to allow an attached garage and addition to the existing single-family home on the property located at 207 6th Street North

A. BACKGROUND

The property is located at 207 6th Street North and is legally described as Lots 5 and 6, Block 53, Bayport, Washington County, Minnesota. The property dimensions are approximately 140 feet on the north and south lot lines, and 100 feet along the east and west lot lines, with a total lot area of 13,990 square feet. The subject property is surrounded by residential uses and is zoned R-2 Single Family Urban.

Property owner Kyle Carlson has submitted an application for a variance to allow a new attached garage and addition to the existing house on the property. The property contains an existing legally non-conforming two-story, single-family house and detached garage that do not meet current building setback requirements from the property lines. In addition, a portion of the existing detached garage encroaches into the city alley right-of-way. As proposed, the detached garage will be removed and replaced with a new, larger garage that will be attached to the house and in compliance with setback requirements. The applicant is also proposing to expand the footprint of the house to allow additional living space on the main floor. Because the existing house does not meet current setback requirements, a variance is required to allow expansion of a legally non-conforming structure to allow the proposed improvements.

The following informational items are attached:

- narrative by the property owner
- land survey of the property with existing conditions
- land survey of the property with proposed conditions

B. STAFF COMMENTS

As stated, the applicant is proposing to improve the existing single-family home with a main floor addition and a new attached garage. The existing house was built in 1930 and contains limited living space on the main floor. The proposed addition on the north side of the house would allow for a main floor master bedroom. The addition on the east side of the house would allow for a main floor bathroom, laundry area, and mudroom that would connect the house to a new attached 3+ stall garage. A portion of the existing driveway would remain in its current location and be supplemented with new concrete or asphalt to create a suitable parking/driveway surface to access the new attached garage.

This house is considered a legally non-conforming structure, because it was constructed prior to the adoption of the city's zoning code, and does not meet current zoning setbacks and/or standards. The

zoning code allows legally non-conforming structures to continue to be used and be reasonably maintained. However, any alteration, expansion, or improvement to the structure beyond normal maintenance requires a variance.

A 20 foot front and side yard setback is required for a house on a corner lot abutting a city street right-of-way. The existing house is only set back approximately 12 feet on the front (west) property line and 14 feet on the side (south) property line. It should be noted that the proposed improvements will increase the footprint of the house, but will not increase its non-conformity with city code because the addition and attached garage will meet current setback, height, and impervious coverage requirements. In addition, the existing non-conforming detached garage will be removed, which will further bring the property into compliance with current zoning requirements, and is a significant improvement over the existing conditions.

	CITY CODE	EXISTING	PROPOSED	OUTCOME
Lot area	Min. 10,000 sq. ft.	13,990 sq. ft.	13,990sq. ft.	Complies with code
Impervious lot coverage	Max. 35%	22%	34.81% (includes removing existing detached garage and adding new main floor area/attached garage)	Complies with code
Accessory structures/garage	Max. 10% of lot area (1,399 sq. ft. for this lot)	760 sq. ft.	1,392 sq. ft.	Complies with code
House	Up to 4,897 sq. ft. (including impervious and garage)	880 sq. ft.	1,586 sq. ft.	Complies with code
Front (west) setback	20 ft.	12 ft.	12 ft. (for existing house) 22 ft. (for addition)	Complies with code
Side (south) setback	20 ft.	14 ft.	14 ft. (for existing house) 21 ft. (for addition)	Complies with code
Side (north) setback	10 ft.	58 ft.	38 ft. (for addition)	Complies with code
Rear (east) setback	30 ft.	98 ft.	38 ft. (for attached garage)	Complies with code

C. SUGGESTED FINDINGS OF FACT AND CONDITIONS OF APPROVAL

Minnesota Statutes 462.357. Subd 6.(2) states in part that “Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties.” This language establishes the criteria by which the city is to consider the variance application. If the variance is determined to meet the criteria, a request for the variance should be granted.

The proposed addition to the existing house is reasonable, and will provide both additional living space on the main floor and more accessible garage and storage area. Because the existing house was built before the city adopted a zoning code, it does not comply with current setback requirements. However, it should be noted that these circumstances were not created by the landowner. The setbacks and height of the main floor addition will be similar to other residential structures in the neighborhood. Although the proposed garage will be attached to the house and is sizable, it will face the alley similar to other garages in the neighborhood and also be in compliance with setback, height, and impervious coverage requirements. For these reasons, staff finds that the criteria for the variance have been met and therefore is recommending approval of the variance, with the following conditions:

- ❑ The proposed improvements will be subject to review and recommendations by the Middle St. Croix Management Organization.
- ❑ Prior to the issuance of a building permit, a complete set of construction plans for the new main floor addition/attached garage shall be submitted by the applicant, in accordance with the approved variance, for review and approval by city staff.
- ❑ The existing detached garage and any temporary storage structures shall be removed from the property prior to issuance of a certificate of occupancy and use of the new attached garage.
- ❑ All parking and driveway areas must be surfaced with asphalt, concrete, or pavers of an equivalent material. All non-parking areas shall consist of sod, landscaping, or equivalent pervious material.
- ❑ The type and color of the exterior finishes for the existing house and new addition/attached garage shall compliment each other.
- ❑ With the exception of the variance to allow the new addition/attached garage, any proposed or future improvements to the property must comply with all zoning and general city ordinances.
- ❑ An as-built survey of the property will be required to be submitted to the city to certify compliance with the approved variance prior to issuance of a certificate of occupancy and use of the new addition/attached garage.
- ❑ Due to a proposed impervious coverage of approximately 35%, which is the maximum coverage permitted by city code, no temporary storage structures, canopies, parking of passenger or recreation vehicles, or other conditions that would result in an increase of impervious coverage shall be allowed on the property. All vehicles and equipment shall be parked and/or stored within the attached garage or on the asphalt/concrete driveway surface.

D. PLANNING COMMISSION ACTION

At its meeting on March 16, 2015, the Planning Commission discussed and held a public hearing on the application. No public comments were received. Following discussion, the Planning Commission voted 4-0 to recommend approval of the application to the City Council, subject to the findings of fact and conditions of approval recommended by staff.

E. RECOMMENDATION

Staff recommends approval of a variance to allow the existing legally non-conforming house at 207 6th Street North to be expanded with a main floor addition and attached garage, as proposed by the applicant. Suggested findings of fact and conditions of approval are stated in section “C” of the staff report. City Council action on the application is requested.

February 4th, 2015

Narrative for a variance on the property at 207 Nth 6th Street

My name is Kyle Carlson and I reside at 207 Nth 6th Street Bayport, Minnesota. It is the above property that I am writing to request a variance for. The home was built in 1930 with an updated foundation in the 70's. The main floor living space is extremely small 26' x 26'. The garage is about 75' from the house and 3' to 4' over the property line. This makes it very inefficient when making trips to and from the house. I have lived in Bayport my whole life and have served on the Bayport Fire Department for the past 10 years. I enjoy living and volunteering in the community and plan to be here for a while. In order to do this I have to make some improvements to my property. The improvements will be an investment for my future, plus make the house and garage more efficient and user friendly.

My proposal, includes a main floor addition on the north side of the house. This north addition would be a master bedroom. The proposal also includes an addition to the east that would be a main floor bathroom, laundry room, mudroom entrance and an attached garage. These additions would give us more living space for future growth, more efficient use of the home and convenient indoor parking. My property is large enough to accommodate my proposal while still meeting all setbacks and impervious surface requirements of the city.

In conclusion I am applying for this variance so that I can improve my property to meet my future needs. It is important to me to be able to stay living and volunteering in the community of Bayport.

Thank You,

Kyle Carlson

Land Description
 Warranty Deed, Doc. No. 3509928

Lots Five (5) and Six (6) in Block
 Fifty-three (53) of Bayport,
 Washington County, Minnesota.

CERTIFICATE OF SURVEY

Lot 5 and Lot 6, Block 53, BAYPORT
 (Platted as SOUTH STILLWATER)
 City of Bayport, Washington County, Minnesota

Boundary Survey
Existing Conditions
 Prepared for:

Kyle R. Carlson
 207 6th Street North
 Bayport, Minnesota 55003

PID: 10-029-20-14-0008

Northeast corner
 Section 10, T29N, R20W.

Boundary Legend

- Denotes set 1/2 inch iron pipe, 18 inches long, with a plastic cap inscribed ANEZ LS 13775.
 - ⊙ Denotes set 1/2 inch iron pipe, 18 inches long, with a plastic cap inscribed ANEZ RLS 13775, set on a survey dated December 08, 1989.
 - Denotes found iron monument as noted.
 - ⊕ Denotes cast iron Washington County Section Corner Monument.
- P= Refers to recorded distances on the plat of BAYPORT (platted as SOUTH STILLWATER) on file and of record in the Office of the County Recorder, Washington County, Minnesota.
- Distances are in feet and decimate of a foot.
- Bearings are based on the Washington County Coordinate System, NAD 83, 1986 Adjustment.

UN-NUMBERED BLOCK
 1/2 inch iron pipe monument with a plastic cap, License No. 13774.
 60.00 (not to scale)

NORTH
 BLOCK 47
 80.00 (not to scale)

NORTH
 (PLATTED AS TURTLE STREET)
 BLOCK 52
 60.00 (not to scale)

NORTH
 BLOCK 54
 299.80 P=300
 1169.41 P=170
 80.00
 140.00 P=140
 80.00 P=80
 N 00°07'13" W 26°44.13' P=266.05

5 89°52'51" W
 (PLATTED AS LUMBER STREET)
 NORTH
 BLOCK 48

2ND AVENUE NORTH
 Lot 1
 Lot 2
 Lot 3
 Lot 4

BAYPORT
 Lot 5
 Lot 6
 Lot 7
 Lot 8
 Lot 9
 Lot 10
 Lot 11
 Lot 12

PLATTED ALLEY
 (PLATTED AS ATLAS STREET)
 5TH
 BLOCK 53
 5 89°52'51" W 140.00 P=140
 N 89°52'51" E 140.00 P=140
 3/8 solid iron rod
 1/2 inch open top iron pipe monument 0.78 feet North and 0.18 feet West of set monument at the NE corner Lot 5, Block 53.
 building setback line
 rock ring
 30" maple
 PORTABLE CANOPY
 building setback line
 EXISTING HOUSE
 building setback line
 LOT 5
 LOT 6
 EXISTING GARAGE
 1/2 inch iron pipe monument with a plastic cap, License No. 17551.
 gravel surface
 122

- ### Shading Legend
- Concrete Surface
 - Bituminous Surface
 - Rock/Stone Border
 - Wood Mulch
 - Coniferous Tree
 - Deciduous Tree
 - Wood Fence

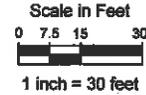
1ST AVENUE NORTH
 BLOCK 51
 60.00 (not to scale)

NORTH
 BLOCK 62
 140.00 P=140
 80.00 P=80
 5 89°52'51" W
 E 1/4 corner Section 10, T29N, R20W.

6TH STREET
 3/4 inch solid iron monument 144 feet North and 0.09 feet West of set monument at the SW corner Lot 6, Block 53.
 P=80

Parcel Area: 13,990 sq. ft.

Existing Coverage		% of Parcel Area
House and Garage	1,640 sq ft	11.7%
Concrete/Bituminous	961 sq ft	6.9%
Portable Canopy	303 sq ft	2.1%
Landscape Borders	180 sq ft	1.3%
Total Impervious	3,084 sq ft	22.0%
Landscaped Areas	1,539 sq ft	11.0%



ZONING: R2 Single Family Urban
 BUILDING SETBACKS
 Front Yard - 20 feet
 Side Yard, Interior Lot Line - 10 feet
 Side Yard, Street - 20 Feet
 Rear Yard - 30 feet

BLOCK 63

OFFICIAL COPIES OF THIS MAP ARE CRIMP SEALED

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

Landmark Surveying, Inc.
 Joel T. Anez
 Joel T. Anez Minnesota License No. 13775

February 17, 2015
 Date

Landmark Surveying, Inc.
 21090 Olinda Trail North, Suite B Office number: 651-433-3421
 P.O. Box 65 Cell number: 651-235-8880
 Scandia, Minnesota 55073 E-mail: inthefield@frontiernet.net

CERTIFICATE OF SURVEY

Land Description
Warranty Deed, Doc. No. 3509928

Lots Five (5) and Six (6) in Block
Fifty-three (53) of Bayport,
Washington County, Minnesota.

Lot 5 and Lot 6, Block 53, BAYPORT
(Platted as SOUTH STILLWATER)
City of Bayport, Washington County, Minnesota

Site Plan
Proposed Conditions
Prepared for:

Kyle R. Carlson
207 6th Street North
Bayport, Minnesota 55003

NOTE: See SHEET 1 for additional boundary information.

PID: 10-029-20-14-0008

Legend

- Denotes set 1/2 inch iron pipe, 18 inches long, with a plastic cap inscribed ANEZ LS 13775.
 - Denotes found iron monument as noted.
 - P= Refers to recorded distances on the plat of BAYPORT (platted as SOUTH STILLWATER) on file and of record in the Office of the County Recorder, Washington County, Minnesota.
 - Distances are in feet and decimals of a foot.
 - Bearings are based on the Washington County Coordinate System, NAD 83, 1986 Adjustment.
- Concrete Surface
 - Bituminous Surface
 - Rock/Stone Border
 - Wood Mulch
 - Coniferous Tree
 - Deciduous Tree
 - Wood Fence

Parcel Area: 13,980 sq. ft.

Proposed Coverage		% of Parcel Area
House and Garage	2,978 sq ft	21.29%
Concrete/Bituminous	1,820 sq ft	13.01%
Deck/Steps	72 sq ft	0.51%
Total Impervious	4,870 sq ft	34.81%
Landscape Borders	130 sq ft	0.93%
Landscaped Areas	880 sq ft	6.26%

ZONING: R2 Single Family Urban

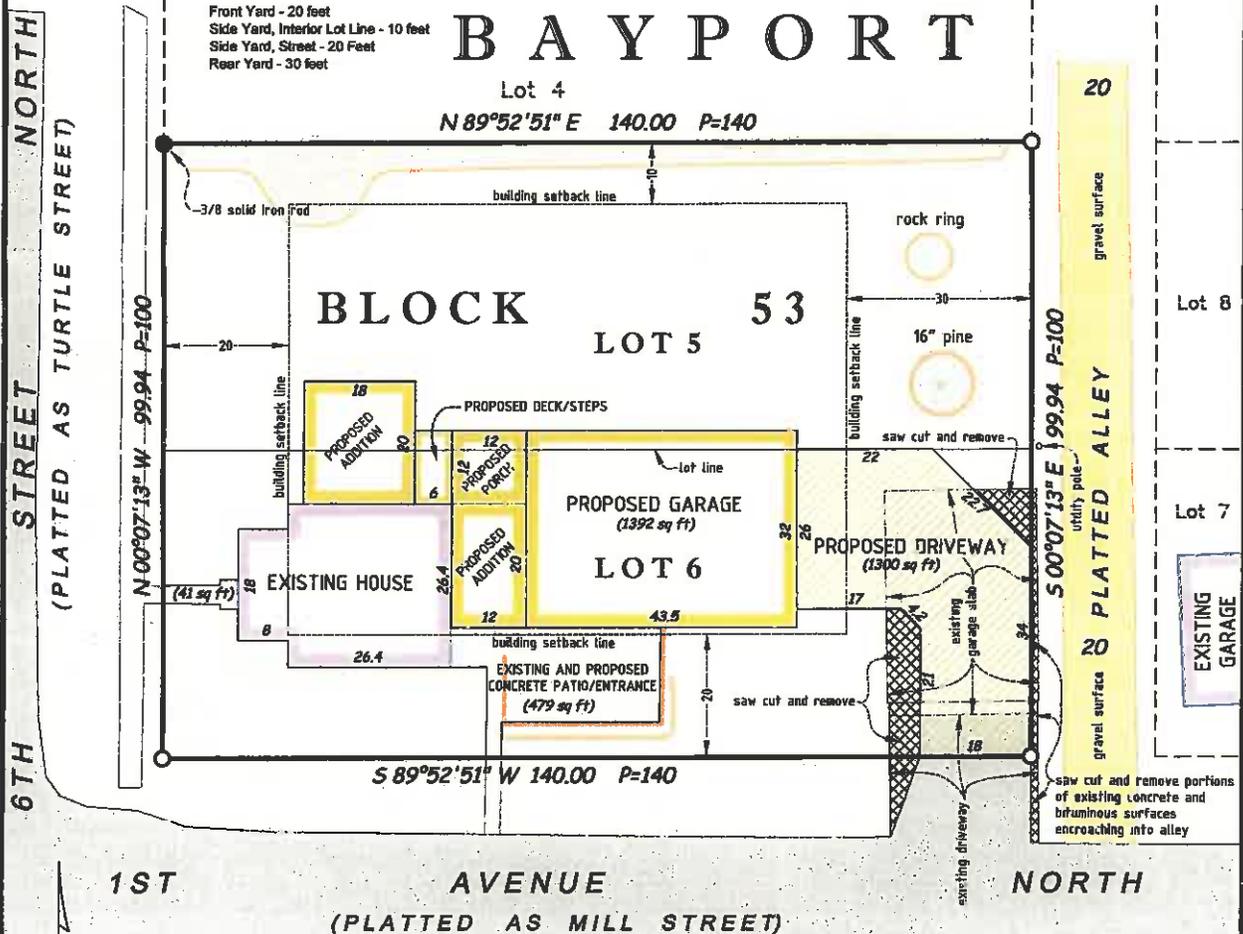
BUILDING SETBACKS

- Front Yard - 20 feet
- Side Yard, Interior Lot Line - 10 feet
- Side Yard, Street - 20 Feet
- Rear Yard - 30 feet

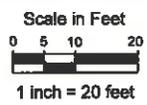
BAYPORT

Lot 4

N 89°52'51" E 140.00 P=140



1ST AVENUE
(PLATTED AS MILL STREET)



OFFICIAL COPIES OF THIS MAP ARE CRIMP SEALED

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

Landmark Surveying, Inc.
Joel T. Anez
Joel T. Anez Minnesota License No. 13775

February 17, 2015
Date



Landmark Surveying, Inc.
21090 Olinda Trail North, Suite B
P.O. Box 65
Scandia, Minnesota 55073
Office number: 651-433-3421
Cell number: 651-235-8880
E-mail: mthefield@frontiernet.net

RESOLUTION NO. _____

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD APRIL 6, 2015**

Pursuant to due call and notice therefore, the regular meeting of the City Council of the City of Bayport, Minnesota was duly held at the Bayport City Hall in said municipality on the 6th day of April, 2015.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

RESOLUTION FOR A VARIANCE TO ALLOW AN ATTACHED GARAGE AND ADDITION TO THE EXISTING LEGALLY NON-CONFORMING, SINGLE-FAMILY HOME ON THE PROPERTY LOCATED AT 207 6TH STREET NORTH, LEGALLY DESCRIBED AS LOTS 5 AND 6 OF BLOCK 53, BAYPORT, WASHINGTON COUNTY, MINNESOTA IN ACCORDANCE WITH THE ATTACHED SITE PLAN OF PROPOSED CONDITIONS

WHEREAS, The city received a request from property owner Kyle Carlson, to consider a variance to allow an attached garage and addition to an existing single-family residential home, which does not comply with current zoning standards and setback requirements; and

WHEREAS, The Bayport Planning Commission held a public hearing on March 16, 2015, for the purpose of obtaining public comment on the application. At the close of the public hearing, the Planning Commission unanimously recommended approval of the application to the City Council; and

WHEREAS, The Bayport City Council approved the application on April 6, 2015 at its regular meeting; and

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

FINDINGS OF FACT

- A. On or about February 18, 2015, the city received an application requesting a variance to allow an attached garage and an addition to the existing legally non-conforming, single-family residential home located at 207 6th Street North.
- B. The subject property is zoned R-2 Single-family Urban. The existing house is considered a legally non-conforming structure because it was constructed prior to the adoption of the city's zoning code, and does not meet current zoning setbacks and/or standards for this zoning district. The zoning code allows legally non-conforming structures to continue to be used and be reasonably maintained. However, any alteration, expansion, or improvement to the structure beyond normal maintenance requires a variance.
- C. The property owner is proposing to improve the existing single-family home with a main floor addition and a new attached garage. The existing house was built in 1930 and contains limited living space on the main floor. The proposed addition on the north side of the house would allow for a main floor master bedroom. The addition on the east side of the house would allow for a main floor bathroom, laundry area, and mudroom that would connect the house to a new attached 3+ stall garage.
- D. A 20 foot front and side yard setback is required for a house on a corner lot abutting a city street right-of-way. The existing house is only set back approximately 12 feet on the front (west) property line and 14 feet on the side (south) property line. The proposed improvements would increase the footprint of the house, but would not increase its non-conformity with city code because the addition and attached

garage would meet current setback, height, and impervious coverage requirements. In addition, the existing non-conforming detached garage will be removed, which will further bring the property into compliance with current zoning requirements, and is a significant improvement over the existing conditions.

- E. Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. This language establishes the criteria by which the city is to consider a variance application.
- F. The Planning Commission held a public hearing on the application on March 16, 2015. At the close of the public hearing, the Planning Commission unanimously recommended approval of the request to the City Council.
- G. Based on paragraphs (A)-(F) above, the criteria for granting a variance has been met.

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

1. The application for the requested variance is hereby approved, subject to the conditions below and based on findings of fact above:
 - The proposed improvements will be subject to review and recommendations by the Middle St. Croix Watershed Management Organization.
 - Prior to the issuance of a building permit, a complete set of construction plans for the new main floor addition/attached garage shall be submitted by the applicant, in accordance with the approved variance, for review and approval by city staff.
 - The existing detached garage shall be removed from the property prior to issuance of a certificate of occupancy and use of the new attached garage.
 - All parking and driveway areas must be surfaced with asphalt, concrete, or pavers of an equivalent material. All non-parking areas shall consist of sod, landscaping, or equivalent pervious material.
 - The type and color of the exterior finishes for the existing house and new addition/attached garage shall compliment each other.
 - With the exception of the variance to allow the new addition/attached garage, any proposed or future improvements to the property must comply with all zoning and general city ordinances.
 - An as-built survey of the property will be required to be submitted to the city to certify compliance with the approved variance prior to issuance of a certificate of occupancy and use of the new addition/attached garage.
 - Due to a proposed impervious coverage of approximately 35%, which is the maximum coverage permitted by city code, no temporary storage structures, canopies, parking of passenger or recreation vehicles, or other conditions that would result in an increase of impervious coverage shall

be allowed on the property. All vehicles and equipment shall be parked and/or stored within the attached garage or on the asphalt/concrete driveway surface.

2. The entire record of the hearing before the Planning Commission, including without limitation, the testimony and exhibits presented together with the discussion of the City Council regarding the matters described herein are hereby made a part of the record of these proceedings.

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

Susan St. Ores -
Dan Goldston -
Michele Hanson -

Connie Carlson -
Patrick McGann -

THEREUPON said resolution was declared duly passed and adopted and signed by the Mayor and the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota on this 6th day of April, 2015.

ATTEST:

Logan Martin
City Administrator

Susan St. Ores
Mayor

ATTACHMENT:

Site Plan of Proposed Conditions prepared by Landmark Surveying, Inc. dated February 17, 2015

CERTIFICATE OF SURVEY

Land Description
Warranty Deed, Doc. No. 3509928

Lots Five (5) and Six (6) in Block
Fifty-three (53) of Bayport,
Washington County, Minnesota.

Lot 5 and Lot 6, Block 53, BAYPORT
(Platted as SOUTH STILLWATER)
City of Bayport, Washington County, Minnesota

Site Plan
Proposed Conditions
Prepared for:

Kyle R. Carlson
207 6th Street North
Bayport, Minnesota 55003

NOTE: See SHEET 1 for additional boundary information.

PID: 10-029-20-14-0008

Legend

- | | |
|--|---|
| <ul style="list-style-type: none"> ○ Denotes set 1/2 inch iron pipe, 18 inches long, with a plastic cap inscribed ANEZ LS 13775. ● Denotes found iron monument as noted. P= Refers to recorded distances on the plat of BAYPORT (platted as SOUTH STILLWATER) on file and of record in the Office of the County Recorder, Washington County, Minnesota. Distances are in feet and decimals of a foot. Bearings are based on the Washington County Coordinate System, NAD 83, 1986 Adjustment. | <ul style="list-style-type: none"> Concrete Surface Bituminous Surface Rock/Stone Border Wood Mulch Coniferous Tree Deciduous Tree Wood Fence |
|--|---|

Parcel Area: 13,990 sq. ft.

Proposed Coverage	Area	% of Parcel Area
House and Garage	2,978 sq ft	21.29%
Concrete/Bituminous	1,820 sq ft	13.01%
Deck/Steps	72 sq ft	0.51%
Total Impervious	4,870 sq ft	34.81%
Landscape Borders	130 sq ft	0.93%
Landscaped Areas	880 sq ft	6.28%

ZONING: R2 Single Family Urban

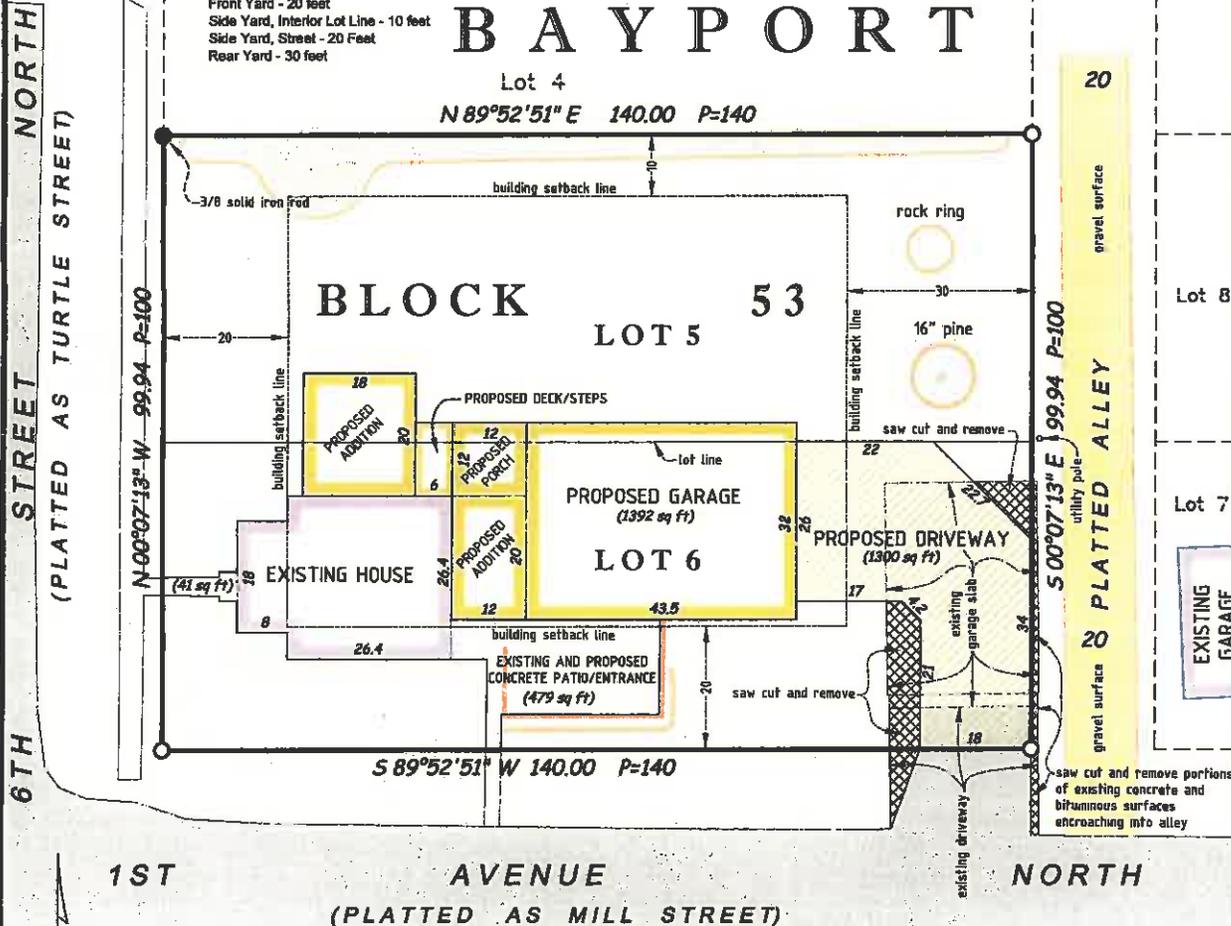
BUILDING SETBACKS

- Front Yard - 20 feet
- Side Yard, Interior Lot Line - 10 feet
- Side Yard, Street - 20 Feet
- Rear Yard - 30 feet

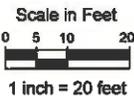
BAYPORT

Lot 4

$N 89^{\circ}52'51" E \ 140.00 \ P=140$



1ST AVENUE
(Platted as Mill Street)



OFFICIAL COPIES OF THIS MAP ARE CRIMP SEALED

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

Landmark Surveying, Inc.

Joel T. Anz
Joel T. Anz Minnesota License No. 13775

February 17, 2015

Date



Landmark Surveying, Inc.

21090 Olinda Trail North, Suite B
P.O. Box 65
Scandia, Minnesota 55073

Office number: 651-433-3421
Cell number: 651-235-8880
E-mail: inthefield@frontiernet.net



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

Date: March 30, 2015

To: Honorable Mayor and City Council

From: Logan Martin, City Administrator

Re: **Consider a resolution to hold a public hearing at the June 1, 2015 City Council meeting on the proposed adoption of a modification to the Tax Increment Finance Plan for Tax Increment Finance District No. 1 and to consider a resolution to authorize an interfund loan for the advance of certain costs in connection with Tax Increment Finance District No. 1**

BACKGROUND

Over the coming months, staff will be pursuing an opportunity to potentially acquire and redevelop the vacant and blighted parcels at 169 3rd St N. (formally a vacuum repair store). Much investigation and due diligence is needed prior to formal consideration by the Council, including the development of a project budget and plan for reuse of the property. Once completed, staff will bring that information back to the Council for final consideration. A few logistical and administrative items are discussed below, with Council action requested, that should be completed before this investigation work begins.

The funds the City intends to use to acquire and redevelop this property were generated by one of the City's Tax Increment Finance (TIF) Districts. This district, known as District No. 1, was established in 1990 to support a development project at Andersen Corporation. The City has been collecting "increment", which is essentially excess tax revenue, on this property since that time, and we now have the opportunity to expend additional funds not needed for the original project on economic development within the community.

Because this project was not considered in the initial creation of the TIF plan for District No. 1, it is necessary for the City to amend the TIF plan. An amendment to a TIF plan requires the holding of a public hearing, which will occur at the June City Council meeting. At that time, an updated plan and budget will be presented and resident feedback will be received. Amending the TIF plan to include this potential project does not obligate the City to complete the project; it simply establishes it as an opportunity for the use of the excess funds. A resolution calling for the public hearing is attached for consideration.

A separate resolution is also attached that allows for any funds expended during the investigation of this opportunity to be repaid to the City via the available funds in the Tax Increment Finance District. This is another administrative task that ensures that the City can utilize funds solely from TIF District No. 1 for this project, rather than expending resources from the City's general fund.

RECOMMENDATION

Staff recommends adopting a resolution calling for a public hearing at the June 1, 2015 City Council meeting on the proposed adoption of a modification to the Tax Increment Finance Plan for Tax Increment Finance District No. 1. Staff also recommends adopting a resolution authorizing an interfund loan for the advance of certain costs in connection with Tax Increment Finance District No. 1.

Attachments

Resolution calling for Public Hearing

Resolution authorizing interfund loan for advance costs

RESOLUTION NO. _____

EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD APRIL 6, 2015

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

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**A RESOLUTION CALLING FOR A PUBLIC HEARING ON THE PROPOSED ADOPTION OF
A MODIFICATION TO THE TAX INCREMENT FINANCE PLAN FOR TAX INCREMENT
FINANCE DISTRICT NO. 1**

WHEREAS, the City Council (the "Council") of the City of Bayport, Minnesota (the "City"), hereby resolves the following:

Section 1. Public Hearing. This Council shall meet on June 1, 2015, at or after 6:00 p.m., to hold a public hearing on the proposed adoption of a Modification to the Tax Increment Financing Plan (the "TIF Plan") for Tax Increment Financing District No. 1, a redevelopment district (the "TIF District"), located with Municipal Development District No. 1, all pursuant to and in accordance with Minnesota Statutes, Sections 469.174 through 469.1794, as amended (collectively, the "Act"), in an effort to encourage the development of certain designated areas within the City.

Section 2. Filing of Modifications; Notice of Public Hearing. City staff is authorized and directed to work with its legal and financing consultants to prepare a Modification to the TIF Plan for the TIF District and to forward modification documents when available to the appropriate taxing jurisdictions, including Washington County and Independent School District No. 834. The City will cause notice of the public hearing to be published at least once in a newspaper of general circulation in the City not later than 10 nor more than 30 days prior to June 1, 2015, and to place a copy of the draft modification on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public. The form of the public hearing notice is attached hereto as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BAYPORT,
MINNESOTA, AS FOLLOWS:**

A public hearing will be held on June 1, 2015 on the proposed adoption of a modification to the Tax Increment Finance Plan for Tax increment Finance District No. 1.

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 6th day of April, 2015.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

EXHIBIT A

FORM OF NOTICE OF PUBLIC HEARING

CITY OF BAYPORT, MINNESOTA

**NOTICE OF PUBLIC HEARING
ON A PROPOSED MODIFICATION TO THE TAX INCREMENT FINANCING
PLAN FOR TAX INCREMENT FINANCING DISTRICT NO. 1**

NOTICE IS HEREBY GIVEN that the Bayport City Council will meet at or after 6:00 p.m. on Monday, June 1, 2015, at City Hall, 294 Third Street North in the City, to conduct a public hearing on the proposed Modification to the Tax Increment Financing Plan (the "TIF Plan") for Tax Increment Financing District No. 1, a redevelopment district (the "TIF District"). The Modification to the TIF District would increase the budget provided for in the TIF Plan to encourage the development of certain designated areas within the downtown area of the City. Copies of the Modification to the TIF Plan are on file at City Hall, in the office of the City Administrator. Persons wishing to express an opinion regarding this matter are invited to attend and testify at the hearing or to submit written comments prior to or at the hearing.

[insert map of TIF District]

BY ORDER OF THE BAYPORT CITY COUNCIL

By: Logan Martin
City Administrator

RESOLUTION NO. _____

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD APRIL 6, 2015**

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

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR THE ADVANCE OF CERTAIN
COSTS IN CONNECTION WITH TAX INCREMENT FINANCE DISTRICT NO. 1**

WHEREAS, the City Council (the "Council") of the City of Bayport, Minnesota (the "City"), hereby resolves the following:

Section 1. Background.

1.01. On April 27, 1990, the Council approved the establishment of Tax Increment Financing District No. 1, a redevelopment district (the "TIF District"), within Municipal Development District No. 1 (the "Project Area"), and also adopted a Tax Increment Financing Plan (the "TIF Plan") therefore, all pursuant to Minnesota Statutes, Sections 469.174 through 469.1794, as amended (the "TIF Act").

1.02. By a separate resolution adopted on the date hereof, this Council has determined to hold a public hearing on the modification of the TIF Plan on June 1, 2015, to consider increasing the budget of the TIF Plan to encourage the development of certain designated areas within the downtown area of the City. Any and all qualifying development costs contained in the modified TIF Plan, including but not limited to land acquisition, site improvements/infrastructure costs, installation of public utilities, bond principal and interest payments, and administrative costs (collectively, the "Qualified Costs"), may be financed on a temporary basis from general City funds available for such purposes.

1.03. Under Section 469.178, Subdivision 7 of the TIF Act, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally authorized, in order to finance the Qualified Costs.

1.04. The City intends to reimburse itself for the Qualified Costs from tax increment revenues derived from the TIF District in accordance with the terms of this Resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

2.01. The City hereby authorizes the advance of up to \$400,000 from City general funds or any other funds from which such advances may be legally authorized, or so much thereof as may be paid as Qualified Costs, whichever is less. The City intends to reimburse itself for such advances from tax increment revenues derived from the TIF District. No interest shall accrue on the Interfund Loan.

2.02. Payments on this Interfund Loan are payable solely from "Available Tax Increment," which shall mean, on each February 1 and August 1, tax increment revenues generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Washington

County, all in accordance with the TIF Act. Payments on this Interfund Loan may be subordinated to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

2.03. The principal sum payable under this Interfund Loan is pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

2.04. This Interfund Loan is evidence of an internal borrowing by the City in accordance with Section 469.178, Subdivision 7 of the TIF Act. This Interfund Loan shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. The City shall have no obligation to pay any principal amount of the Interfund Loan which may remain unpaid after the termination of the TIF District.

2.05. The City may amend the terms of this Interfund Loan at any time by resolution of this Council, including a determination to forgive the outstanding principal amount to the extent permissible under law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BAYPORT, MINNESOTA, AS FOLLOWS:

Authorization of an interfund loan for the advance of certain costs in connection with Tax Increment Finance District No. 1.

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

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

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 6th day of April, 2015.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor



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

Date: March 30, 2015
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: **Consider a resolution forgiving the interfund loan between Tax Stabilization Fund and Park Dedication Fund**

BACKGROUND

Upon completion of the City's annual audit, our auditing firm consistently comments on the presence of an outstanding interfund loan of \$679,025 made in 2007 – 2008 between the Tax Stabilization Fund and the Park Dedication Fund. The auditors strongly recommend that the City forgive this interfund loan so as to correct the City's financial records and remove a large deficit shown in the Park Dedication Fund. This action will not only improve the results of our annual audit, but will also provide for ease in tracking the status of real dollars available for use in our Park Dedication Fund.

The Tax Stabilization Fund is comprised of revenues received by the City due to the sale of Bayport's electric utility to NSP Electric in 1967. Two City Council actions occurred in 2007 and 2008 to borrow funds from the Tax Stabilization Fund to the Park Dedication Fund in order to complete needed park improvements to Lakeside Park and Barker's Alps Park. In February 2007, City Council authorized the borrowing of funds from the Tax Stabilization Fund to finance improvements at Lakeside Park, including the Beach House, playground equipment, and general park upgrades. Similarly, in November 2008, the City Council authorized borrowing \$400,000 from the Tax Stabilization Fund to complete improvements at Barker's Alps Park.

At the time this was discussed, it was the City's intent to replenish a portion of the Tax Stabilization Fund with park dedication fees generated by the Inspiration development. However, as development slowed in Inspiration from 2007 – 2013, park dedication fees were generated at a greatly reduced rate. With the pending completion of Phase III-B at Inspiration, additional funds will certainly be generated; however property values have reduced since the time of original calculation and it is unreasonable to envision the remaining development generating enough funds to repay this loan.

The City has no financial or legal obligation to make itself whole and repay this interfund loan. Because the Tax Stabilization Fund was generated by the sale of the City's electric utility in 1967, that funding has been determined to be unrestricted and able to be utilized freely based on the City's discretion. Per the auditors' recommendation, it is appropriate to remove this interfund loan from our recordkeeping and allow the Park Dedication Fund to be reestablished to show its actual financial state.

RECOMMENDATION

Staff recommends adopting a resolution forgiving the interfund loan between Tax Stabilization Fund and Park Dedication Fund in the amount of \$679,025, retroactive to December 31, 2014.

Attachments

Resolution authorizing Interfund Loan Forgiveness

RESOLUTION NO. _____

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD APRIL 6, 2015**

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

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**A RESOLUTION TO WRITE-OFF AN INTERFUND LOAN BETWEEN THE PARK FUND
AND THE TAX STABILIZATION FUND IN THE AMOUNT OF \$679,025.00**

WHEREAS, the City of Bayport has an outstanding interfund loan in the amount of \$679,025.00 between Fund 207 known as the Park Fund and Fund 205 known as the Tax Stabilization Fund; and

WHEREAS, the determination of the use of funds was for the intent and purpose of the 205 Tax Stabilization Fund; and

WHEREAS, the City Council has determined that continuing to carry this outstanding debt against fund 207 fund known as the Park Fund is not fiscally prudent.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BAYPORT,
MINNESOTA, AS FOLLOWS:**

The interfund loan between Fund 207 known as the Park Fund and Fund 205 known as the Tax Stabilization Fund shall be forgiven.

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

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

WHEREUPON, said Resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Administrator. Passed by the City Council, City of Bayport, Washington County, Minnesota, this 6th day of April, 2015.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor



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

Date: March 30, 2015
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: **Update on status of Trichloroethylene (TCE) mitigation project**

BACKGROUND

As you are aware, traces of Trichloroethylene (TCE) have historically been detected in the aquifer accessed by the City for its drinking water. As such, our water system undergoes quarterly testing by the Minnesota Department of Health (MDH) and is in full compliance with requirements for TCE removal in drinking water. Staff has been working with partners at the Minnesota Pollution Control Agency (MPCA) and MDH to develop a plan to further ensure that the City's water system can comply with any future revisions to standards. Currently, Well #2 (near Inspiration) is connected to a treatment system that exposes the water to air for a period of time to remove any presence of TCE. This treated water is then blended with raw water from Well #3 and Well #4 and distributed throughout the system. To reiterate, the City's water undergoes quarterly testing and is in full compliance with all current standards for drinking water from the MDH.

In order to be proactive and prepare for anticipated changes in standards, the City has been in discussions with MPCA and MDH on options to further treat our water. A feasibility study to establish project options was completed in 2014 by the City's engineering firm, and a companion study was prepared and funded by the MPCA. Both studies concluded that the most prudent option to further treat the City's water is to connect Well #3 (near the Village Green) to the current air stripper treatment system.

The MPCA has agreed to fully fund the design of a connection between Well #3 and the air stripper system. This work was initiated last week by the MPCA, and will be completed by the end of the State's fiscal year in July. This project is preliminarily included in the State's plan for capital projects for the next fiscal year (starting in July), so we are cautiously optimistic that this project can be completed this summer and fall. Preliminary estimates indicate this project will cost approximately \$450,000, so we are grateful for the State's partnership and support of this important project. More updates will be provided in the coming months as they are available.