

**CITY OF BAYPORT
CITY COUNCIL MEETING
Council Chambers, 294 North 3rd Street
July 11, 2016**

REGULAR MEETING

6:00 P.M.

CALL TO ORDER

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

APPROVAL OF AGENDA

PROCLAMATIONS, COMMENDATIONS, PETITIONS, ANNOUNCEMENTS

1. The June recycling award recipient is Elizabeth Johnson who will be awarded for her recycling efforts, with funding made possible by a grant from Washington County.

OPEN FORUM

The open forum is a portion of the meeting to address the City Council on subjects that are not a part of the meeting agenda. The City Council may take action or reply at the time of the statement or may give direction to staff regarding investigation of the concerns expressed. *A total of 15 minutes is allotted for the public comment period (not 15 minutes per person*

- 1.
- 2.

CONSENT AGENDA

Consider a resolution adopting items 1 through 11

- | | <u>TAB #</u> |
|---|---------------------|
| 1. June 6, 2016 City Council workshop meeting minutes | 1 |
| 2. June 6, 2016 City Council regular meeting minutes | 2 |
| 3. June payables and receipts (check numbers 007258-007356) | 3 |
| 4. June building, plumbing and mechanical permits report | 4 |
| 5. Appointment of Election Judges for 2016 primary and general elections | 5 |
| 6. Renewal of 2:00 a.m. closing liquor license for Woody's Bar and Grill, 109 3 rd Street North | 6 |
| 7. Temporary on-sale liquor license for Stillwater Knights of Columbus on August 19, 2016, for Andersen Quarter Century Club Picnic | 7 |
| 8. Special event application from Mary Ostertag for the Mark Ostertag Memorial 5K Walk/Run on August 20, 2016 | 8 |
| 9. Pay application #13 from Kraus Anderson and subcontractors for Fire Hall construction | 9 |
| 10. Donation of air boat from Marty Seibert to the Fire Department | 10 |
| 11. Joint Powers Agreement with State of Minnesota for use of the criminal justice data communications network | 11 |

PUBLIC HEARINGS

UNFINISHED BUSINESS

1. Update on the recruitment and hiring process for the new Public Works Director/City Engineer

NEW BUSINESS

1. Consider a bid award for the construction of a municipal parking lot at 169 3rd Street North and authorization to proceed with the project 12

CITY COUNCIL LIAISON REPORTS

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CITY COUNCIL ITEMS AND ANNOUNCEMENTS

- 1.
- 2.

ADJOURNMENT

RESOLUTION NO. 16-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF BAYPORT,
WASHINGTON COUNTY, MINNESOTA HELD JULY 11, 2016**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 11th day of July 2016 at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**A RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-11 FROM THE
JULY 11, 2016 CITY COUNCIL AGENDA**

1. June 6, 2016 City Council workshop meeting minutes
2. June 6, 2016 City Council regular meeting minutes
3. June payables and receipts (check numbers 007258-007356)
4. June building, plumbing and mechanical permits report
5. Appointment of Election Judges for 2016 primary and general elections
6. Renewal of 2:00 a.m. closing liquor license for Woody's Bar and Grill, 109 3rd Street North
7. Temporary on-sale liquor license for Stillwater Knights of Columbus on August 19, 2016, for Andersen Quarter Century Club Picnic
8. Special event application from Mary Ostertag for the Mark Ostertag Memorial 5K Walk/Run on August 20, 2016
9. Pay application #13 from Kraus Anderson and subcontractors for Fire Hall construction
10. Donation of air boat from Marty Seibert to the Fire Department
11. Joint Powers Agreement with State of Minnesota for use of the criminal justice data communications network

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 11th day of July 2016.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

**CITY OF BAYPORT
CITY COUNCIL AND PLANNING COMMISSION
JOINT WORKSHOP MINUTES**

**June 6, 2016
5:00 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, Carlson, and McGann

Staff Present: City Administrator Logan Martin, Assistant City Administrator/Planner Sara Taylor, and City Attorney Andy Pratt

Others Present: Washington County Commissioner Gary Kriesel, Deputy County Administrator Kevin Corbid, and Senior Planner June Mathiowetz

DISCUSS TEMPORARY SIGN POLICY FOR BAYPORT COMMUNITY ACTION LEAGUE (BCAL) COMMUNITY EVENTS

Assistant City Administrator/Planner Taylor reviewed recent discussions with BCAL member Bob Johnson regarding limitations with the city's current temporary sign ordinance and some solutions on how the city could offer some flexibility to promote BCAL community events, in which the city is considered a partner/co-sponsor. A list of parameters for the proposed special temporary signage policy were reviewed, including location, quantity, duration, size, material, etc. It was noted that a request for this type of signage could be processed in conjunction with a special event application, which is required to be submitted for each BCAL community event and approved by the City Council. Following discussion, the consensus of the City Council was to implement an administrative policy to allow temporary signage specifically for BCAL community events, as discussed, in which the city is considered a partner/co-sponsor (as designated in Resolution 12-10).

DISCUSS POTENTIAL PROJECT FOR WASHINGTON COUNTY LAND AND WATER LEGACY PROGRAM (LWLP)

Administrator Martin gave a brief summary of recent discussions with both Washington County staff and multiple landowners with contiguous parcels of land along the St. Croix River for a potential land acquisition and conservation project with assistance from LWLP. Deputy County Administrator Corbid reviewed the LWLP, noting the county works in partnership with landowners, donors, public agencies, and/or non-profit conservation organizations to purchase land or interests in land to keep in a natural condition. The land would primarily be conserved in a natural state, but could provide an opportunity to include both some passive (walking trails, benches) and active (picnic shelter, boat trailer parking stalls) recreation areas. Following discussion, the consensus of the City Council was to partner with the county to proceed with an appraisal of the land parcels, to identify an approximate cost for acquisition. Once complete, the city will reconvene with the county to discuss whether the project may be feasible.

ADJOURNMENT

It was moved by Councilmember McGann and seconded by Councilmember Hanson to adjourn the workshop at 5:53 p.m.

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

CALL TO ORDER

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

ROLL CALL

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

Members Absent: None

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

APPROVAL OF AGENDA

Mayor St. Ores noted that an update of actions surrounding the new garage construction project at 636 Minnesota Street would be provided during Open Forum.

It was moved by Councilmember Carlson and seconded by Councilmember Goldston to approve the June 6, 2016 City Council agenda. Motion carried 5-0.

PROCLAMATIONS/COMMENDATIONS/PETITIONS/ANNOUNCEMENTS

1. The May recycling award recipient is Laurie Cincotta who will be awarded for her recycling efforts, with funding made possible by a grant from Washington County.
2. Mayor St. Ores recognized and thanked Bethlehem Lutheran Church volunteers for a recent tree planting and landscaping project at Hazelwood Cemetery and Village Green Park.
3. Mayor St. Ores recognized and thanked American Legion volunteers for refurbishing the Hazelwood Cemetery event stand.

OPEN FORUM

1. Diane McGann, Washington County Master Gardeners, presented details of the *Bayport In Bloom* Front Entry Garden Contest, with nominations due July 13, 2016.
2. Marion Coffman and George Hild, representing the Bayport American Legion, presented a donation in the amount of \$3,500.00 to the city for annual maintenance of Perro Park *Legion Field*. Councilmembers and staff thanked them for the generous donation and ongoing support.
3. Mayor St. Ores presented a summary of actions taken to date by the city in response to complaints regarding the new garage construction at 636 Minnesota Street South. The city has conducted two separate legal reviews of the building ordinance as it relates to this project and both have determined the city is in compliance with the ordinance. She shared the city's response and actions to eight major questions regarding the new garage construction, driveways and vehicle parking. She noted that the city considers this matter to be closed and therefore will not receive further public comment regarding these specific questions during Open Forum at future City Council meetings.

CONSENT AGENDA

Mayor St. Ores read items 1-14 on the consent agenda.

Councilmember Hanson introduced the following resolution and moved its adoption:

Resolution 16-06

**RESOLUTION APPROVING CONSENT AGENDA ITEMS 1-14 FROM THE
JUNE 6, 2016 CITY COUNCIL AGENDA**

1. May 2, 2016 Joint City Council/Planning Commission workshop meeting minutes
2. May 2, 2016 City Council regular meeting minutes
3. May payables and receipts (check numbers 007137-007257)
4. May building, plumbing and mechanical permits report
5. Special event application from Anderson Race Management for Ragnar Relay Race exchange point at Perro Park on August 13, 2016
6. Special event application from American Legion for flag retirement event at Perro Park on June 14, 2016
7. Lawful gambling application from American Legion for Dane’s Place Pig Roast at Village Green Park on June 25, 2016
8. Summary of Ordinance #850 for publication related to Chapter 48 – Stormwater Management (MIDS)
9. Certification of a new legal description and parcel boundary for 338 5th Avenue North (*Resolution 16-06A*)
10. Appointment of new members to the Bayport Fire Department
11. Donation of \$3,500.00 from American Legion for annual maintenance of Perro Park *Legion Field*
12. Special event application from St. Charles Church for an outdoor service at Perro Park on August 27, 2016
13. Special event application from People’s Congregational Church for a harvest festival at Perro Park on September 25, 2016
14. Pay application #12 from Kraus Anderson and subcontractors for Fire Hall construction

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

Susan St. Ores – aye
Connie Carlson – aye

Dan Goldston – aye
Michele Hanson – aye

Patrick McGann – aye

PRESENTATION OF THE 2015 CITY AUDIT

Jon Archer, Schlenner Wenner and Company, reviewed the audit process and reported the city received an unmodified/clean opinion on its 2015 financial statements. The governmental funds were reviewed, including the new fire hall capital project fund. The general fund ending balance was \$8,422,483, which is equal to approximately 3 ½ years of city expenses. The water and sewer (enterprise) operating funds showed a net increase of \$41,524 and \$34,595, respectively. The new GASB 68 and 71 accounting standards related to the city’s pro-rata share of any unfunded/fully funded liability/asset of PERA and the Fire Relief Association were explained. Internal control and compliance findings were reviewed.

It was moved by Councilmember Hanson and seconded by Councilmember Carlson to accept the 2015 audited financial statements as presented. Motion carried 5-0.

PUBLIC HEARINGS

UNFINISHED BUSINESS

NEW BUSINESS

Consider issuance of new On-sale and Sunday liquor licenses for the proposed tavern/restaurant establishment to be located at 338 5th Avenue North: Assistant City Administrator/Planner Taylor noted the city received an application for new On-sale and Sunday liquor licenses from Jeffrey Lundmark, The Wilder Inc. As part of the application process, a background investigation of the applicant is required, as well as verification that the premises meets all applicable city and state codes, and is fit for occupancy and service. She stated the property owner is in the process of making substantial building improvements, which are scheduled for completion within the next month. Once the improvements are complete, city staff will conduct an inspection to verify code compliance before the liquor licenses will be issued for the property. The premises has a current conditional use permit that allows outdoor seating and liquor consumption. To be consistent with other establishments within the city, staff is recommending that the new licenses require outdoor liquor consumption end at 10:00 p.m., Sunday-Thursday and 12:00 a.m. on Friday and Saturday. Washington County Sheriff's Office also confirmed that the background investigation did not reveal any negative information that would disqualify the applicant from holding the requested liquor licenses. Assistant City Administrator/Planner Taylor introduced applicant Jeffrey Lundmark, who stated he was looking forward to opening his restaurant, The Wilder Scratch Kitchen within the next month, to feature a full menu with upscale comfort food.

It was moved by Councilmember Carlson and seconded by Councilmember Hanson to approve On-sale and Sunday liquor licenses for the proposed tavern/restaurant establishment to be located at 338 5th Avenue North, with the conditions as noted by city staff. Motion carried 5-0.

Consider approval of a new Public Works Director/City Engineer with terms as negotiated in the hiring process: Administrator Martin reviewed the search and recruitment process for a new Public Works Director/City Engineer position, undertaken in response to succession planning as the current Public Works Supervisor prepares for retirement. He noted the city will be focusing on infrastructure investigation, planning, repair and replacement in the coming years, and the opportunity to add engineering duties to the position at this time will greatly reduce the need to outsource all engineering activities and save a significant amount of money on these types of projects. After interviewing highly qualified candidates, staff is recommending John Parotti, the city's current consultant engineer, for the position at a salary grade 12 (\$71,524.64-\$101,387.66). A draft memorandum of understanding (MOU) between the city and the candidate was provided to the City Council, and Administrator Martin said the MOU would hopefully be completed by the end of the week as Mr. Parotti finalizes his decision to accept the position.

It was moved by Councilmember Goldston and seconded by Councilmember McGann to approve the appointment of John Parotti as the new Public Works Director/City Engineer, pending a completed background check and with terms as negotiated, subject to acceptance of the position by the candidate. Motion carried 5-0.

COUNCIL LIAISON REPORTS

Councilmember Hanson reviewed the May 16, 2016 meeting of the Central St. Croix Valley Joint Cable Commission and said the new director, Penny Mealhouse, is very organized and commission business is going smoothly.

Councilmember Goldston reported on the May 12, 2016 Middle St. Croix Watershed Management Organization meeting, where erosion and sediment control and storm water management practices were reviewed. He also attended the Andersen Corporation Community Advisory Commission (CAC) on June 4, 2016. It was noted that Green Builder Media readers ranked Andersen® windows and doors as

the greenest brand among window and door manufacturers in North America. The U.S. Environmental Protection Agency has also recognized Andersen Corporation as a 2016 Energy Star Partner of the Year for its contribution in reducing greenhouse gas emissions. It was announced that Andersen Corporation has signed a subscription with Xcel Energy for up to 19 megawatts of solar power through Xcel's solar program.

Councilmember Carlson reported on the May 14, 2016 Library Board meeting and noted meetings have been changed to the third Tuesday of the month at 6:00 p.m. The new library website is live and patrons should find it much easier to navigate. She encouraged parents to check out the wide range of summer programs the library has to offer; information can be found at the library and on its website. The next meeting is scheduled for June 21, 2016, 6:00 p.m., at the library and the public is welcome to attend.

Mayor St. Ores attended the Memorial Day Parade and thanked the Bayport American Legion for coordinating this annual event, as well as everyone involved with the parade.

STAFF/CITY ADMINISTRATOR REPORTS

Fire Chief Eisinger reviewed his written report noting the Fire Department responded to 116 calls in May, including two mutual aid responses during Memorial weekend. Firefighters were able to utilize the training center at the new Fire Hall for department drills. The department was happy to welcome Mike Bell back to active duty, after a recent illness. Councilmember Goldston inquired about the punch list for the new Fire Hall. Administrator Martin said the list of incomplete items is decreasing and staff will be addressing the one-year warranty with the grass vendor this week.

Police Chief Eastman reviewed her written report and said the department currently has 14 Reserve Officers who are a great help with the multiple city events scheduled this summer. She reported part-time officer Nick Schipp will be resigning, and staff will be interviewing on June 14 for up to two part-time officer positions. She reminded people to submit a "watch property" form if they plan to be away from home; there was a recent break in at a vacant, bank-owned property.

Public Works Supervisor Horak reviewed his written report and reminded homeowners to avoid blowing grass clippings and yard debris into the street. The debris clogs the storm sewers and negatively impacts the water quality of the St. Croix River. Councilmembers commented on the quality and visual impact of the hanging flower baskets lining the business district.

Assistant City Administrator/Planner Taylor reviewed her written report, including submittal of the city's recycling work plan to Washington County and recent grant the city received in the amount of \$4,320.00. She noted that staff has been working on opportunities to partner with the Bayport Community Action League to promote community events with temporary signage and pursuing a potential project in partnership with the Washington County Land and Water Legacy Program for property along the St. Croix River. Garden Expressions Greenhouse of New Richmond, Wisconsin, was recognized for providing this year's hanging flower baskets and the St. Croix River Association was thanked for their donation of signs that will be posted by the city's boat launch and popular fishing areas along the St. Croix River to increase public outreach and education efforts regarding the aquatic invasive species of Asian carp. Upcoming city events were highlighted; detailed information is available on the city's website.

Administrator Martin reported staff is starting the 2017 budgeting process this month, and the municipal parking lot project will be awarded in July, with an expected completion in September. The "no parking" signs in the Inspiration development were installed in mid-May and staff has been monitoring compliance, along with addressing a couple resident concerns.

CITY COUNCIL ITEMS AND ANNOUNCEMENTS

1. Councilmember Carlson reminded residents of the Dane's Place Pig Roast on Saturday, June 25, 2016, 1:00-5:00 p.m., at Village Green Park.
2. Councilmember Hanson noted the Bayport American Legion's flag retirement event on June 14, 2016. This year's event begins at 5:00 p.m. with a flag burning ceremony at Perro Park.

ADJOURNMENT

It was moved by Councilmember Goldston and seconded by Councilmember Hanson to adjourn the meeting at 7:16 p.m. Motion carried 5-0.

City Administrator/Clerk

CITY OF BAYPORT

*Budget Control Summary

Current Period: JUNE 2016

Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance
FUND 101 GENERAL				
Revenue Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$1,920,019.00	\$205,515.29	\$1,714,503.71	89.30%
DEPT 41200 MAYOR & COUNCIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41240 RECYCLING	\$6,000.00	\$6,320.00	-\$320.00	-5.33%
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	\$104,000.00	\$50,358.48	\$53,641.52	51.58%
DEPT 41940 MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42000 PUBLIC SAFE CAPITAL OUTLA	\$0.00	\$0.00	\$0.00	0.00%
DEPT 42100 POLICE	\$94,900.00	\$53,290.00	\$41,610.00	43.85%
DEPT 42200 FIRE PROTECTION	\$434,242.00	\$155,516.61	\$278,725.39	64.19%
DEPT 42201 FIRE STATION	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43100 STREET MAINT	\$7,000.00	\$1,552.50	\$5,447.50	77.82%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43200 PARKS	\$32,150.00	\$14,947.51	\$17,202.49	53.51%
DEPT 43201 PERRO PARK PROJECT/PLAN	\$0.00	\$3,500.00	-\$3,500.00	0.00%
DEPT 43300 CEMETERY	\$12,000.00	\$11,305.00	\$695.00	5.79%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Accounts	\$2,610,311.00	\$502,305.39	\$2,108,005.6	80.76%
Expenditure Accounts				
DEPT 00000 GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
DEPT 41100 ELECTIONS	\$4,500.00	\$1,076.87	\$3,423.13	76.07%
DEPT 41200 MAYOR & COUNCIL	\$154,601.00	\$99,131.87	\$55,469.13	35.88%
DEPT 41240 RECYCLING	\$6,895.00	\$2,080.66	\$4,814.34	69.82%
DEPT 41400 ADMINISTRATION	\$161,041.00	\$71,970.00	\$89,071.00	55.31%
DEPT 41910 PLANNING & ZONING	\$252,853.00	\$116,375.91	\$136,477.09	53.97%
DEPT 41940 MUNICIPAL BUILDINGS	\$50,131.00	\$27,441.06	\$22,689.94	45.26%
DEPT 42100 POLICE	\$817,428.00	\$355,851.20	\$461,576.80	56.47%
DEPT 42200 FIRE PROTECTION	\$506,185.00	\$175,254.06	\$330,930.94	65.38%
DEPT 42201 FIRE STATION	\$0.00	\$55,398.22	-\$55,398.22	0.00%
DEPT 43100 STREET MAINT	\$312,784.00	\$82,606.73	\$230,177.27	73.59%
DEPT 43130 STREET - FLOOD PREPARATIO	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43135 56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
DEPT 43140 HAYNER/2ND ST. S UTILITY PR	\$0.00	\$433.85	-\$433.85	0.00%
DEPT 43160 STREET LIGHTING	\$31,750.00	\$12,580.01	\$19,169.99	60.38%
DEPT 43200 PARKS	\$65,126.00	\$29,941.48	\$35,184.52	54.03%
DEPT 43300 CEMETERY	\$7,475.00	\$2,283.31	\$5,191.69	69.45%
DEPT 44100 PROJECT	\$0.00	\$0.00	\$0.00	0.00%
Total Expenditure Accounts	\$2,370,769.00	\$1,032,425.23	\$1,338,343.7	56.45%

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CITY OF BAYPORT

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*Fund Summary -
Budget to Actual©

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JUNE 2016

	2016 YTD Budget	JUNE MTD Amount	2016 YTD Amount	2016 YTD Balance	2016 % YTD Budget
FUND 101 GENERAL					
Revenue	\$2,610,311.00	\$94,335.77	\$502,305.39	\$2,108,005.61	19.24%
Expenditure	\$2,370,769.00	\$152,343.85	\$1,032,425.23	\$1,338,343.77	43.55%
		<u>-\$58,008.08</u>	<u>-\$530,119.84</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	\$480.00	-\$480.00	0.00%
		<u>\$0.00</u>	<u>-\$480.00</u>		
FUND 106 TIF ECON DEV DIST 2					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 107 TIF REDEVELOPMENT DISTRICT 2-1					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 200 FIRE EQUIPMENT REPLACEMENT FUN					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 201 D.A.R.E.					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 202 DRUG FORFEITURE					
Revenue	\$0.00	\$0.00	\$1,600.00	-\$1,600.00	0.00%
Expenditure	\$0.00	\$0.00	\$442.50	-\$442.50	0.00%
		<u>\$0.00</u>	<u>\$1,157.50</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©

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JUNE 2016

	2016 YTD Budget	JUNE MTD Amount	2016 YTD Amount	2016 YTD Balance	2016 % YTD Budget
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 206 WATER/SEWER IMPROVEMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 207 PARK IMPROVEMENT FUND					
Revenue	\$0.00	\$1,000.00	\$10,000.00	-\$10,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$1,000.00	\$10,000.00		
FUND 208 PRISON SEWER PROJECT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 209 DEVELOPER REIMBURSED PROJECTS					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 210 K-9 UNIT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 211 LIBRARY					
Revenue	\$295,800.00	\$627.86	\$6,514.65	\$289,285.35	2.20%
Expenditure	\$295,730.72	\$18,976.74	\$140,544.55	\$155,186.17	47.52%
		-\$18,348.88	-\$134,029.90		
FUND 300 ANDERSEN WINDOWS EQUIP GRANT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 303 GO TIF BOND 1990 DEBT SERVICE					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$12,882.68	\$275,084.93	-\$275,084.93	0.00%
		-\$12,882.68	-\$275,084.93		
FUND 311 GO IMPROV BONDS OF 1992 DEBT S					
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 400 NEW FIRE STATION					
Revenue	\$0.00	\$0.00	\$66,379.44	-\$66,379.44	0.00%
Expenditure	\$0.00	\$28,496.55	\$1,390,827.34	-\$1,390,827.34	0.00%
		-\$28,496.55	-\$1,324,447.90		

CITY OF BAYPORT

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*Fund Summary -
Budget to Actual©

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JUNE 2016

	2015 YTD Budget	JUNE MTD Amount	2016 YTD Amount	2016 YTD Balance	2016 % YTD Budget
FUND 412 CEMETERY CAPITAL IMPROV					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 413 POLICE EQUIPMENT FUND					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 414 OFFICE AUTOMATION					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 415 MUNICIPAL BLDGS MAINT					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 416 PERRO CREEK OUTLET					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 601 WATER					
Revenue	\$359,250.00	\$3,643.20	\$16,527.43	\$342,722.57	4.60%
Expenditure	\$526,458.00	\$39,174.46	\$180,058.88	\$346,399.12	34.20%
		-\$35,531.26	-\$163,531.45		
FUND 602 SEWER					
Revenue	\$640,000.00	\$800.00	\$2,356.94	\$637,643.06	0.37%
Expenditure	\$337,012.00	\$47,983.20	\$355,555.35	-\$18,543.35	105.50%
		-\$47,183.20	-\$353,198.41		
FUND 800 INVESTMENTS-POOLED					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 803 P & Z ESCROWS					
Revenue	\$0.00	\$0.00	-\$596.53	\$596.53	0.00%
Expenditure	\$0.00	\$320.16	\$1,890.06	-\$1,890.06	0.00%
		-\$320.16	-\$2,486.59		
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		-\$199,770.81	-\$2,772,221.52		

CITY OF BAYPORT
REVENUE SUMMARY YTD THRU 06/30/2016

FUND	FUND Descr	2016 Budget	2016 YTD Amt	2016 % of Budget	2016 % of Budget Remain
FUND 101	GENERAL	\$2,610,311.00	\$502,305.39	19.24%	80.76%
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	\$1,600.00	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	\$10,000.00	0.00%	0.00%
FUND 208	PRISON SEWER PROJECT	\$0.00	\$0.00	0.00%	0.00%
FUND 209	DEVELOPER REIMBURSED PROJE	\$0.00	\$0.00	0.00%	0.00%
FUND 210	K-9 UNIT	\$0.00	\$0.00	0.00%	0.00%
FUND 211	LIBRARY	\$295,800.00	\$6,514.65	2.20%	97.80%
FUND 300	ANDERSEN WINDOWS EQUIP GR	\$0.00	\$0.00	0.00%	0.00%
FUND 303	GO TIF BOND 1990 DEBT SERVIC	\$0.00	\$0.00	0.00%	0.00%
FUND 400	NEW FIRE STATION	\$0.00	\$66,379.44	0.00%	0.00%
FUND 412	CEMETERY CAPITAL IMPROV	\$0.00	\$0.00	0.00%	0.00%
FUND 413	POLICE EQUIPMENT FUND	\$0.00	\$0.00	0.00%	0.00%
FUND 414	OFFICE AUTOMATION	\$0.00	\$0.00	0.00%	0.00%
FUND 415	MUNICIPAL BLDGS MAINT	\$0.00	\$0.00	0.00%	0.00%
FUND 416	PERRO CREEK OUTLET	\$0.00	\$0.00	0.00%	0.00%
FUND 601	WATER	\$359,250.00	\$16,527.43	4.60%	95.40%
FUND 602	SEWER	\$640,000.00	\$2,356.94	0.37%	99.63%
FUND 800	INVESTMENTS-POOLED	\$0.00	\$0.00	0.00%	0.00%
FUND 803	P & Z ESCROWS	\$0.00	-\$596.53	0.00%	0.00%
FUND 851	NON EXP TRUST	\$0.00	\$0.00	0.00%	0.00%
		\$3,905,361.00	\$605,087.32	15.49%	84.51%

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MONTHLY RECEIPTS

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
FUND 101 GENERAL					
101	06/13/16	\$200.00	6095	LIQUOR - SUNDAY	R 101-00000-32100 BUSINES
101	06/13/16	\$2,000.00	6095	LIQUOR - ON SALE CASH - JEFFREY LUND	R 101-00000-32100 BUSINES
101	06/23/16	\$229.98	6048	GAMBLING PROCEEDS ck # 11732	R 101-00000-32204 GAMBLIN
101	06/15/16	\$100.00	4817	ADMINISTRATIVE FEES BCAL #2380	R 101-00000-33100 ADMINIS
101	06/06/16	\$30.00	5882	ASSESSMENT SEARCH CK # 2217	R 101-00000-34105 USER FEE
101	06/06/16	\$30.00	5883	ASSESSMENT SEARCH CK # 2227	R 101-00000-34105 USER FEE
101	06/20/16	\$30.00	5884	ASSESSMENT SEARCH CK # 2249	R 101-00000-34105 USER FEE
101	06/20/16	\$30.00	5904	ASSESSMENT SEARCH CK # 2247	R 101-00000-34105 USER FEE
101	06/21/16	\$30.00	5908	ASSESSMENT SEARCH CK # 2261	R 101-00000-34105 USER FEE
101	06/06/16	\$30.00	5941	ASSESSMENT SEARCH CK # 2220	R 101-00000-34105 USER FEE
101	06/27/16	\$30.00	5989	ASSESSMENT SEARCH CK # 2306	R 101-00000-34105 USER FEE
101	06/07/16	\$1.75	6067	COPIES (\$0.25/PAGE) CASH	R 101-00000-34105 USER FEE
101	06/08/16	\$30.00	6081	ASSESSMENT SEARCH CK # 2234	R 101-00000-34105 USER FEE
101	06/28/16	\$49.09	6147	COPIES (\$0.25/PAGE) Johnson #2697	R 101-00000-34105 USER FEE
101	06/21/16	\$985.08	5907	PROPERTY/CASUALTY DIVIDEND CK # 77	R 101-00000-36250 REFUND
101	06/07/16	\$4,970.00	5880	SAC CK # 1042	G 101-20102 S A C CHARGES
101	06/01/16	\$2,485.00	6057	SAC	G 101-20102 S A C CHARGES
101	06/02/16	\$1.00	5872	PLUMBING SURCHARGE - RESIDENTIAL C	G 101-20104 STATE SURCHA
101	06/07/16	\$25.00	5880	BUILDING SURCHARGE CK # 1042	G 101-20104 STATE SURCHA
101	06/01/16	\$1.00	6056	PLUMBING SURCHARGE - RESIDENTIAL D	G 101-20104 STATE SURCHA
101	06/01/16	\$170.00	6057	BUILDING SURCHARGE McCabe Homes #	G 101-20104 STATE SURCHA
101	06/08/16	\$5.25	6068	BUILDING SURCHARGE Haider #5313	G 101-20104 STATE SURCHA
101	06/08/16	\$7.25	6082	BUILDING SURCHARGE CK # 5384	G 101-20104 STATE SURCHA
101	06/13/16	\$119.00	6092	BUILDING SURCHARGE BEE Restoration #	G 101-20104 STATE SURCHA
101	06/14/16	\$1.00	6097	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	06/16/16	\$5.00	6106	BUILDING SURCHARGE Scoles Equipment	G 101-20104 STATE SURCHA
101	06/21/16	\$1.00	6117	PLUMBING SURCHARGE - RESIDENTIAL C	G 101-20104 STATE SURCHA
101	06/21/16	\$1.00	6118	MECHANICAL SURCHARGE - RESIDENTIA	G 101-20104 STATE SURCHA
101	06/21/16	\$150.00	6120	BUILDING SURCHARGE Siegfried Construc	G 101-20104 STATE SURCHA
101	06/22/16	\$1.00	6127	PLUMBING SURCHARGE - COMMERCIAL T	G 101-20104 STATE SURCHA
101	06/22/16	\$1.00	6135	PLUMBING SURCHARGE - RESIDENTIAL Pi	G 101-20104 STATE SURCHA
101	06/30/16	\$19.25	6159	BUILDING SURCHARGE Brett Hawk Constr	G 101-20104 STATE SURCHA
101	06/14/16	\$1.78	4811	State Sales Tax CASH - Coffman	G 101-20603 SALES TAX PAY
101	06/15/16	\$5.34	4814	State Sales Tax Brammer #3279	G 101-20603 SALES TAX PAY
101	06/20/16	\$5.34	4820	State Sales Tax Larson #350	G 101-20603 SALES TAX PAY
101	06/02/16	\$1.78	5745	State Sales Tax CK # 11330	G 101-20603 SALES TAX PAY
101	06/02/16	\$1.78	5770	State Sales Tax CASH	G 101-20603 SALES TAX PAY
101	06/02/16	\$1.78	5773	State Sales Tax CK # 2783	G 101-20603 SALES TAX PAY
101	06/01/16	\$18.03	5800	State Sales Tax CK # 25909	G 101-20603 SALES TAX PAY
101	06/06/16	\$5.34	5802	State Sales Tax CK # 6528	G 101-20603 SALES TAX PAY
101	06/06/16	\$1.78	5809	State Sales Tax CK # 3315 -	G 101-20603 SALES TAX PAY
101	06/06/16	\$1.78	5846	State Sales Tax CK # 2321	G 101-20603 SALES TAX PAY
101	06/06/16	\$5.34	5957	State Sales Tax CASH	G 101-20603 SALES TAX PAY
101	06/22/16	\$22.15	5960	State Sales Tax CASH	G 101-20603 SALES TAX PAY
101	06/27/16	\$7.13	5987	State Sales Tax CK # 8930	G 101-20603 SALES TAX PAY
101	06/14/16	\$2.00	5995	State Sales Tax CASH - LAURA MAYAKA	G 101-20603 SALES TAX PAY
101	06/09/16	\$1.78	6002	State Sales Tax CASH - KOEPP	G 101-20603 SALES TAX PAY
101	06/08/16	\$71.25	6033	State Sales Tax	G 101-20603 SALES TAX PAY
101	06/08/16	\$7.13	6033	State Sales Tax	G 101-20603 SALES TAX PAY
101	06/08/16	\$5.70	6033	State Sales Tax	G 101-20603 SALES TAX PAY
101	06/08/16	\$71.25	6033	State Sales Tax Andersen Corp. #1001117	G 101-20603 SALES TAX PAY
101	05/31/16	\$1.80	6047	State Sales Tax CASH - M. NELSON	G 101-20603 SALES TAX PAY

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	05/31/16	\$1.86	6050	State Sales Tax CASH - BLANCHARD	G 101-20603 SALES TAX PAY
101	05/31/16	\$5.34	6051	State Sales Tax Schreifels #14939	G 101-20603 SALES TAX PAY
101	05/31/16	\$6.65	6052	State Sales Tax ACS #2016054	G 101-20603 SALES TAX PAY
101	05/31/16	\$1.78	6055	State Sales Tax Cash - Hodgson	G 101-20603 SALES TAX PAY
101	06/08/16	\$1.78	6058	State Sales Tax Carlson #6904	G 101-20603 SALES TAX PAY
101	06/28/16	\$1.78	6060	State Sales Tax cash	G 101-20603 SALES TAX PAY
101	06/07/16	\$1.78	6064	State Sales Tax CK#9129	G 101-20603 SALES TAX PAY
101	06/07/16	\$0.12	6067	State Sales Tax CASH	G 101-20603 SALES TAX PAY
101	06/07/16	\$1.78	6070	State Sales Tax CK # 1625	G 101-20603 SALES TAX PAY
101	06/07/16	\$1.78	6071	State Sales Tax CK # 348	G 101-20603 SALES TAX PAY
101	06/06/16	\$1.78	6075	State Sales Tax CASH	G 101-20603 SALES TAX PAY
101	06/08/16	\$5.32	6077	State Sales Tax CASH	G 101-20603 SALES TAX PAY
101	06/08/16	\$0.71	6086	State Sales Tax People's Church #16769	G 101-20603 SALES TAX PAY
101	06/09/16	\$14.25	6087	State Sales Tax Eling #5016	G 101-20603 SALES TAX PAY
101	06/09/16	\$10.69	6089	State Sales Tax Higgs #2001	G 101-20603 SALES TAX PAY
101	06/13/16	\$3.56	6094	State Sales Tax CASH - Coffman	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.56	6096	State Sales Tax Junker #22129	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Larson #7947	G 101-20603 SALES TAX PAY
101	06/14/16	\$6.65	6098	State Sales Tax Johnston #4441	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Corey #3018	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Valley #5408	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Gregg #7091	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Preuss #5457	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Lowe #5909	G 101-20603 SALES TAX PAY
101	06/14/16	\$6.65	6098	State Sales Tax Cody #4637	G 101-20603 SALES TAX PAY
101	06/14/16	\$6.65	6098	State Sales Tax Grant #5189	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Watson #11385	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Stanton #6370	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax St. Claire #3434	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Majeski #1979	G 101-20603 SALES TAX PAY
101	06/14/16	\$3.33	6098	State Sales Tax Hammer #673	G 101-20603 SALES TAX PAY
101	06/16/16	\$5.34	6102	State Sales Tax CASH - SMITHER	G 101-20603 SALES TAX PAY
101	06/15/16	\$3.33	6104	State Sales Tax Gilles #3766	G 101-20603 SALES TAX PAY
101	06/16/16	\$1.78	6105	State Sales Tax Klos #6509	G 101-20603 SALES TAX PAY
101	06/16/16	\$1.78	6107	State Sales Tax CASH - LAYMAN	G 101-20603 SALES TAX PAY
101	06/16/16	\$10.69	6108	State Sales Tax Stillwater Evang.Church #	G 101-20603 SALES TAX PAY
101	06/20/16	\$3.33	6110	State Sales Tax Obler #3590	G 101-20603 SALES TAX PAY
101	06/20/16	\$3.33	6112	State Sales Tax Benson/Clark #5454	G 101-20603 SALES TAX PAY
101	06/20/16	\$3.33	6115	State Sales Tax Richter #5071	G 101-20603 SALES TAX PAY
101	06/21/16	\$1.66	6119	State Sales Tax American Family #010019	G 101-20603 SALES TAX PAY
101	06/21/16	\$1.78	6121	State Sales Tax CASH - Lauenstein	G 101-20603 SALES TAX PAY
101	06/21/16	\$5.34	6122	State Sales Tax Beavers #3645	G 101-20603 SALES TAX PAY
101	06/22/16	\$1.78	6128	State Sales Tax Halvorson #1531	G 101-20603 SALES TAX PAY
101	06/22/16	\$5.34	6132	State Sales Tax McCabe #2049	G 101-20603 SALES TAX PAY
101	06/22/16	\$16.03	6133	State Sales Tax Girl Scouts #1179	G 101-20603 SALES TAX PAY
101	06/22/16	\$1.78	6134	State Sales Tax Braund/Anderson #1005	G 101-20603 SALES TAX PAY
101	06/23/16	\$1.78	6136	State Sales Tax Stabnow #8801	G 101-20603 SALES TAX PAY
101	06/23/16	\$1.78	6137	State Sales Tax Neuman #1391	G 101-20603 SALES TAX PAY
101	06/23/16	\$106.88	6138	State Sales Tax Run Stillwater #5583	G 101-20603 SALES TAX PAY
101	06/27/16	\$5.34	6143	State Sales Tax CK # 2306	G 101-20603 SALES TAX PAY
101	06/28/16	\$1.78	6145	State Sales Tax L. Johnson #3101	G 101-20603 SALES TAX PAY
101	06/28/16	\$3.55	6147	State Sales Tax Johnson #2697	G 101-20603 SALES TAX PAY
101	06/28/16	\$14.25	6149	State Sales Tax Gerrard #6518	G 101-20603 SALES TAX PAY
101	06/29/16	\$1.78	6151	State Sales Tax Nelson #5644	G 101-20603 SALES TAX PAY

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FUN	Tran Date	Amount	Refer	Comments	Account Descr
101	06/29/16	\$1.78	6152	State Sales Tax Pony Preschool #3692	G 101-20603 SALES TAX PAY
101	06/29/16	\$14.25	6153	State Sales Tax Valley Athletic Assn. #170	G 101-20603 SALES TAX PAY
101	06/29/16	\$1.78	6155	State Sales Tax CASH - Johnson	G 101-20603 SALES TAX PAY
101	06/29/16	\$1.43	6156	State Sales Tax People's Church #16772	G 101-20603 SALES TAX PAY
101	06/29/16	\$1.78	6158	State Sales Tax Cash -Pooley	G 101-20603 SALES TAX PAY
101	06/29/16	\$1.78	6158	State Sales Tax Cash - Wallace	G 101-20603 SALES TAX PAY
101	06/30/16	\$1.78	6161	State Sales Tax Lee-Jinks #576	G 101-20603 SALES TAX PAY
101	06/30/16	\$3.33	6162	State Sales Tax Gergen #4199	G 101-20603 SALES TAX PAY
101	06/30/16	\$3.33	6162	State Sales Tax	G 101-20603 SALES TAX PAY
101	06/30/16	\$10.69	6163	State Sales Tax Iglesia Profetica #1317 (\$	G 101-20603 SALES TAX PAY
101	06/30/16	\$1.78	6164	State Sales Tax Cash - Huber	G 101-20603 SALES TAX PAY
101	06/22/16	\$5.32	16921	PARK RENTAL	G 101-20603 SALES TAX PAY
101	05/31/16	\$69.89	6053	HEALTH PARTNERS CK # 23583229	G 101-27109 HEALTH PARTN
101	05/31/16	\$75.00	6053	HEALTH SAVING ACCT. CK # 23583229	G 101-27122 H S A
101	06/14/16	\$50.00	6097	CONTRACTOR LICENSE - SPECIALTY Crea	R 101-41910-32100 BUSINES
101	06/15/16	\$50.00	6101	CONTRACTOR LICENSE - SPECIALTY Univ	R 101-41910-32100 BUSINES
101	06/02/16	\$50.00	5783	SIGN PERMIT - PERMANENT CK # 1043	R 101-41910-32200 NONBUSI
101	05/31/16	\$25.00	6049	DUMPSTER/BULK CONTAINER REID #227	R 101-41910-32200 NONBUSI
101	06/02/16	\$25.00	6065	DRIVEWAY PERMIT CK # 3735	R 101-41910-32200 NONBUSI
101	06/16/16	\$25.00	6109	DUMPSTER/BULK CONTAINER Cash - Fen	R 101-41910-32200 NONBUSI
101	06/20/16	\$50.00	6111	SPECIAL EVENT APP - PROFIT AGENCIES	R 101-41910-32200 NONBUSI
101	06/29/16	\$25.00	6150	DUMPSTER/BULK CONTAINER Lindall #33	R 101-41910-32200 NONBUSI
101	06/07/16	\$443.14	5880	PLAN REVIEW CK # 1042	R 101-41910-32210 BUILDIN
101	06/07/16	\$681.75	5880	BUILDING PERMIT CK # 1042	R 101-41910-32210 BUILDIN
101	06/01/16	\$1,622.89	6057	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	06/01/16	\$2,496.75	6057	BUILDING PERMIT McCabe Homes #8014	R 101-41910-32210 BUILDIN
101	06/08/16	\$206.50	6068	BUILDING PERMIT Haider #5313	R 101-41910-32210 BUILDIN
101	06/08/16	\$134.22	6068	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	06/08/16	\$265.50	6082	BUILDING PERMIT CK # 5384	R 101-41910-32210 BUILDIN
101	06/08/16	\$172.58	6082	PLAN REVIEW CK # 5384	R 101-41910-32210 BUILDIN
101	06/13/16	\$1,225.09	6092	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	06/13/16	\$1,884.75	6092	BUILDING PERMIT BEE Restoration #007	R 101-41910-32210 BUILDIN
101	06/16/16	\$191.75	6106	BUILDING PERMIT Scoles Equipment #79	R 101-41910-32210 BUILDIN
101	06/21/16	\$2,256.75	6120	BUILDING PERMIT Siegfried Construction	R 101-41910-32210 BUILDIN
101	06/21/16	\$564.19	6120	PLAN REVIEW	R 101-41910-32210 BUILDIN
101	06/30/16	\$563.50	6159	BUILDING PERMIT Brett Hawk Constructio	R 101-41910-32210 BUILDIN
101	06/13/16	\$5.00	6092	EPA	R 101-41910-32211 EPA
101	06/15/16	\$50.00	6100	ROW EXCAVATION INSPECTION Universal	R 101-41910-32214 EXCAVAT
101	06/15/16	\$300.00	6100	ROW EXCAVATION PERMIT Universal Serv	R 101-41910-32214 EXCAVAT
101	06/02/16	\$79.00	5872	PLUMBING PERMIT - RESIDENTIAL CK #	R 101-41910-32220 PLUMBIN
101	06/01/16	\$79.00	6056	PLUMBING PERMIT - RESIDENTIAL DERRI	R 101-41910-32220 PLUMBIN
101	06/21/16	\$79.00	6117	PLUMBING PERMIT - RESIDENTIAL Cham	R 101-41910-32220 PLUMBIN
101	06/22/16	\$79.00	6127	PLUMBING PERMIT - COMMERCIAL Thoen	R 101-41910-32220 PLUMBIN
101	06/22/16	\$79.00	6135	PLUMBING PERMIT - RESIDENTIAL Pierce	R 101-41910-32220 PLUMBIN
101	06/14/16	\$79.00	6097	MECHANICAL PERMIT - RESIDENTIAL	R 101-41910-32230 MECHANI
101	06/21/16	\$79.00	6118	MECHANICAL PERMIT - RESIDENTIAL And	R 101-41910-32230 MECHANI
101	06/23/16	\$800.00	6139	POLICE - SPECIAL DUTIES Run Stillwater	E 101-42100-103 SPECIAL DU
101	06/09/16	\$15.00	6088	PET LICENSE - SPAY/NEUT MC PHERSON	R 101-42100-32240 ANIMAL F
101	06/15/16	\$30.00	6103	PET LICENSE - SPAY/NEUT S. Weiss #884	R 101-42100-32240 ANIMAL F
101	06/14/16	\$28.00	5995	SAFETY CAMP REGISTRATION CASH - LA	R 101-42100-34105 USER FEE
101	06/14/16	\$93.35	6098	SAFETY CAMP REGISTRATION Cody #463	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION St. Claire #	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Gregg #70	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Corey #30	R 101-42100-34105 USER FEE

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101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Watson #1	R 101-42100-34105 USER FEE
101	06/14/16	\$93.35	6098	SAFETY CAMP REGISTRATION Johnston #	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Majeski #1	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Hammer #	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Preuss #54	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Valley #54	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Stanton #6	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Lowe #590	R 101-42100-34105 USER FEE
101	06/14/16	\$46.67	6098	SAFETY CAMP REGISTRATION Larson #79	R 101-42100-34105 USER FEE
101	06/14/16	\$93.35	6098	SAFETY CAMP REGISTRATION Grant #51	R 101-42100-34105 USER FEE
101	06/15/16	\$46.67	6104	SAFETY CAMP REGISTRATION Gilles #376	R 101-42100-34105 USER FEE
101	06/20/16	\$46.67	6110	SAFETY CAMP REGISTRATION Obler #35	R 101-42100-34105 USER FEE
101	06/20/16	\$46.67	6112	SAFETY CAMP REGISTRATION Benson/Cla	R 101-42100-34105 USER FEE
101	06/20/16	\$46.67	6115	SAFETY CAMP REGISTRATION Richter #5	R 101-42100-34105 USER FEE
101	06/30/16	\$46.67	6162	SAFETY CAMP REGISTRATION	R 101-42100-34105 USER FEE
101	06/30/16	\$46.67	6162	SAFETY CAMP REGISTRATION Gergen #4	R 101-42100-34105 USER FEE
101	06/22/16	\$1.55	16922	COPIES	R 101-42100-34105 USER FEE
101	06/30/16	\$3,224.35	16923	MAY 2016 TRAIL COURT/POLICE DEPT.	R 101-42100-35101 COURT FI
101	06/08/16	\$10.00	6083	ANIMAL CONTROL CK # 2802	R 101-42100-37000 MISCELL
101	06/01/16	\$107.11	6059	FIRE - OPERATING SUPPLIES REFUND &	E 101-42200-220 OPERATING
101	06/21/16	\$250.00	6116	FIRE PROTECTION PERMITS Moroshek #6	R 101-42200-32200 NONBUSI
101	06/21/16	\$23.34	6119	FIRE REPORTS American Family #010019	R 101-42200-34105 USER FEE
101	06/29/16	\$57,592.75	6090	FIRE SERVICE CONTRACT CK # 60165	R 101-42200-34202 FIRE CON
101	06/14/16	\$25.00	4811	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/15/16	\$75.00	4814	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	06/20/16	\$75.00	4820	BEACHHOUSE - RESIDENT(M-TH) Larson	R 101-43200-34780 PARK FEE
101	06/02/16	\$25.00	5745	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/02/16	\$25.00	5770	BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FEE
101	06/02/16	\$25.00	5773	BOAT TRAILER PARKING PERMIT CK # 27	R 101-43200-34780 PARK FEE
101	06/06/16	\$75.00	5802	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	06/06/16	\$25.00	5809	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/06/16	\$25.00	5846	BOAT TRAILER PARKING PERMIT CK # 23	R 101-43200-34780 PARK FEE
101	06/06/16	\$375.00	5850	PICNIC TABLE CK # 31148	R 101-43200-34780 PARK FEE
101	06/06/16	\$75.00	5957	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	06/22/16	\$310.85	5960	BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FEE
101	06/27/16	\$100.00	5987	BEACHHOUSE - RESIDENT(FRI-SUN) CK #	R 101-43200-34780 PARK FEE
101	06/09/16	\$25.00	6002	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/08/16	\$79.98	6033	PARK FIELD-COURT RENTAL FEE	R 101-43200-34780 PARK FEE
101	06/08/16	\$1,000.00	6033	PICNIC SHELTER - RESIDENT (OVER 500)	R 101-43200-34780 PARK FEE
101	06/08/16	\$1,000.00	6033	PICNIC SHELTER - RESIDENT (OVER 500)	R 101-43200-34780 PARK FEE
101	06/08/16	\$100.00	6033	BEACHHOUSE - RESIDENT(FRI-SUN)	R 101-43200-34780 PARK FEE
101	05/31/16	\$25.00	6047	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	05/31/16	\$26.14	6050	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	05/31/16	\$75.00	6051	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	05/31/16	\$93.35	6052	PICNIC TABLE ACS #2016054	R 101-43200-34780 PARK FEE
101	05/31/16	\$25.00	6055	BOAT TRAILER PARKING PERMIT Cash -	R 101-43200-34780 PARK FEE
101	06/08/16	\$25.00	6058	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/28/16	\$25.00	6060	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/07/16	\$25.00	6064	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/07/16	\$25.00	6070	BOAT TRAILER PARKING PERMIT CK # 16	R 101-43200-34780 PARK FEE
101	06/07/16	\$25.00	6071	BOAT TRAILER PARKING PERMIT CK # 34	R 101-43200-34780 PARK FEE
101	06/06/16	\$25.00	6075	BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FEE
101	06/08/16	\$74.68	6077	BOAT TRAILER PARKING PERMIT CASH	R 101-43200-34780 PARK FEE
101	06/08/16	\$10.00	6086	PARK FIELD-COURT RENTAL FEE People's	R 101-43200-34780 PARK FEE

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101	06/09/16	\$200.00	6087	BEACH HOUSE - NONRESIDENT(FRI-SUN)	R 101-43200-34780 PARK FEE
101	06/09/16	\$150.00	6089	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	06/13/16.	\$50.00	6094	BOAT TRAILER PARKING PERMIT CASH -	R 101-43200-34780 PARK FEE
101	06/14/16	\$50.00	6096	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/16/16	\$75.00	6102	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	06/16/16	\$25.00	6105	BOAT TRAILER PARKING PERMIT Klos #6	R 101-43200-34780 PARK FEE
101	06/16/16	\$25.00	6107	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/16/16	\$150.00	6108	PICNIC SHELTER - RESIDENT (101-250) S	R 101-43200-34780 PARK FEE
101	06/21/16	\$25.00	6121	BOAT TRAILER PARKING PERMIT CASH -	R 101-43200-34780 PARK FEE
101	06/21/16	\$75.00	6122	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	06/22/16	\$25.00	6128	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/22/16	\$75.00	6132	BEACHHOUSE - RESIDENT(M-TH) McCabe	R 101-43200-34780 PARK FEE
101	06/22/16	\$225.00	6133	PICNIC SHELTER - RESIDENT (101-250)	R 101-43200-34780 PARK FEE
101	06/22/16	\$25.00	6134	BOAT TRAILER PARKING PERMIT Braund/	R 101-43200-34780 PARK FEE
101	06/23/16	\$25.00	6136	BOAT TRAILER PARKING PERMIT Stabno	R 101-43200-34780 PARK FEE
101	06/23/16	\$25.00	6137	BOAT TRAILER PARKING PERMIT Neuman	R 101-43200-34780 PARK FEE
101	06/23/16	\$1,500.00	6138	PICNIC SHELTER-NONRESIDENT(OVER 50	R 101-43200-34780 PARK FEE
101	06/27/16	\$75.00	6143	PICNIC SHELTER - NONRESIDENT(EACH-	R 101-43200-34780 PARK FEE
101	06/28/16	\$25.00	6145	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/28/16	\$200.00	6149	BEACH HOUSE - NONRESIDENT(FRI-SUN)	R 101-43200-34780 PARK FEE
101	06/29/16	\$25.00	6151	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/29/16	\$25.00	6152	PICNIC SHELTER - RESIDENT (EACH-UP T	R 101-43200-34780 PARK FEE
101	06/29/16	\$200.00	6153	PARK FIELD-COURT RENTAL FEE Valley At	R 101-43200-34780 PARK FEE
101	06/29/16	\$25.00	6155	BOAT TRAILER PARKING PERMIT CASH -	R 101-43200-34780 PARK FEE
101	06/29/16	\$20.00	6156	PARK FIELD-COURT RENTAL FEE People's	R 101-43200-34780 PARK FEE
101	06/29/16	\$25.00	6158	BOAT TRAILER PARKING PERMIT Cash -P	R 101-43200-34780 PARK FEE
101	06/29/16	\$25.00	6158	BOAT TRAILER PARKING PERMIT Cash -	R 101-43200-34780 PARK FEE
101	06/30/16	\$25.00	6161	BOAT TRAILER PARKING PERMIT Lee-Jink	R 101-43200-34780 PARK FEE
101	06/30/16	\$150.00	6163	BEACH HOUSE - NONRESIDENT(M-TH) Igl	R 101-43200-34780 PARK FEE
101	06/30/16	\$25.00	6164	BOAT TRAILER PARKING PERMIT Cash -	R 101-43200-34780 PARK FEE
101	06/22/16	\$74.68	16921	PARK RENTAL	R 101-43200-34780 PARK FEE
101	06/07/16	\$3,500.00	6069	PERRO PARK MAINT. (LEGION) CK#1169	R 101-43201-36233 GRANTS
101	06/08/16	\$800.00	6085	CEMETERY - GRAVE Croft #10939	R 101-43300-34940 CEMETER
101	06/22/16	\$300.00	6123	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
101	06/28/16	\$500.00	6141	CEMETERY - HEADSTONE DEPOSIT	R 101-43300-34940 CEMETER
101	06/28/16	\$75.00	6141	CEMETERY - MARKING HEADSTONE LOCA	R 101-43300-34940 CEMETER
101	06/28/16	\$300.00	6141	CEMETERY - OPEN/CLOSE GRAVE - CREM	R 101-43300-34940 CEMETER
101	06/28/16	\$500.00	6148	CEMETERY - HEADSTONE DEPOSIT	R 101-43300-34940 CEMETER
101	06/28/16	\$75.00	6148	CEMETERY - MARKING HEADSTONE LOCA	R 101-43300-34940 CEMETER
101	06/28/16	\$700.00	6148	CEMETERY - OPEN/CLOSE GRAVE- CASKE	R 101-43300-34940 CEMETER
FUND 101 GENER		\$103,915.27			

FUND 206 WATER/SEWER IMPROVEMENT FUND

206	06/30/16	\$66.14	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	06/08/16	\$8.10	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	06/08/16	\$8.67	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	06/30/16	\$20.07	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	06/22/16	\$58.87	0	UB Receipt Surc 23 TRUNK SEWER	G 206-12103 A/R GEN BILLIN
206	06/22/16	\$34.97	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	06/22/16	\$11.52	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	06/22/16	\$37.14	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	06/08/16	\$7.80	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	06/08/16	\$24.41	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	06/30/16	\$17.59	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN

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206	06/22/16	\$10.80	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
206	06/08/16	\$20.25	0	UB Receipt Serv 36 TRUNK S/RESI	G 206-12103 A/R GEN BILLIN
206	06/08/16	\$7.20	0	UB Receipt Serv 26 TRUNK W/RESI	G 206-12103 A/R GEN BILLIN
FUND 206 WATE		\$333.53			
FUND 207 PARK IMPROVEMENT FUND					
207	06/01/16	\$1,000.00	6057	PARK DEDICATION	R 207-00000-34780 PARK FEE
FUND 207 PARK I		\$1,000.00			
FUND 211 LIBRARY					
211	06/22/16	\$150.00	5969	LIBRARY SERVICE CHARGE CASH	R 211-45500-34760 LIBRARY
211	06/22/16	\$40.00	5978	LIBRARY RENT CK # 10009823	R 211-45500-36220 RENTAL I
211	06/22/16	\$437.86	6130	LIBRARY REFUNDS & REIMB. PROF FEES	R 211-45500-36240 REFUNDS
FUND 211 LIBRA		\$627.86			
FUND 601 WATER					
601	06/22/16	\$127.92	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	06/08/16	\$97.52	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	06/08/16	\$91.60	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	06/08/16	\$290.47	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	06/08/16	\$2.50	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	06/08/16	\$11.97	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	06/22/16	\$453.96	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	06/30/16	\$247.13	0	UB Receipt Serv 1 WATER	G 601-14601 WATER BILLING
601	06/22/16	\$3.67	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	06/30/16	\$3.39	0	UB Receipt Serv Pen 1 WATER	G 601-14601 WATER BILLING
601	06/22/16	\$87.52	0	UB Receipt Serv 2 WATER ONLY	G 601-14601 WATER BILLING
601	06/01/16	\$1,200.00	6056	WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	06/01/16	\$1,200.00	6057	WATER CONNECTION - TO 1 IN	R 601-46120-34601 WATER H
601	06/01/16	\$350.00	6056	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	06/01/16	\$350.00	6057	WATER METER - TO 1 IN (INCLUDES INS	R 601-46120-34602 WATER M
601	06/01/16	\$253.08	5800	WATER SOLD/HYDRANT USAGE CK # 259	R 601-46120-36240 REFUNDS
601	06/08/16	\$188.66	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	06/22/16	\$0.08	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	06/08/16	\$71.38	0	UB UR Receipt Group 01 CITY WIDE	R 601-46120-37110 WATER R
601	06/29/16	\$30.00	6154	WATER SHUTOFF - BUS HRS Pickle Proper	R 601-46120-37110 WATER R
FUND 601 WATE		\$5,060.85			
FUND 602 SEWER					
602	06/30/16	\$551.15	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
602	06/30/16	\$3.39	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	06/30/16	\$193.31	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	06/30/16	\$21,685.52	0	UB Receipt Serv 19 PRISON SEWER	G 602-14602 SEWER BILLING
602	06/08/16	\$91.00	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	06/08/16	\$2.50	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	06/08/16	\$222.13	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	06/08/16	\$11.97	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	06/22/16	\$127.20	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	06/22/16	\$398.74	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	06/22/16	\$3.67	0	UB Receipt Serv Pen 10 SEWER	G 602-14602 SEWER BILLING
602	06/22/16	\$490.55	0	UB Receipt Serv 11 NSP SEWER	G 602-14602 SEWER BILLING
602	06/08/16	\$96.95	0	UB Receipt Serv 10 SEWER	G 602-14602 SEWER BILLING
602	06/01/16	\$800.00	6057	SEWER CONNECTION (INCLUDES INSPEC	R 602-46200-34651 SEWER H
FUND 602 SEWER		\$24,678.08			

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		\$135,615.59			

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 06/30/2016

5 Month = 50.04

DEPT	DEPT Descr	2016 Budget	2016 YTD Amt	Balance	2016 % of Budget Remain
FUND 101 GENERAL					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41100	ELECTIONS	\$4,500.00	\$1,076.87	\$3,423.13	76.07%
41200	MAYOR & COUNCIL	\$154,601.00	\$99,131.87	\$55,469.13	35.88%
41240	RECYCLING	\$6,895.00	\$2,080.66	\$4,814.34	69.82%
41400	ADMINISTRATION	\$161,041.00	\$71,970.00	\$89,071.00	55.31%
41910	PLANNING & ZONING	\$252,853.00	\$116,375.91	\$136,477.09	53.97%
41940	MUNICIPAL BUILDINGS	\$50,131.00	\$27,441.06	\$22,689.94	45.26%
42100	POLICE	\$817,428.00	\$355,851.20	\$461,576.80	56.47%
42200	FIRE PROTECTION	\$506,185.00	\$175,254.06	\$330,930.94	65.38%
42201	FIRE STATION	\$0.00	\$55,398.22	-\$55,398.22	0.00%
43100	STREET MAINT	\$312,784.00	\$82,606.73	\$230,177.27	73.59%
43130	STREET - FLOOD PREPARATION	\$0.00	\$0.00	\$0.00	0.00%
43135	56TH ST & PICKETT AVE TRAIL	\$0.00	\$0.00	\$0.00	0.00%
43140	HAYNER/2ND ST. S UTILITY PR	\$0.00	\$433.85	-\$433.85	0.00%
43160	STREET LIGHTING	\$31,750.00	\$12,580.01	\$19,169.99	60.38%
43200	PARKS	\$65,126.00	\$29,941.48	\$35,184.52	54.03%
43300	CEMETERY	\$7,475.00	\$2,283.31	\$5,191.69	69.45%
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL		\$2,370,769.00	\$1,032,425.23	\$1,338,343.77	56.45%
FUND 208 PRISON SEWER PROJECT					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
FUND 208 PRISON SEWER PROJECT		\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJECTS					
41911	BAYTOWN DEVELOPMENTS	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
41913	EMERALD FALLS	\$0.00	\$0.00	\$0.00	0.00%
FUND 209 DEVELOPER REIMBURSED PROJ		\$0.00	\$0.00	\$0.00	0.00%
FUND 210 K-9 UNIT					
42103	K - 9 UNIT	\$0.00	\$0.00	\$0.00	0.00%
FUND 210 K-9 UNIT		\$0.00	\$0.00	\$0.00	0.00%
FUND 211 LIBRARY					
45500	LIBRARY	\$295,730.72	\$140,544.55	\$155,186.17	52.48%
FUND 211 LIBRARY		\$295,730.72	\$140,544.55	\$155,186.17	52.48%
FUND 400 NEW FIRE STATION					
42201	FIRE STATION	\$0.00	\$1,390,827.34	-\$1,390,827.34	0.00%
FUND 400 NEW FIRE STATION		\$0.00	\$1,390,827.34	-\$1,390,827.34	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%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 06/30/2016

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DEPT	DEPT Descr	2016 Budget	2016 YTD Amt	Balance	2016 % of Budget Remain
FUND 413 POLICE EQUIPMENT FUND					
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
FUND 413 POLICE EQUIPMENT FUND		\$0.00	\$0.00	\$0.00	0.00%
FUND 414 OFFICE AUTOMATION					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
41400	ADMINISTRATION	\$0.00	\$0.00	\$0.00	0.00%
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
42100	POLICE	\$0.00	\$0.00	\$0.00	0.00%
43100	STREET MAINT	\$0.00	\$0.00	\$0.00	0.00%
43200	PARKS	\$0.00	\$0.00	\$0.00	0.00%
46120	WATER	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$0.00	\$0.00	\$0.00	0.00%
FUND 414 OFFICE AUTOMATION		\$0.00	\$0.00	\$0.00	0.00%
FUND 415 MUNICIPAL BLDGS MAINT					
41600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%
41900	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$0.00	0.00%
41940	MUNICIPAL BUILDINGS	\$0.00	\$0.00	\$0.00	0.00%
FUND 415 MUNICIPAL BLDGS MAINT		\$0.00	\$0.00	\$0.00	0.00%
FUND 601 WATER					
41609	TCE EVAL GRANT	\$0.00	\$0.00	\$0.00	0.00%
41610	LYNN MOST PROJECT	\$0.00	\$0.00	\$0.00	0.00%
44151	TCE WATER MAIN IMPROVEME	\$0.00	\$0.00	\$0.00	0.00%
46110	WATER-PUMPHOUSE	\$52,650.00	\$38,822.93	\$13,827.07	26.26%
46120	WATER	\$473,808.00	\$141,235.95	\$332,572.05	70.19%
FUND 601 WATER		\$526,458.00	\$180,058.88	\$346,399.12	65.80%
FUND 602 SEWER					
44100	PROJECT	\$0.00	\$0.00	\$0.00	0.00%
46200	SEWER - OPERATING	\$337,012.00	\$114,605.13	\$222,406.87	65.99%
46990	SEWER - NON-OPERATING	\$0.00	\$240,950.22	-\$240,950.22	0.00%
FUND 602 SEWER		\$337,012.00	\$355,555.35	-\$18,543.35	-5.50%
FUND 800 INVESTMENTS-POOLED					
00000	GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	0.00%
47000	INTEREST EXP	\$0.00	\$0.00	\$0.00	0.00%
80056	KYLE CARLSON	\$0.00	\$0.00	\$0.00	0.00%
FUND 800 INVESTMENTS-POOLED		\$0.00	\$0.00	\$0.00	0.00%
FUND 803 P & Z ESCROWS					
41910	PLANNING & ZONING	\$0.00	\$0.00	\$0.00	0.00%
41912	INSPIRATION	\$0.00	\$0.00	\$0.00	0.00%
80001	ANDERSEN ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80003	BAYTOWN ANNEXATION	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 06/30/2016

5 Month = 50.04

DEPT	DEPT Descr	2016 Budget	2016 YTD Amt	Balance	2016 % of Budget Remain
80006	OSTERTAG VARIANCE	\$0.00	\$0.00	\$0.00	0.00%
80008	CHARLES LUTZ STREET VACATI	\$0.00	\$0.00	\$0.00	0.00%
80010	JERRY PETERSON ESCROW	\$0.00	\$0.00	\$0.00	0.00%
80011	CAPTAINS CORNER	\$0.00	\$0.00	\$0.00	0.00%
80012	FRIENDS OF ST. CROIX PREP.	\$0.00	\$0.00	\$0.00	0.00%
80013	BAYPORT MARINA	\$0.00	\$0.00	\$0.00	0.00%
80014	GROUP 41	\$0.00	\$0.00	\$0.00	0.00%
80015	GARY SWAGER	\$0.00	\$0.00	\$0.00	0.00%
80016	PETE MILLER - PHASE 11/BAYT	\$0.00	\$0.00	\$0.00	0.00%
80017	AMERICAN LEGION POST 491	\$0.00	\$0.00	\$0.00	0.00%
80018	MSCWM PERRO CREEK OUTLET	\$0.00	\$0.00	\$0.00	0.00%
80019	JG HAUSE CONSTRUCTION	\$0.00	\$360.02	-\$360.02	0.00%
80020	HYNNEK CUP APPLICATION	\$0.00	\$0.00	\$0.00	0.00%
80021	GORDON TELLINGHUISEN	\$0.00	\$0.00	\$0.00	0.00%
80022	DUANCE JOHNSON	\$0.00	\$0.00	\$0.00	0.00%
80023	MI-TECH SERVICES, INC.	\$0.00	\$0.00	\$0.00	0.00%
80024	RICK PARENT	\$0.00	\$0.00	\$0.00	0.00%
80025	JUDY SEEBERGER	\$0.00	\$0.00	\$0.00	0.00%
80026	MIDWEST PARA TRANSIT	\$0.00	\$0.00	\$0.00	0.00%
80027	CEMETARY - ST. MIKE S/ST. CH	\$0.00	\$0.00	\$0.00	0.00%
80028	ASPHALT SPEC - 111 CENTRAL	\$0.00	\$0.00	\$0.00	0.00%
80029	BRIAN ZELLER	\$0.00	\$0.00	\$0.00	0.00%
80030	LARKIN HOFFMAN & LUNDGREN	\$0.00	\$0.00	\$0.00	0.00%
80031	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80040	HEFTY	\$0.00	\$0.00	\$0.00	0.00%
80041	VALLEY GREEN	\$0.00	\$0.00	\$0.00	0.00%
80042	LANDFORM/VARDE GROUP	\$0.00	\$0.00	\$0.00	0.00%
80043	MAINSTREET HOLDING, LLC	\$0.00	\$0.00	\$0.00	0.00%
80044	HAYNER PROPERTY FEASIB STU	\$0.00	\$0.00	\$0.00	0.00%
80045	DRH-INSPIRATION PHASE II PL	\$0.00	\$0.00	\$0.00	0.00%
80046	JOE BUSH/DAVID KLINGER	\$0.00	\$0.00	\$0.00	0.00%
80047	JANE KEYES	\$0.00	\$0.00	\$0.00	0.00%
80048	KAEMMER/VRAMBOUT	\$0.00	\$0.00	\$0.00	0.00%
80049	AMERICAN LEGION	\$0.00	\$0.00	\$0.00	0.00%
80050	12 POINT ROAD	\$0.00	\$0.00	\$0.00	0.00%
80051	BERGSTROM/ ENG & GRADING	\$0.00	\$0.00	\$0.00	0.00%
80052	MILLER EXCAVATING WATER SE	\$0.00	\$0.00	\$0.00	0.00%
80053	CHRIS HAYNER	\$0.00	\$0.00	\$0.00	0.00%
80054	LYNN MOST	\$0.00	\$0.00	\$0.00	0.00%
80055	MATTAMY MN PARTNERSHIP	\$0.00	\$1,530.04	-\$1,530.04	0.00%
80056	KYLE CARLSON	\$0.00	\$0.00	\$0.00	0.00%
80058	MILLER FARMS/DERRICK PHASE	\$0.00	\$0.00	\$0.00	0.00%

CITY OF BAYPORT
EXPENSE SUMMARY YTD THRU 06/30/2016
 5 Month = 50.04

DEPT	DEPT Descr	2016 Budget	2016 YTD Amt	Balance	2016 % of Budget Remain
FUND 803	P & Z ESCROWS	\$0.00	\$1,890.06	-\$1,890.06	0.00%
		\$3,529,969.72	\$3,101,301.41	\$428,668.31	12.14%

CITY OF BAYPORT
MONTHLY EXPENSES 7258-7356

Period Name: JUNE

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr	
FUND 101 GENERAL										
DEPT 41100 ELECTIONS										
SAFE-FAST, INC.	101	06/29/16	\$476.87	E	41100	220	UNIFORMS & SAFETY GE	OPERATING SUPP	007342	
			\$476.87							
DEPT 41200 MAYOR & COUNCIL										
PETTY CASH	101	06/22/16	\$9.46	E	41200	201	PETTY CASH REIMBURSE	OFFICE SUPPLIES	007296	
U S BANK VISA	101	06/29/16	\$26.50	E	41200	201	ADM#479817544300208	OFFICE SUPPLIES	007352	
NEOPOST	101	06/29/16	\$8.95	E	41200	201	OPERATING SUPPLIES	OFFICE SUPPLIES	007335	
ECKBERG LAMMERS	101	06/29/16	\$426.25	E	41200	300	636 MINNESOTA STREET	PROF SER-LEGAL	007316	
ECKBERG LAMMERS	101	06/29/16	\$736.25	E	41200	300	GENERAL MATTERS	PROF SER-LEGAL	007316	
ECKBERG LAMMERS	101	06/29/16	\$250.00	E	41200	300	ATTEND CC MTG	PROF SER-LEGAL	007316	
S E H	101	06/29/16	\$91.00	E	41200	301	ATTEND CC MTG	PROF SER-ENGIN	007341	
S E H	101	06/29/16	\$167.97	E	41200	301	ATTEND CC WORKSHOP	PROF SER-ENGIN	007341	
S E H	101	06/29/16	\$357.53	E	41200	301	ATTEND STAFF MTG	PROF SER-ENGIN	007341	
ECM PUBLISHERS, INC.	101	06/29/16	\$12.68	E	41200	350	ORD 850	PRINTING & PUBL	007317	
PETTY CASH	101	06/22/16	\$15.00	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
PETTY CASH	101	06/22/16	\$15.00	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
PETTY CASH	101	06/22/16	\$5.00	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
PETTY CASH	101	06/22/16	\$10.00	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
PETTY CASH	101	06/22/16	\$6.00	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
PETTY CASH	101	06/22/16	\$5.50	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
MAMA	101	06/29/16	\$20.00	E	41200	402	APRIL 14, 2016 MTG/LO	CONFERENCES &	007327	
PETTY CASH	101	06/22/16	\$5.50	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
PETTY CASH	101	06/22/16	\$5.50	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
MAMA	101	06/29/16	\$20.00	E	41200	402	4/14/16 MTG/SARA TAYL	CONFERENCES &	007327	
PETTY CASH	101	06/22/16	\$25.00	E	41200	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
GREATER STILLWATER C	101	06/29/16	\$735.00	E	41200	433	2016 ANNUAL RENEWAL	DUES & MEMBERS	007320	
GARDEN EXPRESSIONS	101	06/22/16	\$1,036.39	E	41200	444	27 FLOWER HANGING PL	COMMUNITY PRO	007280	
			\$3,990.48							
DEPT 41400 ADMINISTRATION										
PETTY CASH	101	06/22/16	\$4.29	E	41400	201	PETTY CASH REIMBURSE	OFFICE SUPPLIES	007296	
U S BANK VISA	101	06/29/16	\$159.01	E	41400	201	ADM#479817544300208	OFFICE SUPPLIES	007352	
PETTY CASH	101	06/22/16	\$5.00	E	41400	201	PETTY CASH REIMBURSE	OFFICE SUPPLIES	007296	
NEOPOST	101	06/29/16	\$53.70	E	41400	201	OPERATING SUPPLIES	OFFICE SUPPLIES	007335	
U S BANK VISA	101	06/29/16	\$10.00	E	41400	400	IMPARK	USE OF PERSONA	007352	
PETTY CASH	101	06/22/16	\$5.50	E	41400	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
TR COMPUTER SALES LLC	101	06/29/16	\$97.50	E	41400	416		REPAIR/MAINT OF	007351	
TR COMPUTER SALES LLC	101	06/29/16	\$193.50	E	41400	416	COMPUTER CONSULTING	REPAIR/MAINT OF	007351	
TR COMPUTER SALES LLC	101	06/29/16	\$364.19	E	41400	416	DELL OPTIPLEX 3040 MI	REPAIR/MAINT OF	007351	
LEAGUE OF MINNESOTA C	101	06/29/16	\$30.00	E	41400	433	MEMBERSHIP DUES/SAR	DUES & MEMBERS	007323	
MINNESOTA CLERKS FINA	101	06/29/16	\$35.00	E	41400	433	2016 MEMBERSHIP DUES	DUES & MEMBERS	007330	
			\$957.69							
DEPT 41910 PLANNING & ZONING										
NEOPOST	101	06/29/16	\$44.75	E	41910	201	OPERATING SUPPLIES	OFFICE SUPPLIES	007335	
U S BANK VISA	101	06/29/16	\$132.51	E	41910	201	ADM#479817544300208	OFFICE SUPPLIES	007352	
HOLIDAY FLEET	101	06/07/16	\$94.97	E	41910	212	MAY 2016 FUEL	MOTOR FUELS & L	007261	
S E H	101	06/29/16	\$341.37	E	41910	301	REVIEW DRIVEWAY APPL	PROF SER-ENGIN	007341	
S E H	101	06/29/16	\$503.91	E	41910	301	REVIEW SURVEY FOR IN	PROF SER-ENGIN	007341	
U S BANK VISA	101	06/29/16	\$50.00	E	41910	402	SENSIBLE LAND USE COA	CONFERENCES &	007352	
PETTY CASH	101	06/22/16	\$12.79	E	41910	402	PETTY CASH REIMBURSE	CONFERENCES &	007296	
TR COMPUTER SALES LLC	101	06/29/16	\$161.25	E	41910	416	COMPUTER CONSULTING	REPAIR/MAINT OF	007351	

CITY OF BAYPORT
MONTHLY EXPENSES 7258-7356

Period Name: JUNE

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
TR COMPUTER SALES LLC	101	06/29/16	\$60.69	E	41910	416	DELL OPTIPLEX 3040 MI	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	101	06/29/16	\$81.25	E	41910	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	007351
DEPT 41910 PLANNING & ZONING			\$1,483.49						
DEPT 41940 MUNICIPAL BUILDINGS									
S E H	101	06/29/16	\$515.95	E	41940	302	INSPIRATION NATURE C	CONTRACT SERVI	007341
MN CLN SERVICES, INC.	101	06/29/16	\$39.00	E	41940	302	JUNE 2016 SERVICES	CONTRACT SERVI	007332
MN CLN SERVICES, INC.	101	06/29/16	\$238.80	E	41940	302	JUNE 2016 SERVICES	CONTRACT SERVI	007332
COMCAST	101	06/29/16	\$70.92	E	41940	321	JULY 2016 HIGH-SPEED I	COMMUNICATION	007314
OFFICE OF ENT TECHNOL	101	06/22/16	\$550.09	E	41940	321	CITY HALL/PHONES	COMMUNICATION	007294
LEAGUE OF MINNESOTA C	101	06/22/16	\$3,414.00	E	41940	360	ADD TWO LOCATIONS/P	INSURANCE/P&L	007287
PETTY CASH	101	06/22/16	\$51.69	E	41940	415	PETTY CASH REIMBURSE	MUNICIPAL BUILD	007296
WASHINGTON COUNTY D	101	06/29/16	\$2,520.00	E	41940	415	11.029.20.23.0024 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$2.00	E	41940	415	10.029.20.24.0077 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$2.00	E	41940	415	10.029.20.24.0079 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$2.00	E	41940	415	10.029.20.24.0076 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$2.00	E	41940	415	10.029.20.31.0041 2015	MUNICIPAL BUILD	007353
PETTY CASH	101	06/22/16	\$45.81	E	41940	415	PETTY CASH REIMBURSE	MUNICIPAL BUILD	007296
WASHINGTON COUNTY D	101	06/29/16	\$918.00	E	41940	415	10.029.20.34.0006 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$2.00	E	41940	415	10.029.20.24.0078 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$58.00	E	41940	415	15.029.20.21.0004 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$2.00	E	41940	415	10.029.20.31.0040 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$1,762.00	E	41940	415	11.029.20.23.0025 2015	MUNICIPAL BUILD	007353
WASHINGTON COUNTY D	101	06/29/16	\$366.00	E	41940	415	10.029.20.31.0021 2015	MUNICIPAL BUILD	007353
U S BANK VISA	101	06/07/16	\$510.00	E	41940	420	MENARDS	R & M BLDGS, ST	007264
MINNESOTA ELEVATOR	101	06/29/16	\$154.36	E	41940	420	JUNE 2016 BI-MTHLY SE	R & M BLDGS, ST	007331
DEPT 41940 MUNICIPAL BUILDING			\$11,226.62						
DEPT 42100 POLICE									
NEOPOST	101	06/29/16	\$44.75	E	42100	201	OPERATING SUPPLIES	OFFICE SUPPLIES	007335
U S BANK VISA	101	06/29/16	\$132.51	E	42100	201	ADM#479817544300208	OFFICE SUPPLIES	007352
HOLIDAY FLEET	101	06/07/16	\$172.93	E	42100	212	MAY 2016 FUEL	MOTOR FUELS & L	007261
WASHINGTON COUNTY S	101	06/22/16	\$884.14	E	42100	212	MAY 2016 FUEL/POLICE	MOTOR FUELS & L	007307
HAGER, GRETCHEN	101	06/07/16	\$4.15	E	42100	220	PARKING REIMBURSEME	OPERATING SUPP	007260
U S BANK VISA	101	06/29/16	\$1,567.04	E	42100	220	SAFETY SIGN	OPERATING SUPP	007352
ECKBERG LAMMERS	101	06/07/16	\$2,506.96	E	42100	300	MAY 2016 PROSECUTION	PROF SER-LEGAL	007259
BCA	101	06/29/16	\$15.00	E	42100	306	BACKGROUND ROY/POLI	PROF SER-OTHER	007310
THOMAS REUTERS - WES	101	06/22/16	\$178.50	E	42100	321	MAY 2016 INFORMATION	COMMUNICATION	007300
VERIZON WIRELESS	101	06/07/16	\$124.32	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	007267
VERIZON WIRELESS	101	06/22/16	\$105.03	E	42100	321	PHONES/POLICE DEPT.	COMMUNICATION	007306
WASHINGTON COUNTY P	101	06/29/16	\$1,339.26	E	42100	391	2ND QTR. APR-JUN2016/	SHARED AUTOMA	007354
U S BANK VISA	101	06/29/16	\$285.00	E	42100	403	BCA TRAINING EDUC	POLICE TRAINING	007352
U S BANK VISA	101	06/29/16	\$230.00	E	42100	403	BCA TRAINING EDUC	POLICE TRAINING	007352
BAYPORT TRANSMISSION	101	06/07/16	\$84.93	E	42100	412	2009 DODGE CHARGER/	REP & MAINT VEH	007258
BAYPORT TRANSMISSION	101	06/22/16	\$131.48	E	42100	412	2013 DODGE CHARGER/	REP & MAINT VEH	007272
BAYPORT TRANSMISSION	101	06/22/16	\$406.11	E	42100	412	2013 DODGE CHARGER/	REP & MAINT VEH	007272
U S BANK VISA	101	06/29/16	\$76.99	E	42100	412	TIRE PROPS & WHEEL	REP & MAINT VEH	007352
U S BANK VISA	101	06/29/16	\$49.48	E	42100	412	DISCOUNT TIRE	REP & MAINT VEH	007352
U S BANK VISA	101	06/29/16	\$150.00	E	42100	412	BCA TRAINING EDUC	REP & MAINT VEH	007352
TR COMPUTER SALES LLC	101	06/29/16	\$161.25	E	42100	416	COMPUTER CONSULTING	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	101	06/29/16	\$81.25	E	42100	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	101	06/29/16	\$303.49	E	42100	416	DELL OPTIPLEX 3040 MI	REPAIR/MAINT OF	007351
DEPT 42100 POLICE			\$9,034.57						
DEPT 42200 FIRE PROTECTION									

CITY OF BAYPORT
MONTHLY EXPENSES 7258-7356

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Period Name: JUNE

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
RIVER VALLEY PRINTING	101	06/22/16	\$94.00	E	42200	201	OPERATING MATERIAL/F	OFFICE SUPPLIES	007298
HOLIDAY FLEET	101	06/07/16	\$47.10	E	42200	212	MAY 2016 FUEL	MOTOR FUELS & L	007261
HOLIDAY FLEET	101	06/07/16	\$731.76	E	42200	212	MAY 2016 FUEL	MOTOR FUELS & L	007261
NARDINI FIRE EQUIPMEN	101	06/22/16	\$118.96	E	42200	240	FIRE EXTINGUISHER/FIR	SMALL TOOLS-EQ	007292
MN CLN SERVICES, INC.	101	06/29/16	\$238.80	E	42200	306	JUNE 2016 SERVICES	PROF SER-OTHER	007332
VERIZON WIRELESS	101	06/22/16	\$177.15	E	42200	321	PHONES/FIRE DEPT.	COMMUNICATION	007306
WASHINGTON COUNTY P	101	06/29/16	\$3,502.68	E	42200	391	2ND QTR APR-JUN2016/	SHARED AUTOMA	007354
MENARDS-STILLWATER	101	06/22/16	\$27.98	E	42200	412	STANLEY EARNMUFF/FIR	REP & MAINT VEH	007288
U S BANK VISA	101	06/29/16	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	007352
U S BANK VISA	101	06/29/16	\$21.42	E	42200	412	MISTER CAR WASH	REP & MAINT VEH	007352
BAYPORT TRANSMISSION	101	06/29/16	\$50.00	E	42200	412	2013 TAHOE/FIRE DEPT.	REP & MAINT VEH	007309
RED POWER DIESEL SERV	101	06/29/16	\$1,001.62	E	42200	412	94 PIERCE MAINT/FIRE	REP & MAINT VEH	007339
RED POWER DIESEL SERV	101	06/29/16	\$455.07	E	42200	412	01 PIERCE DASH/FIRE D	REP & MAINT VEH	007339
CARQUEST OF STILLWAT	101	06/22/16	\$2.80	E	42200	412	LAMP/FIRE DEPT.	REP & MAINT VEH	007273
MENARDS-STILLWATER	101	06/22/16	\$12.62	E	42200	420	OPERATING SUPPLIES/FI	R & M BLDGS, ST	007288
MENARDS-STILLWATER	101	06/22/16	\$4.96	E	42200	420	SPLIT FLEX TUBE/FIRE D	R & M BLDGS, ST	007288
DEPT 42200 FIRE PROTECTION			\$6,508.34						
DEPT 42201 FIRE STATION									
GALOWITZ, MIKE	101	06/29/16	\$142.12	E	42201	302	PRINTER TABLE & PICTU	CONTRACT SERVI	007319
DEPT 42201 FIRE STATION			\$142.12						
DEPT 43100 STREET MAINT									
NEOPOST	101	06/29/16	\$8.95	E	43100	201	OPERATING SUPPLIES	OFFICE SUPPLIES	007335
U S BANK VISA	101	06/29/16	\$26.50	E	43100	201	ADM#479817544300208	OFFICE SUPPLIES	007352
U S BANK VISA	101	06/07/16	\$93.72	E	43100	212	LUBRICATION TECH	MOTOR FUELS & L	007264
HOLIDAY FLEET	101	06/07/16	\$202.35	E	43100	212	MAY 2016 FUEL	MOTOR FUELS & L	007261
U S BANK VISA	101	06/07/16	\$139.05	E	43100	212	LUBRICATION TECH	MOTOR FUELS & L	007264
S E H	101	06/29/16	\$209.95	E	43100	301	COMCAST ST. OPENING	PROF SER-ENGIN	007341
AREAWIDE TRUCK & TRAI	101	06/22/16	\$87.00	E	43100	412	DOT INSPECTION/STREE	REP & MAINT VEH	007270
FREDS TIRE	101	06/22/16	\$27.97	E	43100	412	TIRE REPAIR/STREET DE	REP & MAINT VEH	007279
ZIEGLER INC.	101	06/30/16	\$463.59	E	43100	412	TECHNICAL ANALYSIS/S	REP & MAINT VEH	007356
U S BANK VISA	101	06/07/16	\$12.28	E	43100	412	AN FORD WHITE BEAR L	REP & MAINT VEH	007264
U S BANK VISA	101	06/29/16	\$27.78	E	43100	412	ROCK AUTO	REP & MAINT VEH	007352
U S BANK VISA	101	06/07/16	\$132.54	E	43100	412	JR TRANSMISSION	REP & MAINT VEH	007264
U S BANK VISA	101	06/29/16	\$49.98	E	43100	412	ROCK AUTO	REP & MAINT VEH	007352
U S BANK VISA	101	06/07/16	\$224.80	E	43100	412	STOCK INTERIORS	REP & MAINT VEH	007264
CARQUEST OF STILLWAT	101	06/29/16	\$23.12	E	43100	412	VEHICLE MAINT/STREET	REP & MAINT VEH	007312
AREAWIDE TRUCK & TRAI	101	06/22/16	\$87.00	E	43100	412	DOT INSPECTION/STREE	REP & MAINT VEH	007270
TR COMPUTER SALES LLC	101	06/29/16	\$0.00	E	43100	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	101	06/29/16	\$32.25	E	43100	416	COMPUTER CONSULTING	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	101	06/29/16	\$16.25	E	43100	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	101	06/29/16	\$60.69	E	43100	416	DELL OPTIPLEX 3040 MI	REPAIR/MAINT OF	007351
MILLER EXCAVATING	101	06/29/16	\$350.00	E	43100	420	CLEAN FRENCH DRAIN/S	R & M BLDGS, ST	007329
U S BANK VISA	101	06/07/16	\$56.65	E	43100	420	MILLS FLEET FARM	R & M BLDGS, ST	007264
THE TESSMAN COMPANY	101	06/30/16	\$1,791.81	E	43100	421	SEEDING SUPPLIES/STR	REPAIR & MAINT	007350
T. A. SCHIFSKY & SONS I	101	06/30/16	\$162.68	E	43100	421	BITUMINOUS HOTMIX/S	REPAIR & MAINT	007347
TRI STATE BOBCAT INC	101	06/22/16	\$311.85	E	43100	431	AUGER RENTAL/STREET	RENTAL OF EQUIP	007302
DEPT 43100 STREET MAINT			\$4,598.76						
DEPT 43160 STREET LIGHTING									
SAFETY SIGNS	101	06/29/16	\$660.00	E	43160	419	PARKING SIGNS	REPAIR & MAINT	007343
DEPT 43160 STREET LIGHTING			\$660.00						
DEPT 43200 PARKS									
DIETSCHKE, NEIL	101	06/30/16	\$699.00	E	43200	050	PUBLIC WORKS 5/17/16-	SEASONAL/PART	007315

CITY OF BAYPORT
MONTHLY EXPENSES 7258-7356

Period Name: JUNE

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
SAFE-FAST, INC.	101	06/29/16	\$350.00	E	43200	202	UNIFORMS & SAFETY GE	UNIFORMS - MISC	007342
HOLIDAY FLEET	101	06/07/16	\$167.84	E	43200	212	MAY 2016 FUEL	MOTOR FUELS & L	007261
ACTION RENTAL	101	06/29/16	\$150.45	E	43200	212	PROPANE/PARK DEPT.	MOTOR FUELS & L	007308
TEAM LABORATORY CHEM	101	06/30/16	\$521.75	E	43200	216	HERBACIDE/PARKS	CHEMICALS AND	007348
STILLWATER FARM STOR	101	06/29/16	\$74.88	E	43200	216	HERBACIDE/PARKS	CHEMICALS AND	007344
CENTURY POWER EQUIP	101	06/30/16	\$323.96	E	43200	240	STIHL WEED WHIP/PARK	SMALL TOOLS-EQ	007313
CENTURY POWER EQUIP	101	06/30/16	-\$44.46	E	43200	240	OVER PAYMENT/STREET	SMALL TOOLS-EQ	007313
TRU GREEN CHEMLAWN	101	06/22/16	\$3,636.54	E	43200	302	2016 SPRING WEED & FE	CONTRACT SERVI	007303
DIETSCH, NEIL	101	06/29/16	\$56.16	E	43200	410	104 MILEAGE REIMBURS	REPAIR & MAINT	007315
ACTION RENTAL	101	06/22/16	\$108.50	E	43200	410	SEEDER RENTAL/PARKS	REPAIR & MAINT	007268
CENTURY POWER EQUIP	101	06/30/16	-\$5.38	E	43200	412	RETURN AIR FILTER/STR	REP & MAINT VEH	007313
U S BANK VISA	101	06/29/16	\$173.02	E	43200	413	HEJNY RENTAL	TREES	007352
CROSS NURSERIES	101	06/22/16	\$1,648.80	E	43200	413	TREE SUPPLY/PARKS DE	TREES	007276
TR COMPUTER SALES LLC	101	06/29/16	\$60.69	E	43200	416	DELL OPTIPLEX 3040 MI	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	101	06/29/16	\$32.25	E	43200	416	COMPUTER CONSULTING	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	101	06/29/16	\$16.25	E	43200	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	007351
U S BANK VISA	101	06/07/16	\$141.84	E	43200	420	MENARDS	R & M BLDGS, ST	007264
U S BANK VISA	101	06/29/16	\$112.85	E	43200	420	WAL-MART	R & M BLDGS, ST	007352
U S BANK VISA	101	06/07/16	\$110.29	E	43200	420	ALDI	R & M BLDGS, ST	007264
U S BANK VISA	101	06/07/16	\$93.45	E	43200	420	MENARDS	R & M BLDGS, ST	007264
U S BANK VISA	101	06/07/16	\$24.57	E	43200	420	MENARDS	R & M BLDGS, ST	007264
U S BANK VISA	101	06/29/16	\$559.58	E	43200	420	SAMS INTERNET	R & M BLDGS, ST	007352
U S BANK VISA	101	06/29/16	\$64.34	E	43200	420	IKEA	R & M BLDGS, ST	007352
U S BANK VISA	101	06/07/16	\$266.00	E	43200	420	MINN COR INDUSTRIES	R & M BLDGS, ST	007264
U S BANK VISA	101	06/07/16	\$58.78	E	43200	420	MENARDS	R & M BLDGS, ST	007264
AIR FRESH PORTABLE TOI	101	06/22/16	\$78.75	E	43200	425	TENNIS CT 6/3/16-6/30/	SATILLITIES	007269
AIR FRESH PORTABLE TOI	101	06/22/16	\$78.75	E	43200	425	RIVERSIDE 6/1/16-6/28/	SATILLITIES	007269
AIR FRESH PORTABLE TOI	101	06/22/16	\$157.50	E	43200	425	BARKERS 6/6/16-7/3/16	SATILLITIES	007269
DEPT 43200 PARKS			\$9,716.95						
DEPT 43300 CEMETERY									
HOLIDAY FLEET	101	06/07/16	\$43.18	E	43300	212	MAY 2016 FUEL	MOTOR FUELS & L	007261
LANDSCAPES BY MARK	101	06/30/16	\$325.00	E	43300	310	GRAVE OPENING/JEWELL	GRAVE OPENINGS	007322
U S BANK VISA	101	06/07/16	\$251.34	E	43300	410	LOWES	REPAIR & MAINT	007264
DEPT 43300 CEMETERY			\$619.52						
FUND 101 GENERAL			\$49,415.41						
FUND 211 LIBRARY									
DEPT 45500 LIBRARY									
BAKER & TAYLOR	211	06/22/16	\$59.73	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$610.57	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$204.74	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$332.52	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$286.70	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$9.97	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$57.29	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$141.17	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$64.80	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
BAKER & TAYLOR	211	06/22/16	\$465.40	E	45500	217	MAY 2016 BOOKS/LIBRA	MATERIALS & PR	007271
DEMCO	211	06/22/16	\$108.69	E	45500	220	OPERATING SUPPLIES/LI	OPERATING SUPP	007278
INNOVATIVE OFFICE SOL	211	06/22/16	\$198.70	E	45500	220	OFFICE SUPPLIES/LIBRA	OPERATING SUPP	007285
COAST TO COAST COMPU	211	06/22/16	\$379.96	E	45500	220	SUPPLIES/LIBRARY	OPERATING SUPP	007274
NOVA COMMUNICATIONS	211	06/22/16	\$600.00	E	45500	302	PARTNER PLAN PLUS/LIB	CONTRACT SERVI	007293
SHARON SIPPEL	211	06/22/16	\$1,875.00	E	45500	302	JUNE 2016 CLEANING/LI	CONTRACT SERVI	007299

CITY OF BAYPORT
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Period Name: JUNE

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
TOSHIBA BUSINESS SOLU	211	06/22/16	\$273.65	E	45500	302	MTHLY CONTRACT/LIBR	CONTRACT SERVI	007301
COMCAST	211	06/29/16	\$85.92	E	45500	321	JULY 2016 HIGH-SPEED I	COMMUNICATION	007314
COMCAST	211	06/29/16	\$7.84	E	45500	321	JULY HIGH-SPEED INTER	COMMUNICATION	007314
OFFICE OF ENT TECHNOL	211	06/22/16	\$78.31	E	45500	321	PHONES/LIBRARY	COMMUNICATION	007294
MINNESOTA ELEVATOR	211	06/22/16	\$166.44	E	45500	420	JUNE SERVICES/LIBRARY	R & M BLDGS, ST	007290
DEPT 45500 LIBRARY			<u>\$6,007.40</u>						
FUND 211 LIBRARY			\$6,007.40						
FUND 303 GO TIF BOND 1990 DEBT SERVICE									
DEPT 41903 DEBT SERVICE									
ECKBERG LAMMERS	303	06/29/16	\$663.19	E	41903	300	169 3RD ST. N PARKING	PROF SER-LEGAL	007316
S E H	303	06/29/16	\$11,926.06	E	41903	301	TIF	PROF SER-ENGIN	007341
FINANCE AND COMMERCE	303	06/29/16	\$198.33	E	41903	306	169 3RD ST N PARKING	PROF SER-OTHER	007318
ECM PUBLISHERS, INC.	303	06/29/16	\$95.10	E	41903	306	169 3RD ST. N PARKING	PROF SER-OTHER	007317
DEPT 41903 DEBT SERVICE			<u>\$12,882.68</u>						
FUND 303 GO TIF BOND 1990 DEBT SE			\$12,882.68						
FUND 400 NEW FIRE STATION									
DEPT 42201 FIRE STATION									
LEO A DALY	400	06/29/16	\$392.00	E	42201	302	NEW FIRE STATION	CONTRACT SERVI	007324
S & J GLASS, INC	400	06/29/16	\$1,130.30	E	42201	302	FIRE STATION	CONTRACT SERVI	007340
SUPERIOR TILE & TERRAZ	400	06/29/16	\$3,278.75	E	42201	302	FIRE STATION	CONTRACT SERVI	007346
RED CEDAR STEEL ERECT	400	06/29/16	\$6,191.50	E	42201	302	FIRE STATION	CONTRACT SERVI	007338
PETERSON COMPANIES, I	400	06/29/16	\$700.00	E	42201	302	FIRE STATION	CONTRACT SERVI	007336
BRETH-ZENZEN FIRE PRO	400	06/29/16	\$16,796.00	E	42201	302	FIRE STATION	CONTRACT SERVI	007311
PETTY CASH	400	06/22/16	\$8.00	E	42201	306	PETTY CASH REIMBURSE	PROF SER-OTHER	007296
DEPT 42201 FIRE STATION			<u>\$28,496.55</u>						
FUND 400 NEW FIRE STATION			\$28,496.55						
FUND 601 WATER									
DEPT 46110 WATER-PUMPHOUSE									
IDEAL SERVICE, INC.	601	06/22/16	\$193.75	E	46110	419	AIR STRIPPER CONTROL	REPAIR & MAINT	007284
KEYS WELL DRILLING CO	601	06/30/16	\$20,836.50	E	46110	419	SERVICE WELL # 2/WAT	REPAIR & MAINT	007321
DEPT 46110 WATER-PUMPHOUSE			<u>\$21,030.25</u>						
DEPT 46120 WATER									
U S BANK VISA	601	06/29/16	\$26.50	E	46120	201	ADM#479817544300208	OFFICE SUPPLIES	007352
U S BANK VISA	601	06/29/16	\$66.69	E	46120	201	INNOVATIVE OFFICE	OFFICE SUPPLIES	007352
NEOPOST	601	06/29/16	\$8.95	E	46120	201	OPERATING SUPPLIES	OFFICE SUPPLIES	007335
HOLIDAY FLEET	601	06/07/16	\$314.69	E	46120	212	MAY 2016 FUEL	MOTOR FUELS & L	007261
U S BANK VISA	601	06/29/16	\$117.60	E	46120	212	LUBRICATION TECH	MOTOR FUELS & L	007352
U S BANK VISA	601	06/29/16	\$58.80	E	46120	212	LUBRICATION TECH	MOTOR FUELS & L	007352
U S BANK VISA	601	06/07/16	\$3.21	E	46120	216	USPS	CHEMICALS AND	007264
MVTL	601	06/29/16	\$72.00	E	46120	216	WATER TESTING/WATER	CHEMICALS AND	007333
U S BANK VISA	601	06/07/16	\$14.05	E	46120	216	THE UPS STORE	CHEMICALS AND	007264
HAWKINS WATER	601	06/22/16	\$40.00	E	46120	216	WATER TREATMENT/WA	CHEMICALS AND	007281
U S BANK VISA	601	06/07/16	\$14.09	E	46120	216	THE USPS STORE	CHEMICALS AND	007264
U S BANK VISA	601	06/29/16	\$14.09	E	46120	216	THE UPS STORE	CHEMICALS AND	007352
U S BANK VISA	601	06/07/16	\$14.09	E	46120	220	ACE HARDWARE	OPERATING SUPP	007264
WASHINGTON COUNTY P	601	06/29/16	\$83.00	E	46120	302	2016 HAZARDOUS WAST	CONTRACT SERVI	007355
THE RETROFIT COMPANI	601	06/29/16	\$296.72	E	46120	302	BULB & ELECTRONICS DI	CONTRACT SERVI	007349
ONE CALL CONCEPTS	601	06/22/16	\$166.20	E	46120	307	MAY 2016 LOCATES/WAT	GOPHER STATE O	007295
COMCAST	601	06/22/16	\$119.90	E	46120	321	PW HIGHSPEED INTERN	COMMUNICATION	007275

CITY OF BAYPORT
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Period Name: JUNE

Search Name	FU	Tran Date	Amount	A ct	DEPT	OBJ	Comments	OBJ Descr	Check Nbr
POSTMASTER	601	06/29/16	\$161.16	E	46120	322	2ND QTR. 2016 BILLING	POSTAGE	007337
U S BANK VISA	601	06/07/16	\$481.82	E	46120	412	GENERAL REPAIR SERVI	REP & MAINT VEH	007264
TR COMPUTER SALES LLC	601	06/29/16	\$182.09	E	46120	416	DELL OPTIPLEX 3040 MI	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	601	06/29/16	\$32.25	E	46120	416	COMPUTER CONSULTING	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	601	06/29/16	\$16.25	E	46120	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	007351
PREVAILING WATERS, LLC	601	06/22/16	\$894.00	E	46120	419	HYDRANT REPAIR/WATE	REPAIR & MAINT	007297
LINNER ELECTRIC	601	06/29/16	\$534.63	E	46120	420	ELECTRICAL REPAIRS/W	R & M BLDGS, ST	007325
DEPT 46120 WATER			<u>\$3,732.78</u>						
FUND 601 WATER			<u>\$24,763.03</u>						
FUND 602 SEWER									
DEPT 46200 SEWER - OPERATING									
U S BANK VISA	602	06/29/16	\$26.52	E	46200	201	ADM#479817544300208	OFFICE SUPPLIES	007352
NEOPOST	602	06/29/16	\$8.95	E	46200	201	OPERATING SUPPLIES	OFFICE SUPPLIES	007335
HOLIDAY FLEET	602	06/07/16	\$62.05	E	46200	212	MAY 2016 FUEL	MOTOR FUELS & L	007261
M/A ASSOCIATES INC	602	06/29/16	\$80.45	E	46200	220	WIPES/SEWER DEPT.	OPERATING SUPP	007326
AIR FRESH PORTABLE TOI	602	06/22/16	\$70.00	E	46200	302	INSPIRATION/SEWER DE	CONTRACT SERVI	007269
POSTMASTER	602	06/29/16	\$161.16	E	46200	322	2ND QTR. 2016 BILLING	POSTAGE	007337
TR COMPUTER SALES LLC	602	06/29/16	\$182.15	E	46200	416	DELL OPTIPLEX 3040 MI	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	602	06/29/16	\$16.25	E	46200	416	DATTO LITE MTHLY STO	REPAIR/MAINT OF	007351
TR COMPUTER SALES LLC	602	06/29/16	\$32.25	E	46200	416	COMPUTER CONSULTING	REPAIR/MAINT OF	007351
DEPT 46200 SEWER - OPERATING			<u>\$639.78</u>						
DEPT 46990 SEWER - NON-OPERATING									
METROPOLITAN COUNCIL	602	06/29/16	\$34,421.46	E	46990	434	JULY 2016 ANNUAL FLO	STATE FEES FOR	007328
DEPT 46990 SEWER - NON-OPERAT			<u>\$34,421.46</u>						
FUND 602 SEWER			<u>\$35,061.24</u>						
FUND 803 P & Z ESCROWS									
DEPT 80055 MATTAMY MN PARTNERSHIP									
S E H	803	06/29/16	\$320.16	E	80055	301	INSPIRATION 111B/MAT	PROF SER-ENGIN	007341
DEPT 80055 MATTAMY MN PARTNE			<u>\$320.16</u>						
FUND 803 P & Z ESCROWS			<u>\$320.16</u>						
			<u>\$156,946.47</u>						

City of Bayport

294 North 3rd Street

Bayport, MN 55003

Phone: 651-275-4404

Fax: 651-275-4411

Building Permit Log

For: June, 2016

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Permit Number: BP2016-32	Filing Date: 6/7/2016
Parcel Address: 446 PRAIRIE WAY S.	BAYPORT, MN 55003
Applicant: JOHN & STACY HAIDER OWNER OWNER	Applicant Phone: (
Construction Value: \$10,500.00	Total Fees: \$345.97

Permit Number: BP2016-33	Filing Date: 6/7/2016
Parcel Address: 231 PRAIRIE WAY N.	BAYPORT, MN 55003
Applicant: MICHAEL JOHNSON OWNER OWNER	Applicant Phone:
Construction Value: \$14,500.00	Total Fees: \$445.33

Permit Number: BP2016-34	Filing Date: 6/7/2016
Parcel Address: 348 Minnesota Street So.	Bayport, MN 55003
Applicant: T BUCK INC, DBA- BEE T BUCK INC, DBA- BEE RESTORATION	Applicant Phone: 715-790-2709
Construction Value: \$238,000.00	Total Fees: \$3,233.84

Permit Number: BP2016-35	Filing Date: 6/15/2016
Parcel Address: 223 PRAIRIE WAY N.	BAYPORT, MN 55003
Applicant: SCOLES CONSTRUCTION SCOLES CONSTRUCTION RESIDENTIAL BUILDER	Applicant Phone: 763-972-7117
Construction Value: \$10,000.00	Total Fees: \$196.75

Permit Number: BP2016-36	Filing Date: 6/21/2016
Parcel Address: 100 4TH Ave. N.	BAYPORT, MN 55003
Applicant: SIMPLEX/GRINNELL FIRE SIMPLEX/GRINNELL FIRE PROTECTION SYSTEMS	Applicant Phone: 763-367-5000
Construction Value:	Total Fees: \$250.00

Building Permit Log

For: June, 2016

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Permit Number: BP2016-37
Parcel Address: 100 4TH Ave. N.
Applicant:GEORGE SIEGFRIED
GEORGE SIEGFRIED CONSTRUCTION General
Construction Value:\$300,000.00
Filing Date: 6/21/2016
BAYPORT, MN 55003
Applicant Phone: 651-275-1112
Total Fees: \$2,970.94

Permit Number: BP2016-38
Parcel Address: 550 Lakeside Bay So.
Applicant:BRETT HAWK CONSTRUCTION
BRETT HAWK CONSTRUCTION CO. RESIDENTIAL
Construction Value:\$38,500.00
Filing Date: 6/29/2016
Bayport, MN 55003
Applicant Phone: 612-782-6989
Total Fees: \$582.75

Permit Number: LSCB-16-13
Parcel Address: 2175 QUANT Ave. S.
Applicant:JOHN AFFOLTER
OWNER OWNER
Construction Value:\$5,000.00
Filing Date: 6/21/2016
LAKE ST. CROIX BEACH, MN 55043
Applicant Phone: 651-221-6000
Total Fees: \$197.20

Permit Number: LSCB-16-14
Parcel Address: 16840 20TH Street S.
Applicant:PAUL RUTZ
Construction Value:
Filing Date: 6/21/2016
LAKE ST. CROIX BEACH, MN 55043
Applicant Phone: 651-434-1111
Total Fees: \$23.50

Permit Number: LSCB-16-15
Parcel Address: 1595 QUASAR COURT S.
Applicant:APOLLO HEATING & VENTILATING
APOLLO HEATING & VENTILATING CORPORATION
Construction Value:\$1,200.00
Filing Date: 6/21/2016
LAKE ST. CROIX BEACH, MN 55043
Applicant Phone: 651-770-0603
Total Fees: \$80.00

Permit Number: LSCB-16-16
Parcel Address: 2011 QUANT Ave. S.
Applicant:ONE HOUR HEATING & AIR
ONE HOUR HEATING & AIR MECHANICAL
Construction Value:\$1,200.00
Filing Date: 6/21/2016
LAKE ST. CROIX BEACH, MN 55043
Applicant Phone: 651-437-4177
Total Fees: \$80.00

Building Permit Log

For: June, 2016

Printed:6/30/2016

Page3 of 4

Permit Number: LSCB-16-17
Parcel Address: 16544 18TH Street S.
Applicant: KEVIN BENSON
OWNER OWNER
Construction Value: \$5,700.00

Filing Date: 6/21/2016
LAKE ST. CROIX BEACH, MN 55043
Applicant Phone: 651-755-1100
Total Fees: \$140.60

Permit Number: MC2016-21
Parcel Address: 348 Minnesota Street So.
Applicant: CREATIVE AIR LLC
CREATIVE AIR LLC MECHANICAL
Construction Value: \$11,000.00

Filing Date: 6/15/2016
Bayport, MN 55003
Applicant Phone: 612-269-5053
Total Fees: \$80.00

Permit Number: MC2016-22
Parcel Address: 208 MARINER WAY
Applicant: ANDERSON HEATING, INC.
ANDERSON HEATING, INC. MECHANICAL
Construction Value: \$6,500.00

Filing Date: 6/21/2016
BAYPORT, MN 55003
Applicant Phone: 715-549-6297
Total Fees: \$80.00

Permit Number: PL2016-17
Parcel Address: 15125 37th Street N.
Applicant: DERRICK CUSTOM HOMES, LLC
DERRICK CUSTOM HOMES, LLC RESIDENTIAL
Construction Value:

Filing Date: 6/1/2016
Stillwater, MN 55082
Applicant Phone: 715-246-2320
Total Fees: \$1,630.00

Permit Number: PL2016-18
Parcel Address: 507 3 Street S.
Applicant: K & B SERVICE COMPANY
K & B SERVICE COMPANY Plumber
Construction Value: \$1,000.00

Filing Date: 6/2/2016
BAYPORT, MN 55003
Applicant Phone: 651-481-9155
Total Fees: \$80.00

Permit Number: PL2016-19
Parcel Address: 309 4th Street N.
Applicant: THOENNES PLUMBING
THOENNES PLUMBING Plumber
Construction Value: \$2,500.00

Filing Date: 6/21/2016
Bayport, MN 55003
Applicant Phone: 651-436-8611
Total Fees: \$80.00

Building Permit Log

For: June, 2016

Printed:6/30/2016

Page4 of 4

Permit Number: PL2016-20	Filing Date: 6/21/2016
Parcel Address: 468 PERRO CREEK DRIVE	BAYPORT, MN 55003
Applicant: CHAMPION PLUMBING LLC CHAMPION PLUMBING LLC Plumber	Applicant Phone: 651-365-1340
Construction Value: \$500.00	Total Fees: \$80.00

Permit Number: PL2016-21	Filing Date: 6/22/2016
Parcel Address: 348 Minnesota Street So.	Bayport, MN 55003
Applicant: PIERCE PLUMBING INC. PIERCE PLUMBING INC. Plumber	Applicant Phone: 715-778-5889
Construction Value: \$10,000.00	Total Fees: \$80.00

Permit Number: SG2016-4	Filing Date: 6/2/2016
Parcel Address: 338 5TH Ave. N.	BAYPORT, MN 55003
Applicant: JEFF LUNDMARK OWNER OWNER	Applicant Phone: 951-778-1111
Construction Value:	Total Fees: \$50.00



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

Date: July 6, 2016
To: City Council
Logan Martin, City Administrator
From: Sara Taylor, Assistant City Administrator/Planner
Subject: Appointment of Election Judges for 2016 primary and general elections

BACKGROUND

The city is required to appoint citizens of Washington County to serve as Election judges to assist with the upcoming primary and general elections. Election Judges are compensated at \$10.00 per hour for their services, and head election judges are compensated at \$12.00 per hour. Staff is requesting the following individuals be appointed as Election Judges for the upcoming elections:

Judy Klos	Tim MacDonald	Elizabeth Kelly	Paul Goulette
Mary Ostertag	Mary Williams	Dan Peulen	Mary Goulette
Jeanine Richert	Meredeth Lake	Lee Stoerzinger	Ginny Peulen
Coleen Siegfried	Marion Coffman	Connie Paulson	

City staff is still waiting for a response from a few individuals that may be willing to serve as alternate Election Judges. As such, staff requests the City Council authorize staff to appoint alternate individuals to serve as Election Judges, as necessary.

RECOMMENDATION

It is recommended that the City Council appoint the individuals listed above to serve as Election Judges for the 2016 primary and general elections and authorize staff to appoint alternate Election Judges, as necessary.



Renewal Application for Optional Liquor 2AM License

License Type: 2AM-500K+

Expires On: August 21, 2016

ID Number: 12385

DBA

Woody's Bar & Grill Inc.
Woody's Bar & Grill
109 N 3rd St
Bayport MN 55003

Business Phone: 6514395666

If any of the above licensee information is not correct, please make corrections as necessary.

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: Alcohol and Gambling Enforcement Division (AGED). Mail this application and check to: AGED, 445 Minnesota St., Suite 222, St. Paul, MN 55101-5133.

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes No Does the city or county that issues your liquor license allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature _____ Date _____

(I certify that the city or county of _____ approves the sale of alcoholic beverages until 2AM)

Licensee Signature [Signature] Date 6-17-16

(I certify that I have answered the above questions truthfully and correctly)

Licensee Minnesota Tax ID Number (Required): 4430771

Licensee: Prior to submitting this application to the Alcohol & Gambling Enforcement Division you must have this form signed by your local city or county licensing official

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 222, St. Paul, MN 55101-5133
Telephone 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
dps.mn.gov



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota 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	Date organized	Tax exempt number
Stillwater Knights of Columbus	08-01-1904	3343680

Address	City	State	Zip Code
1910 Greeley St S	Stillwater	MN	55082

Name of person making application	Business phone	Home phone
Daniel Eder	651-430-3274	651-491-4044

Date(s) of event	Type of organization
August 13 2016	<input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit

Organization officer's name	City	State	Zip Code
Tom Thul	Stillwater	MN	55082

Organization officer's name	City	State	Zip Code
Richard Wood	Lakeland	MN	55043

Organization officer's name	City	State	Zip Code
Daniel Eder	Stillwater	MN	55082

Organization officer's name	City	State	Zip Code
		MN	

Location where permit will be used. If an outdoor area, describe.
 Lakeside Park, Bayport, MN. Tented area.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 Stillwater KC Hall 1910 Greeley Street S. Stillwater, MN 55082 (Dan Eder 651-491-4044 Manager)

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Insurance Advisors, Inc. 15020 27th Ave, Plymouth, MN 55447 (Stacy Gruba 763-536-8006)
 \$1,000,000.00 coverage

APPROVAL

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

Bayport
 City or County approving the license

\$50.00
 Fee Amount

7/5/16
 Date Fee Paid

_____ Date Approved

_____ Permit Date

_____ City or County E-mail Address

_____ City or County Phone Number

 Signature City Clerk or County Official

 Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



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

City of Bayport SPECIAL EVENT APPLICATION

Property Information

City property: Lakeside Park Barker's Alps Park Perro Park Village Green Park
 Street, alley, or other city property description/address: _____
 Private property description/address: _____

Applicant Information

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

Applicant/Contact Name: *Mary Ostertag*
 Organization/Business Name: *Mark Ostertag Scholarship Fund*
 Main Phone Number: *651-430-8041* Alternate Phone Number: *651-387-7631*
 Email Address: *mmostertag@comcast.net*
 Address: *173 5th St. S*
 City/State/Zip: *Bayport, MN 55003*

Event Information

Name or title of event: *Mark Ostertag Memorial 5K walk/run*
 Start Date: *8/20/16* Time: *10:00 a.m.*
 End Date: *8/20/16* Time: *1:00 p.m.*

Estimated attendance: 80 Private; invite only Public; community festival

Type of event:
 Birthday/retirement/shower/reunion Graduation party Company/business gathering Fundraiser
 Wedding ceremony/reception Recreation race/tournament Concert/live entertainment
 Auto/boat show Art/craft show Carnival/festival Youth group/Scout activity Religious/worship
 If not listed, describe: _____

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

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



PROJECT APPLICATION AND PROJECT CERTIFICATE FOR PAYMENT

AIA DOCUMENT G722/CMa

TO OWNER:

City of Bayport
 294 North Third Street
 Bayport, MN 55003

PROJECT:

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

APPLICATION NO. **RECEIVED**

PERIOD TO: 05/31/16

PROJECT NO: 1521030-02

JUN 27 2016

Distribution to:
 OWNER
 CONSTRUCTION
 MANAGER
 ARCHITECT

KRAUS-ANDERSON
 CIRCLE PINES

ATTENTION:

PROJECT APPLICATION FOR PAYMENT

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

1. TOTAL CONTRACT SUMS (Item A Totals)	\$ 3,791,641.00
2. Total Net Changes by Change Orders (Item B Totals)	\$ 350,991.63
3. TOTAL CONTRACT SUM TO DATE (Item C Totals)	\$ 4,142,632.63
4. TOTAL COMPLETED & STORED TO DATE (Item F Totals)	\$ 4,102,415.43
5. RETAINAGE (Item H Totals)	\$ 157,242.92
6. LESS PREVIOUS TOTAL PAYMENTS (Item I Totals)	\$ 3,917,075.96
7. CURRENT PAYMENT DUE (Item J Totals)	\$ 28,096.55

PROJECT CERTIFICATE FOR PAYMENT

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

TOTAL OF AMOUNTS CERTIFIED \$ 28,096.55

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

CONSTRUCTION MANAGER:

By: Alind Kay Date: 06/09/16

CONSTRUCTION MANAGER: Kraus-Anderson Construction Company

By: Alind Kay Date: 06/09/16

ARCHITECT: Leo A. Daly

By: Jim Bradley Date: 6/9/16

State of: Minnesota
 County of: Anoka
 Subscribed and sworn to before me this 9th day of June, 2016



Notary Public: Karen Melander
 My Commission expires: January 31, 2019

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

PROJECT APPLICATION SUMMARY

AIA Document G723/CMa

PAGE TWO OF SEVEN PAGES

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

APPLICATION NO: 13
 APPLICATION DATE: 6/1/2016
 PERIOD FROM: 5/1/2016
 TO: 5/31/2016
 PROJECT NOS: 1521030

City of Bayport New Fire Station

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

CONTRACTOR'S NAME	Acoustic Associates, Inc.		Amery Welding		Arrow Building Center		Atomic Architectural Sheet Metal, Inc.		TOTALS THIS PAGE	PROJECT TOTALS
	Flooring WS 09-D	Structural Steel Material WS 05-A	Wood Windows WS 08-F	Metal Panels WS 07-A	Wood Windows WS 08-F	Metal Panels WS 07-A	Wood Windows WS 08-F	Metal Panels WS 07-A		
A ORIGINAL CONTRACT SUM	\$14,583.00	\$252,000.00	\$37,415.00						\$469,878.00	\$3,791,641.00
B NET CHANGE										
ORDERS TO DATE	\$347.00	\$0.00	\$3,802.01						\$10,299.01	\$350,991.63
C CONTRACT SUM TO DATE	\$14,930.00	\$252,000.00	\$41,217.01						\$480,177.01	\$4,142,632.63
D WORK IN PLACE TO DATE	\$14,930.00	\$252,000.00	\$41,217.01						\$480,177.01	\$4,102,415.43
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00						\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$14,930.00	\$252,000.00	\$41,217.01						\$480,177.01	\$4,102,415.43
G RETAINAGE PERCENTAGE	5%	5%	5%						5%	5%
H RETAINAGE AMOUNT	\$746.50	\$12,600.00	\$2,060.85						\$24,008.85	\$157,242.92
I PREVIOUS PAYMENTS	\$14,183.50	\$239,400.00	\$39,156.16						\$456,168.16	\$3,917,075.96
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$0.00	\$0.00						\$0.00	\$28,096.55
K BALANCE TO FINISH (C-F)	\$0.00	\$0.00	\$0.00						\$0.00	\$40,217.20
L PERCENT COMPLETE (F+C)	100%	100%	100%						100%	99%

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PROJECT APPLICATION SUMMARY

AIA Document G723/CMa

PAGE THREE OF SEVEN PAGES

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APPLICATION NO: 13
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 PERIOD FROM: 5/1/2016
 TO: 5/31/2016
 PROJECT NOS: 1521030

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

CONTRACTOR'S NAME	B & B Sheet Metal & Roofing, Inc.	Breth-Zenzen Fire Protection, LLC	CE LLC Custom Expressions	Egan Company	Hollenback & Nelson	TOTALS THIS PAGE
PORTION OF WORK	Roofing WS 07-B	Fire Suppression WS 21-A	Window Treatments WS 12-A	Electrical WS 26-A	Concrete/Masonry WS 03-A	
A ORIGINAL CONTRACT SUM	\$142,000.00	\$36,500.00	\$6,053.00	\$469,600.00	\$853,800.00	\$1,507,953.00
B NET CHANGE	\$12,636.00	\$19,768.00	\$0.00	\$42,798.48	\$25,896.00	\$101,098.48
C CONTRACT SUM TO DATE	\$154,636.00	\$56,268.00	\$6,053.00	\$512,398.48	\$879,696.00	\$1,609,051.48
D WORK IN PLACE TO DATE	\$154,636.00	\$56,268.00	\$0.00	\$512,398.48	\$879,696.00	\$1,602,998.48
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$154,636.00	\$56,268.00	\$0.00	\$512,398.48	\$879,696.00	\$1,602,998.48
G RETAINAGE PERCENTAGE	5%	5%	5%	5%	0%	5%
H RETAINAGE AMOUNT	\$7,731.80	\$2,813.40	\$0.00	\$25,619.92	\$0.00	\$36,165.12
I PREVIOUS PAYMENTS	\$146,904.20	\$36,658.60	\$0.00	\$486,778.56	\$879,696.00	\$1,550,037.36
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$16,796.00	\$0.00	\$0.00	\$0.00	\$16,796.00
K BALANCE TO FINISH (C-F)	\$0.00	\$0.00	\$6,053.00	\$0.00	\$0.00	\$6,053.00
L PERCENT COMPLETE (F+C)	100%	100%	0%	100%	100%	100%

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PROJECT APPLICATION SUMMARY

AIA Document G723/CMa

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APPLICATION NO: 13
 APPLICATION DATE: 6/1/2016
 PERIOD FROM: 5/1/2016
 TO: 5/31/2016
 PROJECT NOS: 1521030

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

CONTRACTOR'S NAME	Horwitz, Inc	Kendell Doors, Inc	Miller Excavating, Inc.	Molin Concrete	Northland Paving		TOTALS THIS PAGE
					Doors, Frames, Hdwr WS 08-A	Earthwork & Utilities WS 31-A	
A ORIGINAL CONTRACT SUM	\$588,900.00	\$62,577.00	\$248,649.00	\$21,834.00		\$90,000.00	\$1,011,960.00
B NET CHANGE ORDERS TO DATE	\$136,411.00	\$10,045.16	\$9,955.20	\$0.00		\$7,300.00	\$163,711.36
C CONTRACT SUM TO DATE	\$725,311.00	\$72,622.16	\$258,604.20	\$21,834.00		\$97,300.00	\$1,175,671.36
D WORK IN PLACE TO DATE	\$725,311.00	\$72,622.16	\$226,440.00	\$21,834.00		\$97,300.00	\$1,143,507.16
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$725,311.00	\$72,622.16	\$226,440.00	\$21,834.00		\$97,300.00	\$1,143,507.16
G RETAINAGE PERCENTAGE	5%	5%	5%	5%		5%	5%
H RETAINAGE AMOUNT	\$36,265.55	\$3,631.11	\$11,322.00	\$1,091.70		\$4,865.00	\$57,175.36
I PREVIOUS PAYMENTS	\$689,045.45	\$68,991.05	\$215,118.00	\$20,742.30		\$92,435.00	\$1,086,331.80
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
K BALANCE TO FINISH (C-F)	\$0.00	\$0.00	\$32,164.20	\$0.00		\$0.00	\$32,164.20
L PERCENT COMPLETE (F+C)	100%	100%	88%	100%		100%	97%

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PROJECT APPLICATION SUMMARY

AIA Document G723/CMa

PAGE FIVE OF SEVEN PAGES

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 TO: 5/31/2016
 PROJECT NOS: 1521030

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

CONTRACTOR'S NAME	Overhead Door Company of the Northland	Peterson Companies, Inc.	Quality Drywall Midwest	Red Cedar Steel Erectors	Reiling Construction Company Inc.		TOTALS THIS PAGE
					Special Doors WS 08-C	Fencing WS 32-C	
A ORIGINAL CONTRACT SUM	\$72,207.00	\$14,000.00	\$163,000.00	\$122,700.00		\$244,742.00	\$616,649.00
B NET CHANGE ORDERS TO DATE	\$0.00	\$0.00	\$46,857.00	\$1,130.00		\$11,888.58	\$59,875.58
C CONTRACT SUM TO DATE	\$72,207.00	\$14,000.00	\$209,857.00	\$123,830.00		\$256,630.58	\$676,524.58
D WORK IN PLACE TO DATE	\$72,207.00	\$14,000.00	\$209,857.00	\$123,830.00		\$254,630.58	\$674,524.58
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$72,207.00	\$14,000.00	\$209,857.00	\$123,830.00		\$254,630.58	\$674,524.58
G RETAINAGE PERCENTAGE	5%	5%	5%	5%		5%	5%
H RETAINAGE AMOUNT	\$8,610.35	\$0.00	\$10,492.85	\$0.00		\$12,731.53	\$31,834.73
I PREVIOUS PAYMENTS	\$63,596.65	\$13,300.00	\$199,364.15	\$117,638.50		\$241,899.05	\$635,798.35
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$700.00	\$0.00	\$6,191.50		\$0.00	\$6,891.50
K BALANCE TO FINISH (C-F)	\$0.00	\$0.00	\$0.00	\$0.00		\$2,000.00	\$2,000.00
L PERCENT COMPLETE (F+C)	100%	100%	100%	100%		99%	100%

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PROJECT APPLICATION SUMMARY

AIA Document G723/CMa

PAGE SIX OF SEVEN PAGES

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APPLICATION NO: 13
 APPLICATION DATE: 6/1/2016
 PERIOD FROM: 5/1/2016
 TO: 5/31/2016
 PROJECT NOS: 1521030

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

CONTRACTOR'S NAME PORTION OF WORK	Right Way Caulking, Inc. Sealants WS 07-C	S & J Contracting Entrances, Storefront WS 08-B	Steinbrecher Painting, Inc. Painting WS 09-H	Superior Tile & Terrazzo, Inc. Tile WS 09-B	Twin City Acoustics, Inc. Ceiling & Acoustical WS 09-C	TOTALS THIS PAGE
B NET CHANGE	\$568.00	\$0.00	\$2,640.00	\$850.00	\$4,384.20	\$8,442.20
C CONTRACT SUM TO DATE	\$17,768.00	\$22,606.00	\$56,140.00	\$17,425.00	\$14,304.20	\$128,243.20
D WORK IN PLACE TO DATE	\$17,768.00	\$22,606.00	\$56,140.00	\$17,425.00	\$14,304.20	\$128,243.20
E STORED MATERIALS (Not in D or I)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$17,768.00	\$22,606.00	\$56,140.00	\$17,425.00	\$14,304.20	\$128,243.20
G RETAINAGE PERCENTAGE	5%	5%	5%	5%	5%	5%
H RETAINAGE AMOUNT	\$888.40	\$0.00	\$2,807.00	\$0.00	\$715.21	\$4,410.61
I PREVIOUS PAYMENTS	\$16,879.60	\$21,475.70	\$53,333.00	\$14,146.25	\$13,588.99	\$119,423.54
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$1,130.30	\$0.00	\$3,278.75	\$0.00	\$4,409.05
K BALANCE TO FINISH (C-F)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
L PERCENT COMPLETE (F+C)	100%	100%	100%	100%	100%	100%

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PROJECT APPLICATION SUMMARY

AIA Document G723/CMa

PAGE SEVEN OF SEVEN PAGES

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

APPLICATION NO: 13
 APPLICATION DATE: 6/1/2016
 PERIOD FROM: 5/1/2016
 TO: 5/31/2016
 PROJECT NOS: 1521030

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

CONTRACTOR'S NAME	Urban Companies, LLC	TMI Coatings, Inc.	Fluid Applied Flooring WS 09-G	Landscaping WS 32-B			TOTALS THIS PAGE
A ORIGINAL CONTRACT SUM	\$44,400.00	\$21,000.00			\$0.00	\$0.00	\$65,400.00
B NET CHANGE							
C CONTRACT SUM TO DATE	\$7,565.00	\$0.00			\$0.00	\$0.00	\$7,565.00
D WORK IN PLACE TO DATE	\$51,965.00	\$21,000.00			\$0.00	\$0.00	\$72,965.00
E STORED MATERIALS (Not in D or I)		\$21,000.00			\$0.00	\$0.00	\$72,965.00
F TOTAL COMPLETED & STORED TO DATE (D+E)	\$51,965.00	\$21,000.00			\$0.00	\$0.00	\$72,965.00
G RETAINAGE PERCENTAGE	5%	5%			5%	5%	5%
H RETAINAGE AMOUNT	\$2,598.25	\$1,050.00			\$0.00	\$0.00	\$3,648.25
I PREVIOUS PAYMENTS	\$49,366.75	\$19,950.00			\$0.00	\$0.00	\$69,316.75
J CURRENT PAYMENT DUE (F-H-I)	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
K BALANCE TO FINISH (C-F)	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
L PERCENT COMPLETE (F+C)	100%	100%					100%

G723/CMa-1991

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

City of Bayport
DONATION INFORMATION FORM

Donor Information	<input type="checkbox"/> City Resident / Business	<input checked="" type="checkbox"/> Nonresident	<input type="checkbox"/> Other
Name: Martin Seibert			
Main Phone Number:		Alternate Phone Number:	
Email Address:			
Address: 2133 40th St.			
City/State/Zip: Somerset, WI 54025			
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 - \$150.00
<input type="checkbox"/> Picnic table - \$1,500.00	<input type="checkbox"/> Flower planter - \$500.00
<input type="checkbox"/> Tree - \$250.00	<input type="checkbox"/> Waste receptacle - \$500.00
<input type="checkbox"/> Monetary donation of \$ _____ for	
<input type="checkbox"/> Cemetery	<input type="checkbox"/> General Fund
<input checked="" type="checkbox"/> Fire Dept.	<input type="checkbox"/> Parks
<input type="checkbox"/> Police Dept.	

~~Engraved text on bench plaque shall read as follows:~~ (Please print and refer to examples on reverse)

2002 F + F Custom 20' Airboat + Trailer donated to the Bayport Fire Department

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: Mary K. [Signature]	Date: 7-6-16

Office Use	
Staff notes: (Include requested placement location)	
Donation amount received:	Date received: 7-6-16
Payment method: <input type="checkbox"/> Cash <input type="checkbox"/> Check	Received by: [Signature]



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

Date: July 6, 2016
To: City Council
From: Logan Martin, City Administrator
Subject: Joint Powers Agreement with State of Minnesota for use of the criminal justice data communications network

BACKGROUND

The City recently received a request from the firm of Eckberg Lammers to renew a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension (BCA). The BCA is required to maintain a database to benefit/assist authorized agencies, such as the Bayport Police Department, with performing duties related to the department. The purpose of the agreement is to allow Eckberg Lammers, the city's designated prosecuting attorney, to access and use the criminal justice data communications network, in conjunction with and support of duties associated with the Bayport Police Department.

The terms of the agreement have been reviewed and are agreeable with Eckberg Lammers and city staff. Attached, please find the Joint Powers Agreement and a resolution authorizing execution of the agreement for your consideration.

RECOMMENDATION

Staff recommends the City Council adopt a resolution authorizing execution of a Joint Powers Agreement with State of Minnesota for use of the criminal justice data communications network.

RESOLUTION NO. 16-

**EXTRACT OF THE CITY COUNCIL MEETING MINUTES OF THE CITY OF
BAYPORT, MINNESOTA HELD JULY 11, 2016**

Pursuant to due call and notice therefore, a regular meeting of the City Council of the City of Bayport, Minnesota was duly held at Bayport City Hall in said municipality on the 11th day of July, 2016 at 6:00 p.m.

The following members were present:

The following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS
AGREEMENTS WITH THE CITY OF BAYPORT ON BEHALF OF ITS CITY
ATTORNEY AND POLICE DEPARTMENT**

WHEREAS, the City of Bayport on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five-year life of the agreement and obligates the City to pay the costs for the network connection.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Bayport on behalf of its Prosecuting Attorney and Police Department, are hereby approved. Copies of the two Joint Powers Agreements are attached to this Resolution and made a part of it.

2. That the City Prosecutor, Thomas J. Weidner, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Emma Hause is appointed as the Authorized Representative's designee.

3. That the City Prosecutor, Thomas J. Weidner, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Emma Hause is appointed as the Authorized Representative's designee.

4. That Susan St. Ores, the Mayor for the City of Bayport, and Logan Martin, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

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

Susan St. Ores –
Connie Carlson –

Dan Goldston –
Michele Hanson –

Patrick McGann –

WHEREUPON, said Resolution was declared duly passed by the City Council of the City of Bayport, Minnesota this 11th day of July, 2016, signed by the Mayor and attested by the City Administrator.

ATTEST:

Logan Martin, City Administrator

Susan St. Ores, Mayor

COURT DATA SERVICES SUBSCRIBER AMENDMENT TO CJDN SUBSCRIBER AGREEMENT

This Court Data Services Subscriber Amendment (“Subscriber Amendment”) is entered into by the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension, (“BCA”) and the City of Bayport on behalf of its Prosecuting Attorney (“Agency”), and by and for the benefit of the State of Minnesota acting through its State Court Administrator’s Office (“Court”) who shall be entitled to enforce any provisions hereof through any legal action against any party.

Recitals

This Subscriber Amendment modifies and supplements the Agreement between the BCA and Agency, SWIFT Contract number 110482, of even or prior date, for Agency use of BCA systems and tools (referred to herein as “the CJDN Subscriber Agreement”). Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes this Subscriber Amendment. The Agency desires to use one or more BCA systems and tools to access and/or submit Court Records to assist the Agency in the efficient performance of its duties as required or authorized by law or court rule. Court desires to permit such access and/or submission. This Subscriber Amendment is intended to add Court as a party to the CJDN Subscriber Agreement and to create obligations by the Agency to the Court that can be enforced by the Court. It is also understood that, pursuant to the Master Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA, the BCA is authorized to sign this Subscriber Amendment on behalf of Court. Upon execution the Subscriber Amendment will be incorporated into the CJDN Subscriber Agreement by reference. The BCA, the Agency and the Court desire to amend the CJDN Subscriber Agreement as stated below.

The CJDN Subscriber Agreement is amended by the addition of the following provisions:

1. **TERM; TERMINATION; ONGOING OBLIGATIONS.** This Subscriber Amendment shall be effective on the date finally executed by all parties and shall remain in effect until expiration or termination of the CJDN Subscriber Agreement unless terminated earlier as provided in this Subscriber Amendment. Any party may terminate this Subscriber Amendment with or without cause by giving written notice to all other parties. The effective date of the termination shall be thirty days after the other party's receipt of the notice of termination, unless a later date is specified in the notice. The provisions of sections 5 through 9, 12.b., 12.c., and 15 through 24 shall survive any termination of this Subscriber Amendment as shall any other provisions which by their nature are intended or expected to survive such termination. Upon termination, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

2. **Definitions.** Unless otherwise specifically defined, each term used herein shall have the meaning assigned to such term in the CJDN Subscriber Agreement.

a. **“Authorized Court Data Services”** means Court Data Services that have been authorized for delivery to CJDN Subscribers via BCA systems and tools pursuant to an Authorization Amendment to the Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA.

b. **“Court Data Services”** means one or more of the services set forth on the Justice Agency Resource webpage of the Minnesota Judicial Branch website (for which the current address is www.courts.state.mn.us) or other location designated by the Court, as the same may be amended from time to time by the Court.

c. **“Court Records”** means all information in any form made available by the Court to Subscriber through the BCA for the purposes of carrying out this Subscriber Amendment, including:

i. **“Court Case Information”** means any information in the Court Records that conveys information about a particular case or controversy, including without limitation Court Confidential Case Information, as defined herein.

ii. **“Court Confidential Case Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that conveys information about a particular case or controversy.

iii. **“Court Confidential Security and Activation Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that explains how to use or gain access to Court Data Services, including but not limited to login account names, passwords, TCP/IP addresses, Court Data Services user manuals, Court Data Services Programs, Court Data Services Databases, and other technical information.

iv. **“Court Confidential Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access, including without limitation both i) Court Confidential Case Information; and ii) Court Confidential Security and Activation Information.

d. **“DCA”** shall mean the district courts of the state of Minnesota and their respective staff.

e. **“Policies & Notices”** means the policies and notices published by the Court in connection with each of its Court Data Services, on a website or other location designated by the Court, as the same may be amended from time to time by the Court. Policies & Notices for each Authorized Court Data Service identified in an approved request form under section 3, below, are hereby made part of this Subscriber Amendment by this reference and provide additional terms and conditions that govern Subscriber’s use of Court Records accessed through such services, including but not limited to provisions on access and use limitations.

f. “**Rules of Public Access**” means the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time, including without limitation lists or tables published from time to time by the Court entitled *Limits on Public Access to Case Records or Limits on Public Access to Administrative Records*, all of which by this reference are made a part of this Subscriber Amendment. It is the obligation of Subscriber to check from time to time for updated rules, lists, and tables and be familiar with the contents thereof. It is contemplated that such rules, lists, and tables will be posted on the Minnesota Judicial Branch website, for which the current address is www.courts.state.mn.us.

g. “**Court**” shall mean the State of Minnesota, State Court Administrator's Office.

h. “**Subscriber**” shall mean the Agency.

i. “**Subscriber Records**” means any information in any form made available by the Subscriber to the Court for the purposes of carrying out this Subscriber Amendment.

3. REQUESTS FOR AUTHORIZED COURT DATA SERVICES. Following execution of this Subscriber Amendment by all parties, Subscriber may submit to the BCA one or more separate requests for Authorized Court Data Services. The BCA is authorized in the Master Authorization Agreement to process, credential and approve such requests on behalf of Court and all such requests approved by the BCA are adopted and incorporated herein by this reference the same as if set forth verbatim herein.

a. **Activation.** Activation of the requested Authorized Court Data Service(s) shall occur promptly following approval.

b. **Rejection.** Requests may be rejected for any reason, at the discretion of the BCA and/or the Court.

c. **Requests for Termination of One or More Authorized Court Data Services.** The Subscriber may request the termination of an Authorized Court Data Services previously requested by submitting a notice to Court with a copy to the BCA. Promptly upon receipt of a request for termination of an Authorized Court Data Service, the BCA will deactivate the service requested. The termination of one or more Authorized Court Data Services does not terminate this Subscriber Amendment. Provisions for termination of this Subscriber Amendment are set forth in section 1. Upon termination of Authorized Court Data Services, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

4. SCOPE OF ACCESS TO COURT RECORDS LIMITED. Subscriber’s access to and/or submission of the Court Records shall be limited to Authorized Court Data Services identified in an approved request form under section 3, above, and other Court Records necessary for Subscriber to use Authorized Court Data Services. Authorized Court Data Services shall only be used according to the instructions provided in corresponding Policies & Notices or other materials and only as necessary to assist Subscriber in the efficient performance of Subscriber’s duties

required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body. Subscriber's access to the Court Records for personal or non-official use is prohibited. Subscriber will not use or attempt to use Authorized Court Data Services in any manner not set forth in this Subscriber Amendment, Policies & Notices, or other Authorized Court Data Services documentation, and upon any such unauthorized use or attempted use the Court may immediately terminate this Subscriber Amendment without prior notice to Subscriber.

5. GUARANTEES OF CONFIDENTIALITY. Subscriber agrees:

a. To not disclose Court Confidential Information to any third party except where necessary to carry out the Subscriber's duties as required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body.

b. To take all appropriate action, whether by instruction, agreement, or otherwise, to insure the protection, confidentiality and security of Court Confidential Information and to satisfy Subscriber's obligations under this Subscriber Amendment.

c. To limit the use of and access to Court Confidential Information to Subscriber's bona fide personnel whose use or access is necessary to effect the purposes of this Subscriber Amendment, and to advise each individual who is permitted use of and/or access to any Court Confidential Information of the restrictions upon disclosure and use contained in this Subscriber Amendment, requiring each individual who is permitted use of and/or access to Court Confidential Information to acknowledge in writing that the individual has read and understands such restrictions. Subscriber shall keep such acknowledgements on file for one year following termination of the Subscriber Amendment and/or CJDN Subscriber Agreement, whichever is longer, and shall provide the Court with access to, and copies of, such acknowledgements upon request. For purposes of this Subscriber Amendment, Subscriber's bona fide personnel shall mean individuals who are employees of Subscriber or provide services to Subscriber either on a voluntary basis or as independent contractors with Subscriber.

d. That, without limiting section 1 of this Subscriber Amendment, the obligations of Subscriber and its bona fide personnel with respect to the confidentiality and security of Court Confidential Information shall survive the termination of this Subscriber Amendment and the CJDN Subscriber Agreement and the termination of their relationship with Subscriber.

e. That, notwithstanding any federal or state law applicable to the nondisclosure obligations of Subscriber and Subscriber's bona fide personnel under this Subscriber Amendment, such obligations of Subscriber and Subscriber's bona fide personnel are founded independently on the provisions of this Subscriber Amendment.

6. APPLICABILITY TO PREVIOUSLY DISCLOSED COURT RECORDS.

Subscriber acknowledges and agrees that all Authorized Court Data Services and related Court Records disclosed to Subscriber prior to the effective date of this Subscriber Amendment shall be subject to the provisions of this Subscriber Amendment.

7. **LICENSE AND PROTECTION OF PROPRIETARY RIGHTS.** During the term of this Subscriber Amendment, subject to the terms and conditions hereof, the Court hereby grants to Subscriber a nonexclusive, nontransferable, limited license to use Court Data Services Programs and Court Data Services Databases to access or receive the Authorized Court Data Services identified in an approved request form under section 3, above, and related Court Records. Court reserves the right to make modifications to the Authorized Court Data Services, Court Data Services Programs, and Court Data Services Databases, and related materials without notice to Subscriber. These modifications shall be treated in all respects as their previous counterparts.

a. Court Data Services Programs. Court is the copyright owner and licensor of the Court Data Services Programs. The combination of ideas, procedures, processes, systems, logic, coherence and methods of operation embodied within the Court Data Services Programs, and all information contained in documentation pertaining to the Court Data Services Programs, including but not limited to manuals, user documentation, and passwords, are trade secret information of Court and its licensors.

b. Court Data Services Databases. Court is the copyright owner and licensor of the Court Data Services Databases and of all copyrightable aspects and components thereof. All specifications and information pertaining to the Court Data Services Databases and their structure, sequence and organization, including without limitation data schemas such as the Court XML Schema, are trade secret information of Court and its licensors.

c. Marks. Subscriber shall neither have nor claim any right, title, or interest in or use of any trademark used in connection with Authorized Court Data Services, including but not limited to the marks "MNCIS" and "Odyssey."

d. Restrictions on Duplication, Disclosure, and Use. Trade secret information of Court and its licensors will be treated by Subscriber in the same manner as Court Confidential Information. In addition, Subscriber will not copy any part of the Court Data Services Programs or Court Data Services Databases, or reverse engineer or otherwise attempt to discern the source code of the Court Data Services Programs or Court Data Services Databases, or use any trademark of Court or its licensors, in any way or for any purpose not specifically and expressly authorized by this Subscriber Amendment. As used herein, "trade secret information of Court and its licensors" means any information possessed by Court which derives independent economic value from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. "Trade secret information of Court and its licensors" does not, however, include information which was known to Subscriber prior to Subscriber's receipt thereof, either directly or indirectly, from Court or its licensors, information which is independently developed by Subscriber without reference to or use of information received from Court or its licensors, or information which would not qualify as a trade secret under Minnesota law. It will not be a violation of this section 7, sub-section d, for Subscriber to make up to one copy of training materials and configuration documentation, if any, for each individual authorized to access, use, or configure Authorized Court Data Services, solely for its own use in connection with this Subscriber Amendment. Subscriber will take all steps reasonably necessary to protect the copyright, trade secret, and trademark rights of Court and its licensors and Subscriber will advise its bona fide personnel who are permitted access to any of the Court Data Services Programs and Court Data Services Databases, and trade secret information of Court and its licensors, of the restrictions upon duplication, disclosure and use contained in this Subscriber Amendment.

e. Proprietary Notices. Subscriber will not remove any copyright or proprietary notices included in and/or on the Court Data Services Programs or Court Data Services Databases, related documentation, or trade secret information of Court and its licensors, or any part thereof, made available by Court directly or through the BCA, if any, and Subscriber will include in and/or on any copy of the Court Data Services Programs or Court Data Services Databases, or trade secret information of Court and its licensors and any documents pertaining thereto, the same copyright and other proprietary notices as appear on the copies made available to Subscriber by Court directly or through the BCA, except that copyright notices shall be updated and other proprietary notices added as may be appropriate.

f. Title; Return. The Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration material, if any, and logon account information and passwords, if any, made available by the Court to Subscriber directly or through the BCA and all copies, including partial copies, thereof are and remain the property of the respective licensor. Except as expressly provided in section 12.b., within ten days of the effective date of termination of this Subscriber Amendment or the CJDN Subscriber Agreement or within ten days of a request for termination of Authorized Court Data Service as described in section 4, Subscriber shall either: (i) uninstall and return any and all copies of the applicable Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration materials, if any, and logon account information, if any; or (2) destroy the same and certify in writing to the Court that the same have been destroyed.

8. INJUNCTIVE RELIEF. Subscriber acknowledges that the Court, Court's licensors, and DCA will be irreparably harmed if Subscriber's obligations under this Subscriber Amendment are not specifically enforced and that the Court, Court's licensors, and DCA would not have an adequate remedy at law in the event of an actual or threatened violation by Subscriber of its obligations. Therefore, Subscriber agrees that the Court, Court's licensors, and DCA shall be entitled to an injunction or any appropriate decree of specific performance for any actual or threatened violations or breaches by Subscriber or its bona fide personnel without the necessity of the Court, Court's licensors, or DCA showing actual damages or that monetary damages would not afford an adequate remedy. Unless Subscriber is an office, officer, agency, department, division, or bureau of the state of Minnesota, Subscriber shall be liable to the Court, Court's licensors, and DCA for reasonable attorneys fees incurred by the Court, Court's licensors, and DCA in obtaining any relief pursuant to this Subscriber Amendment.

9. LIABILITY. Subscriber and the Court agree that, except as otherwise expressly provided herein, each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. Liability shall be governed by applicable law. Without limiting the foregoing, liability of the Court and any Subscriber that is an office, officer, agency, department, division, or bureau of the state of Minnesota shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.376, and other applicable law. Without limiting the foregoing, if Subscriber is a political subdivision of the state of Minnesota, liability of the Subscriber shall be governed by the provisions of Minn. Stat. Ch. 466 (Tort Liability, Political Subdivisions) or other applicable law. Subscriber and Court further acknowledge that the liability, if any, of the BCA is governed by a separate agreement between the Court and the BCA dated December 13, 2010 with DPS-M -0958.

10. AVAILABILITY. Specific terms of availability shall be established by the Court and communicated to Subscriber by the Court and/or the BCA. The Court reserves the right to terminate this Subscriber Amendment immediately and/or temporarily suspend Subscriber's Authorized Court Data Services in the event the capacity of any host computer system or legislative appropriation of funds is determined solely by the Court to be insufficient to meet the computer needs of the courts served by the host computer system.

11. [reserved]

12. ADDITIONAL USER OBLIGATIONS. The obligations of the Subscriber set forth in this section are in addition to the other obligations of the Subscriber set forth elsewhere in this Subscriber Amendment.

a. Judicial Policy Statement. Subscriber agrees to comply with all policies identified in Policies & Notices applicable to Court Records accessed by Subscriber using Authorized Court Data Services. Upon failure of the Subscriber to comply with such policies, the Court shall have the option of immediately suspending the Subscriber's Authorized Court Data Services on a temporary basis and/or immediately terminating this Subscriber Amendment.

b. Access and Use; Log. Subscriber shall be responsible for all access to and use of Authorized Court Data Services and Court Records by Subscriber's bona fide personnel or by means of Subscriber's equipment or passwords, whether or not Subscriber has knowledge of or authorizes such access and use. Subscriber shall also maintain a log identifying all persons to whom Subscriber has disclosed its Court Confidential Security and Activation Information, such as user ID(s) and password(s), including the date of such disclosure. Subscriber shall maintain such logs for a minimum period of six years from the date of disclosure, and shall provide the Court with access to, and copies of, such logs upon request. The Court may conduct audits of Subscriber's logs and use of Authorized Court Data Services and Court Records from time to time. Upon Subscriber's failure to maintain such logs, to maintain accurate logs, or to promptly provide access by the Court to such logs, the Court may terminate this Subscriber Amendment without prior notice to Subscriber.

c. Personnel. Subscriber agrees to investigate, at the request of the Court and/or the BCA, allegations of misconduct pertaining to Subscriber's bona fide personnel having access to or use of Authorized Court Data Services, Court Confidential Information, or trade secret information of the Court and its licensors where such persons are alleged to have violated the provisions of this Subscriber Amendment, Policies & Notices, Judicial Branch policies, or other security requirements or laws regulating access to the Court Records.

d. Minnesota Data Practices Act Applicability. If Subscriber is a Minnesota Government entity that is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, Subscriber acknowledges and agrees that: (1) the Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court; (2) Minn. Stat. section 13.03, subdivision 4(e) requires that Subscriber comply with the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court for access to Court Records provided via the

BCA systems and tools under this Subscriber Amendment; (3) the use of and access to Court Records may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law; and (4) these applicable restrictions must be followed in the appropriate circumstances.

13. FEES; INVOICES. Unless the Subscriber is an office, officer, department, division, agency, or bureau of the state of Minnesota, Subscriber shall pay the fees, if any, set forth in applicable Policies & Notices, together with applicable sales, use or other taxes. Applicable monthly fees commence ten (10) days after notice of approval of the request pursuant to section 3 of this Subscriber Amendment or upon the initial Subscriber transaction as defined in the Policies & Notices, whichever occurs earlier. When fees apply, the Court shall invoice Subscriber on a monthly basis for charges incurred in the preceding month and applicable taxes, if any, and payment of all amounts shall be due upon receipt of invoice. If all amounts are not paid within 30 days of the date of the invoice, the Court may immediately cancel this Subscriber Amendment without notice to Subscriber and pursue all available legal remedies. Subscriber certifies that funds have been appropriated for the payment of charges under this Subscriber Amendment for the current fiscal year, if applicable.

14. MODIFICATION OF FEES. Court may modify the fees by amending the Policies & Notices as provided herein, and the modified fees shall be effective on the date specified in the Policies & Notices, which shall not be less than thirty days from the publication of the Policies & Notices. Subscriber shall have the option of accepting such changes or terminating this Subscriber Amendment as provided in section 1 hereof.

15. WARRANTY DISCLAIMERS.

a. WARRANTY EXCLUSIONS. EXCEPT AS SPECIFICALLY AND EXPRESSLY PROVIDED HEREIN, COURT, COURT'S LICENSORS, AND DCA MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY, NOR ARE ANY WARRANTIES TO BE IMPLIED, WITH RESPECT TO THE INFORMATION, SERVICES OR COMPUTER PROGRAMS MADE AVAILABLE UNDER THIS AGREEMENT.

b. ACCURACY AND COMPLETENESS OF INFORMATION. WITHOUT LIMITING THE GENERALITY OF THE PRECEDING PARAGRAPH, COURT, COURT'S LICENSORS, AND DCA MAKE NO WARRANTIES AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED IN THE COURT RECORDS.

16. RELATIONSHIP OF THE PARTIES. Subscriber is an independent contractor and shall not be deemed for any purpose to be an employee, partner, agent or franchisee of the Court, Court's licensors, or DCA. Neither Subscriber nor the Court, Court's licensors, or DCA shall have the right nor the authority to assume, create or incur any liability or obligation of any kind, express or implied, against or in the name of or on behalf of the other.

17. NOTICE. Except as provided in section 2 regarding notices of or modifications to Authorized Court Data Services and Policies & Notices, any notice to Court or Subscriber

hereunder shall be deemed to have been received when personally delivered in writing or seventy-two (72) hours after it has been deposited in the United States mail, first class, proper postage prepaid, addressed to the party to whom it is intended at the address set forth on page one of this Agreement or at such other address of which notice has been given in accordance herewith.

18. NON-WAIVER. The failure by any party at any time to enforce any of the provisions of this Subscriber Amendment or any right or remedy available hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, remedy or option or in any way affect the validity of this Subscriber Amendment. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed.

19. FORCE MAJEURE. Neither Subscriber nor Court shall be responsible for failure or delay in the performance of their respective obligations hereunder caused by acts beyond their reasonable control.

20. SEVERABILITY. Every provision of this Subscriber Amendment shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this Subscriber Amendment so construed is held by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this Subscriber Amendment, and all other provisions shall remain in full force and effect.

21. ASSIGNMENT AND BINDING EFFECT. Except as otherwise expressly permitted herein, neither Subscriber nor Court may assign, delegate and/or otherwise transfer this Subscriber Amendment or any of its rights or obligations hereunder without the prior written consent of the other. This Subscriber Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, including any other legal entity into, by or with which Subscriber may be merged, acquired or consolidated.

22. GOVERNING LAW. This Subscriber Amendment shall in all respects be governed by and interpreted, construed and enforced in accordance with the laws of the United States and of the State of Minnesota.

23. VENUE AND JURISDICTION. Any action arising out of or relating to this Subscriber Amendment, its performance, enforcement or breach will be venued in a state or federal court situated within the State of Minnesota. Subscriber hereby irrevocably consents and submits itself to the personal jurisdiction of said courts for that purpose.

24. INTEGRATION. This Subscriber Amendment contains all negotiations and agreements between the parties. No other understanding regarding this Subscriber Amendment, whether written or oral, may be used to bind either party, provided that all terms and conditions of the CJDN Subscriber Agreement and all previous amendments remain in full force and effect except as supplemented or modified by this Subscriber Amendment.

IN WITNESS WHEREOF, the Parties have, by their duly authorized officers, executed this Subscriber Amendment in duplicate, intending to be bound thereby.

1. SUBSCRIBER (AGENCY)

Subscriber must attach written verification of authority to sign on behalf of and bind the entity, such as an opinion of counsel or resolution.

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

**2. DEPARTMENT OF PUBLIC SAFETY,
BUREAU OF CRIMINAL APPREHENSION**

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____

4. COURTS

Authority granted to Bureau of Criminal Apprehension

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with authorized authority)

Date: _____

**STATE OF MINNESOTA
JOINT POWERS AGREEMENT
AUTHORIZED AGENCY**

This agreement is between the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension ("BCA") and the City of Bayport on behalf of its Prosecuting Attorney ("Agency").

Recitals

Under Minn. Stat. § 471.59, the BCA and the Agency are empowered to engage in those agreements that are necessary to exercise their powers. Under Minn. Stat. § 299C.46 the BCA must provide a criminal justice data communications network to benefit authorized agencies in Minnesota. The Agency is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit authorized agencies in performing their duties. Agency wants to access these data in support of its official duties.

The purpose of this Agreement is to create a method by which the Agency has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

Agreement

1 Term of Agreement

- 1.1 **Effective date:** This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.
- 1.2 **Expiration date:** This Agreement expires five years from the date it is effective.

2 Agreement between the Parties

2.1 General access. BCA agrees to provide Agency with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Agency is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.

2.2 Methods of access.

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

A. **Direct access** occurs when individual users at the Agency use Agency's equipment to access the BCA's systems and tools. This is generally accomplished by an individual user entering a query into one of BCA's systems or tools.

B. **Indirect access** occurs when individual users at the Agency go to another Agency to obtain data and information from BCA's systems and tools. This method of access generally results in the Agency with indirect access obtaining the needed data and information in a physical format like a paper report.

C. **Computer-to-computer system interface** occurs when Agency's computer exchanges data and information with BCA's computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Agency employees or contractors may use any of these methods to use BCA's systems and tools as described in this Agreement. Agency will select a method of access and can change the methodology following the process in Clause 2.10.

2.3 Federal systems access. In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA may provide Agency with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.

2.4 Agency policies. Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system, and validation. Agency has created its own policies to ensure that Agency's employees and contractors comply with all applicable requirements. Agency ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at <https://app.dps.mn.gov/cjdn>.

2.5 Agency resources. To assist Agency in complying with the federal and state requirements on access to and use of the various systems and tools, information is available at <https://sps.x.state.mn.us/sites/bcaservicecatalog/default.aspx>. Additional information on appropriate use is found in the Minnesota Bureau of Criminal Apprehension Policy on Appropriate Use of Systems and Data available at <https://dps.mn.gov/divisions/bca/bca-divisions/mnjis/Documents/BCA-Policy-on-Appropriate-Use-of-Systems-and-Data.pdf>.

2.6 Access granted.

A. Agency is granted permission to use all current and future BCA systems and tools for which Agency is eligible. Eligibility is dependent on Agency (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Agency's written request for use of a specific system or tool.

B. To facilitate changes in systems and tools, Agency grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Agency needs to meet its criminal justice obligations and for which Agency is eligible.

2.7 Future access. On written request by Agency, BCA also may provide Agency with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Agency agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.

2.8 Limitations on access. BCA agrees that it will comply with applicable state and federal laws when making information accessible. Agency agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.

2.9 Supersedes prior agreements. This Agreement supersedes any and all prior agreements between the BCA and the Agency regarding access to and use of systems and tools provided by BCA.

2.10 Requirement to update information. The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving a city as its prosecutor. Any change in performance of the prosecutorial function must be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

2.11 Transaction record. The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause 7, there must be a method of identifying which individual users at the Agency conducted a particular transaction.

If Agency uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Agency's method of access is a computer to computer interface as described in Clause 2.2C, the Agency must

keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If an Agency accesses data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety and keeps a copy of the data, Agency must have a transaction record of all subsequent access to the data that are kept by the Agency. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

2.12 Court information access. Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by Agency under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Agency's access to and/or submission of the Court Records delivered through the BCA systems and tools.

2.13 Vendor personnel screening. The BCA will conduct all vendor personnel screening on behalf of Agency as is required by the FBI CJIS Security Policy. The BCA will maintain records of the federal, fingerprint-based background check on each vendor employee as well as records of the completion of the security awareness training that may be relied on by the Agency.

3 Payment

The Agency understands there is a cost for access to the criminal justice data communications network described in Minn. Stat. § 299C.46. At the time this Agreement is signed, BCA understands that a third party will be responsible for the cost of access.

Agency will identify the third party and provide the BCA with the contact information and its contact person for billing purposes so that billing can be established. The Agency will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Agency chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

4 Authorized Representatives

The BCA's Authorized Representative is Dana Gotz, Department of Public Safety, Bureau of Criminal Apprehension, Minnesota Justice Information Services, 1430 Maryland Avenue, St. Paul, MN 55106, 651-793-1007, or her successor.

The Agency's Authorized Representative is Thomas Weidner, City Attorney, 1809 Northwester Avenue, Stillwater, MN 55082, (651) 439-2878, or his/her successor.

5 Assignment, Amendments, Waiver, and Contract Complete

5.1 Assignment. Neither party may assign nor transfer any rights or obligations under this Agreement.

5.2 Amendments. Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, their successors in office, or another individual duly authorized.

5.3 Waiver. If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.

5.4 Contract Complete. This Agreement contains all negotiations and agreements between the BCA and the Agency. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466, governs the Agency's liability.

7 Audits

7.1 Under Minn. Stat. § 16C.05, subd. 5, the Agency's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement. Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

7.2 Under applicable state and federal law, the Agency's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.

7.3 If Agency accesses federal databases, the Agency's records are subject to examination by the FBI and Agency will cooperate with FBI examiners and make any requested data available for review and audit.

7.4 To facilitate the audits required by state and federal law, Agency is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

8 Government Data Practices

8.1 BCA and Agency. The Agency and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Agency under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Agency or the BCA.

8.2 Court Records. If Agency chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the *Rules of Public Access to Records of the Judicial Branch* promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Agency comply with the *Rules of Public Access* for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

9 Investigation of alleged violations; sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Agency.

9.1 Investigation. Agency and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal and state law referenced in this Agreement. Agency and BCA agree to cooperate in the investigation of suspected violations of the policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Agency of the suspected violation, subject to any restrictions in applicable law. When Agency becomes aware that a violation has occurred, Agency will inform BCA subject to any restrictions in applicable law.

9.2 Sanctions Involving Only BCA Systems and Tools.

The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment. None of these provisions alter the Agency's internal discipline processes, including those governed by a

collective bargaining agreement.

9.2.1 For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Agency must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Agency must report the status of the Individual User's access to BCA without delay. BCA reserves the right to make a different determination concerning an Individual User's access to systems or tools than that made by Agency and BCA's determination controls.

9.2.2 If BCA determines that Agency has jeopardized the integrity of the systems or tools covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Agency's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.

9.3 Sanctions Involving Only Court Data Services

The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Agency. As part of the agreement between the Court and the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Agency. The agreement further provides that only the Court has the authority to reinstate access and use.

9.3.1 Agency understands that if it has signed the Court Data Services Subscriber Amendment and if Agency's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Agency also understands that reinstatement is only at the direction of the Court.

9.3.2 Agency further agrees that if Agency believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

11.1 Termination. The BCA or the Agency may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Agency is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

12 Continuing obligations

The following clauses survive the expiration or cancellation of this Agreement: 6. Liability; 7. Audits; 8. Government Data Practices; 9. Investigation of alleged violations; sanctions; and 10. Venue.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. AGENCY

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

**2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF
CRIMINAL APPREHENSION**

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____



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

DATE: July 6, 2016
TO: Mayor and City Council
FROM: Logan Martin, City Administrator
RE: Consider a bid award for the construction of a municipal parking lot at 169 3rd Street North and authorization to proceed with the project

BACKGROUND

The City Council authorized staff to solicit competitive bids for the construction of the new municipal parking lot at 169 3rd St. N. Bids were advertised in the required channels and three bids were received and opened last Thursday, June 30. As shown on the attached memo from City Engineer Parotti, Miller Excavating was the low bidder on the project, at a base bid of \$199,382.50. The base bid included two alternates, with Alternate 1 being concrete sidewalk work in the vicinity of the parking lot, and Alternate 2 being some electrical improvements to the City's streetlight system.

As previously mentioned, Loucks Associates provided a preliminary estimate for this project in 2015 in the amount of \$153,000. As such, the base bid in this case is higher than previously anticipated or budgeted for. The original project budget showed a City investment of approximately \$20,000 to close the gap between project costs and available Tax Increment Finance (TIF) funds. Based on bid results and preliminary options to reduce costs, a City investment of between \$60,000 - \$80,000 may now be required. Funding needed to cover the City's additional investment in the project is available in the Council Directed Spending budget and the Capital Planning budget of the Streets Department, if desired. As a reminder, the funding for the majority of this project comes from TIF balances remaining from a project in 1990, and must be spent by the end of 2016.

A full discussion of the City's options regarding the extra investment will be presented at the meeting, but below please find three options to consider.

Option 1

Award bid as presented and direct staff to enter in to a contract with Miller Excavating for \$199,382.50.

- This option requires the highest amount of City investment (\$85,000 or more).

Option 2

Award bid as presented and direct staff to pursue options to reduce the overall project costs as much as possible (via item removals or re-bids based on staff discretion).

- This option will reduce the amount of City investment to approximately \$80,000).

Option 3

Award bid as presented, with the elimination of the fence and landscaping features in this contract (to be pursued separately or re-bid at a later date). This option could potentially reduce project costs by \$15,000 - \$25,000, based on the City completing some tasks on its own or re-bidding some items.

- This option reduces the amount of City investment to approximately \$60,000 - \$80,000).

Because the bid opening occurred late last week, additional data will be provided at the July 11 Council meeting surrounding these preliminary opportunities to re-bid work or complete tasks in-house. At that time, the full impact of any of the aforementioned strategies on the project's overall budget will be better understood.

Bid Alternates

At this time, staff is recommending the Council accept Bid Alternate 1 (\$6,980) and decline Bid Alternate 2 (\$30,080). Funding is available in the annual Streets budget for the sidewalk replacement proposed in Bid Alternate 1, and it is prudent to achieve the efficiencies of doing these two projects simultaneously. Including Bid Alternate 1 into the overall project does not affect the budget for the Parking Lot Project, as they each utilize separate fund accounts. Bid Alternate 2 (electrical upgrades to street lighting) does not have funding in any current budgets and can therefore be delayed.

RECOMMENDATION

Staff recommends the City Council award the 169 3rd Street North parking lot project to Miller Excavating, based on final Council direction provided during the July 11 meeting.

Attachments

Engineer's Recommendation



Building a Better World
for All of Us[®]

July 5, 2016

Re: City of Bayport, MN
169 3rd Street Parking Lot
SEH No. BAYPO 122136

Logan Martin
City Administrator
City of Bayport
294 North Third Street
Bayport, MN 55003

On Thursday, June 30, 2016, at 10:00 a.m., three (3) bids were received for the referenced project. A summary is shown below in order of Base Bid and Base Bid plus Alternates.

	Contractor	Base Bid	Alt. 1	Alt. 2	Total Bid
1	Miller Excavting, Inc.	\$199,382.50	\$6,980.00	\$30,080.00	\$236,442.50
2	Northdale Construction Co. Inc.	\$213,128.86	\$8,572.76	\$26,558.70	\$248,260.32 **
3	Park Construction Company	\$252,596.95	\$11,572.50	\$28,738.00	\$292,907.45 **

*** Denotes corrected figure*

Based on the Base Bid and Base Bid plus Alternates, the low bid received was submitted by Miller Excavting, Inc., of Stillwater, MN in the amount of \$236,442.50.

This contractor has worked in the City of Bayport on projects of various sizes. SEH engineers can conclude that Miller Excavting, Inc. has the experience and ability to complete a project of this size.

Accordingly, we recommend the project be awarded to Miller Excavting, Inc. for the combination of Base Bid plus Alternate(s) deemed by the City to be in the best interest of the project.

Please call if you have any questions.

Sincerely,


John Parotti, PE
City Engineer

ah

p:\ac \baypo\122136\2016\169 3rd st n - parking lot\specs_bidding documents\rec award ltr.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 156 High Street, Suite 300, New Richmond, WI 54017-1128
SEH is 100% employee-owned | sehinc.com | 715.246.9906 | 888.881.4281 | 888.908.8166 fax



Bayport Fire Department

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

Date: July 5, 2016

To: Mayor and City Council
Logan Martin, City Administrator

From: Allen Eisinger, Fire Chief

Re: June Fire Chief's Memo

The June call volume was 103 runs with a total of 635 calls year-to-date. Training consisted of fire foam (Class A & B) use and hands on application, as well as tender and drafting operations for non-hydrant areas. Fire inspections are ongoing.

Meetings, Station Tours, Community Events

- 2nd Alarm Club of the Twin Cities and Chippewa Falls toured the station, with approximately 40 members in attendance
- Croixdale residents toured the station, with approximately 30 in attendance
- Andersen Corporation staff toured the station
- Presence at Dane's Place Pig Roast
- Infant car seat installation training by Region's Hospital Injury Prevention Coordinator
- Attended former Fire Chief Chuck Schwartz's funeral
- Accepted airboat donation from retired department member Marty Seibert

July Events

- Department of Corrections meeting at new station
- Participation in Stillwater's Lumber Jack Parade

Safety Tip

Be prepared for the hot days of summer and recognize the signs and symptoms of heat exhaustion and heat stroke. Drink plenty of fluids throughout the day and move to a cool place if you start to feel warm. If you cannot get cool and stop sweating, call 911 as heat stroke needs immediate attention and intervention by First Responders.



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

Laura Eastman
Chief of Police

Jay Jackson
Sergeant

Date: June 28, 2016
To: Mayor and City Council
City Administrator Logan Martin
From: Police Chief Laura Eastman
Subject: Police Reports and Updates

Past Events

June 4: Craft Sale at Village Green Park
June 8: Ice Cream Social at Lakeside Park – Reserves
June 25: Dane’s Place/Pig Roast Fundraiser at Village Green Park – Reserves

Upcoming Events

July 15 - 17: Girl Scout camp at Lakeside Park
July 23: Lift Bridge race beginning and ending at Lakeside Park - Officers
August 1 & 2: Youth Safety Camp – Officers & Reserves
August 2: Night To Unite – Officers & Reserves

MISCELLANEOUS

The Bayport Police Department received a \$30,000 grant from the Fred C. and Katherine B. Andersen Foundation for new pedestrian street signs, a portable speed sign and body-worn cameras.

Officer Cameron completed the Minnesota State Patrol commercial vehicle (CMV) inspection training. He is now certified to complete inspections on commercial motor vehicles and can assist with certifying these vehicles for the City of Bayport.

May (continued)

23 – 31: DAR/NPOI/MJ in vehicle, medical L1, search warrant, speed 10 + over limit/while passing, found dog unregistered, school crossing, disturbance, w/w seatbelt, construction complaint, medical L3, property retrieval, school crossing, background PW /engineer, accident no injuries, w/w lane violation, fire, speed 49/30, w/w passing on right, medical L1/intox.FM, firefighter background, dumpster permit, speed 62/40, assault report, data practices HIPA violation report (DOC), property retrieval, domestic, park close, alarm/C/o, school crossing, w/w *commercial vehicle inspection*, vehicle lockout, DAR, liquor license delivered, crosswalk violation x3, w/w stop sign violation, w/w speed x2/NO POI, speed 57/40, alarm/AOA, school crosswalk, park close, extra patrol speed complaints 3rd street south, stalking report, background cleaner, verbal domestic, speed 66/50, noise complaint, DAS, AOA/unwanted male break in, VA report, extra patrol for speed complaints Inspiration, suspicious male/AOA, child custody dispute, public assist/stuck cat, BB gun complaint, extra patrol/inspiration, medical L1, suspicious activity, suspicious vehicle, medical L1, 3rd degree DUI/search warrant, medical L1, 911, pay box collection, school crossing x2, disturbance, 911 open line, domestic/AOA.

June Load

- 01 – AOA/medical L1, school crosswalk, bully issue, extra patrol, theft report, dumping complaint, vacant bldg./vacation checks, evidence audit, civil standby, abandon scooter, council packets, vehicle lockout, extra patrols, theft report, 911 open line, no MN DL/no seatbelt, speed 53/30.
- 02 – AOA/possible break-in, park close, traffic, school crosswalks, cancellation of DANCO, civil assist child custody dispute and property retrieval, crosswalks, welfare check, medical L1, parking complaint, w/w speed.
- 03 – w/w speed, park close, w/w passing on right, w/w passing on right x 2/ POI, accident unknown injury/reckless driving, medical L1 x 2, vacant bldg. check, parking complaint, vehicle lockout, medical L1, unknown situation, disturbance, 911 abandoned, suspicious mail scam, DAR, warrant arrest.
- 04 – Park close, AOA/disturbance, road rage, animal assistance/questions, driving complaint, theft report, parking complaint, unauthorized use of handicap permit, park close, DAR, noise complaint, AOA/suicidal male.
- 05 – Noise violation. NPOI, unwanted parties, w/w speed, found keys, no proof ins., speed 47/30, no DL, NPOI, w/w seat belt, speed 59/40, w/w seat belt, juv. Speed/tobacco, small amount, DAR/arrest, intoxicated driver, park close, w/w speed, w/w headlight, white to rear, w/w speed, AOA/neighbor dispute, squad stalled.
- 06 – Ordinance violation/parking, dog at large, animal complaint, traffic enforcement, suspicious male, juv. Complaint, AOA/suicidal male, vehicle lockout, medical L1.
- 07 – AOA/suspicious person/possible burglary, parking enforcement, suspicious male, civil issue, residential burglary alarm, directed patrol speed/traffic enforcement, harassing phone calls, AOA/conservation officer suspect ID, domestic, lakeside park permits.
- 08 – Abandoned vehicle, vacant bldg. checks, parking enforcement, welfare concern/confused senior, speed complaint, traffic enforcement/extra patrols, speed 55/40, harassment report, public assist, suspicious male, family assist, park close, missing juvenile, w/w expired registration, poss. Of 5th degree cont. substance/DWI, school crossing, child protection report, w/w fail to yield, runaway, warrant, speed 69/40.
- 09 – AOA/commercial intrusion alarm, extra patrols, radar, medical L3, DAR, vehicle lock out, commercial vehicle inspection, w/w no seat belt, boat trailer pay box collection, medical L1, intoxicated/missing individual, noise complaint, neighbor concern, recreation vehicle complaint, reptile concern, vehicle lockout, Medical L2, 911 abandoned, park close.
- 10 – w/w speed, public assist, speed 69/55, extra patrol, lake side park reservations, noise complaint, 4th degree dui.
- 11 – No insurance, suspicious activity, speed 72/55, prank call, dog at large, TZD grant work/speed 90/70, ordinance questions, lake side park close, intoxicated person.
- 12 – Check area, theft, intoxicated driver, found child, animal concern, extra patrol, vehicle lockout, AOA WB, speed 59/40, park close, DAS/no proof of insurance.
- 13 – Suspicious vehicle, fail to display current registration x 2, medical L1, theft, trespassing concern, records request, traffic issues, park close.
- 14 – Traffic enforcement, records request, abandoned property, directed patrol, city ordinance boat in yard, medical L1, park close, AOA/domestic/overdose.
- 15 – medical L1, w/w speed, speed enforcement, vehicle lockout, 911 open line x 2, found license plate, w/w headlight/load over 4' w/out flag, park close.
- 16 – Noise complaint, suspicious activity, check welfare, commercial vehicle inspection, DANCO modification,
Vacation check, information, 911 call, traffic stop, possible domestic, 911 abandoned. DAS, no Insurance, small amount of marijuana, unwanted male.
- 17 – Pay box collection, felony warrant, medical L1, PD/K9 tour, assist funeral escort, IRS scam, suspicious male, suspicious activity, requesting information, park close.
- 18 – Verbal warning parking on the wrong side of the street, extra patrols, permit to purchase, no parking, patrol, city ordinance, safety concern, beach house check inspection, w/w speed, speed 74/50, squad damage towed, trespassing complaint, business assist, speed 74/50, w/w speed.
- 19 – AOA/accident, DAR/speed 79/50, w/w unreasonable acceleration, transport, alarm, w/w speed/strong smell of MJ/K9sniff, extra patrols, check welfare (dog welfare) traffic complaint, traffic speed cars Hwy 95, medical L1, direct parking patrols, city ordinance boat on city right away, city ordinance impervious surface, city ord. grass/junk vehicle parking, vandalism report, w/w stop sign violation, no seat belt, w/w no headlights, park close.

20 – 5TH degree poss. of hypodermic needle, drug para NO MN DL/, NO MN DL, commercial vehicle inspection, assist city hall, w/w speed, walk up report/suspicious phone calls, extra patrol requests, extra patrol conducted, w/w speed, medical L1/suicidal male, driving concern, lakeside park close.

21 – solicitor complaint, vacation checks, open door, extra patrols, tobacco compliance check/grant work, extra patrol, public works background check, vacation/vacant bldg. checks, public works background check, medical L2, theft report, w/w speed lakeside park close, found property.

22 – w/w speed, residential lockout, rental scam, computer scam, POR moved out verification completed, park close.

23 - 31 NA

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

Bayport Public Library



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

Date: June 28, 2016

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

From: Jill Smith, Bayport Public Library Director

Re: Bayport Library Update

Summer Reading is in full swing at the Library! We have seen an increase in traffic with many families coming in every week to stock up on new books. So far, 8 students have completed the Bookawocky Activity card, and 40 book reviews have been returned. You can check out the superstar readers who have their names on the Wall of Fame at the Library!

Our summer programming has also been well received. 71 people attended the Bird-a-wocky program presented by Como Zoo, and 38 joined us to hear the storytelling duo WonderWeavers. We have attracted crowds between 12-20 for our Weird Science Wednesday experiments, led by teens from the community who are doing a fabulous job teaching younger child STEM skills and learning leadership skills at the same time. We have also seen an increase in attendance at both family and baby storytime. We are most looking forward to the Duke Otherwise concert at Lakeside Park on Monday, July 18 at 1:00 p.m.

Also in July, we will host classes from the Summer Success program at Andersen Elementary school. We hope to help them extend learning all year by getting updated library cards and exploring all of the great books and other resources available at the Library.

As much as we enjoy summer reading, our regular library business still goes on. We have finished the RFID tagging of all materials in the Library, and we are very grateful to the volunteers who have assisted in the process. The self check machine and staff equipment have arrived, and we hope to have it installed by July 15. This project will make our everyday work much more efficient and manageable.

We have seen an increase in exam proctoring requests this summer. Seven students from four different colleges have taken tests in the last couple of weeks – the University of North Dakota is the most well-represented. As online education grows, we may see an increase in the need for proctoring services.

We have just started the process to hire a new shelver. Our current shelver, Madeline Vogel, has graduated from Stillwater High School and will be leaving for the College of St. Benedict in August. Congratulations to Madeline – she has a bright future ahead of her!

Thank you for your continued support – we are proud to be a welcoming and safe place for students to continue learning all summer long!



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

Date: June 30, 2016

To: Mayor and City Council
Logan Martin, City Administrator

From: John Buckley, Building Official

Re: **Building Department Second Quarter Report for 2016**

The second quarter report is below, and the remainder of this year looks very promising for construction in the City of Bayport. The city issued 3 building permits for new single family homes in the second quarter.

Listed below is a breakdown of the construction valuation and fees paid for all City of Bayport permits issued in the second quarter, as well as the fees received from the City of Lake St Croix Beach.

- Total construction valuation: \$3,019,430
- Total permit fees paid to the city: \$89,322
- Total fees from Lake St Croix Beach contract: \$3,288

In addition, 3 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 \$4,890 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 approval of 121 new homes in phase III of Inspiration. Please feel free to contact me if you have any questions about the Building Department or permits.



CITY OF BAYPORT
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BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411

Date: June 30, 2016
To: Mayor and City Council
Logan Martin, City Administrator
From: Wanda Madsen, Finance Officer
Re: **Finance Department 2nd Quarter 2016 Update**

During March through June 2016, the following undertakings were performed:

1. Water Department
 - A. Collections and processing of utility payments for 1st Quarter 2016. Handle all questions and complaints regarding utility billing
 - B. March and June administration of water/sewer billing for 1st & 2nd quarters
 - C. Communication with Public Works regarding numerous repair issues regarding malfunctioning meters
 - D. Generate a list of delinquent accounts on a quarterly basis, notify customers with delinquent accounts, and arrange payment agreements, in accordance with city policies
2. Payroll
 - A. Prepare, post, and distribute City Council, Fire, and Bi-weekly payrolls
 - B. Calculate, record, and create reports for all payroll information, including federal, state, FICA, PERA, Medicare, and deferred retirement withholdings and send remittance to appropriate agencies
 - C. Set up new employees files
3. Processed quarterly Employer's Quarterly Federal Tax Return, Minnesota Unemployment Insurance, and Minnesota Withholdings
4. Prepare a summary for the City Council to authorize payment of payables and generate checks for payment, following approval
5. Assist auditor in preparation of annual fiscal statements to state
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. Provide regular backup support and phones at the front counter
11. Set up new payroll software with ADP, Inc., to streamline processes



CITY OF BAYPORT
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BAYPORT, MINNESOTA 55003
PHONE 651-275-4404 FAX 651-275-4411

Date: June 29, 2016

To: Mayor and City Council
Logan Martin, City Administrator

From: Sara Taylor, Assistant City Administrator/Planner

Re: **Department Update – July City Council meeting**

BCAL COMMUNITY EVENT TEMPORARY SIGN POLICY

Based on City Council direction at the June 6 workshop, I recently developed an administrative policy to allow temporary signage specifically for Bayport Community Action League (BCAL) community events, in which the city is considered a partner/co-sponsor (as designated in Resolution 12-10). The policy includes a list of parameters for the signage, including location, quantity, duration, size, material, etc. A request for this type of signage would be processed in conjunction with a special event application, which is required to be submitted for each BCAL community event and approved by the City Council. Logan and I met with BCAL member Bob Johnson on June 27 to review the policy. He expressed gratitude for the city's willingness to partner on this endeavor and noted the conditions of the policy seemed both practical and reasonable.

POTENTIAL PROJECT FOR WASHINGTON COUNTY LAND AND WATER LEGACY PROGRAM

On June 28, Logan and I had the opportunity to meet with the Washington County Board and staff to discuss a potential partnership to pursue an appraisal of the contiguous parcels of land along the St. Croix River, which was discussed with the City Council at the June 6 workshop. The board was very enthusiastic about a potential land acquisition of these parcels through the Washington County Land and Water Legacy Program (LWLP) and supportive of sharing costs with the city to pursue an appraisal to determine fair market value. This week, we also received a formal letter of commitment from all property owners indicating their interest in working with the city/county to pursue an appraisal and potential sale of their property. Based on these outcomes, we will be soliciting interest and quotes from multiple appraisers within the next week, in hopes of scheduling this work to be completed in July.

CITY NEWSLETTER

The city newsletter was printed and mailed this week. Highlights of this edition include *Bayport In Bloom* Front Entry Garden Contest, notice of upcoming elections, new Library website, lawn care maintenance tips, Hazelwood Cemetery regulations, safety training facilities at the new Fire Hall, Inspiration Nature Center rental information, aquatic invasive species signage, and upcoming community events. This is the first city publication that promotes the Nature Center as a facility available for rent by the public, so we are excited to see how much interest this generates. Rental information and an application form have also been added to the city website.



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

Date: July 6, 2016
To: Honorable Mayor and City Council
From: Logan Martin, City Administrator
Re: **Administration Department Update – July City Council meeting**

2017 BUDGET WORK BEGINNING

Preparation for the 2017 budget is currently underway. I will be working with department heads on finalizing their budget requests within the next few weeks. Staff's intent is to keep the budget as flat as possible, consistent with the last few years. A preliminary budget workshop and discussion is tentatively scheduled for August 1, prior to the regular City Council meeting, at which point staff will receive initial direction and feedback from the Council.

MUNICIPAL PARKING LOT PROJECT

We received three competitive bids for the proposed municipal parking lot project at 169 3rd Street North on June 30. Total bids received were higher than anticipated, but included both a base bid amount and optional bid alternates, which provides an opportunity to eliminate certain features and/or pursue completion of some project components separately. Details of the bids and a request to award the project will be discussed in detail at the July 11 City Council meeting.

COMMUNITY SOLAR GARDEN OPPORTUNITY

On July 5, staff had the opportunity to meet with a representative from Geronimo Energy, which is a wind and solar energy developer based in Edina, MN. Geronimo has developed major projects throughout the United States, including several in Minnesota, and is the firm that was "assigned" to us via the Met Council joint-RFP that the City participated in. At this point, Geronimo has solar gardens approved and ready for construction in and around Washington County, which provides Bayport the chance to participate. More information will be provided to the City Council in the coming months, as we are now able to begin the process of analyzing this opportunity.

UPCOMING MEETINGS AND EVENTS

July 11	City Council meeting	6pm	City Hall
July 13	<i>Bayport In Bloom</i> nomination deadline	5 pm	City Hall
August 1	City Council budget workshop	5pm	City Hall
August 1	City Council meeting	6pm	City Hall
August 1-2	Safety Camp	8:15am – 3:30pm	Lakeside Park
August 2	Night to Unite	5pm	Lakeside Park
August 5	Bayport Women's Golf Open	8:30am	Stillwater County Club
August 9	Primary Election	7 am – 8 pm	City Hall