



**CITY OF NEWPORT
REGULAR COUNCIL MEETING
NEWPORT CITY HALL
JANUARY 16, 2014 – 5:30 P.M.**

MAYOR: Tim Geraghty
COUNCIL: Tom Ingemann
Bill Sumner
Tracy Rahm
Steven Gallagher

City Administrator: Deb Hill
Supt. of Public Works: Bruce Hanson
Chief of Police: Curt Montgomery
Fire Chief: Mark Mailand
Executive Analyst: Renee Helm

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
 - A. Minutes of the December 19, 2013 Regular City Council Meeting
 - B. List of Bills in the Amount of \$459,505.87
 - C. Gambling Permit for Knights of Columbus
 - D. Kennel License for Debra Boughton
 - E. Publication of Ordinance No. 2013-10
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
 - A. Michael Madigan, Metropolitan Airport Commission
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
 - A. Approve Annual Appointments for 2014
 - B. **Resolution No. 2014-1** - Approving Cottage Grove Athletic Association Premise Permit for Cloverleaf Bar and Grill, 2146 Hastings Avenue, Newport, MN 55055 for Lawful Gambling
10. ATTORNEY'S REPORT
11. POLICE CHIEF'S REPORT
 - A. November and December 2013 Activity Report

Agenda for 01-16-14

12. FIRE CHIEF'S REPORT

13. ENGINEER'S REPORT

A. 2014 Street Improvement Projects - Review Neighborhood Meetings and Project Scope

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

15. NEW / OLD BUSINESS

16. ADJOURNMENT

Upcoming Meetings and Events:

- | | | |
|--|------------------|-----------|
| 1. City Offices Closed Due to Martin Luther King Jr. Day | January 20, 2014 | |
| 2. Library Board Meeting | January 22, 2014 | 5:30 p.m. |
| 3. Park Board Meeting | January 23, 2014 | 7:00 p.m. |
| 4. City Council Meeting | February 6, 2014 | 5:30 p.m. |



**City of Newport
City Council Minutes
December 19, 2013**

1. CALL TO ORDER

Mayor Geraghty called the meeting to order at 5:30 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL -

Council Present – Tim Geraghty; Bill Sumner; Tracy Rahm; Steven Gallagher

Council Absent – Tom Ingemann;

Staff Present – Deb Hill, City Administrator; Mark Mailand, Fire Chief; Renee Helm, Executive Analyst; Fritz Knaak, City Attorney; John Stewart, City Engineer;

Staff Absent – Bruce Hanson, Supt. of Public Works; Curt Montgomery, Police Chief;

4. ADOPT AGENDA

Motion by Gallagher, seconded by Rahm to adopt the Agenda as presented. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

5. ADOPT CONSENT AGENDA

Motion by Sumner, seconded by Gallagher to approve the Consent Agenda as presented which includes the following items:

- A. Minutes of the December 5, 2013 Regular City Council Meeting
- B. List of Bills in the Amount of \$194,789.81
- C. **Resolution No. 2013-60** - Accepting Donations for Period of September 5 - December 12, 2013
- D. Animal Licenses
 1. Kennel License for Jennifer Lessard
 2. Farm Animal Permit for Kim Brown

With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE

A. Eagle Scout Presentation (3:20 - 6:15)

Mayor Geraghty - Tonight we have a special guest, Greg Sharrow, who received his Eagle Scout and I'd like to read a letter that I sent to him.

Dear Greg,

On behalf of the City of Newport, we congratulate you on your outstanding achievement, earning the rank of Eagle Scout. You have demonstrated the highest qualities of leadership and moral character in attaining this rank. You can be proud of your start as a future leader. Becoming an Eagle Scout is an admirable accomplishment, and the City of Newport is proud to have you as one of our citizens. We applaud your commitment to scouting, your

school, and your community. Again, congratulations on receiving the highest honor!

Would you like to tell us a few words about your journey and project?

Gregory Sharrow, 1556 Woodbury Road - It's been a long time, I've been in Scouts since grade school. Honestly, when I first started, I didn't think I would make it this far. For my project, I'm part of the tennis team and we put in some shelving in our shed. We also built rolling carts for the roll dries, which is like a giant squeegee, and the foam can't be touched so we built rolling carts to store them. The merit badges were also tough to get. Some of them take three months to achieve. For instance, the personal fitness, one I needed to keep track of all physical fitness I completed for three months. I want to thank you all for recognizing me. I really appreciate the thought.

7. MAYOR'S REPORT –

Mayor Geraghty - A number of us attended the volunteer dinner a week ago, Susan Lindoo received the Volunteer of the Year award, I'd like to thank the volunteers for their efforts. Yesterday, we had the employee lunch, it was good food and a great turnout. Thanks for planning that Renee.

8. COUNCIL REPORTS –

Councilman Rahm – I also attended the volunteer dinner, thank you to all of the people that volunteer for Newport. It's a very important thing that you do and it helps keep the City going. I also attended a South Washington County Telecommunications meeting.

Councilman Sumner - I also attended the volunteer dinner and it was a great honor to be with the people that do so much for the City. There are of course well known factions in Newport but it's nice to get together to celebrate the commonality that we have in hoping Newport does well in the future and looking back on our accomplishments and contributions from the past year. Hopefully it will inspire people to keep involving themselves in the day-to-day operations of Newport. I also chaired the blood drive for the Department of Revenue. It's one of the most heartfelt projects that I get involved with. You can imagine the impact of giving blood to the person receiving it and their family. All of us have the capability, if we are healthy enough, to give blood. Those are two things that I like to think about at this time, the volunteers that help Newport and the volunteers that give blood.

Councilman Gallagher - I also attended the volunteer banquet, it was very well done. I really appreciate it. I also had a Red Rock Corridor Commission meeting where we discussed the groundbreaking. Everyone thought it was very successful. I had a Met Council TAB meeting and was reappointed for next year. I also went to the Holiday Train event and it was very successful and fun.

9. ADMINISTRATOR'S REPORT –

A. Resolution No. 2013-61 - Approving a Variance for Gary Banaszewski for Property Located at 1970 8th Avenue

Sherri Buss, TKDA Planner, presented on this item as outlined in the December 19, 2013 City Council packet.

Councilman Rahm - Is there a time frame for when this needs to be completed?

Ms. Buss - It needs to be completed within a year.

Councilman Sumner - Does he plan to do it within a year?

Mr. Banaszewski - Yes.

Councilman Gallagher - When was the house built?

Mrs. Banaszewski - 1969.

Councilman Gallagher - And does it meet the current setback?

Ms. Buss - Yes, barely. Every house in the neighborhood is exactly 30 feet back.

Councilman Gallagher - And it would face 8th Avenue towards the industrial side?

Ms. Buss - Yes.

Motion by Sumner, seconded by Rahm, to approve Resolution No. 2013-61 as presented. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

B. Discussion Regarding Red Rock Gateway Area

Barbara Dacy, Executive Director of the Washington County HRA, presented on the branding piece of this item as outlined in the December 19, 2013 City Council packet.

Mayor Geraghty - I think it's a great idea and I support it fully. What are the timelines and processes to accomplish the goals?

Nancy Doyle Brown - The timeline in general is first we are going to learn all we can about developers. The good news about this project is that we have a really well defined business challenge to solve, which is attract businesses to this project. What we need to do is understand how developers think, why they look at a project, why they're interested, how does our project compare to others, etc. We also need to find out what they get excited about. What we're going to do is first talk to the developers in the first month and at some point have a session to talk about the name and take away from what I've learned from the developers and a potential name for the development, keeping in mind that we want to have some independence from the Red Rock Rail Corridor but also avoid any conflicts with "Gateway." That will be the second phase. The third phase will be with a designer that I work with and we'll talk about doing something about the visual identity. The fourth and final phase would be talking about a marketing plan for how we're going to reach these developers. We'll be working on it the next few months. We want to be in continuous conversation with the City to ensure we're getting all the information and input from you.

Mayor Geraghty - So are you thinking some workshop meetings?

Ms. Doyle Brown - I think there will be several meetings and what is yet to be defined but we would be interested in thoughts is how we're going to integrate with the City.

Mayor Geraghty - The issues with the name, Red Rock is rooted here and belongs to us so how can we ensure that we keep it? Tracy, I know you're interested in branding and marketing as well.

Councilman Rahm - It's part of our strategy and ties along with it. Right now, there is no cost to the City?

Ms. Doyle Brown - That's my understanding.

Councilman Sumner - Did I hear correctly that you don't have experience doing this type of work?

Ms. Doyle Brown - I've worked mostly in non-profit communications and branding. A good portion of my work, especially in the last several years, has been exclusively with affordable housing developers. I think understanding

how developers make these choices is something I need to understand, I need to be able to think like a developer. I have several questions to ask developers.

Mayor Geraghty - Are you developing some sort of matrix and scorecard?

Ms. Doyle Brown - Yes.

Councilman Sumner - Do we have any follow-up with the developers that we talked to? Where are we with potential developers?

Ms. Dacy - A year and a half ago we had a letter of interest from the Sand Companies to do a market-rate development and they are still interested. That was one out of the many that we talked to that has indicated their continued interest.

Councilman Sumner - How do we see ourselves positioned against this Gateway development along 94. I don't know if we didn't get started first and they should change their name if we decided to use the Gateway.

Ms. Dacy - I think that's what part of the process should try to sort out. We definitely want to establish that strong, unique identification for the area.

Councilman Sumner - For the Newport site because Red Rock was the original name of Newport.

Ms. Dacy - We've talked about the history a lot during the initial conversations so I think that's one strong feature.

Mayor Geraghty - I know you're focused just on the Knox site but is there a way to do this so that the City can leverage off of what you discover because we do have other sites.

Ms. Doyle Brown - Absolutely, all of the information will be available to you. I did take a look at the branding piece that you had done and I think that's a great start to thinking about the brand of Newport overall.

Sherri Buss, TKDA Planner, and John Stewart, City Engineer, presented on the stormwater piece of this item as outlined in the December 19, 2013 City Council packet.

Mayor Geraghty - It seems like we've studied stormwater management a lot over the years, is it always done piecemeal like this?

Engineer Stewart - The City has never approved an overall one. Even if you did have an overall one we'd still need to do a piecemeal item. In this case, it's almost essential that you take an overall look at the area that's being developed. We don't want each developer to have a stormwater pond. This is an opportunity to do stormwater management in one location, it would enhance the area and make it so that we don't have several stormwater ponds in the area that resolve one at a time issues.

Mayor Geraghty - What area are you looking at?

Engineer Stewart - I'm thinking of the area around Unity Blvd to 21st and Maxwell.

Mayor Geraghty - We're dealing with water issues across the street as well. Can we encompass those with this?

Engineer Stewart - What we have there a big problem on our sewer system. Any time it rains, we get I & I in our sewer line that is out of control. We're looking at that as a problem for I & I and an opportunity for stormwater management. What we've envisioned is constructing an interceptor drain along the top part of the site where the spur line is. We'd intercept that stormwater and bring it up to the surface into a channel and send it down to Maxwell where it would go back into the groundwater. I don't think it'll be a cascading stream.

Mayor Geraghty - So it wouldn't go to the River?

Engineer Stewart - Some of it would.

Mayor Geraghty - You need an answer tonight?

Ms. Buss - Pretty soon. This needs to be done by April.

Mayor Geraghty - You said \$35,000 with a third being paid by the Watershed potentially?

Ms. Buss - That's what we're hoping.

Mayor Geraghty - These would most likely come out of NEDA.

Admin. Hill - We could but this is a stormwater issue. I talked with Stacie from Ehler's and we talked about NEDA doing an inter-fund loan to the Stormwater Enterprise Fund.

Councilman Gallagher - I'd rather take it from NEDA.

Mayor Geraghty - I'm ok with proceeding.

Councilman Sumner - How do we know there's an underwater stream?

Engineer Stewart - When we did the pond up at Glen and 11th, the contractor could not stay ahead of the spring water that was coming up through that pond and I believe we have the same situation down here. You won't find a stream but you'll find that the water follows the fractures in the bedrock down to the River. This project will give us an opportunity to capture that and use it.

Councilman Gallagher - Could we implement a community garden and re-use some of the water?

Engineer Stewart - One of the things that we were looking at was to irrigate within the development, which means we need to provide enough storage for the stormwater.

Ms. Buss - That would be a perfect re-use example.

Councilman Rahm - I just want to make sure we're comfortable with what we're spending and what we're getting.

Councilman Sumner - My motion is for the \$35,000 proposal.

Motion by Sumner, seconded by Gallagher, to authorize MSA and TKDA to move forward with the stormwater study at a proposal of \$35,074. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

C. Ordinance No. 2013-10 - Approving a Zoning Amendment to Section 1300, General, Section 1340 Residential Districts, and Section 1350 Non-Residential Districts

Sherry Buss, TKDA Planner, and Executive Analyst Helm presented on this item as outlined in the December 19, 2013 City Council packet.

Councilman Sumner - I want to make sure that we're talking about Residential Estates only and that anything that has been built prior to this are grandfathered in.

Ms. Buss - That's correct. This would be for any new accessory structures.

Councilman Sumner - So the potential size would be reduced quite a bit?

Ms. Buss - Yes, now you have no limit. This one sets it at a limit more similar to your neighbors.

Councilman Sumner - This would meet the Met Council's requirements?

Ms. Buss - They don't have any requirements for accessory structures.

Attorney Knaak - I've reviewed it and it's standard. I don't want anyone to think that you've been dwelling on this topic because you haven't. Overtime these are accumulated definitions that have been used.

Ms. Buss - We took these from Woodbury.

Councilman Rahm - One the accessory structures, I looked at some of the numbers and compared them to my structures, I don't think they're large and they could be larger. I don't think 3,000 square feet is that big when you get down to it. I have a 1,500 square feet structure and I could stand to have one double the size.

Mayor Geraghty - Were those sizes average?

Ms. Buss - We're on the high end. Woodbury allows much smaller. I think for a suburban community these are on the high end.

Councilman Gallagher - What did you change in Section 1350?

Executive Analyst Helm - A reference to Section 1300, because the numbering had changed in Section 1300. It's on the ordinance, I didn't include a red-line version because it's such a small change.

Councilman Rahm - One thing about the restrictions, it probably does cut down on people have a home business.

Ms. Buss - That's a typical reason for it.

Motion by Sumner, seconded by Gallagher, to approve Ordinance No. 2013-10 as presented. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

D. Resolution No. 2013-62 - Resolution Regarding Alleged Legal Non-Compliance of an Off-Sale Liquor License Holder

Admin. Hill and Attorney Knaak presented on this item as outlined in the attached resolution.

Councilman Gallagher - Does this meeting count as the notice, could we do Saturday?

Attorney Knaak - Yes.

Mayor Geraghty - Can we pick a certain date? I don't want it to be excessive. I was thinking January 2, 2014.

Councilman Rahm - I recommend that too.

Mayor Geraghty - It is a penalty.

Attorney Knaak - The ordinance requires you to suspend for at least one day. The findings in the Resolution are suggested based on what was provided at the hearing.

Councilman Sumner - I would like to ask the business owner if there's a day that would be least burdensome to them.

Mr. Her - That is fine.

Councilman Sumner - Hopefully this will be the last time. I would accept the 2nd.

Councilman Gallagher - Can we require training? Have you sent your employees there?

Mayor Geraghty - I don't know if we can.

Mr. Her - I'm working on a schedule to send them.

Councilman Gallagher - Hopefully this doesn't happen again because the penalties are much more severe.

Motion by Geraghty, seconded by Sumner, to approve Resolution No. 2013-62 as attached and directing the City Administrator to send a letter to Newport Liquor informing them that they're liquor license will be suspended on January 2, 2014 and informing them of training through Washington County. With 4 Ayes, 0 Nays, the motion carried.

E. Presentation on the Local Performance Measurement Report

Executive Analyst Helm presented on this item as outlined in the December 19, 2013 City Council packet.

Councilman Sumner - Do we have any data about the operating cost of water for neighboring cities?

Executive Analyst Helm - I don't but I can look into it.

Councilman Sumner - That would be good.

Councilman Rahm - We did pump more water but our cost was less, I'm wondering why that is.

Engineer Stewart - When you have development, the amount of irrigating water makes a big difference in the amount of water you pump.

Mayor Geraghty - When is the next time we'll do this?

Executive Analyst Helm - You need to do a Resolution every year if you want to participate in it and receive the funding.

Councilman Gallagher - Did we receive any funding from this year?

Executive Analyst Helm - No because I haven't submitted the report.

Councilman Gallagher - And we weren't exempt from the levy limits this year either.

Executive Analyst Helm - That's right, I believe it was because I haven't submitted the report yet.

Attorney Knaak - Do you still get funding even though there was statistically significant findings?

Executive Analyst Helm - I believe so because you need to participate in the program and submit a report to the State. In all of the documents from the program it didn't say anything about that.

Mayor Geraghty - Thank you. Submit it to the State.

F. Discussion Regarding Grievance (1:24)

Admin. Hill presented on this item as outlined in the attached memo and supporting documents.

Mayor Geraghty - I read your memo and agree with your conclusion. Is there a way in the payroll system to have a cap?

Admin. Hill - Yes, we've done that now.

Mayor Geraghty - Also do you review the vacation rollover?

Admin. Hill - Yes.

Mayor Geraghty - Do we just accept her memo?

Attorney Knaak - Mr. Mayor, this is part of the process that the contract requires, which is your review. I see no one representing the other side here, which is alright. It's based on a review of the facts and involves interpretation of the contract and the City's practices. Given those items, I've made my recommendation to the City Administrator and she's made hers to you. It is your decision at this point to either uphold the grievance or uphold the position of the City Administrator.

Councilman Sumner - That was established recently that there would be a maximum amount that would be paid out and it's not the full amount of the cap, it's 60%?

Admin. Hill - Yes.

Councilman Sumner - So aside from an employee being able to take that sick leave there's no harm being done to them with the 960 cap?

Councilman Rahm - I understand there's a grievance here, there's only one grievance right?

Admin. Hill - Yes.

Councilman Rahm - And they're saying there would be a difference of 284 hours. There's another way, in my opinion, to approach this. We could cap this person at the hours they currently accumulated.

Admin. Hill - We have two other employees who exceeded the 960 hours.

Mayor Geraghty - I don't want to set a precedence.

Councilman Rahm - But we made the cap after this person accumulated these hours.

Mayor Geraghty - No the cap was in place it just wasn't enforced on the time sheet.

Councilman Rahm - I understand that but in my opinion we've made a change in policy.

Mayor Geraghty - We made a change in regards to what we're paying out but the cap was there in the handbook.

Admin. Hill - The cap has always been there.

Councilman Rahm - I understand that, we're saying that since the contract is silent the handbook takes over, I understand that. What I'm saying is that there's another way of doing it. This person has filed a grievance. What are they asking for?

Councilman Gallagher - To be reinstated their hours.

Admin. Hill - It's my understanding that they expect 50% of their entire hours, not the 960 when they leave.

Councilman Rahm - That's a little different.

Mayor Geraghty - That's why we're talking about it. I'm confident in Deb's decision.

Councilman Sumner - So just because the numbers were in their payroll incorrectly that doesn't mean it supersedes the policy.

Admin. Hill - And that does happen.

Councilman Gallagher - That happens all the time.

Admin. Hill - The 960 is very generous compared to other cities.

Councilman Rahm - I agree with that. I just wonder if we're changing things and now someone feels slighted on it.

Councilman Gallagher - There's no evidence that was brought forward that says under the contract, past or current, that there was no cap correct?

Councilman Rahm - That's my understanding.

Admin. Hill - Yes, the contract does not state it either way.

Attorney Knaak - Yes, and I believe there are two things that govern interpretation. One, the responsibility to abide by the policies of the City. Secondly and more importantly is past practice, which has been enforced at 960. The only exception that has been made was specifically called out and was for a non-union employee. From an arbitration point of view, the past practice is the more important of the two.

Councilman Gallagher - Does the public works union contract mention a cap at all?

Admin. Hill - No, they are also silent.

Councilman Rahm - Why don't you put that in there next time?

Councilman Gallagher - According to the Attorney we don't need it in there because it's in the handbook.

Attorney Knaak - You might get an arbitrator if this goes forward that disagrees with my opinion but as a practical matter, once an issue like this comes up it will end up being talked about during the contract discussions.

Mayor Geraghty - Did the Chief deny it?

Councilman Gallagher - It's in there, he says he doesn't have the authority.

Councilman Rahm - So we're denying the grievance and upholding the City policy by doing that. Are we saying that he doesn't have a grievance?

Attorney Knaak - Yes, he has other options to move forward but this is a necessary step for him to move forward.

Councilman Rahm - I think he has a grievance. The City might prevail in asserting its policy.

Mayor Geraghty - I disagree strongly with you. The policy was there, he didn't understand that the handbook kicked in. Our position is that the 960 cap was there. Just because his records show he had more it was in error.

Councilman Rahm - So we're saying that our system was in error?

Mayor Geraghty - Yes.

Councilman Sumner - In these cases, do we see a spat of sickness?

Mayor Geraghty - That's where we should have had discussions with severance. That's the one thing I don't like about our policy is that this encourages the use of sick leave because of the cap.

Admin. Hill - Yes, the employee mentioned that to me.

Mayor Geraghty - The way you get around that is you reduce the percentage of severance pay and don't have a cap.

Councilman Gallagher - That's a management issue. Was the employee invited to show up tonight?

Admin. Hill - Yes, I talked with the Chief and he didn't think he would be here tonight. He did know it was tonight.

Councilman Rahm - That's too bad.

Councilman Sumner - There is no cap on vacation though?

Admin. Hill - We can only roll over 80 hours per year.

Councilman Sumner - But that is paid out at 100%?

Admin. Hill - Yes.

Councilman Rahm - If we uphold this, he could then go to arbitration?

Attorney Knaak - He could.

Councilman Rahm - What usually happens at those hearings?

Attorney Knaak - Both sides describe their case to a neutral party and the arbitrator makes their decision. You are bound to abide by the arbitrator's decision.

Mayor Geraghty - And you would cite the past practices?

Attorney Knaak - Yes.

Councilman Rahm - I wish the Chief was here to talk about how it could affect morale.

Councilman Sumner - Chief Muzniks was part of staff.

Councilman Gallagher - He wasn't union either.

Attorney Knaak - He started as union and continued forward, but in any event he was capped at 960.

Admin. Hill - The payout was at the 960.

Councilman Gallagher - At 60%?

Admin. Hill - It was 50 or 60. Wanda was capped too.

Councilman Gallagher - But those are non-union so that makes a difference.

Attorney Knaak - It does and the basis for the grievance is that their union. I would say it's a valid basis for a grievance, I don't agree with the assertion. There's nothing wrong with the employee for doing this.

Councilman Gallagher - Is there a timeline for us to act on this?

Admin. Hill - I think 15 days.

Councilman Gallagher - Then I really wish he would have been here.

Councilman Sumner - He has the ability to take the next step then.

Attorney Knaak - Yes. It may have been helpful for him to be here.

Mayor Geraghty - Are there any other employees that are approaching that mark or does this discussion stating that we believe we're right set precedence?

Attorney Knaak - The impact of this would be, assuming this is upheld and goes no further, you would be stating what the City's policy and position is so there could be no question in the future as to how the contract is being interpreted. If he goes beyond this, the arbitrator will render an opinion on the contract.

Mayor Geraghty - That was my understanding when we changed the severance that we had the cap and that's why I voted the way I did. We have to rely on the Attorney's opinion that if it's silent in the contract than the policy takes over.

Motion by Geraghty, seconded by Sumner to concur with the Chief and City Administrator and deny the grievance. With 3 Ayes, Rahm voting Nay, 1 Absent, the motion carried.

10. ATTORNEY'S REPORT – Nothing to report

11. POLICE CHIEF'S REPORT – Nothing to report

12. FIRE CHIEF'S REPORT – Nothing to report

13. ENGINEER'S REPORT –

A. MS4 SWPPP Application for Reauthorization

Engineer Stewart presented on this item as attached. Superintendent Hanson has been presenting the MS4 Report for the past couple years. The MS4 regulations recently changed and therefore the City needs to submit an Application for Reauthorization. The regulations are also changing whereas the City will eventually receive a

permit for every pipe that discharges into the Mississippi River. The permit will control the total number of pounds of nutrients that can go into the River. The new regulations require us to control all pipes above 12 inches in diameter instead of 24 inches. The City also needs to provide a method for managing and penalizing property owners that contribute runoffs that exceed the permit requirements. The City's current stormwater ordinance doesn't allow for that. The City will need to amend the ordinance in the future to comply with the new regulations.

Councilman Sumner - This will be done every year?

Engineer Stewart - The reapplication will be done in five years but we'll need to redo the ordinance in the next six months or so.

Councilman Sumner - Will we be able to comply with these laws?

Engineer Stewart - At this stage, we will be passing the responsibility and cost to the Watershed District. In five years, it'll be another issue.

Mayor Geraghty - Meaning?

Engineer Stewart - Meaning that we'll need to do sampling off of the pipes on a quarterly basis and do a report for what is actually discharged.

Councilman Gallagher - So this is another unfunded mandate?

Engineer Stewart - Yes.

Councilman Sumner - How many pipes do we have running to the River?

Engineer Stewart - I believe 15. Because we're going from 24 to 12 inches, we need to map all of the pipes in the City that are 12 inches or larger.

Councilman Gallagher - So they want us to report everything from a 12 inch or larger pipe?

Engineer Stewart - Yes.

Councilman Gallagher - Again, I want to make sure our residents know that this is an unfunded mandate from the State.

Engineer Stewart - Yes and they're passing it down from the EPA.

Councilman Sumner - What kind of costs are we looking at?

Engineer Stewart - At this time, not much will change except for our ordinance. The only cost is producing a map that shows pipes 12 inches or larger. The majority of the costs will be in five years. My guess is that the Watershed would do the testing and reporting but they'll ask for reimbursement.

Mayor Geraghty - Why wouldn't the Watershed pay for it?

Engineer Stewart - Because the City owns the pipes.

Mayor Geraghty - But they paid for the North Ravine and we own that.

Councilman Rahm - But the Watershed Supervisor is an elected position.

Engineer Stewart - It would go to the staff. We do the same thing with our on-site systems. If we have someone that wants to put in a septic system we designate that to the County so they need to meet the County requirements. We're basically doing the same thing here. We're postponing getting involved as long as we can.

Motion by Gallagher, seconded by Rahm to authorize the Mayor to sign and direct the City Administrator to submit the MS4 SWPPP Application for Reauthorization. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

B. Update on the Wellhead Protection Plan

Engineer Stewart updated the City Council on the Wellhead protection plan. It was anticipated that the Plan would be done by December 31, 2013, however the Department of Health added a requirement to the scope of work. Staff now needs to provide two cross sections that show the different bedrock profiles. Engineer Stewart is requesting an additional two weeks and will not increase the cost of the project. The City Council authorized the additional two weeks.

Engineer Stewart also requested that the Memorandum of Understanding for Newport St. Paul Cold Storage's stormwater be extended from December 31, 2013. This is being requested because the City is still working with Cold Storage regarding a cooperative stormwater pond between the Cold Storage property and MnDot property.

Councilman Gallagher - Could the stormwater project for the Red Rock area incorporate his project?

Engineer Stewart - It will be part of the overall understanding.

Councilman Gallagher - Would a month be too soon or should we assume everything gets in together?

Engineer Stewart - I don't think our study will make a lot of difference on the outcome with this property. It's a no brainer that if we do two lots over there that they end up in a common treatment plant. This won't affect it. I don't think the six weeks would change that. Nothing will change between now and April but if you want to give us that flexibility that would be fine.

Councilman Gallagher - I don't mind granting more time if you have innovative items to think about.

Engineer Stewart - I'm comfortable with April. I know we won't be digging a lot of trenches with the bedrock out there.

Councilman Gallagher - Has he started building?

Engineer Stewart - He did, he's waiting for steel to get the walls and roof up.

Councilman Gallagher - Would he be able to implement any plan before the spring thaw?

Engineer Stewart - We don't anticipate it starting until late summer.

Mayor Geraghty - I think there are a number of issues that need to be resolved down there. We're still trying to get the title and easements and we'll probably be updating our MOU with MnDot. Fritz has been directed to get us the title by July.

Motion by Gallagher, seconded by Sumner, to extend the deadline for the Memorandum of Understanding to April 15, 2014. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

C. Set Possible Date for Plan Review with 2014 Street Project Residents

Engineer Stewart will be setting a possible date for the first neighborhood meetings for the 2014 Street Improvement Project between January 14 and 28, 2014.

14. SUPERINTENDENT OF PUBLIC WORKS REPORT – Nothing to report

15. NEW/OLD BUSINESS

Mayor Geraghty - I talked with staff about cancelling the January 2 meeting if that's fine with everyone.

Councilman Gallagher - Sounds good.

Attorney Knaak - Just to be clear your first organizational meeting will be on the 16th? The State requires that the first meeting is the organizational meeting.

Admin. Hill - In regards to appointments, we do have one application for the Planning Commission vacancy and we're still advertising for both.

Councilman Rahm - What about Council representation?

Mayor Geraghty - We'll talk about that at the first meeting.

Councilman Rahm - I'm on the Library Board and a lot of times they meet when I can't get there.

Executive Analyst Helm - The Library Board did approve a new schedule and they're meeting at 5:30 now.

16. ADJOURNMENT

Motion by Geraghty, seconded by Rahm, to adjourn the regular Council Meeting at 7:31 P.M. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.

Signed: _____
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Helm
Executive Analyst

RESOLUTION NO. 2013-62

A RESOLUTION OF THE CITY OF NEWPORT, MINNESOTA, STATING CERTAIN FINDINGS OF FACT AND IMPOSING A ONE DAY SUSPENSION OF THE OFF-SALE LIQUOR LICENSE OF A BUSINESS KNOWN AS "NEWPORT LIQUOR" LOCATED WITHIN THAT CITY

WHEREAS, on December 5, 2013, the City Council of Newport, Minnesota, conducted a public hearing on the question of whether the Newport Liquor store had violated the conditions of its license to sell intoxicating liquor within the City limits; and

WHEREAS, testimony was presented to the City Council regarding the alleged failure of the Newport Liquor Store to comply with the aforesaid conditions; and

WHEREAS, the owner of the Newport Liquor Store admitted that an employee of that business had, in fact, sold intoxicating beverages to a minor in violation of Minnesota State law.

NOW, THEREFORE, BE IT RESOLVED That the City of Newport, Minnesota, by and through its City Council, makes the following:

FINDINGS OF FACT.

- A. On October 30, 2013, Investigator Freemyer of the Newport Police Department conducted a compliance check on the premises of the Newport Liquor Store by sending a minor, under his direction and for the purpose of conducting this investigation, into the Newport Liquor Store to purchase intoxicating liquor, a violation of State law and the conditions of the license for selling such products within the City.
- B. That the aforesaid minor successfully purchased intoxicating liquor in the Newport Liquor Store on that date.
- C. That the owner of the Newport Liquor Store has admitted that the aforesaid violation of State law and the conditions of the liquor license did, in fact, occur on that date.

BE IT FURTHER RESOLVED that the Liquor License of the Newport Liquor Store shall be suspended for one day, as required by Newport City Code §530.02, Subd. 2, on a date to be determined by the City Council of the City of Newport, written notice of which shall be given to the license holder for Newport Liquor at least two days prior to the date of the suspension.

Adopted this 19th day of December, 2013 by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Gallagher	_____
	Rahm	_____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator



MEMO

TO: Mayor and Council
FROM: Deb Hill, City Administrator
DATE: December 17, 2013
SUBJECT: Grievance – Sick Leave Accrual
Scott Freemyer - Grievant

Background: For more than 19 years, per the City of Newport's Employee Handbook, employees were able to accumulate a maximum of 960 hours of sick time. It was realized earlier this year that our payroll program wasn't set up for this maximum and that a couple of employee's sick time had accumulated more than the 960 hours and the hours were corrected for each.

Officer Freemyer had the understanding that Police Officers had no cap on their sick time and that nowhere in the union contract does it state that sick time is capped.

The Union contract addresses sick time as:

Sick Leave

- A. Sick leave days will accumulate at the rate of eight (8) hours per calendar month of service for full-time employees. Whenever an employee uses more sick leave than accumulated at the end of each month, the employee's pay will be reduced at the daily rate of pay for all days of absences in excess of accumulated sick leave.
- B. Employees must work at least fourteen (14) days in any one calendar month for sick leave to accumulate for that month.
- C. Sick leave will be granted for actual sickness, temporary physical disability, or serious illness in the immediate family or quarantine.
- D. The City at its discretion may require a doctor's certificate showing the nature of any injury or illness.
- E. Holidays established by Article VI, which occur while an employee is on sick leave, shall not be deducted from the accumulated sick leave.
- F. Employees may voluntarily elect to donate sick leave to another employee.

And:

Employees shall receive 60% of unused sick leave if the employee terminates in good standing after a minimum of 10 years' service with the City and shall be applied toward the Employees Minnesota State Retirement Health Care Savings Plan.

The contract is silent when it comes to a cap of accumulated sick time.

The current Employee Handbook states:

"Employees will be allowed to accumulate a total of 960 hours of sick leave benefits."

The following is the opinion of our attorney that states when the union contract is silent, the personnel policy applies:

Where, as here, a collective bargaining agreement permits the accumulation of sick leave hours but does not expressly provide a cap for those hours, the existence of a long-term formal policy by the City that had been applied to the governed employees would be an actual, ongoing workplace practice that would be deemed a part of the overall governance and interpretation of that agreement.

In other words, absent an express provision in the collectively bargaining agreement that could clearly be construed to limit or modify the policy, the policy would apply to those employees governed by the agreement as well as all others employed by the City.

Discussion:

Officer Freemyer is grieving the 960 hour cap stating that it is 'new policy' and that Police Officers have no cap when it comes to sick time accumulation. The 960 hour cap has been in place at least since 1995 and legal counsel has advised that when a contract is silent on an issue, the personnel policy applies.

Officer Freemyer's grievance was denied on November 27th by Chief Montgomery and by the City Administrator on December 12th. The council needs to decide whether to approve the appeal or deny the grievance.

11-26-13

TO: Chief Montgomery

After our discussion yesterday on 11-25-13 about sick time being capped at 960 hours you stated that this new policy was to take effect immediately. It was my understanding that the Police Officers for the city of Newport had no cap on their sick time. Nowhere in the union contract does it state that our sick time is capped. On my pay stub dated 11-14-13 I had 1244.33 hours of sick time accumulated. My most recent pay stub dated 11-27-13 I have 960 hours, that is a difference of 284.33 hours. I have many more pay stubs showing that my sick time was accumulating above the 960 hours.

This is a formal letter indicating that I am grieving article XV in the union contract.

Scott Freemyer

11/27/2013

TO: Investigator Scott Freemyer

It is my current understanding that all sick time has always been capped at 960 hours per the Newport City Employee Handbook. Since your contract doesn't address the number of hours of sick leave allowed to accumulate, it falls back to the Newport City Employee Handbook. The Newport City Employee Handbook addresses this subject.

I'm not able nor do I have the authority, to change this Handbook. I also have no authority to change the actions taken by the Council or other City Employees.

Your Grievance is denied.

Newport Police Chief Curt Montgomery



CITY OF NEWPORT

596 7th Avenue
Newport, Minnesota 55055
(651) 459-5677
Fax: (651) 459-9883

December 18, 2013

To: Officer Scott Freemyer

From: Deb Hill

Re: Sick time accrual grievance

I have considered your grievance that was filed on a 'new' policy of capping sick time accrual at 960 hours. Your pay stubs had indicated that you had accumulated more than that and that you believe police officers have no cap in regards to sick time accrual and that you were entitled to your additional hours.

In our meeting on December 12, it was discussed that there has been a cap of 960 hours per the employee handbook for many years and that putting a cap on the accrual was overlooked when a new payroll program was put into place. Staff adjusted the program to reflect this policy. The union contract is silent in regards to a cap of accumulated hours.

Additionally, according to our city attorney, when a union contract is silent, the city handbook rules apply.

I agree to Chief Montgomery's denial of the grievance.

Deb Hill

Newport City Administrator





Law Enforcement Labor Services, Inc.

327 YORK AVENUE • ST. PAUL, MN 55130-4039
(651) 293-4424



Fax (651) 293-0203

December 12, 2013

Newport City Council
c/o City Administrator
City of Newport
596 7th Avenue
Newport, MN 55055

Re: Sick Leave Accrual grievance
Scott Freemyer, Grievant

Dear Council Members

Please accept this letter as a Step 3, Grievance filed on behalf of Investigator Scott Freemyer as provided in Article XII, Grievance Procedure, subsection 12.3 of the current Labor Agreement Between of THE CITY OF NEWPORT and LAW ENFORCEMENT LABOR SERVICES, INC., Local # 347. Step 2 was denied by yourself.

NATURE OF THE GRIEVANCE

On or about November 25, 2013, The City notified Investigator Scott Freemyer that his sick leave accrual were in excess of a 960 hour cap set by the City and the new policy was taking effect immediately. Investigator Freemyer's pay stub showed an accrual of 1244.33 hours on November 14th and it was reduced to 960 hours on his pay stub on November 27, 2013. The current Labor Agreement has no cap on sick leave.

PROVISION VIOLATED

The City violated the Labor Agreement to include, but not limited to, Article V, Paid Absences, subsection 5.1:

5.1 Sick Leave

- A. Sick leave days will accumulate at the rate of eight (8) hours per calendar month of service for full-time employees. Whenever an employee uses more sick leave than accumulated at the end of each month, the employee's pay will be reduced at the daily rate of pay for all days of absences in excess of accumulated sick leave.
- B. Employees must work at least fourteen (14) days in any one calendar month for sick leave to accumulate for that month.
- C. Sick leave will be granted for actual sickness, temporary physical disability, or serious illness in the immediate family or quarantine.
- D. The City at its discretion may require a doctor's certificate showing the nature

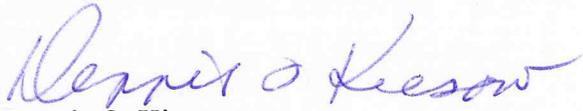
of any injury or illness.

- E. Holidays established by Article VI, which occur while an employee is on sick leave, shall not be deducted from the accumulated sick leave.
- F. Employees may voluntarily elect to donate sick leave to another employee.

REMEDY REQUESTED

The City of Newport shall restore the sick leave accruals to Investigator Freemyer's sick leave bank and any other action required making him whole.

Sincerely,



Dennis O. Kiesow
Business Agent

cc: Scott Freemyer

HOLSTAD & KNAAK, PLC

Attorneys at Law

Frederic W. Knaak*
Wayne B. Holstad**

**Also Licensed in
Wisconsin & Colorado*

***Also Licensed in
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October 29, 2013

Ms. Deb Hill
City Administrator
City of Newport
597 7th Street
Newport, MN 55155
(BY Email attachment at dhill@newportmn.com & U.S. Mail)

Dear Ms. Hill:

As a follow-up to our opinion of yesterday regarding the accumulation of sick leave hours in light of a long-standing City policy regarding capping, your staff has clarified and requested an additional evaluation and opinion regarding the applicability of the City's policy as it would affect the City's union employees who are subject to a collective bargaining agreement with the City.

The collective bargaining agreement is silent on the question of limits.

As a general rule, all matters not expressly addressed in a collective bargaining agreement are deemed to be reserved in the management discretion and function of the City. The exception to this rule would be in instances where State or Federal law provides for requirements that the collective bargaining agreement does not address.

Where, as here, a collective bargaining agreement permits the accumulation of sick leave hours but does not expressly provide a cap for those hours, the existence of a long-term formal policy by the City that had been applied to the governed employees would be an actual, ongoing workplace practice that would be deemed a part of the overall governance and interpretation of that agreement.

In other words, absent an express provision in the collectively bargaining agreement that could clearly be construed to limit or modify the policy, the policy would apply to those employees governed by the agreement as well as all others employed by the City.

I hope this additional clarification will provide the information you were requesting regarding the possible limits on police sick leave hours under the provisions of their contract.

Sincerely,

Frederic W. Knaak
(MK)

Frederic W. Knaak

Newport City Attorney



**Minnesota Pollution
Control Agency**

520 Lafayette Road North
St. Paul, MN 55155-4194

MS4 SWPPP Application for Reauthorization

**for the NPDES/SDS General Small Municipal Separate
Storm Sewer System (MS4) Permit MNR040000
reissued with an effective date of August 1, 2013
Stormwater Pollution Prevention Program (SWPPP) Document**

Doc Type: Permit Application

Instructions: This application is for authorization to discharge stormwater associated with Municipal Separate Storm Sewer Systems (MS4s) under the National Pollutant Discharge Elimination System/State Disposal System (NPDES/SDS) Permit Program. **No fee** is required with the submittal of this application. Please refer to "Example" for detailed instructions found on the Minnesota Pollution Control Agency (MPCA) MS4 website at <http://www.pca.state.mn.us/ms4>.

Submittal: This MS4 SWPPP Application for Reauthorization form must be submitted electronically via e-mail to the MPCA at ms4permitprogram.pca@state.mn.us from the person that is duly authorized to certify this form. All questions with an asterisk (*) are required fields. All applications will be returned if required fields are not completed.

Questions: Contact Claudia Hochstein at 651-757-2881 or claudia.hochstein@state.mn.us, Dan Miller at 651-757-2246 or daniel.miller@state.mn.us, or call toll-free at 800-657-3864.

General Contact Information (*Required fields)

MS4 Owner (with ownership or operational responsibility, or control of the MS4)

*MS4 permittee name: City of Newport *County: Washington
(city, county, municipality, government agency or other entity)

*Mailing address: 596 7th Avenue

*City: Newport *State: MN *Zip code: 55055-1345

*Phone (including area code): (651) 459-5677 *E-mail: dhill@newportmn.com

MS4 General contact (with Stormwater Pollution Prevention Program [SWPPP] implementation responsibility)

*Last name: Hanson *First name: Bruce
(department head, MS4 coordinator, consultant, etc.)

*Title: Public Works Superintendent

*Mailing address: 596 7th Avenue

*City: Newport *State: MN *Zip code: 55055-1345

*Phone (including area code): (651) 459-2475 *E-mail: brhanson@mninter.net

Preparer information (complete if SWPPP application is prepared by a party other than MS4 General contact)

Last name: Burns First name: Kevin
(department head, MS4 coordinator, consultant, etc.)

Title: Consultant

Mailing address: 60 Plato Blvd East

City: St. Paul State: MN Zip code: 55107

Phone (including area code): (612) 548-3144 E-mail: kburns@msa-ps.com

Verification

- I seek to continue discharging stormwater associated with a small MS4 after the effective date of this Permit, and shall submit this MS4 SWPPP Application for Reauthorization form, in accordance with the schedule in Appendix A, Table 1, with the SWPPP document completed in accordance with the Permit (Part II.D.). Yes
- I have read and understand the NPDES/SDS MS4 General Permit and certify that we intend to comply with all requirements of the Permit. Yes

Certification (All fields are required)

Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted.

I certify that based on my inquiry of the person, or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

I am aware that there are significant penalties for submitting false information, including the possibility of civil and criminal penalties.

This certification is required by Minn. Stat. §§ 7001.0070 and 7001.0540. The authorized person with overall, MS4 legal responsibility must certify the application (principal executive officer or a ranking elected official).

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my application.

Name: _____
(This document has been electronically signed)

Title: Mayor Tim Geraghty Date (mm/dd/yyyy): 12/23/13

Mailing address: 596 7th Avenue

City: Newport State: MN Zip code: 55055-1345

Phone (including area code): (651) 459-6790 E-mail: timghty@gmail.com

Note: The application will not be processed without certification.

Stormwater Pollution Prevention Program Document

I. Partnerships: (Part II.D.1)

- A. List the **regulated small MS4(s)** with which you have established a partnership in order to satisfy one or more requirements of this Permit. Indicate which Minimum Control Measure (MCM) requirements or other program components that each partnership helps to accomplish (List all that apply). Check the box below if you currently have no established partnerships with other regulated MS4s. If you have more than five partnerships, hit the tab key after the last line to generate a new row.

No partnerships with regulated small MS4s

Name and description of partnership	MCM/Other permit requirements involved
South Washington Watershed District	MCM 1, Public Education and Outreach

- B. If you have additional information that you would like to communicate about your partnerships with other regulated small MS4(s), provide it in the space below, or include an attachment to the SWPPP Document, with the following file naming convention: *MS4NameHere_Partnerships*.

<http://www.swwdmn.org/>

II. Description of Regulatory Mechanisms: (Part II.D.2)

Illicit discharges

- A. Do you have a regulatory mechanism(s) that effectively prohibits non-stormwater discharges into your small MS4, except those non-stormwater discharges authorized under the Permit (Part III.D.3.b.)? Yes No

1. If yes:

- a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

Ordinance Contract language
 Policy/Standards Permits
 Rules
 Other, explain: _____

- b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

1371.99 Violation a Mideleanor

Direct link:

http://www.ci.newport.mn.us/documents/Section1371StormWaterManagement_001.pdf

Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_IDDEreg*.

2. If no:

Describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

The City code has a citation, but does not completely meet all the requirements of an effective regulatory mechanism. The City staff will review the requirements in the first 8 months of the date the permit coverage is extended. The City staff will draft and new regulatory mechanism to meet the permit requirements and send it to

the City Council for approval within the next 12 months. The process should be completed within 12 months of the date the permit coverage is extended.

Construction site stormwater runoff control

A. Do you have a regulatory mechanism(s) that establishes requirements for erosion and sediment controls and waste controls? Yes No

1. If **yes**:

a. Check which type of regulatory mechanism(s) your organization has (check all that apply):

- Ordinance Contract language
 Policy/Standards Permits
 Rules
 Other, explain: _____

b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

Ch 1371.08 Subd. 2, 3, 6

Direct link:

http://www.ci.newport.mn.us/documents/Section1371StormWaterManagement_001.pdf

Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_CSWreg.*

B. Is your regulatory mechanism at least as stringent as the MPCA general permit to Discharge Stormwater Associated with Construction Activity (as of the effective date of the MS4 Permit)? Yes No

If you answered **yes** to the above question, proceed to C.

If you answered **no** to either of the above permit requirements listed in A. or B., describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

C. Answer **yes** or **no** to indicate whether your regulatory mechanism(s) requires owners and operators of construction activity to develop site plans that incorporate the following erosion and sediment controls and waste controls as described in the Permit (Part III.D.4.a.(1)-(8)), and as listed below:

- | | |
|--|---|
| 1. Best Management Practices (BMPs) to minimize erosion. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. BMPs to minimize the discharge of sediment and other pollutants. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. BMPs for dewatering activities. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. Site inspections and records of rainfall events | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| 5. BMP maintenance | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 6. Management of solid and hazardous wastes on each project site. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 7. Final stabilization upon the completion of construction activity, including the use of perennial vegetative cover on all exposed soils or other equivalent means. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| 8. Criteria for the use of temporary sediment basins. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

C.4 Amend the ordinance to include site inspections and records of rainfall events. The City will draft the amendment that requires the owner and operators of construction activity the required inspection and documentation of rainfall events. The draft will be completed within 8 months of the date the permit coverage is extended. The ordinance will be completed within 12 months of the date the permit coverage is extended.

Post-construction stormwater management

A. Do you have a regulatory mechanism(s) to address post-construction stormwater management activities? Yes No

1. If **yes**:

a. Check which *type* of regulatory mechanism(s) your organization has (check all that apply):

- Ordinance Contract language
 Policy/Standards Permits
 Rules
 Other, explain: _____

b. Provide either a direct link to the mechanism selected above or attach it as an electronic document to this form; or if your regulatory mechanism is either an Ordinance or a Rule, you may provide a citation:

Citation:

Ch 1371.08 Subd. 7

Direct link:

http://www.ci.newport.mn.us/documents/Section1371StormWaterManagement_001.pdf

Check here if attaching an electronic copy of your regulatory mechanism, with the following file naming convention: *MS4NameHere_PostCSWreg.*

B. Answer **yes** or **no** below to indicate whether you have a regulatory mechanism(s) in place that meets the following requirements as described in the Permit (Part III.D.5.a.):

1. **Site plan review:** Requirements that owners and/or operators of construction activity submit site plans with post-construction stormwater management BMPs to the permittee for review and approval, prior to start of construction activity. Yes No

2. **Conditions for post construction stormwater management:** Requires the use of any combination of BMPs, with highest preference given to Green Infrastructure techniques and practices (e.g., infiltration, evapotranspiration, reuse/harvesting, conservation design, urban forestry, green roofs, etc.), necessary to meet the following conditions on the site of a construction activity to the Maximum Extent Practicable (MEP):

a. For new development projects – no net increase from pre-project conditions (on an annual average basis) of: Yes No

- 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
- 2) Stormwater discharges of Total Suspended Solids (TSS).
- 3) Stormwater discharges of Total Phosphorus (TP).

b. For redevelopment projects – a net reduction from pre-project conditions (on an annual average basis) of: Yes No

- 1) Stormwater discharge volume, unless precluded by the stormwater management limitations in the Permit (Part III.D.5.a(3)(a)).
- 2) Stormwater discharges of TSS.
- 3) Stormwater discharges of TP.

3. **Stormwater management limitations and exceptions:**

a. Limitations

1) Prohibit the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) when the infiltration structural stormwater BMP will receive discharges from, or be constructed in areas: Yes No

- a) Where industrial facilities are not authorized to infiltrate industrial stormwater under an NPDES/SDS Industrial Stormwater Permit issued by the MPCA.
- b) Where vehicle fueling and maintenance occur.
- c) With less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.
- d) Where high levels of contaminants in soil or groundwater will be mobilized by the infiltrating stormwater.

2) Restrict the use of infiltration techniques to achieve the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), without higher engineering review, sufficient to provide a functioning treatment system and prevent adverse impacts to groundwater, when the infiltration device will be constructed in areas: Yes No

- a) With predominately Hydrologic Soil Group D (clay) soils.
- b) Within 1,000 feet up-gradient, or 100 feet down-gradient of active karst features.
- c) Within a Drinking Water Supply Management Area (DWSMA) as defined in Minn. R. 4720.5100, subp. 13.
- d) Where soil infiltration rates are more than 8.3 inches per hour.

- 3) For linear projects where the lack of right-of-way precludes the installation of volume control practices that meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)), the permittee's regulatory mechanism(s) may allow exceptions as described in the Permit (Part III.D.5.a(3)(b)). The permittee's regulatory mechanism(s) shall ensure that a reasonable attempt be made to obtain right-of-way during the project planning process. Yes No

4. **Mitigation provisions:** The permittee's regulatory mechanism(s) shall ensure that any stormwater discharges of TSS and/or TP not addressed on the site of the original construction activity are addressed through mitigation and, at a minimum, shall ensure the following requirements are met:

- a. Mitigation project areas are selected in the following order of preference: Yes No
- 1) Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
 - 2) Locations within the same Minnesota Department of Natural Resource (DNR) catchment area as the original construction activity.
 - 3) Locations in the next adjacent DNR catchment area up-stream
 - 4) Locations anywhere within the permittee's jurisdiction.
- b. Mitigation projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. Yes No
- c. Routine maintenance of structural stormwater BMPs already required by this permit cannot be used to meet mitigation requirements of this part. Yes No
- d. Mitigation projects shall be completed within 24 months after the start of the original construction activity. Yes No
- e. The permittee shall determine, and document, who will be responsible for long-term maintenance on all mitigation projects of this part. Yes No
- f. If the permittee receives payment from the owner and/or operator of a construction activity for mitigation purposes in lieu of the owner or operator of that construction activity meeting the conditions for post-construction stormwater management in Part III.D.5.a(2), the permittee shall apply any such payment received to a public stormwater project, and all projects must be in compliance with Part III.D.5.a(4)(a)-(e). Yes No

5. **Long-term maintenance of structural stormwater BMPs:** The permittee's regulatory mechanism(s) shall provide for the establishment of legal mechanisms between the permittee and owners or operators responsible for the long-term maintenance of structural stormwater BMPs not owned or operated by the permittee, that have been implemented to meet the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)). This only includes structural stormwater BMPs constructed after the effective date of this permit and that are directly connected to the permittee's MS4, and that are in the permittee's jurisdiction. The legal mechanism shall include provisions that, at a minimum:

- a. Allow the permittee to conduct inspections of structural stormwater BMPs not owned or operated by the permittee, perform necessary maintenance, and assess costs for those structural stormwater BMPs when the permittee determines that the owner and/or operator of that structural stormwater BMP has not conducted maintenance. Yes No
- b. Include conditions that are designed to preserve the permittee's right to ensure maintenance responsibility, for structural stormwater BMPs not owned or operated by the permittee, when those responsibilities are legally transferred to another party. Yes No
- c. Include conditions that are designed to protect/preserve structural stormwater BMPs and site features that are implemented to comply with the Permit (Part III.D.5.a(2)). If site configurations or structural stormwater BMPs change, causing decreased structural stormwater BMP effectiveness, new or improved structural stormwater BMPs must be implemented to ensure the conditions for post-construction stormwater management in the Permit (Part III.D.5.a(2)) continue to be met. Yes No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within twelve (12) months of the date permit coverage is extended, these permit requirements are met:

III. Enforcement Response Procedures (ERPs): (Part II.D.3)

- A. Do you have existing ERPs that satisfy the requirements of the Permit (Part III.B.)? Yes No

1. If **yes**, attach them to this form as an electronic document, with the following file naming convention: *MS4NameHere_ERPs*.
2. If **no**, describe the tasks and corresponding schedules that will be taken to assure that, with twelve (12) months of the date permit coverage is extended, these permit requirements are met:

They City does not have written Enforcment Repsonse Procedures (ERPs) that meet the requirements of the MCM's per say. Thru the partnership with SWWD the ordinance will need to be modified to incorporate SWWD's ERP's. The city staff will look into adding ERPs within the first 6 months of permit coverage. The ordinance will be completed within 12 months of the date the permit coverage is extended.

B. Describe your ERPs:

IV. Storm Sewer System Map and Inventory: (Part II.D.4.)

A. Describe how you manage your storm sewer system map and inventory:

City CADD and Record Drawings along with the SWWD MS4 partnership.

B. Answer **yes** or **no** to indicate whether your storm sewer system map addresses the following requirements from the Permit (Part III.C.1.a-d), as listed below:

1. The permittee's entire small MS4 as a goal, but at a minimum, all pipes 12 inches or greater in diameter, including stormwater flow direction in those pipes. Yes No
2. Outfalls, including a unique identification (ID) number assigned by the permittee, and an associated geographic coordinate. Yes No
3. Structural stormwater BMPs that are part of the permittee's small MS4. Yes No
4. All receiving waters. Yes No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

B.1. The City map currently displays pipes only 15 inches or greater in diameter, with a large majority of 12 inch pipes added as well. Starting in in the Spring 2014 , the Public Works Department will continue working with the city engineer to map all pipeline locations that are 12 inches and greater in diameter. We will use a GPS to field mark all additional pipeline needed to be added, and then integrate them into the map. The work will be completed within 12 months of the date the permit coverage is extended.

B.4 Map does not have ID numbers for all recieving waters. Will have to review our map and inventory to add more information on the receiving waters. The work will be completed within 12 months of the date the permit coverage is extended.

C. Answer **yes** or **no** to indicate whether you have completed the requirements of 2009 Minnesota Session Law, Ch. 172. Sec. 28: with the following inventories, according to the specifications of the Permit (Part III.C.2.a.-b.), including:

1. All ponds within the permittee's jurisdiction that are constructed and operated for purposes of water quality treatment, stormwater detention, and flood control, and that are used for the collection of stormwater via constructed conveyances. Yes No
2. All wetlands and lakes, within the permittee's jurisdiction, that collect stormwater via constructed conveyances. Yes No

D. Answer **yes** or **no** to indicate whether you have completed the following information for each feature inventoried.

1. A unique identification (ID) number assigned by the permittee. Yes No
2. A geographic coordinate. Yes No
3. Type of feature (e.g., pond, wetland, or lake). This may be determined by using best professional judgment. Yes No

If you have answered **yes** to all above requirements, and you have already submitted the Pond Inventory Form to the MPCA, then you do not need to resubmit the inventory form below.

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

E. Answer **yes** or **no** to indicate if you are attaching your pond, wetland and lake inventory to the MPCA Yes No

on the form provided on the MPCA website at: <http://www.pca.state.mn.us/ms4>, according to the specifications of Permit (Part III.C.2.b.(1)-(3)). Attach with the following file naming convention: *MS4NameHere_inventory*.

If you answered **no**, the inventory form must be submitted to the MPCA MS4 Permit Program within 12 months of the date permit coverage is extended.

V. Minimum Control Measures (MCMs) (Part II.D.5)

A. MCM1: Public education and outreach

1. The Permit requires that, within 12 months of the date permit coverage is extended, existing permittees revise their education and outreach program that focuses on illicit discharge recognition and reporting, as well as other specifically selected stormwater-related issue(s) of high priority to the permittee during this permit term. Describe your **current** educational program, including **any high-priority topics included**:

Thru the means of cable television broadcasts, city web-site stormwater page, quarterly newsletter and annual meeting, the importance of raking grass clippings, leaves off streets, automobile tune-ups, pesticides, fertilizers use and disposal and proper disposal of pet waste are emphasized to ensure safe and cleaner stormwater discharge.

2. List the categories of BMPs that address your public education and outreach program, including the distribution of educational materials and a program implementation plan. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the U.S. Environmental Protection Agency's (EPA) *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Cable Television Broadcast Channel 16	Year 3 develop a plan to publish stormwater related issues; number of stormwater related segments aired
Quarterly Newsletter	Year 3 develop a plan to publish stormwater related articles, number of stormwater related articles. (quarterly)
City Website Stormwater Information	Year 3 develop a plan to publish issues, Year 3 determine material to include in website; Year 4 active stormwater information on website; number of articles on city website; number of website "hits" from counter (quarterly)
Stormwater Related Brochures	Year 3 cooperate with neighbor MS4's ; contact neighbor MS4's to discuss cooperative agreement between MS4's; number of Brochures distributed (annual)
Follow applicable public notice requirements	Provide notice of public informational meeting at least 30 days prior; on an annual interval; completed public notice (annual)
BMP categories to be implemented	Measurable goals and timeframes

3. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Bruce Hanson, Superintendent, Public Works

B. MCM2: Public participation and involvement

1. The Permit (Part III.D.2.a.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement a public participation/involvement program to solicit public input on the SWPPP. Describe your current program:

Annual SWPPP meeting with input and comments allowed from the public.

Publish the legal advertisement in the local paper and cities website as required.

2. List the categories of BMPs that address your public participation/involvement program, including solicitation and documentation of public input on the SWPPP. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Annual Public Meeting	Annual meeting in each year of the Permit cycle; number of complaints on stormwater quality; completed public meetings; attendance at public meeting (ongoing – annual)
Household Cleanup Day	Year 3 Evaluate program; complete recycle days each year; evaluate existing program; number of participants (ongoing – annual)
Volunteer Storm Drain Stenciling and Program	Year 3 develop a standard program; Year 4 the City will purchase the materials and equipment for stenciling and distribute information to the public to become aware of the program; Year 3 to 5 promote groups to volunteer to stencil storm drains; number of storm drains stenciled; establish a volunteer storm drain stenciling program; number of volunteers participating in the program each year the program is in place. (ongoing – annual)
BMP categories to be implemented	Measurable goals and timeframes

3. Do you have a process for receiving and documenting citizen input? Yes No

If you answered **no** to the above permit requirement, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Bruce Hanson, Superintendent, Public Works

C. MCM 3: Illicit discharge detection and elimination

1. The Permit (Part III.D.3.) requires that, within 12 months of the date permit coverage is extended, existing permittees revise their current program as necessary, and continue to implement and enforce a program to detect and eliminate illicit discharges into the small MS4. Describe your current program:

At the present time, the city is in an MS4 partnership with SWWD, it does have an explicit ordinance that prohibits illicit discharges and connections. The public works staff are trained to look for any signs of an illicit discharge / connections while on the job.

2. Does your Illicit Discharge Detection and Elimination Program meet the following requirements, as found in the Permit (Part III.D.3.c.-g.)?

- a. Incorporation of illicit discharge detection into all inspection and maintenance activities conducted under the Permit (Part III.D.6.e.-f.) Where feasible, illicit discharge inspections shall be conducted during dry-weather conditions (e.g., periods of 72 or more hours of no precipitation). Yes No
- b. Detecting and tracking the source of illicit discharges using visual inspections. The permittee may also include use of mobile cameras, collecting and analyzing water samples, and/or other detailed procedures that may be effective investigative tools. Yes No

- c. Training of all field staff, in accordance with the requirements of the Permit (Part III.D.6.g.(2)), in illicit discharge recognition (including conditions which could cause illicit discharges), and reporting illicit discharges for further investigation. Yes No
- d. Identification of priority areas likely to have illicit discharges, including at a minimum, evaluating land use associated with business/industrial activities, areas where illicit discharges have been identified in the past, and areas with storage of large quantities of significant materials that could result in an illicit discharge. Yes No
- e. Procedures for the timely response to known, suspected, and reported illicit discharges. Yes No
- f. Procedures for investigating, locating, and eliminating the source of illicit discharges. Yes No
- g. Procedures for responding to spills, including emergency response procedures to prevent spills from entering the small MS4. The procedures shall also include the immediate notification of the Minnesota Department of Public Safety Duty Officer, if the source of the illicit discharge is a spill or leak as defined in Minn. Stat. § 115.061. Yes No
- h. When the source of the illicit discharge is found, the permittee shall use the ERPs required by the Permit (Part III.B.) to eliminate the illicit discharge and require any needed corrective action(s). Yes No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

3. List the categories of BMPs that address your illicit discharge, detection and elimination program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Illicit discharge ordinance	Year 3 to 4 – Review existing ordinance and compare with other communities; Year 3 – Completed illicit discharge, detection, and elimination ordinance; completed ordinance; review of existing ordinance and comparison with other communities. (annual)
Storm Sewer Map	Examine existing system data; Year 3 – Identify and document 50%; Year 5 – Identify and document 100%; examine and compile existing data; complete the storm sewer map; show all pipes, at a minimum 12" and larger; show outfalls (ongoing – annual)
Septic System Ordinance	Year 3 – Review existing ordinance and compare with others; Year 4 – Completed illicit discharge, detection, and elimination ordinance; completion of existing ordinance and comparison with others
Recreational Sewage Control	Year 4 determine locations for proper recreational disposal; number of illicit recreational sewer discharges; publish disposal locations
Illicit Discharge Inspection Program	Gather existing information on illicit connection tests performed to date within the City; Year 4 – Begin conducting field tests; percentage of outfalls inspected for dry weather flows; number of illicit discharges located
BMP categories to be implemented	Measurable goals and timeframes
Written Enforcement Response Procedures	Implement ERP's in the city ordinance to refer to the partnership with SWWD and to be available on city website. Completed within 12 months of extension of permit coverage.

4. Do you have procedures for record-keeping within your Illicit Discharge Detection and Elimination (IDDE) program as

specified within the Permit (Part III.D.3.h.)? Yes No

If you answered **no**, indicate how you will develop procedures for record-keeping of your Illicit Discharge, Detection and Elimination Program, within 12 months of the date permit coverage is extended:

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Bruce Hanson, Superintendent, Public Works

D. MCM 4: Construction site stormwater runoff control

1. The Permit (Part III.D.4) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a construction site stormwater runoff control program. Describe your current program:

Newport has a permit application that requires, for any construction site that disturbs 1 acre or more. We require review of construction site erosion and sediment control (ESC) plans before projects begin, and work with contractors to ensure appropriate and correct use of erosion and sediment control BMPs on sites.

2. Does your program address the following BMPs for construction stormwater erosion and sediment control as required in the Permit (Part III.D.4.b.):

- a. Have you established written procedures for site plan reviews that you conduct prior to the start of construction activity? Yes No
- b. Does the site plan review procedure include notification to owners and operators proposing construction activity that they need to apply for and obtain coverage under the MPCA's general permit to *Discharge Stormwater Associated with Construction Activity No. MN R100001*? Yes No
- c. Does your program include written procedures for receipt and consideration of reports of noncompliance or other stormwater related information on construction activity submitted by the public to the permittee? Yes No
- d. Have you included written procedures for the following aspects of site inspections to determine compliance with your regulatory mechanism(s):
 - 1) Does your program include procedures for identifying priority sites for inspection? Yes No
 - 2) Does your program identify a frequency at which you will conduct construction site inspections? Yes No
 - 3) Does your program identify the names of individual(s) or position titles of those responsible for conducting construction site inspections? Yes No
 - 4) Does your program include a checklist or other written means to document construction site inspections when determining compliance? Yes No
- e. Does your program document and retain construction project name, location, total acreage to be disturbed, and owner/operator information? Yes No
- f. Does your program document stormwater-related comments and/or supporting information used to determine project approval or denial? Yes No
- g. Does your program retain construction site inspection checklists or other written materials used to document site inspections? Yes No

If you answered **no** to any of the above permit requirements, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

D.2.c. The City reviews reports of noncompliance as they are submitted. The City will review policies to see if there are actual written procedures within the first 6 months from the date the permit coverage is extended.

3. List the categories of BMPs that address your construction site stormwater runoff control program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Storm Water Management Regulations Ordinance	Year 4 – Evaluate existing ordinance by comparing it to MPCA minimum standards; Year 4 – Complete a draft ordinance from the year 1 assessment; Year 4 – Implement new construction site erosion and sedimentation ordinance; complete evaluation

	of existing ordinance; completed draft ordinance; implemented ordinance (ongoing – annual)
ESC Inspection and Enforcement Program	Inspection schedule; Performance Bond; number of construction sites for each year; number of warnings issued; number of stop work orders issued; number of financial security money taken for ESC noncompliance. (ongoing – annual)
Minimum Erosion and Sediment Control BMPs	Establish list of minimum ESC BMPs for construction activities; provide contractor list of required BMPs. (ongoing – annual)
Public Non Compliance Complaints and Reports	Year 3 – Review existing procedure and identify areas for revision; Year 4 – Implement procedure; develop a receipt log for taking information in regarding construction site issues and complaints. (ongoing – annual)

BMP categories to be implemented	Measurable goals and timeframes
Written Enforcement Response Procedures	Implement ERP's in the city ordinance to refer to the partnership with SWWD and to be available on city website. Completed within 12 months of extension of permit coverage.

4. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:
Bruce Hanson, Superintendent, Public Works

E. MCM 5: Post-construction stormwater management

1. The Permit (Part III.D.5.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement and enforce a post-construction stormwater management program. Describe your current program:

Newport has a post-construction stormwater management ordinance to encourage the utilization of BMPs for stormwater runoff from new and redevelopment projects, as well as to ensure the maintenance and operation of the stormwater BMPs

2. Have you established written procedures for site plan reviews that you will conduct prior to the start of construction activity? Yes No
3. Answer **yes** or **no** to indicate whether you have the following listed procedures for documentation of post-construction stormwater management according to the specifications of Permit (Part III.D.5.c.):
- a. Any supporting documentation that you use to determine compliance with the Permit (Part III.D.5.a), including the project name, location, owner and operator of the construction activity, any checklists used for conducting site plan reviews, and any calculations used to determine compliance? Yes No
 - b. All supporting documentation associated with mitigation projects that you authorize? Yes No
 - c. Payments received and used in accordance with Permit (Part III.D.5.a.(4)(f))? Yes No
 - d. All legal mechanisms drafted in accordance with the Permit (Part III.D.5.a.(5)), including date(s) of the agreement(s) and names of all responsible parties involved? Yes No

If you answered **no** to any of the above permit requirements, describe the steps that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met.

E.3. The city will review the specifications of the Permit (Part III.D.5c) with in 6 months from the date the permit coverage is extended. The City will also investigate the need for regulations on Part III.D.5 Long-Term maintenance of Structural Stormwater BMPs within the first 6 months from the date the permit coverage is extended

4. List the categories of BMPs that address your post-construction stormwater management program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. Refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>). **If you have more than five categories**, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Plan Review Procedures	Year 4 – Completion of plan review process and documentation procedures; Year 5 – Developed and implemented Plan Review Program; number of plan reviews performed each year; completed plan review process and documentation procedures. (ongoing – annual)
Storm Water Management Plan	Year 5-Complete SWMP for Newport (annual).

BMP categories to be implemented	Measurable goals and timeframes
Written Enforcement Response Procedures	Implement ERP's in the city ordinance to refer to the partnership with SWWD and to be available on city website. Completed within 12 months of extension of permit coverage.

5. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Bruce Hanson, Superintendent, Public Works

F. MCM 6: Pollution prevention/good housekeeping for municipal operations

1. The Permit (Part III.D.6.) requires that, within 12 months of the date permit coverage is extended, existing permittees shall revise their current program, as necessary, and continue to implement an operations and maintenance program that prevents or reduces the discharge of pollutants from the permittee owned/operated facilities and operations to the small MS4. Describe your current program:

The city has a Storm Water Maintenance Training Program that is reviewed annually by the public works personnel. The plan includes: inspection and cleaning of the cities storm sewer system, salt applied on an annual cycle, annual and ongoing street sweeping, city fleet automobile maintenance program, hazardous material storage and recycling program and grass clipping and fertilizer review.

2. Do you have a facilities inventory as outlined in the Permit (Part III.D.6.a.)? Yes No
3. If you answered **no** to the above permit requirement in question 2, describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, this permit requirement is met:

4. List the categories of BMPs that address your pollution prevention/good housekeeping for municipal operations program. Use the first table for categories of BMPs that you have established and the second table for categories of BMPs that you plan to implement over the course of the permit term.

Include the measurable goals with appropriate timeframes that each BMP category will be implemented and completed. In addition, provide interim milestones and the frequency of action in which the permittee will implement and/or maintain the BMPs. For an explanation of measurable goals, refer to the EPA's *Measurable Goals Guidance for Phase II Small MS4s* (<http://www.epa.gov/npdes/pubs/measurablegoals.pdf>).

If you have more than five categories, hit the tab key after the last line to generate a new row.

Established BMP categories	Measurable goals and timeframes
Storm Water System Maintenance Training Program	Create a training program; implemented training program; number of employees trained per year (reviewed annually).

Storm drainage system inspection and cleaning	Document existing cleaning program and justification; number of sumps cleaned and inspected; number of sumps full of sediment or debris; Sump and Inlet cleaning and inspection schedule (annual).
Pond and outfall inspection and cleaning procedure program	Number of outfalls inspected (20% minimum); number of outfalls full of sediment or debris; Year 4 reevaluate inspection intervals from history; outfall cleaning procedures and outfall inspection schedule (annual).
Street deicing program	Year 3 – Evaluate alternative deicing products, equipment, or procedures; amount of salt applied to street; amount of sand applied to street (annual).
Municipal Street Maintenance Program	Annual urban street sweeping (100% of the urban streets); number of street miles swept (ongoing – annual).
Equipment Maintenance Program	Establish vehicle maintenance program; implement vehicle maintenance program; number of equipment maintained; number of vehicles in fleet inspected each year (ongoing – annual).
Hazardous Material Storage and Recycling Program	Continue operating program; Year 3-Evaluate and document material storage and recycling program (ongoing – annual).
Pesticide and Herbicide control program	Evaluate alternative fertilizer and herbicide products, equipment, or procedures; amount of Pesticide and Herbicide applied; Proper handling and application covered by training (annual).
Fertilizer Application Program	No phosphorus fertilizer; amount of fertilizer applied
Municipal lawn care program	Proper discharge of grass clippings; continue existing training program (annual).
BMP categories to be implemented	Measurable goals and timeframes
Quarterly inspections of stock pile/storage and material handling areas.	Revise the annual inspections to a quarterly inspection cycle. The city will review with in first 6 months of the extension of permit coverage is granted. Completed within 12 months of extension of permit coverage.

5. Does discharge from your MS4 affect a Source Water Protection Area (Permit Part III.D.6.c.)? Yes No
- a. If **no**, continue to 6.
- b. If **yes**, the Minnesota Department of Health (MDH) is in the process of mapping the following items. Maps are available at <http://www.health.state.mn.us/divs/eh/water/swp/maps/index.htm>. Is a map including the following items available for your MS4:
- 1) Wells and source waters for drinking water supply management areas identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330? Yes No
- 2) Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health under the federal Safe Drinking Water Act, U.S.C. §§ 300j – 13? Yes No
- c. Have you developed and implemented BMPs to protect any of the above drinking water sources? Yes No
6. Have you developed procedures and a schedule for the purpose of determining the TSS and TP treatment effectiveness of all permittee owned/operated ponds constructed and used for the collection and treatment of stormwater, according to the Permit (Part III.D.6.d.)? Yes No
7. Do you have inspection procedures that meet the requirements of the Permit (Part III.D.6.e.(1)-(3)) for structural stormwater BMPs, ponds and outfalls, and stockpile, storage and material handling areas? Yes No
8. Have you developed and implemented a stormwater management training program commensurate with each

employee's job duties that:

- a. Addresses the importance of protecting water quality? Yes No
 - b. Covers the requirements of the permit relevant to the duties of the employee? Yes No
 - c. Includes a schedule that establishes initial training for new and/or seasonal employees and recurring training intervals for existing employees to address changes in procedures, practices, techniques, or requirements? Yes No
9. Do you keep documentation of inspections, maintenance, and training as required by the Permit (Part III.D.6.h.(1)-(5))? Yes No

If you answered **no** to any of the above permit requirements listed in **Questions 5 – 9**, then describe the tasks and corresponding schedules that will be taken to assure that, within 12 months of the date permit coverage is extended, these permit requirements are met:

10. Provide the name or the position title of the individual(s) who is responsible for implementing and/or coordinating this MCM:

Bruce Hanson, Superintendent, Public Works

VI. Compliance Schedule for an Approved Total Maximum Daily Load (TMDL) with an Applicable Waste Load Allocation (WLA) (Part II.D.6.)

- A. Do you have an approved TMDL with a Waste Load Allocation (WLA) prior to the effective date of the Permit? Yes No
1. If **no**, continue to section VII.
 2. If **yes**, fill out and attach the MS4 Permit TMDL Attachment Spreadsheet with the following naming convention: *MS4NameHere_TMDL*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

VII. Alum or Ferric Chloride Phosphorus Treatment Systems (Part II.D.7.)

- A. Do you own and/or operate any Alum or Ferric Chloride Phosphorus Treatment Systems which are regulated by this Permit (Part III.F.)? Yes No
1. If **no**, this section requires no further information.
 2. If **yes**, you own and/or operate an Alum or Ferric Chloride Phosphorus Treatment System within your small MS4, then you must submit the Alum or Ferric Chloride Phosphorus Treatment Systems Form supplement to this document, with the following naming convention: *MS4NameHere_TreatmentSystem*.

This form is found on the MPCA MS4 website: <http://www.pca.state.mn.us/ms4>.

VIII. Add any Additional Comments to Describe Your Program

Non-Recurring Bills

Paid Chk# 015832	BENEFIT EXTRAS	1/16/2014	\$40.00	Cobra check processing
Paid Chk# 015833	CENTURY COLLEGE	1/16/2014	\$695.00	Police training
Paid Chk# 015834	CITY OF SAINT PAUL	1/16/2014	\$3,201.64	Water main break
Paid Chk# 015835	DIETRICH ELECTRIC, INC	1/16/2014	\$57.75	Electrical inspections
Paid Chk# 015836	EXPRESS AUTO PARTS	1/16/2014	\$209.03	Parts
Paid Chk# 015837	FERGUSON WATERWORKS #2516	1/16/2014	\$241.21	
Paid Chk# 015838	FERRELLGAS	1/16/2014	\$152.31	Propane
Paid Chk# 015839	FIRSTLAB	1/16/2014	\$50.95	Drug testing
Paid Chk# 015840	FLEET ONE LLC	1/16/2014	\$3,843.00	Petrol for PW and fire
Paid Chk# 015841	GERRYS FIRE & SAFETY, INC.	1/16/2014	\$1,494.90	Fire extinguisher maintenance
Paid Chk# 015842	GLEWWE DOORS INC.	1/16/2014	\$1,746.00	
Paid Chk# 015843	GOPHER STATE ONE-CALL	1/16/2014	\$32.00	
Paid Chk# 015844	HAWKINS	1/16/2014	\$10.00	Chlorine cylinder
Paid Chk# 015845	JOBESHQ	1/16/2014	\$339.00	Variances and postings
Paid Chk# 015846	JOHN BARTL HARDWARE	1/16/2014	\$431.84	PW & FD supplies
Paid Chk# 015847	KEEPRS, INC.	1/16/2014	\$80.00	Uniforms
Paid Chk# 015848	LEAGUE OF MN CITIES INS TRUST	1/16/2014	\$500.00	Hansen case legal fees
Paid Chk# 015849	MASTERTECH AUTO & TIRE INC.	1/16/2014	\$87.50	Squad repair
Paid Chk# 015850	MENARDS - COTTAGE GROVE	1/16/2014	\$25.51	Library
Paid Chk# 015851	MERIT CHEVROLET	1/16/2014	\$133.16	PW # 0510 Repair
Paid Chk# 015852	MN BUREAU OF CRIMINAL APP.	1/16/2014	\$285.00	Police training
Paid Chk# 015853	MN DEPT OF LABOR AND INDUSTRY	1/16/2014	\$1,479.05	Building permits
Paid Chk# 015854	MN PUBLIC FACILITIES AUTHORITY	1/16/2014	\$1,695.80	PFA loan interest repayment
Paid Chk# 015855	NEWPORT POST OFFICE	1/16/2014	\$200.00	Postal permit fee #29
Paid Chk# 015856	NORTH AMERICAN SALT CO.	1/16/2014	\$8,333.03	Salt
Paid Chk# 015857	NORTHLAND TRUST SERVICES, INC	1/16/2014	\$108,017.50	2011A Bond Principal & Interes
Paid Chk# 015858	PATHFINDER CRM, LLC	1/16/2014	\$9,000.00	Preservation planning consulta
Paid Chk# 015859	RUMPCA COMPANIES INC.	1/16/2014	\$3,570.00	Compost
Paid Chk# 015860	SO ST PAUL PARK ANIMAL HOSPITA	1/16/2014	\$951.84	Animal boarding and disposal f
Paid Chk# 015861	SO WASH. CO. WATERSHED DIST.	1/16/2014	\$20,000.00	Debt Service payment
Paid Chk# 015862	TKDA	1/16/2014	\$3,497.58	City planning
Paid Chk# 015863	UPS	1/16/2014	\$28.42	Mailing PW package
Paid Chk# 015864	US Bank	1/16/2014	\$92,092.50	2002A Bond principal and inter
Paid Chk# 015865	WASHINGTON CTY SHERIFF	1/16/2014	\$8,010.76	Records and Alerts
Paid Chk# 015866	ATOM	1/16/2014	\$150.00	Training membership
Paid Chk# 015867	Washington Cty Public Safety	1/16/2014	\$4,200.84	Radio

Recurring Bills

Paid Chk# 000244E	FEDERAL TAXES	12/31/2013	\$9,623.63	SS, Med. Federal
Paid Chk# 000245E	MN REVENUE	12/31/2013	\$2,089.09	State taxes
Paid Chk# 000246E	DELTA DENTAL OF MN	12/31/2013	\$1,151.67	Dental insurance
Paid Chk# 000247E	ING LIFE INSURANCE & ANNUITY	12/31/2013	\$410.99	MSRS
Paid Chk# 000248E	MN REVENUE	1/8/2014	\$970.00	Water Sales and Use Tax
Paid Chk# 000249E	ING LIFE INSURANCE & ANNUITY	1/8/2014	\$419.90	MSRS
Paid Chk# 000250E	MN REVENUE	1/8/2014	\$2,021.49	State taxes
Paid Chk# 000251E	FEDERAL TAXES	1/8/2014	\$9,853.26	SS, Medicare, and Federal tax
Paid Chk# 015795	DEBORA HILL	12/18/2013	\$14.22	Mileage reimbursement
Paid Chk# 015796	MINNESOTA BENEFIT ASSOC.	12/18/2013	\$61.43	Neska Life
Paid Chk# 015797	ON SITE SANITATION	12/18/2013	\$79.00	Loveland & Lions parks
Paid Chk# 015798	SELECTACCOUNT	12/18/2013	\$34.77	Participant fees
Paid Chk# 015799	XCEL ENERGY	12/18/2013	\$6,323.80	Gas and electricity
Paid Chk# 015806	COMCAST	12/31/2013	\$126.40	
Paid Chk# 015807	ING LIFE INSURANCE & ANNUITY	12/31/2013	\$1,823.00	
Paid Chk# 015808	LEAF	12/31/2013	\$580.49	
Paid Chk# 015809	NCPERS MINNESOTA	12/31/2013	\$80.00	Extra Life

Paid Chk# 015810	PERA	12/31/2013	\$8,737.42
Paid Chk# 015811	SELECTACCOUNT	12/31/2013	\$708.67
Paid Chk# 015812	VERIZON	12/31/2013	\$264.88 Cell phones and hot spots
Paid Chk# 015813	Holstad & Knaak, PLC	1/2/2014	\$5,200.00 Legal fees
Paid Chk# 015814	LAW ENFORCEMENT LABOR SERVICES	1/2/2014	\$270.00
Paid Chk# 015815	SELECTACCOUNT	1/2/2014	\$23,333.33
Paid Chk# 015816	SW/WC SERVICES COOPERATIVES	1/2/2014	\$14,611.00
Paid Chk# 015823	ATOMIC-COLO, LLC	1/8/2014	\$2,402.18 IT and computer support
Paid Chk# 015824	CENTURY LINK	1/8/2014	\$168.59 Phone service
Paid Chk# 015825	DAVE CRIST	1/8/2014	\$24.99 Uniform reimbursement
Paid Chk# 015826	ING LIFE INSURANCE & ANNUITY	1/8/2014	\$1,834.60
Paid Chk# 015827	Metropolitan Council	1/8/2014	\$15,754.64
Paid Chk# 015828	PERA	1/8/2014	\$8,614.03
Paid Chk# 015829	SELECTACCOUNT	1/8/2014	\$638.16
Paid Chk# 015830	TBS OFFICE AUTOMATIONS	1/8/2014	\$169.00 Copier services
Paid Chk# 015831	TENNIS SANITATION LLC	1/8/2014	\$21.80 Garbage service
	Staff		\$66,206.32
			\$459,505.87



City of Newport, MN

Financial Status Report

Period ended December 31, 2013

(Un-Audited)

Prepared by:
Administration Department



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Section 1 – Cash & Investment Report

Section 2 – Budget Control Summary

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Section 1 – Cash & Investment

Purpose:

This report provides a detailed view of current cash, investments and rates of return for the specified time period. City funds are maintained in accordance with the City's Investment Policy which defines the manner in which the City accounts for and protects cash and investments.



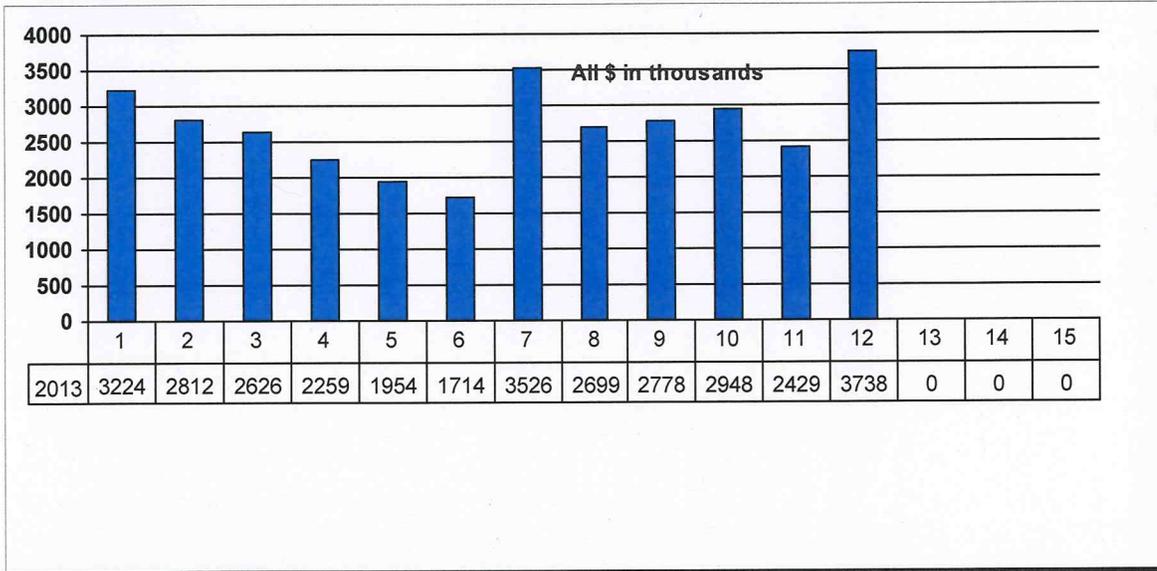
CITY OF NEWPORT

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***Check Reconciliation©**

**Central Bank
10100 CASH
December 2013**



Account Summary

Beginning Balance on	12/1/2013	\$2,452,626.08	Cleared	\$3,762,527.96
+ Receipts/Deposits		\$1,659,238.53	Statement	\$3,762,527.96
- Payments (Checks and Withdrawals)		\$349,336.65	Difference	\$0.00
Ending Balance as of	12/30/2013	\$3,762,527.96		

Check Book Balance

Active	G 101-10100	GENERAL FUND	\$1,044,838.95
Active	G 201-10100	PARKS SPECIAL FUND	\$11,408.36
Active	G 204-10100	HERITAGE PRESERVATIO	\$8,416.73
Active	G 205-10100	RECYCLING	\$24,105.60
Active	G 206-10100	FIRE ENGINE	\$0.00
Active	G 208-10100	BUY FORFEITURE	\$1,304.16
Active	G 225-10100	PIONEER DAY	\$19,709.63
Active	G 270-10100	EDA	\$593,895.69
Active	G 301-10100	G.O. CAPITAL IMP. PLAN 2	-\$118,822.22
Active	G 305-10100	2013 Street Assessments	\$10,185.25
Active	G 307-10100	GO TIF 1994B	\$0.00
Active	G 308-10100	CERIFICATES OF INDEBT	\$0.00
Active	G 313-10100	GO IMP BOND 2000B	\$0.00
Active	G 315-10100	\$690,000 BOND 2002A	-\$44,025.88
Active	G 316-10100	PFA/TRLF REVENUE NOT	\$334,882.49
Active	G 321-10100	EQUIP CERTIFICATE 2006	\$0.00
Active	G 322-10100	GO BONDS OF 2011A	-\$42,091.84
Active	G 401-10100	EQUIPMENT REVOLVING	\$87,793.73
Active	G 402-10100	TAX INC DIST 1	\$4.77

Active	G 405-10100	T.H. HWY 61	\$233,996.93
Active	G 409-10100	STREET RECONSTRUCTI	\$201,754.29
Active	G 411-10100	BUILDING FUND	\$40,009.57
Active	G 416-10100	4TH AVENUE RAVINE	\$12,757.82
Active	G 417-10100	NORTH RAVINE	\$732.25
Active	G 422-10100	2011A UTILITY CAPITAL	\$0.00
Active	G 423-10100	2011A EQUIPMENT CAPIT	\$0.00
Active	G 601-10100	WATER FUND	\$513,474.48
Active	G 602-10100	SEWER FUND	\$756,041.99
Active	G 603-10100	STREET LIGHT FUND	\$15,809.55
Active	G 604-10100	STORM WATER FUND	\$31,855.98
		Cash Balance	\$3,738,038.28

Beginng Balance	\$2,452,626.08	
+ Total Deposits	\$1,659,238.53	
- Checks Written	\$373,826.33	
		\$3,738,038.28
Check Book Balance		\$3,738,038.28
Difference		\$0.00

City of Newport
INVESTMENTS
Dec-13

<u>TYPE</u>	<u>BOUGHT DATE</u>	<u>MATURITY DATE</u>	<u># OF DAYS</u>	<u>COST</u>	<u>RATE</u>	<u>GASB #40 Value</u>
SB (Morgan)						
BK China NY CD	10/21/2013	4/30/2014	192	120,000	0.30%	119,925.60
BK China NY CD	10/21/2013	10/30/2014	374	120,000	0.40%	119,787.60
BMW CD	6/28/2013	6/29/2015	728	120,000	0.75%	119,668.80
AMEX Cent.	7/5/2013	7/5/2016	1,092	120,000	1.10%	119,433.60
BMW CD	6/28/2013	6/28/2017	1,456	125,000	1.30%	123,711.25
AMEX Cent.	7/5/2013	7/5/2018	1,820	125,000	1.70%	122,006.25
Accrued Interest	all CDs above					5,067.64
Fed Farm Cr Bk	7/17/2013	7/17/2020	2,548	125,000	2.87%	123,856.25
Cash, Deposits						540.43
409-2013 Street Project						
Fifththird Bank CD	10/21/2013	4/30/2014	192	245,000	0.35%	244,884.85
BK of India NY CD	10/21/2013	4/23/2014	185	245,000	0.40%	244,928.95
sub total						1,343,811.22
NORTHLAND						
MNY MKT	Govmt security money market class B					0.00
GO BOND	10/6/2010	3/1/2015	365	240,000.00	1.85%	242,544.00
GO BOND	10/6/2010	3/1/2015	365	100,000.00	1.75%	101,116.00
Accrued Interest						0.00
subtotal						343,660.00
Sub-total Investments GASB 40						1,687,471.22
Central Bank						
305-2013 Street Assessment						
Central Bank	10/17/2013	1/17/2015	547	60,000.00	0.40%	60,000.00
Central Bank	10/17/2013	4/17/2014	183	25,000.00	0.25%	25,000.00
Checking						3,762,527.96
Total Cash, Investments and CD's						5,449,999.18

Section 2 – Budget Control Summary

Purpose:

This section provides a detailed summary on the General Fund and Enterprise Fund accounts as it corresponds to the annual budget. The variance provides a percentage of the amount of the budget that remains in each account.



CITY OF NEWPORT

*Budget Control Summary

Current Period: December 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Varianc	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
FUND 101 GENERAL FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$3,051,576.00	\$3,419,328.96	-\$367,752.96	-12.05%	\$0.00	\$3,051,576.00	-\$3,051,576.00	0.63	0.29
DEPT 45000 Parks (GENERAL)	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 45100 Recreation (GENERAL)	\$0.00	\$645.64	-\$645.64	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$3,051,576.00	\$3,419,974.60	-\$368,398.60	-12.07%	\$0.00	\$3,051,576.00	-\$3,051,576.00	0.61	0.27
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$426,858.23	-\$426,858.23	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 41000 Administration (GENERAL)	\$273,008.00	\$243,227.59	\$29,780.41	10.91%	\$0.00	\$273,008.00	-\$273,008.00	0.66	-0.10
DEPT 41110 Mayor and Council	\$24,090.00	\$21,448.16	\$2,641.84	10.97%	\$0.00	\$24,090.00	-\$24,090.00	0.36	-0.27
DEPT 41410 Elections	\$1,600.00	\$1,524.29	\$75.71	4.73%	\$0.00	\$1,600.00	-\$1,600.00	0.39	-0.21
DEPT 41600 Professional Services	\$291,146.00	\$294,594.53	-\$3,448.53	-1.18%	\$0.00	\$291,146.00	-\$291,146.00	0.92	0.12
DEPT 41910 Planning and Zoning	\$48,073.00	\$65,537.28	-\$17,464.28	-36.33%	\$0.00	\$48,073.00	-\$48,073.00	0.70	0.14
DEPT 41940 City Hall Bldg	\$18,795.00	\$11,971.70	\$6,823.30	36.30%	\$0.00	\$18,795.00	-\$18,795.00	1.17	0.17
DEPT 42000 Police Department(GENERAL)	\$807,733.00	\$802,956.90	\$4,776.10	0.59%	\$0.00	\$807,733.00	-\$807,733.00	0.71	-0.08
DEPT 42100 Civil Defense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 42260 Fire Protection	\$191,011.00	\$183,229.85	\$7,781.15	4.07%	\$0.00	\$191,011.00	-\$191,011.00	0.50	-0.23
DEPT 42280 Fire Stations No. 1	\$17,222.00	\$15,620.33	\$1,601.67	9.30%	\$0.00	\$17,222.00	-\$17,222.00	0.78	-0.22
DEPT 42290 Fire Station No. 2	\$2,772.00	\$2,542.58	\$229.42	8.28%	\$0.00	\$2,772.00	-\$2,772.00	0.31	-0.20
DEPT 43000 PW Street (GENERAL)	\$384,988.00	\$385,337.15	-\$349.15	-0.09%	\$0.00	\$384,988.00	-\$384,988.00	0.56	0.01
DEPT 43100 Public Works Garage	\$15,750.00	\$23,426.47	-\$7,676.47	-48.74%	\$0.00	\$15,750.00	-\$15,750.00	2.98	1.98
DEPT 43160 Street Lighting	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 43260 Composting	\$5,000.00	\$5,307.07	-\$307.07	-6.14%	\$0.00	\$5,000.00	-\$5,000.00	0.10	-0.12
DEPT 45000 Parks (GENERAL)	\$361,308.00	\$367,966.62	-\$6,658.62	-1.84%	\$0.00	\$361,308.00	-\$361,308.00	0.75	0.06
DEPT 45100 Recreation (GENERAL)	\$3,000.00	\$3,074.72	-\$74.72	-2.49%	\$0.00	\$3,000.00	-\$3,000.00	0.19	-0.03
DEPT 45206 Parks Bldgs. & Warming Houses	\$5,500.00	\$5,139.59	\$360.41	6.55%	\$0.00	\$5,500.00	-\$5,500.00	0.17	-0.12
DEPT 45501 Library Bldg	\$23,570.00	\$21,595.09	\$1,974.91	8.38%	\$0.00	\$23,570.00	-\$23,570.00	0.68	0.12
DEPT 45550 Heritage Pres. Committee	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49470 Street Lights	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49754 Railroad Tower	\$1,120.00	\$627.49	\$492.51	43.97%	\$0.00	\$1,120.00	-\$1,120.00	0.30	-0.45
DEPT 49985 Special Contributions	\$5,000.00	\$1,621.00	\$3,379.00	67.58%	\$0.00	\$5,000.00	-\$5,000.00	0.32	-0.68
DEPT 49995 Miscellaneous Contingency	\$10,000.00	\$4,200.00	\$5,800.00	58.00%	\$0.00	\$10,000.00	-\$10,000.00	0.21	-0.29
Total Expenditure Accounts	\$2,490,686.00	\$2,887,806.64	\$397,120.64	-15.94%	\$0.00	\$2,490,686.00	-\$2,490,686.00	0.60	-0.03
Total FUND 101 GENERAL FUND	\$560,890.00	\$532,167.96	\$28,722.04	5.12%	\$0.00	\$560,890.00	-\$560,890.00		



CITY OF NEWPORT

*Budget Control Summary

Current Period: December 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$5,103.70	-\$5,103.70	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$5,103.70	\$5,103.70	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 205 RECYCLING	\$0.00	-\$386.79	\$386.79	0.00%	\$0.00	\$0.00	\$0.00		
FUND 206 FIRE ENGINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	-\$0.14	\$0.14	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	-\$0.14	\$0.14	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 206 FIRE ENGINE	\$0.00	-\$0.14	\$0.14	0.00%	\$0.00	\$0.00	\$0.00		
FUND 208 BUY FORFEITURE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1.14	-\$1.14	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$1.14	-\$1.14	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 208 BUY FORFEITURE	\$0.00	\$1.14	-\$1.14	0.00%	\$0.00	\$0.00	\$0.00		
FUND 225 PIONEER DAY									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$6,016.33	-\$6,016.33	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$6,016.33	-\$6,016.33	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$4,610.83	-\$4,610.83	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$4,610.83	\$4,610.83	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 225 PIONEER DAY	\$0.00	\$1,405.50	-\$1,405.50	0.00%	\$0.00	\$0.00	\$0.00		



CITY OF NEWPORT

*Budget Control Summary

Current Period: December 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.30	-\$0.30	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.30	-\$0.30	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 307 GO TIF 1994B	\$0.00	\$0.30	-\$0.30	0.00%	\$0.00	\$0.00	\$0.00		
FUND 308 CERIFICATES OF INDEBTEDNESS									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	-\$0.53	\$0.53	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	-\$0.53	\$0.53	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 308 CERIFICATES OF INDEBTEDNES	\$0.00	-\$0.53	\$0.53	0.00%	\$0.00	\$0.00	\$0.00		
FUND 313 GO IMP BOND 2000B									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 313 GO IMP BOND 2000B	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 315 \$690,000 BOND 2002A									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$47,838.81	-\$47,838.81	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



CITY OF NEWPORT

*Budget Control Summary

Current Period: December 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Total Revenue Accounts	\$0.00	\$47,838.81	-\$47,838.81	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$91,865.00	-\$91,865.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$91,865.00	\$91,865.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 315 \$690,000 BOND 2002A	\$0.00	-\$44,026.19	\$44,026.19	0.00%	\$0.00	\$0.00	\$0.00		
FUND 316 PFA/TRLF REVENUE NOTE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$159,905.16	-\$159,905.16	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$159,905.16	-\$159,905.16	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$124,705.70	-\$124,705.70	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$124,705.70	\$124,705.70	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 316 PFA/TRLF REVENUE NOTE	\$0.00	\$35,199.46	-\$35,199.46	0.00%	\$0.00	\$0.00	\$0.00		
FUND 321 EQUIP CERTIFICATE 2006A									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 321 EQUIP CERTIFICATE 2006A	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 322 GO BONDS OF 2011A									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$18.97	-\$18.97	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



CITY OF NEWPORT

*Budget Control Summary

Current Period: December 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Total Revenue Accounts	\$0.00	\$18.97	-\$18.97	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$112,655.00	-\$112,655.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$112,655.00	\$112,655.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 322 GO BONDS OF 2011A	\$0.00	-\$112,636.03	\$112,636.03	0.00%	\$0.00	\$0.00	\$0.00		
FUND 401 EQUIPMENT REVOLVING									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$75,162.32	-\$75,162.32	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$75,162.32	-\$75,162.32	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$197,026.44	-\$197,026.44	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$197,026.44	\$197,026.44	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 401 EQUIPMENT REVOLVING	\$0.00	-\$121,864.12	\$121,864.12	0.00%	\$0.00	\$0.00	\$0.00		
FUND 402 TAX INC DIST 1									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49995 Miscellaneous Contingency	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 402 TAX INC DIST 1	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 405 T.H. HWY 61									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$205.99	-\$205.99	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



CITY OF NEWPORT

*Budget Control Summary

Current Period: December 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Total Revenue Accounts	\$0.00	\$205.99	-\$205.99	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$8,005.22	-\$8,005.22	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$8,005.22	\$8,005.22	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 405 T.H. HWY 61	\$0.00	-\$7,799.23	\$7,799.23	0.00%	\$0.00	\$0.00	\$0.00		
FUND 409 STREET RECONSTRUCTION									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,351,169.93	\$1,351,169.93	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$1,351,169.93	-\$1,351,169.93	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$700,353.42	-\$700,353.42	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$700,353.42	\$700,353.42	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 409 STREET RECONSTRUCTION	\$0.00	\$650,816.51	-\$650,816.51	0.00%	\$0.00	\$0.00	\$0.00		
FUND 411 BUILDING FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$40,009.57	-\$40,009.57	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$40,009.57	-\$40,009.57	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 411 BUILDING FUND	\$0.00	\$40,009.57	-\$40,009.57	0.00%	\$0.00	\$0.00	\$0.00		
FUND 416 4TH AVENUE RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$11.06	-\$11.06	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



CITY OF NEWPORT

*Budget Control Summary

Current Period: December 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Total Revenue Accounts	\$0.00	\$11.06	-\$11.06	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 416 4TH AVENUE RAVINE	\$0.00	\$11.06	-\$11.06	0.00%	\$0.00	\$0.00	\$0.00		
FUND 417 NORTH RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$5,554.12	-\$5,554.12	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$5,554.12	-\$5,554.12	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$10,329.76	-\$10,329.76	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$10,329.76	\$10,329.76	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 417 NORTH RAVINE	\$0.00	-\$4,775.64	\$4,775.64	0.00%	\$0.00	\$0.00	\$0.00		
FUND 422 2011A UTILITY CAPITAL									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.44	-\$0.44	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.44	-\$0.44	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 422 2011A UTILITY CAPITAL	\$0.00	\$0.44	-\$0.44	0.00%	\$0.00	\$0.00	\$0.00		
FUND 423 2011A EQUIPMENT CAPITAL									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$284.57	-\$284.57	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



CITY OF NEWPORT

*Budget Control Summary

Current Period: December 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$8.04	-\$8.04	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 43160 Street Lighting	\$48,460.00	\$55,904.82	-\$7,444.82	-15.36%	\$0.00	\$48,460.00	-\$48,460.00	0.28	0.03
Total Revenue Accounts	\$48,460.00	\$55,912.86	-\$7,452.86	-15.38%	\$0.00	\$48,460.00	-\$48,460.00	0.16	0.02
Expenditure Accounts									
DEPT 43160 Street Lighting	\$0.00	\$6,064.43	-\$6,064.43	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49470 Street Lights	\$44,087.00	\$45,403.01	-\$1,316.01	-2.99%	\$0.00	\$44,087.00	-\$44,087.00	0.14	-0.01
Total Expenditure Accounts	\$44,087.00	\$51,467.44	\$7,380.44	-16.74%	\$0.00	\$44,087.00	-\$44,087.00	0.12	-0.01
Total FUND 603 STREET LIGHT FUND	\$4,373.00	\$4,445.42	-\$72.42	-1.66%	\$0.00	\$4,373.00	-\$4,373.00		
FUND 604 STORM WATER FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$12.99	-\$12.99	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$30,000.00	\$23,725.01	\$6,274.99	20.92%	\$0.00	\$30,000.00	-\$30,000.00	0.20	-0.06
Total Revenue Accounts	\$30,000.00	\$23,738.00	\$6,262.00	20.87%	\$0.00	\$30,000.00	-\$30,000.00	0.13	-0.04
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$301.00	\$6,934.10	-\$6,633.10	2203.69%	\$0.00	\$301.00	-\$301.00	2.88	2.75
Total Expenditure Accounts	\$301.00	\$6,934.10	\$6,633.10	-	\$0.00	\$301.00	-\$301.00	2.56	2.45
Total FUND 604 STORM WATER FUND	\$29,699.00	\$16,803.90	\$12,895.10	43.42%	\$0.00	\$29,699.00	-\$29,699.00		
	\$569,444.00	\$612,977.12	-\$43,533.12	-7.64%	\$0.00	\$569,444.00	-\$569,444.00		

FILTER: None

Section 3 – Cash Balances

Purpose:

This section provides a summary of the beginning cash balances for the year and ending cash balances at the end of each period, after receipts and disbursements. The funds listed in cash balances lists all City funds.



CITY OF NEWPORT
***Cash Balances**

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Current Period December 2013

Fund	2013 Begin Balance	Receipts	Disbursements	-----Transfers-----		JE Payroll	Balance	
				Rec/Disb	Journal Entry			
10100 Central Bank								
101 GENERAL FUND	\$335,721.29	\$3,848,326.70	\$2,031,648.42	\$0.00	(\$422,950.07)	(\$684,610.55)	\$1,044,838.95	In Bal
201 PARKS SPECIAL F	\$28,334.68	\$620.19	\$74,546.51	\$0.00	\$57,000.00	\$0.00	\$11,408.36	In Bal
204 HERITAGE PRESE	\$2,339.31	\$3.13	\$1,125.71	\$0.00	\$7,200.00	\$0.00	\$8,416.73	In Bal
205 RECYCLING	\$24,492.39	\$4,716.91	\$5,103.70	\$0.00	\$0.00	\$0.00	\$24,105.60	In Bal
206 FIRE ENGINE	\$0.14	\$0.00	\$0.00	\$0.00	(\$0.14)	\$0.00	\$0.00	In Bal
208 BUY FORFEITURE	\$1,303.02	\$1.14	\$0.00	\$0.00	\$0.00	\$0.00	\$1,304.16	In Bal
225 PIONEER DAY	\$18,304.13	\$6,016.33	\$4,610.83	\$0.00	\$0.00	\$0.00	\$19,709.63	In Bal
270 EDA	\$569,896.12	\$125,869.16	\$348,119.66	\$0.00	\$246,250.07	\$0.00	\$593,895.69	In Bal
301 G.O. CAPITAL IMP	\$5,643.58	\$1.70	\$124,467.50	\$0.00	\$0.00	\$0.00	(\$118,822.22)	In Bal
305 2013 Street Assess	\$0.48	\$95,254.75	\$85,069.50	\$0.00	(\$0.48)	\$0.00	\$10,185.25	In Bal
307 GO TIF 1994B	(\$0.30)	\$0.00	\$0.00	\$0.00	\$0.30	\$0.00	\$0.00	In Bal
308 CERIFICATES OF I	\$0.53	\$0.00	\$0.00	\$0.00	(\$0.53)	\$0.00	\$0.00	In Bal
313 GO IMP BOND 200	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
315 \$690,000 BOND 20	\$0.31	\$47,838.81	\$91,865.00	\$0.00	\$0.00	\$0.00	(\$44,025.88)	In Bal
316 PFA/TRLF REVEN	\$299,683.03	\$159,904.75	\$124,705.70	\$0.00	\$0.41	\$0.00	\$334,882.49	In Bal
321 EQUIP CERTIFICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
322 GO BONDS OF 20	\$70,544.19	\$18.97	\$112,655.00	\$0.00	\$0.00	\$0.00	(\$42,091.84)	In Bal
401 EQUIPMENT REV	\$209,657.85	\$162.32	\$197,026.44	\$0.00	\$75,000.00	\$0.00	\$87,793.73	In Bal
402 TAX INC DIST 1	\$4.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.77	In Bal
405 T.H. HWY 61	\$241,796.16	\$205.99	\$8,005.22	\$0.00	\$0.00	\$0.00	\$233,996.93	In Bal
409 STREET RECONS	\$40,937.78	\$1,351,169.93	\$1,190,353.42	\$0.00	\$0.00	\$0.00	\$201,754.29	In Bal
411 BUILDING FUND	\$0.00	\$9.57	\$0.00	\$0.00	\$40,000.00	\$0.00	\$40,009.57	In Bal
416 4TH AVENUE RAV	\$12,746.76	\$11.06	\$0.00	\$0.00	\$0.00	\$0.00	\$12,757.82	In Bal
417 NORTH RAVINE	\$5,507.89	\$5,554.12	\$10,329.76	\$0.00	\$0.00	\$0.00	\$732.25	In Bal
422 2011A UTILITY CA	(\$0.44)	\$0.00	\$0.00	\$0.00	\$0.44	\$0.00	\$0.00	In Bal
423 2011A EQUIPMEN	\$494,389.05	\$284.57	\$496,173.62	\$0.00	\$1,500.00	\$0.00	\$0.00	In Bal
601 WATER FUND	\$469,661.17	\$238,496.65	\$115,362.43	\$0.00	(\$2,000.00)	(\$77,320.91)	\$513,474.48	In Bal
602 SEWER FUND	\$666,307.46	\$393,666.51	\$223,224.42	\$0.00	(\$2,000.00)	(\$78,707.56)	\$756,041.99	In Bal
603 STREET LIGHT FU	\$11,364.13	\$55,912.86	\$51,467.44	\$0.00	\$0.00	\$0.00	\$15,809.55	In Bal
604 STORM WATER F	\$15,052.08	\$23,738.00	\$6,934.10	\$0.00	\$0.00	\$0.00	\$31,855.98	In Bal
	\$3,523,687.56	\$6,357,784.12	\$5,302,794.38	\$0.00	\$0.00	(\$840,639.02)	\$3,738,038.28	

Section 4 – Revenue Summary

Purpose:

This section provides a summary view of revenues for the specified period compared to the current year budget as amended. Revenues are reported on a cash basis. Adjustments are required at the end of the fiscal year for audit purposed and are not reflected in the report.



CITY OF NEWPORT

*Revenue Summary

FUND	Description	2013 YTD Budget	December 2013 Amt	2013 YTD Amt	YTD Balance	% of YTD Budget
101	GENERAL FUND	\$3,051,576.00	\$1,435,928.17	\$3,419,974.60	-\$368,398.60	112.07%
201	PARKS SPECIAL FUND	\$0.00	\$75.90	\$57,620.19	-\$57,620.19	0.00%
202	POLICE FORFEITURE FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$0.66	\$7,203.13	-\$7,203.13	0.00%
205	RECYCLING	\$0.00	\$1.90	\$4,716.91	-\$4,716.91	0.00%
206	FIRE ENGINE	\$0.00	\$0.00	-\$0.14	\$0.14	0.00%
208	BUY FORFEITURE	\$0.00	\$0.10	\$1.14	-\$1.14	0.00%
225	PIONEER DAY	\$0.00	\$1.55	\$6,016.33	-\$6,016.33	0.00%
270	EDA	\$0.00	\$611.46	\$372,119.23	-\$372,119.23	0.00%
301	G.O. CAPITAL IMP. PLAN 2010	\$0.00	\$0.00	\$1.70	-\$1.70	0.00%
305	2013 Street Assessments	\$0.00	\$0.80	\$95,254.27	-\$95,254.27	0.00%
307	GO TIF 1994B	\$0.00	\$0.00	\$0.30	-\$0.30	0.00%
308	CERIFICATES OF INDEBTEDN	\$0.00	\$0.00	-\$0.53	\$0.53	0.00%
313	GO IMP BOND 2000B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	\$690,000 BOND 2002A	\$0.00	\$11,996.53	\$47,838.81	-\$47,838.81	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$83,888.42	\$159,905.16	-\$159,905.16	0.00%
321	EQUIP CERTIFICATE 2006A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	GO BONDS OF 2011A	\$0.00	\$0.00	\$18.97	-\$18.97	0.00%
401	EQUIPMENT REVOLVING	\$0.00	\$6.91	\$75,162.32	-\$75,162.32	0.00%
402	TAX INC DIST 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405	T.H. HWY 61	\$0.00	\$18.41	\$205.99	-\$205.99	0.00%
409	STREET RECONSTRUCTION	\$0.00	\$15.87	\$1,351,169.93	-\$1,351,169.93	0.00%
411	BUILDING FUND	\$0.00	\$3.15	\$40,009.57	-\$40,009.57	0.00%
416	4TH AVENUE RAVINE	\$0.00	\$1.00	\$11.06	-\$11.06	0.00%
417	NORTH RAVINE	\$0.00	\$0.06	\$5,554.12	-\$5,554.12	0.00%
422	2011A UTILITY CAPITAL	\$0.00	\$0.00	\$0.44	-\$0.44	0.00%
423	2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$284.57	-\$284.57	0.00%
601	WATER FUND	\$190,220.00	\$34,296.21	\$238,394.02	-\$48,174.02	125.33%
602	SEWER FUND	\$340,162.00	\$74,275.15	\$393,666.51	-\$53,504.51	115.73%
603	STREET LIGHT FUND	\$48,460.00	\$8,021.38	\$55,912.86	-\$7,452.86	115.38%
604	STORM WATER FUND	\$30,000.00	\$3,069.63	\$23,738.00	\$6,262.00	79.13%
		\$3,660,418.00	\$1,652,213.26	\$6,354,779.46	-\$2,694,361.46	173.61%

FILTER: None

Section 5 – Expenditure Summary

Purpose:

This section provides a summary and detailed view of expenses for the specified period compared to the current budget as amended. Expenses are reported on a cash basis and do not reflect any outstanding encumbrances. Adjustments are required at the end of the fiscal year for audit purposes and are not reflected in the report.



CITY OF NEWPORT
***Expenditure Summary**

FUND	Description	2013 YTD Budget	December 2013 Amt	2013 YTD Amt	Enc Current	YTD Balance	% YTD Budget
101	GENERAL FUND	\$2,490,686.00	\$184,239.53	\$2,887,806.64	\$0.00	-\$397,120.64	115.94%
201	PARKS SPECIAL FUND	\$0.00	\$0.00	\$74,546.51	\$0.00	-\$74,546.51	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$0.00	\$1,125.71	\$0.00	-\$1,125.71	0.00%
205	RECYCLING	\$0.00	\$851.65	\$5,103.70	\$0.00	-\$5,103.70	0.00%
208	BUY FORFEITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
225	PIONEER DAY	\$0.00	\$0.00	\$4,610.83	\$0.00	-\$4,610.83	0.00%
270	EDA	\$0.00	\$6,912.86	\$348,119.66	\$0.00	-\$348,119.66	0.00%
301	G.O. CAPITAL IMP. PLAN 2010	\$0.00	\$0.00	\$124,467.50	\$0.00	-\$124,467.50	0.00%
305	2013 Street Assessments	\$0.00	\$0.00	\$69.50	\$0.00	-\$69.50	0.00%
307	GO TIF 1994B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
308	CERIFICATES OF INDEBTEDN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
313	GO IMP BOND 2000B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	\$690,000 BOND 2002A	\$0.00	\$0.00	\$91,865.00	\$0.00	-\$91,865.00	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$0.00	\$124,705.70	\$0.00	-\$124,705.70	0.00%
321	EQUIP CERTIFICATE 2006A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	GO BONDS OF 2011A	\$0.00	\$0.00	\$112,655.00	\$0.00	-\$112,655.00	0.00%
401	EQUIPMENT REVOLVING	\$0.00	\$0.00	\$197,026.44	\$0.00	-\$197,026.44	0.00%
402	TAX INC DIST 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405	T.H. HWY 61	\$0.00	\$0.00	\$8,005.22	\$0.00	-\$8,005.22	0.00%
409	STREET RECONSTRUCTION	\$0.00	\$102,183.40	\$700,353.42	\$0.00	-\$700,353.42	0.00%
411	BUILDING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
416	4TH AVENUE RAVINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
417	NORTH RAVINE	\$0.00	\$0.00	\$10,329.76	\$0.00	-\$10,329.76	0.00%
422	2011A UTILITY CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
423	2011A EQUIPMENT CAPITAL	\$0.00	\$1,634.95	\$494,673.62	\$0.00	-\$494,673.62	0.00%
601	WATER FUND	\$245,129.00	\$21,207.47	\$194,004.61	\$0.00	\$51,124.39	79.14%
602	SEWER FUND	\$310,771.00	\$26,121.47	\$303,931.98	\$0.00	\$6,839.02	97.80%
603	STREET LIGHT FUND	\$44,087.00	\$3,925.54	\$51,467.44	\$0.00	-\$7,380.44	116.74%
604	STORM WATER FUND	\$301.00	\$4.54	\$6,934.10	\$0.00	-\$6,633.10	2303.69%
		\$3,090,974.00	\$347,081.41	\$5,741,802.34	\$0.00	-\$2,650,828.34	185.76%

FILTER: None

Section 6 – Balance Sheets

Purpose:

The purpose of the GL Yearly Report is to provide a monthly snapshot of the funds' various assets, liabilities, and equity. Please note that the basic formula is:

$$\text{Assets} = \text{Liabilities} + \text{Equity}$$



CITY OF NEWPORT

GL Yearly

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Current Period: December 2013

FUND 101 GENERAL FUND

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 101-10100 Cash	\$335,721.29	\$1,455,845.81	\$201,245.34	\$4,046,114.01	\$3,336,996.35	\$1,044,838.95
G 101-10200 Petty Cash	\$74.73	\$0.00	\$0.00	\$0.00	\$0.00	\$74.73
G 101-10300 Bond Street Account	\$62,239.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,239.00
G 101-10400 Investments	(\$0.44)	\$0.00	\$0.00	\$220,000.00	\$377,399.04	(\$157,399.48)
G 101-10401 Northland Securities	\$355,794.26	\$0.00	\$0.00	\$0.00	\$0.00	\$355,794.26
G 101-10402 CDARS/Central Bank	\$312,321.07	\$0.00	\$0.00	\$0.00	\$0.00	\$312,321.07
G 101-10406 Smith Barney	\$101,930.27	\$0.00	\$0.00	\$0.00	\$0.00	\$101,930.27
G 101-10410 Smith Barney MM	\$533,506.17	\$0.00	\$0.00	\$0.00	\$0.00	\$533,506.17
G 101-10450 Interest Receivable	\$4,480.04	\$0.00	\$0.00	\$0.00	\$0.00	\$4,480.04
G 101-10500 Taxes Receivable-Current	\$26,552.41	\$0.00	\$0.00	\$0.00	\$0.00	\$26,552.41
G 101-10700 Taxes Receivable-Delinquent	\$84,605.12	\$0.00	\$0.00	\$0.00	\$0.00	\$84,605.12
G 101-13100 Due From Other Funds	(\$1.25)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1.25)
G 101-13200 Due From Other Government	\$4,565.76	\$0.00	\$0.00	\$0.00	\$0.00	\$4,565.76
G 101-15500 Prepaid Items	\$32,123.42	\$0.00	\$0.00	\$0.00	\$0.00	\$32,123.42
Total Asset	\$1,853,911.85	\$1,455,845.81	\$201,245.34	\$4,266,114.01	\$3,714,395.39	\$2,405,630.47
Liability						
G 101-20200 Accounts Payable	(\$58,188.25)	\$0.00	\$0.00	\$0.00	\$0.00	(\$58,188.25)
G 101-20800 Due to Other Governments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21600 Accrued Wages & Salaries P	(\$15,202.21)	\$0.00	\$0.00	\$0.00	\$0.00	(\$15,202.21)
G 101-21701 Federal W/H Payable	(\$2,420.70)	\$9,993.43	\$9,993.43	\$124,867.10	\$124,867.10	(\$2,420.70)
G 101-21702 State Withholding Payable	\$11,537.44	\$4,189.72	\$4,189.72	\$52,102.52	\$52,102.52	\$11,537.44
G 101-21703 FICA Tax Withholding	(\$1,969.48)	\$8,663.57	\$8,663.57	\$94,409.79	\$94,409.79	(\$1,969.48)
G 101-21704 PERA	(\$4,436.99)	\$17,441.54	\$17,441.54	\$206,347.69	\$206,347.69	(\$4,436.99)
G 101-21705 Medica payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21706 Garnishment	\$0.40	\$0.00	\$0.00	\$616.29	\$616.29	\$0.40
G 101-21707 Union Dues	\$1,486.18	\$0.00	\$433.70	\$3,295.00	\$5,279.05	(\$497.87)
G 101-21708 United Way	(\$0.45)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.45)
G 101-21709 Medicare	(\$764.48)	\$3,325.08	\$3,325.08	\$36,527.36	\$36,527.36	(\$764.48)
G 101-21710 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21711 NPERS - Life	(\$43.91)	\$221.43	\$64.00	\$1,144.29	\$928.00	\$172.38
G 101-21712 HSA Employee	(\$323.78)	\$1,517.34	\$1,517.34	\$16,016.70	\$20,833.70	(\$5,140.78)
G 101-21713 Dental Family	(\$1,657.97)	\$0.00	\$290.22	\$3,290.53	\$3,292.13	(\$1,659.57)
G 101-21714 LTD Employee	\$1,215.19	\$0.00	\$473.32	\$5,168.77	\$5,700.17	\$683.79
G 101-21715 MSRS Employee	(\$2,739.75)	\$821.98	\$821.98	\$10,721.24	\$10,721.24	(\$2,739.75)
G 101-21716 Health Insurance	(\$2,085.06)	\$855.27	\$555.80	\$7,048.17	\$6,716.00	(\$1,752.89)
G 101-21717 MNBA Life Ins.	(\$140.98)	\$0.00	\$61.44	\$552.87	\$737.28	(\$325.39)
G 101-21719 ING Employee	\$951.42	\$3,646.00	\$3,646.00	\$39,306.80	\$39,306.80	\$951.42
G 101-21721 Child Support	(\$228.57)	\$0.00	\$0.00	\$5,680.00	\$5,680.00	(\$228.57)
G 101-21722 Cobra Payment	(\$16.50)	\$2,072.60	\$3,116.42	\$15,184.20	\$15,245.50	(\$77.80)
G 101-21723 Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$2,721.00	(\$2,721.00)
G 101-22100 Escrow	(\$5,500.00)	\$43.93	\$1,110.16	\$7,009.34	\$16,807.70	(\$15,298.36)
G 101-22200 Deferred Revenues	(\$84,605.13)	\$0.00	\$0.00	\$0.00	\$0.00	(\$84,605.13)
Total Liability	(\$165,133.58)	\$52,791.89	\$55,703.72	\$629,288.66	\$648,839.32	(\$184,684.24)
Equity						
G 101-25300 Unreserved Fund Balance	(\$1,688,778.27)	\$202,071.75	\$1,453,760.39	\$3,161,996.27	\$3,694,164.23	(\$2,220,946.23)
Total Equity	(\$1,688,778.27)	\$202,071.75	\$1,453,760.39	\$3,161,996.27	\$3,694,164.23	(\$2,220,946.23)
Total 101 GENERAL FUND	\$0.00	\$1,710,709.45	\$1,710,709.45	\$8,057,398.94	\$8,057,398.94	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 201 PARKS SPECIAL FUND

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 201-10100 Cash	\$28,334.68	\$75.90	\$0.00	\$57,620.19	\$74,546.51	\$11,408.36
Total Asset	\$28,334.68	\$75.90	\$0.00	\$57,620.19	\$74,546.51	\$11,408.36
Equity						
G 201-25300 Unreserved Fund Balance	(\$28,334.68)	\$0.00	\$75.90	\$74,546.51	\$57,620.19	(\$11,408.36)
Total Equity	(\$28,334.68)	\$0.00	\$75.90	\$74,546.51	\$57,620.19	(\$11,408.36)
Total 201 PARKS SPECIAL FUND	\$0.00	\$75.90	\$75.90	\$132,166.70	\$132,166.70	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 204	HERITAGE PRESERVATION COMM	December 2013					
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset							
	G 204-10100 Cash	\$2,339.31	\$0.66	\$0.00	\$7,273.13	\$1,195.71	\$8,416.73
	Total Asset	\$2,339.31	\$0.66	\$0.00	\$7,273.13	\$1,195.71	\$8,416.73
Equity							
	G 204-25300 Unreserved Fund Balance	(\$2,339.31)	\$0.00	\$0.66	\$1,195.71	\$7,273.13	(\$8,416.73)
	Total Equity	(\$2,339.31)	\$0.00	\$0.66	\$1,195.71	\$7,273.13	(\$8,416.73)
Total 204 HERITAGE PRESERVATION COMM		\$0.00	\$0.66	\$0.66	\$8,468.84	\$8,468.84	\$0.00



CITY OF NEWPORT

GL Yearly

Current Period: December 2013

FUND 205 RECYCLING

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 205-10100 Cash	\$24,492.39	\$1.90	\$851.65	\$4,716.91	\$5,103.70	\$24,105.60
Total Asset	\$24,492.39	\$1.90	\$851.65	\$4,716.91	\$5,103.70	\$24,105.60
Equity						
G 205-25300 Unreserved Fund Balance	(\$24,492.39)	\$851.65	\$1.90	\$5,103.70	\$4,716.91	(\$24,105.60)
Total Equity	(\$24,492.39)	\$851.65	\$1.90	\$5,103.70	\$4,716.91	(\$24,105.60)
Total 205 RECYCLING	\$0.00	\$853.55	\$853.55	\$9,820.61	\$9,820.61	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 206 FIRE ENGINE

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 206-10100 Cash	\$0.14	\$0.00	\$0.00	\$0.14	\$0.28	\$0.00
Total Asset	\$0.14	\$0.00	\$0.00	\$0.14	\$0.28	\$0.00
Equity						
G 206-25300 Unreserved Fund Balance	(\$0.14)	\$0.00	\$0.00	\$0.28	\$0.14	\$0.00
Total Equity	(\$0.14)	\$0.00	\$0.00	\$0.28	\$0.14	\$0.00
Total 206 FIRE ENGINE	\$0.00	\$0.00	\$0.00	\$0.42	\$0.42	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 208 BUY FORFEITURE

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 208-10100 Cash	\$1,303.02	\$0.10	\$0.00	\$1.14	\$0.00	\$1,304.16
Total Asset	\$1,303.02	\$0.10	\$0.00	\$1.14	\$0.00	\$1,304.16
Equity						
G 208-25300 Unreserved Fund Balance	(\$1,303.02)	\$0.00	\$0.10	\$0.00	\$1.14	(\$1,304.16)
Total Equity	(\$1,303.02)	\$0.00	\$0.10	\$0.00	\$1.14	(\$1,304.16)
Total 208 BUY FORFEITURE	\$0.00	\$0.10	\$0.10	\$1.14	\$1.14	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 225 PIONEER DAY

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 225-10100 Cash	\$18,304.13	\$1.55	\$0.00	\$6,210.22	\$4,804.72	\$19,709.63
Total Asset	\$18,304.13	\$1.55	\$0.00	\$6,210.22	\$4,804.72	\$19,709.63
Liability						
G 225-20200 Accounts Payable	\$0.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.03
Total Liability	\$0.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.03
Equity						
G 225-25300 Unreserved Fund Balance	(\$18,304.16)	\$0.00	\$1.55	\$4,804.72	\$6,210.22	(\$19,709.66)
Total Equity	(\$18,304.16)	\$0.00	\$1.55	\$4,804.72	\$6,210.22	(\$19,709.66)
Total 225 PIONEER DAY	\$0.00	\$1.55	\$1.55	\$11,014.94	\$11,014.94	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 270 EDA

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 270-10100 Cash	\$569,896.12	\$611.46	\$6,912.86	\$378,138.27	\$354,138.70	\$593,895.69
G 270-10500 Taxes Receivable-Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Asset	\$569,896.12	\$611.46	\$6,912.86	\$378,138.27	\$354,138.70	\$593,895.69
Liability						
G 270-20200 Accounts Payable	(\$7,192.93)	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,192.93)
Total Liability	(\$7,192.93)	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,192.93)
Equity						
G 270-25300 Unreserved Fund Balance	(\$562,703.19)	\$6,912.86	\$611.46	\$354,138.70	\$378,138.27	(\$586,702.76)
Total Equity	(\$562,703.19)	\$6,912.86	\$611.46	\$354,138.70	\$378,138.27	(\$586,702.76)
Total 270 EDA	\$0.00	\$7,524.32	\$7,524.32	\$732,276.97	\$732,276.97	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 301 G.O. CAPITAL IMP. PLAN 2010A

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 301-10100 Cash	\$5,643.58	\$0.00	\$0.00	\$1.70	\$124,467.50	(\$118,822.22)
G 301-10500 Taxes Receivable-Current	\$1,589.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,589.00
Total Asset	\$7,232.58	\$0.00	\$0.00	\$1.70	\$124,467.50	(\$117,233.22)
Equity						
G 301-25300 Unreserved Fund Balance	(\$7,232.58)	\$0.00	\$0.00	\$124,467.50	\$1.70	\$117,233.22
Total Equity	(\$7,232.58)	\$0.00	\$0.00	\$124,467.50	\$1.70	\$117,233.22
Total 301 G.O. CAPITAL IMP. PLAN 2010A	\$0.00	\$0.00	\$0.00	\$124,469.20	\$124,469.20	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 305 2013 Street Assessments

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 305-10100 Cash	\$0.48	\$0.80	\$0.00	\$180,325.59	\$170,140.82	\$10,185.25
G 305-10400 Investments	\$0.00	\$0.00	\$0.00	\$170,000.00	\$85,000.00	\$85,000.00
Total Asset	\$0.48	\$0.80	\$0.00	\$350,325.59	\$255,140.82	\$95,185.25
Liability						
G 305-22200 Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.30	\$0.30	\$0.00
Total Liability	\$0.00	\$0.00	\$0.00	\$0.30	\$0.30	\$0.00
Equity						
G 305-25300 Unreserved Fund Balance	(\$0.48)	\$0.00	\$0.80	\$140.52	\$95,325.29	(\$95,185.25)
Total Equity	(\$0.48)	\$0.00	\$0.80	\$140.52	\$95,325.29	(\$95,185.25)
Total 305 2013 Street Assessments	\$0.00	\$0.80	\$0.80	\$350,466.41	\$350,466.41	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 307 GO TIF 1994B

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 307-10100 Cash	(\$0.30)	\$0.00	\$0.00	\$0.60	\$0.30	\$0.00
Total Asset	(\$0.30)	\$0.00	\$0.00	\$0.60	\$0.30	\$0.00
Equity						
G 307-25300 Unreserved Fund Balance	\$0.30	\$0.00	\$0.00	\$0.30	\$0.60	\$0.00
Total Equity	\$0.30	\$0.00	\$0.00	\$0.30	\$0.60	\$0.00
Total 307 GO TIF 1994B	\$0.00	\$0.00	\$0.00	\$0.90	\$0.90	\$0.00



CITY OF NEWPORT

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Current Period: December 2013

FUND 308 CERIFICATES OF INDEBTEDNESS	December 2013					
	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 308-10100 Cash	\$0.53	\$0.00	\$0.00	\$1.39	\$1.92	\$0.00
G 308-10500 Taxes Receivable-Current	\$0.03	\$0.00	\$0.00	\$0.03	\$0.03	\$0.03
G 308-10700 Taxes Receivable-Delinquent	\$0.30	\$0.00	\$0.00	\$0.30	\$0.30	\$0.30
Total Asset	\$0.86	\$0.00	\$0.00	\$1.72	\$2.25	\$0.33
Liability						
G 308-22200 Deferred Revenues	(\$0.30)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.30)
Total Liability	(\$0.30)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.30)
Equity						
G 308-25300 Unreserved Fund Balance	(\$0.56)	\$0.00	\$0.00	\$0.53	\$0.00	(\$0.03)
Total Equity	(\$0.56)	\$0.00	\$0.00	\$0.53	\$0.00	(\$0.03)
Total 308 CERIFICATES OF INDEBTEDNESS	\$0.00	\$0.00	\$0.00	\$2.25	\$2.25	\$0.00



CITY OF NEWPORT
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Current Period: December 2013

FUND 313 GO IMP BOND 2000B

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 313-10100 Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 313-12200 Special Assess Rec-Delinque	(\$0.07)	\$0.00	\$0.00	\$0.07	\$0.07	(\$0.07)
Total Asset	(\$0.07)	\$0.00	\$0.00	\$0.07	\$0.07	(\$0.07)
Liability						
G 313-22200 Deferred Revenues	\$0.07	\$0.00	\$0.00	\$0.07	\$0.07	\$0.07
Total Liability	\$0.07	\$0.00	\$0.00	\$0.07	\$0.07	\$0.07
Equity						
G 313-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Equity	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 313 GO IMP BOND 2000B	\$0.00	\$0.00	\$0.00	\$0.14	\$0.14	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 315 \$690,000 BOND 2002A

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 315-10100 Cash	\$0.31	\$11,996.53	\$0.00	\$47,839.12	\$91,865.31	(\$44,025.88)
Total Asset	\$0.31	\$11,996.53	\$0.00	\$47,839.12	\$91,865.31	(\$44,025.88)
Equity						
G 315-25300 Unreserved Fund Balance	(\$0.31)	\$0.00	\$11,996.53	\$91,865.31	\$47,839.12	\$44,025.88
Total Equity	(\$0.31)	\$0.00	\$11,996.53	\$91,865.31	\$47,839.12	\$44,025.88
Total 315 \$690,000 BOND 2002A	\$0.00	\$11,996.53	\$11,996.53	\$139,704.43	\$139,704.43	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 316 PFA/TRLF REVENUE NOTE

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 316-10100 Cash	\$299,683.03	\$83,888.42	\$0.00	\$159,905.16	\$124,705.70	\$334,882.49
G 316-12100 SA Recievable -Current	\$7,736.28	\$0.00	\$0.00	\$0.00	\$0.00	\$7,736.28
G 316-12200 Special Assess Rec-Delinque	\$10,023.12	\$0.00	\$0.00	\$0.00	\$0.00	\$10,023.12
G 316-12300 Special Assess Rec-Deferred	\$246,037.68	\$0.00	\$0.00	\$0.00	\$0.00	\$246,037.68
Total Asset	\$563,480.11	\$83,888.42	\$0.00	\$159,905.16	\$124,705.70	\$598,679.57
Liability						
G 316-22200 Deferred Revenues	(\$256,060.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$256,060.80)
Total Liability	(\$256,060.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$256,060.80)
Equity						
G 316-25300 Unreserved Fund Balance	(\$307,419.31)	\$0.00	\$83,888.42	\$124,705.70	\$159,905.16	(\$342,618.77)
Total Equity	(\$307,419.31)	\$0.00	\$83,888.42	\$124,705.70	\$159,905.16	(\$342,618.77)
Total 316 PFA/TRLF REVENUE NOTE	\$0.00	\$83,888.42	\$83,888.42	\$284,610.86	\$284,610.86	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 321 EQUIP CERTIFICATE 2006A

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 321-10100 Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Asset	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 321 EQUIP CERTIFICATE 2006A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



CITY OF NEWPORT

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Current Period: December 2013

FUND 322 GO BONDS OF 2011A

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 322-10100 Cash	\$70,544.19	\$0.00	\$0.00	\$18.97	\$112,655.00	(\$42,091.84)
G 322-10500 Taxes Receivable-Current	\$1,075.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,075.00
Total Asset	\$71,619.19	\$0.00	\$0.00	\$18.97	\$112,655.00	(\$41,016.84)
Equity						
G 322-25300 Unreserved Fund Balance	(\$71,619.19)	\$0.00	\$0.00	\$112,655.00	\$18.97	\$41,016.84
Total Equity	(\$71,619.19)	\$0.00	\$0.00	\$112,655.00	\$18.97	\$41,016.84
Total 322 GO BONDS OF 2011A	\$0.00	\$0.00	\$0.00	\$112,673.97	\$112,673.97	\$0.00



CITY OF NEWPORT
GL Yearly

Current Period: December 2013

FUND 401 EQUIPMENT REVOLVING

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 401-10100 Cash	\$209,657.85	\$6.91	\$0.00	\$75,162.32	\$197,026.44	\$87,793.73
Total Asset	\$209,657.85	\$6.91	\$0.00	\$75,162.32	\$197,026.44	\$87,793.73
Equity						
G 401-25300 Unreserved Fund Balance	(\$209,657.85)	\$0.00	\$6.91	\$197,026.44	\$75,162.32	(\$87,793.73)
Total Equity	(\$209,657.85)	\$0.00	\$6.91	\$197,026.44	\$75,162.32	(\$87,793.73)
Total 401 EQUIPMENT REVOLVING	\$0.00	\$6.91	\$6.91	\$272,188.76	\$272,188.76	\$0.00



CITY OF NEWPORT
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Current Period: December 2013

FUND 405 T.H. HWY 61

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 405-10100 Cash	\$241,796.16	\$18.41	\$0.00	\$205.99	\$8,005.22	\$233,996.93
G 405-13200 Due From Other Government	(\$0.18)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.18)
Total Asset	\$241,795.98	\$18.41	\$0.00	\$205.99	\$8,005.22	\$233,996.75
Equity						
G 405-25300 Unreserved Fund Balance	(\$241,795.98)	\$0.00	\$18.41	\$8,005.22	\$205.99	(\$233,996.75)
Total Equity	(\$241,795.98)	\$0.00	\$18.41	\$8,005.22	\$205.99	(\$233,996.75)
Total 405 T.H. HWY 61	\$0.00	\$18.41	\$18.41	\$8,211.21	\$8,211.21	\$0.00



CITY OF NEWPORT
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Current Period: December 2013

FUND 409 STREET RECONSTRUCTION

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 409-10100 Cash	\$40,937.78	\$15.87	\$102,183.40	\$2,716,794.87	\$2,555,978.36	\$201,754.29
G 409-10400 Investments	\$0.00	\$0.00	\$0.00	\$490,000.00	\$0.00	\$490,000.00
G 409-10406 Smith Barney	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Asset	\$40,937.78	\$15.87	\$102,183.40	\$3,206,794.87	\$2,555,978.36	\$691,754.29
Equity						
G 409-25300 Unreserved Fund Balance	(\$40,937.78)	\$102,183.40	\$15.87	\$2,065,978.36	\$2,716,794.87	(\$691,754.29)
Total Equity	(\$40,937.78)	\$102,183.40	\$15.87	\$2,065,978.36	\$2,716,794.87	(\$691,754.29)
Total 409 STREET RECONSTRUCTION	\$0.00	\$102,199.27	\$102,199.27	\$5,272,773.23	\$5,272,773.23	\$0.00



CITY OF NEWPORT
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Current Period: December 2013

FUND 411 BUILDING FUND

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 411-10100 Cash	\$0.00	\$3.15	\$0.00	\$40,009.57	\$0.00	\$40,009.57
Total Asset	\$0.00	\$3.15	\$0.00	\$40,009.57	\$0.00	\$40,009.57
Equity						
G 411-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$3.15	\$0.00	\$40,009.57	(\$40,009.57)
Total Equity	\$0.00	\$0.00	\$3.15	\$0.00	\$40,009.57	(\$40,009.57)
Total 411 BUILDING FUND	\$0.00	\$3.15	\$3.15	\$40,009.57	\$40,009.57	\$0.00



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Current Period: December 2013

FUND 416 4TH AVENUE RAVINE

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 416-10100 Cash	\$12,746.76	\$1.00	\$0.00	\$11.06	\$0.00	\$12,757.82
G 416-13200 Due From Other Government	\$12,776.47	\$0.00	\$0.00	\$0.00	\$0.00	\$12,776.47
Total Asset	\$25,523.23	\$1.00	\$0.00	\$11.06	\$0.00	\$25,534.29
Liability						
G 416-20700 Due to Other Funds	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
Total Liability	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
Equity						
G 416-25300 Unreserved Fund Balance	(\$25,523.48)	\$0.00	\$1.00	\$0.00	\$11.06	(\$25,534.54)
Total Equity	(\$25,523.48)	\$0.00	\$1.00	\$0.00	\$11.06	(\$25,534.54)
Total 416 4TH AVENUE RAVINE	\$0.00	\$1.00	\$1.00	\$11.06	\$11.06	\$0.00



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FUND 417 NORTH RAVINE

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 417-10100 Cash	\$5,507.89	\$0.06	\$0.00	\$5,737.59	\$10,513.23	\$732.25
G 417-13200 Due From Other Government	\$41,563.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41,563.00
Total Asset	\$47,070.89	\$0.06	\$0.00	\$5,737.59	\$10,513.23	\$42,295.25
Liability						
G 417-20200 Accounts Payable	(\$1,846.82)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,846.82)
G 417-20700 Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liability	(\$1,846.82)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,846.82)
Equity						
G 417-24400 Fund Balance For Encumbra	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
G 417-25300 Unreserved Fund Balance	(\$45,224.32)	\$0.00	\$0.06	\$10,513.23	\$5,737.59	(\$40,448.68)
Total Equity	(\$45,224.07)	\$0.00	\$0.06	\$10,513.23	\$5,737.59	(\$40,448.43)
Total 417 NORTH RAVINE	\$0.00	\$0.06	\$0.06	\$16,250.82	\$16,250.82	\$0.00



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FUND 422 2011A UTILITY CAPITAL

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 422-10100 Cash	(\$0.44)	\$0.00	\$0.00	\$0.88	\$0.44	\$0.00
Total Asset	(\$0.44)	\$0.00	\$0.00	\$0.88	\$0.44	\$0.00
Equity						
G 422-25300 Unreserved Fund Balance	\$0.44	\$0.00	\$0.00	\$0.44	\$0.88	\$0.00
Total Equity	\$0.44	\$0.00	\$0.00	\$0.44	\$0.88	\$0.00
Total 422 2011A UTILITY CAPITAL	\$0.00	\$0.00	\$0.00	\$1.32	\$1.32	\$0.00



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FUND 423 2011A EQUIPMENT CAPITAL

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 423-10100 Cash	\$494,389.05	\$1,634.95	\$3,269.90	\$61,190.20	\$555,579.25	\$0.00
Total Asset	\$494,389.05	\$1,634.95	\$3,269.90	\$61,190.20	\$555,579.25	\$0.00
Equity						
G 423-25300 Unreserved Fund Balance	(\$494,389.05)	\$3,269.90	\$1,634.95	\$555,579.25	\$61,190.20	\$0.00
Total Equity	(\$494,389.05)	\$3,269.90	\$1,634.95	\$555,579.25	\$61,190.20	\$0.00
Total 423 2011A EQUIPMENT CAPITAL	\$0.00	\$4,904.85	\$4,904.85	\$616,769.45	\$616,769.45	\$0.00



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FUND 601 WATER FUND

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 601-10100 Cash	\$469,661.17	\$35,022.51	\$21,306.14	\$247,677.67	\$203,864.36	\$513,474.48
G 601-11500 Accounts Receivable	\$37,657.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,657.00
G 601-12300 Special Assess Rec-Deferred	\$11,871.38	\$0.00	\$0.00	\$0.00	\$0.00	\$11,871.38
G 601-15500 Prepaid Items	\$1,167.13	\$0.00	\$0.00	\$0.00	\$0.00	\$1,167.13
G 601-16100 Land	(\$0.50)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.50)
G 601-16200 Building and Improvements	\$123,291.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123,291.00
G 601-16300 Improvements other building	\$2,962,267.40	\$0.00	\$0.00	\$0.00	\$0.00	\$2,962,267.40
G 601-16400 Equipment	\$294,264.08	\$0.00	\$0.00	\$0.00	\$0.00	\$294,264.08
G 601-16410 Accumulated dep. Equip.	(\$1,723,637.19)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,723,637.19)
G 601-21720 Online fees payable	(\$31.90)	\$98.67	\$140.53	\$959.79	\$980.72	(\$52.83)
G 601-26100 Contributions From City	(\$0.15)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.15)
Total Asset	\$2,176,509.42	\$35,121.18	\$21,446.67	\$248,637.46	\$204,845.08	\$2,220,301.80
Liability						
G 601-20200 Accounts Payable	(\$7,293.33)	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,293.33)
G 601-21500 Accrued Interest Payable	(\$3,598.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,598.00)
G 601-21600 Accrued Wages & Salaries P	(\$1,174.09)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,174.09)
G 601-21701 Federal W/H Payable	(\$0.22)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.22)
G 601-21702 State Withholding Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-21703 FICA Tax Withholding	(\$73.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$73.28)
G 601-21704 PERA	(\$84.92)	\$0.00	\$0.00	\$0.00	\$0.00	(\$84.92)
G 601-21707 Union Dues	(\$0.17)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.17)
G 601-21708 United Way	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-21709 Medicare	(\$16.78)	\$0.00	\$0.00	\$0.00	\$0.00	(\$16.78)
G 601-21711 NPERS - Life	(\$0.30)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.30)
G 601-21712 HSA Employee	(\$0.11)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.11)
G 601-21714 LTD Employee	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
G 601-21715 MSRS Employee	(\$0.08)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.08)
G 601-21718 Water sales tax payable	(\$1,993.12)	\$0.00	\$0.00	\$522.00	\$522.00	(\$1,993.12)
G 601-22510 General Obligation Bonds Pa	(\$236,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$236,000.00)
G 601-99999 Utility Overpayments	(\$0.46)	\$0.00	\$585.77	\$5,011.92	\$4,414.89	\$596.57
Total Liability	(\$250,234.61)	\$0.00	\$585.77	\$5,533.92	\$4,936.89	(\$249,637.58)
Equity						
G 601-25300 Unreserved Fund Balance	(\$1,926,274.81)	\$21,207.47	\$34,296.21	\$197,736.45	\$242,125.86	(\$1,970,664.22)
Total Equity	(\$1,926,274.81)	\$21,207.47	\$34,296.21	\$197,736.45	\$242,125.86	(\$1,970,664.22)
Total 601 WATER FUND	\$0.00	\$56,328.65	\$56,328.65	\$451,907.83	\$451,907.83	\$0.00



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FUND 602 SEWER FUND

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 602-10100 Cash	\$666,307.46	\$74,275.15	\$26,121.47	\$394,429.43	\$304,694.90	\$756,041.99
G 602-11500 Accounts Receivable	\$61,353.40	\$0.00	\$0.00	\$0.00	\$0.00	\$61,353.40
G 602-12300 Special Assess Rec-Deferred	\$11,870.30	\$0.00	\$0.00	\$0.00	\$0.00	\$11,870.30
G 602-13100 Due From Other Funds	\$0.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.29
G 602-15500 Prepaid Items	\$1,367.13	\$0.00	\$0.00	\$0.00	\$0.00	\$1,367.13
G 602-16100 Land	\$0.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.50
G 602-16200 Building and Improvements	\$417,170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$417,170.00
G 602-16300 Improvements other building	\$1,950,830.15	\$0.00	\$0.00	\$0.00	\$0.00	\$1,950,830.15
G 602-16400 Equipment	\$56,342.75	\$0.00	\$0.00	\$0.00	\$0.00	\$56,342.75
G 602-16410 Accumulated dep. Equip.	(\$1,137,899.22)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,137,899.22)
G 602-16500 Construction in Progress	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 602-26100 Contributions From City	(\$0.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)
Total Asset	\$2,027,342.40	\$74,275.15	\$26,121.47	\$394,429.43	\$304,694.90	\$2,117,076.93
Liability						
G 602-20200 Accounts Payable	(\$5,165.70)	\$0.00	\$0.00	\$0.00	\$0.00	(\$5,165.70)
G 602-21500 Accrued Interest Payable	(\$4,418.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,418.00)
G 602-21600 Accrued Wages & Salaries P	(\$1,196.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,196.24)
G 602-21701 Federal W/H Payable	\$0.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.08
G 602-21702 State Withholding Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 602-21703 FICA Tax Withholding	(\$74.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$74.28)
G 602-21704 PERA	(\$87.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$87.00)
G 602-21707 Union Dues	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
G 602-21709 Medicare	(\$16.75)	\$0.00	\$0.00	\$0.00	\$0.00	(\$16.75)
G 602-21711 NPERS - Life	(\$0.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.28)
G 602-21712 HSA Employee	\$0.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.47
G 602-21714 LTD Employee	(\$0.35)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.35)
G 602-21715 MSRS Employee	(\$0.08)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.08)
G 602-22510 General Obligation Bonds Pa	(\$304,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$304,000.00)
Total Liability	(\$314,957.88)	\$0.00	\$0.00	\$0.00	\$0.00	(\$314,957.88)
Equity						
G 602-25300 Unreserved Fund Balance	(\$1,712,384.52)	\$26,121.47	\$74,275.15	\$305,349.50	\$395,084.03	(\$1,802,119.05)
Total Equity	(\$1,712,384.52)	\$26,121.47	\$74,275.15	\$305,349.50	\$395,084.03	(\$1,802,119.05)
Total 602 SEWER FUND	\$0.00	\$100,396.62	\$100,396.62	\$699,778.93	\$699,778.93	\$0.00



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FUND 603 STREET LIGHT FUND

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 603-10100 Cash	\$11,364.13	\$8,021.38	\$3,925.54	\$68,607.64	\$64,162.22	\$15,809.55
G 603-11500 Accounts Receivable	\$9,741.47	\$0.00	\$0.00	\$0.00	\$0.00	\$9,741.47
G 603-12200 Special Assess Rec-Delinque	(\$0.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.24)
Total Asset	\$21,105.36	\$8,021.38	\$3,925.54	\$68,607.64	\$64,162.22	\$25,550.78
Liability						
G 603-20200 Accounts Payable	(\$4,560.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,560.24)
G 603-20700 Due to Other Funds	(\$0.48)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.48)
Total Liability	(\$4,560.72)	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,560.72)
Equity						
G 603-25300 Unreserved Fund Balance	(\$16,544.64)	\$3,925.54	\$8,021.38	\$64,162.22	\$68,607.64	(\$20,990.06)
Total Equity	(\$16,544.64)	\$3,925.54	\$8,021.38	\$64,162.22	\$68,607.64	(\$20,990.06)
Total 603 STREET LIGHT FUND	\$0.00	\$11,946.92	\$11,946.92	\$132,769.86	\$132,769.86	\$0.00



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FUND 604 STORM WATER FUND

December 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 604-10100 Cash	\$15,052.08	\$3,069.63	\$4.54	\$23,811.62	\$7,007.72	\$31,855.98
G 604-11500 Accounts Receivable	\$3,392.80	\$0.00	\$0.00	\$0.00	\$0.00	\$3,392.80
G 604-12100 SA Recievable -Current	(\$0.07)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.07)
G 604-12200 Special Assess Rec-Delinque	\$2,730.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,730.00
Total Asset	\$21,174.81	\$3,069.63	\$4.54	\$23,811.62	\$7,007.72	\$37,978.71
Liability						
G 604-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 604-20700 Due to Other Funds	\$0.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.19
Total Liability	\$0.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.19
Equity						
G 604-25300 Unreserved Fund Balance	(\$21,175.00)	\$4.54	\$3,069.63	\$7,007.72	\$23,811.62	(\$37,978.90)
Total Equity	(\$21,175.00)	\$4.54	\$3,069.63	\$7,007.72	\$23,811.62	(\$37,978.90)
Total 604 STORM WATER FUND	\$0.00	\$3,074.17	\$3,074.17	\$30,819.34	\$30,819.34	\$0.00
Report Total	\$0.00	\$2,093,931.29	\$2,093,931.29	\$17,504,568.10	\$17,504,568.10	\$0.00

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
 - conducts lawful gambling on five or fewer days, and
 - awards less than \$50,000 in prizes during a calendar year.
 If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.

Application fee	
If application posted or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

ORGANIZATION INFORMATION

Organization name **Knights of Columbus Fr. Jeremiah O'Callaghan Council #3659** Previous gambling permit number **19075**

Minnesota tax ID number, if any _____ Federal employer ID number (FEIN), if any _____

Type of nonprofit organization. Check one.

Fraternal Religious Veterans Other nonprofit organization

Mailing address **P.O. Box 465 South St, Paul** City **Mn.** State **55075** Zip code **Dakota** County

Name of chief executive officer [CEO] **Laurence Bidwell** Daytime phone number **(651) 455-8665** E-mail address **Lbidwell10@comcast.net**

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

- Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
 Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
 Phone: 651-296-2803
- IRS income tax exemption [501(c)] letter in your organization's name.**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]**
 If your organization falls under a parent organization, attach copies of **both** of the following:
 - a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 - b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
Tinuucci's Restaurant

Address [do not use PO box] **396 -21ST St.** City or township **Newport, Mn.** Zip code **55055** County **Washington**

Date[s] of activity. For raffles, indicate the date of the drawing.
Sunday, April 6, 2014

Check each type of gambling activity that your organization will conduct.

Bingo* Raffle Paddlewheels* Pull-tabs* Tipboards*

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

**CITY APPROVAL
for a gambling premises
located within city limits**

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].
 The application is denied.

Print city name _____

Signature of city personnel _____

Title _____ Date _____

Local unit of government must sign

**COUNTY APPROVAL
for a gambling premises
located in a township**

The application is acknowledged with no waiting period.
 The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
 The application is denied.

Print county name _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP -If required by county. On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief executive officer's signature *J E Bidwell* Date 1/2/14

Print name Laurence Bidwell

Print form and have CEO sign

REQUIREMENTS

Reset form

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
 - all gambling conducted on one day.
- Only one application is required if one or more raffle drawings are conducted on the same day.

Send application with:

a copy of your proof of nonprofit status, and
 application fee. Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney

General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



**City of Newport, Minnesota
ANNUAL KENNEL LICENSE**

Name: Debra Boughton

Address: 1006 Catherine Dr.

Phone: [REDACTED]

Total Lot Size (Sq Ft): 325 x 110

Size of Kennel (Sq Ft): 21 x 30

Type of Animal to be Keneled: dogs

Breed(s): Labs / German wire hair

Maximum Adult Animals to be Keneled: 4

Applicants Signature: Debra Boughton

Fee: \$50

Receipt #: 1993 Date: 01/02/14 Cash: _____ Check #: 11736

Approved by the Newport City Council on the _____ day of _____, 20__.

This license is valid until December 31, 2014.

City Administrator

Mayor

CITY OF NEWPORT

596 7TH AVE
NEWPORT MN 55053

Transacti 1993.401
02-Jan-14 08:59am

Kennel License

\$50.00

Subtotal \$50.00

Check \$50.00 11736

**CITY OF NEWPORT
SUMMARY OF AMENDMENTS TO ZONING ORDINANCE**

**THIS SUMMARY HAS BEEN PREPARED FOR
PUBLICATION PURSUANT TO M.S. §412.191, Subd. 4**

TITLE

AN ORDINANCE AMENDING SECTIONS 1300 (GENERAL), SECTION 1340 (RESIDENTIAL DISTRICTS) AND SECTION 1350 (NON-RESIDENTIAL DISTRICTS) OF THE ZONING ORDINANCE OF THE CITY OF NEWPORT

SUMMARY

This ordinance repeals Section 1300.07 (Accessory Buildings and Structures) of the Newport Development Code, as adopted by Ordinance on June 6, 2002 and as subsequently amended; and amends Section 1300 (General), Section 1340 (Residential Districts) and Section 1350 (Non-Residential Districts) as adopted by Ordinance on June 6, 2002 and subsequently amended, which contain the following sections:

1300.01 DEFINITIONS

1300.02 RULES OF CONSTRUCTION

1300.03 PURPOSE AND INTENT

1300.04 SCOPE, INTERPRETATION, ETC.

1300.05 RELATIONSHIP TO EXISTING CITY ORDINANCES

1300.06 AREA REGULATIONS

1300.07 EXCEPTIONS TO GENERAL YARD REGULATIONS

1300.08 EXCEPTIONS TO FRONT YARD SETBACKS

1300.09 AREAS UNDER WATER

1300.10 HEIGHT REGULATIONS

1300.11 ONE PRINCIPAL STRUCTURE PER LOT

1300.12 MOVING OF STRUCTURES

1300.13 REMOVAL OF SALT, SAND, AND OTHER MATERIAL

1300.14 TRUCK OR BUS PARKING IN RESIDENTIAL DISTRICTS

1300.15 VIOLATIONS

1300.16 OUTDOOR FURNACES

1340.01 PURPOSE

1340.02 INTENT

1340.03 RESIDENTIAL LOT AREA, DEPTH, WIDTH, COVERAGE, SETBACKS, AND HEIGHTS

1340.04 SINGLE-FAMILY RESIDENTIAL GARAGE, ACCESSORY STRUCTURE, AND DRIVEWAY STANDARDS

1340.05 CREDITS AND ALLOWANCES FOR MULTIPLE DWELLINGS

1340.06 SPECIAL REGULATIONS FOR THE R-2 AND R-3 RESIDENTIAL DISTRICTS

1340.07 SPECIAL REGULATIONS FOR ALL RESIDENTIAL DISTRICTS

1350.01 SCOPE

1350.02 PURPOSE OF BUSINESS DISTRICTS

1350.03 SPECIFIC INTENT OF THE B-1 DISTRICT

1350.04 PURPOSE OF THE INDUSTRIAL DISTRICTS

1350.05 SPECIFIC INTENT OF THE I-1 DISTRICT

1350.06 SPECIFIC INTENT OF THE I-2 DISTRICT

1350.07 SPECIFIC INTENT OF THE I-S DISTRICT

1350.08	PURPOSE OF THE MIXED USE DISTRICT
1350.09	SPECIFIC INTENT OF THE MX-1 DISTRICT
1350.10	SPECIFIC INTENT OF THE MX-2 DISTRICT
1350.11	SPECIFIC INTENT OF THE MX-3 DISTRICT
1350.12	SPECIFIC INTENT OF THE MX-4 DISTRICT
1350.13	DIMENSIONAL REQUIREMENTS FOR LOTS AND STRUCTURES IN NON-RESIDENTIAL DISTRICTS
1350.14	USES IN THE NON-RESIDENTIAL DISTRICTS
1350.15	ADMINISTRATIVE PROCEDURE FOR RE-ZONING IN THE NON-RESIDENTIAL DISTRICTS
1350.16	ADMINISTRATIVE PROCEDURE FOR SITE PLAN REVIEW
1350.17	PERFORMANCE STANDARDS FOR NON-RESIDENTIAL DISTRICTS

PURPOSE AND INTENT

The ordinance is adopted for the following purposes:

1. To add definitions for Adult Use and related terminology to the Zoning Ordinance;
2. To eliminate duplication in the Zoning Ordinance among sections that address Accessory Structures;
3. To identify the maximum area, setbacks, dimensional standards and required permits for Accessory Structures on lots in the Residential Estates Zoning District;
4. To specify the permitted use of accessory structures in the Residential Estates Zoning District;
5. To ensure that accessory structures in residential zoning districts are compatible with other development in those districts.

COMPLIANCE AND ENFORCEMENT

No land shall be altered, divided, used, developed or redeveloped in a manner that does not comply with the provisions of the amended Zoning Ordinance. If any alteration, division, use, development or redevelopment occurs in violation of the Zoning Ordinance, the Zoning Administrator may, in addition to other remedies, institute any proper criminal action or proceedings in the name of the City of Newport, and hereby shall have the powers of a police officer to prevent such unlawful alteration, division, use, development or redevelopment; to restrain or correct such violations; to prevent occupancy of said property; or to prevent any illegal act, conduct business or use in or about said premises. Any person who violates a provision of the Zoning Ordinance is guilty of a misdemeanor and, upon conviction thereof, shall be fined or penalized not more than the maximum levels established by the State of Minnesota for misdemeanor offenses.

AVAILABILITY OF FULL TEXT

A printed copy of the entire ordinance and the ordinance amendments is available for inspection by any person during the City's regular office hours. The Zoning Ordinance is also available on the City of Newport web site, www.ci.newport.mn.us.

Ordinance adopted and summary approved for publication by the City Council of the City of Newport, this 19th day of December, 2013.

Tim Geraghty, Mayor

ATTEST:

Deb Hill, Administrator/Clerk



MEMO

TO: Mayor and City Council
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: January 7, 2014

SUBJECT: 2014 Annual Appointments

BACKGROUND

Each year the City Council revises its annual appointments for items such as official newspaper, inspectors, Council Advisory Boards, and Council Appointed Committees. A draft of the 2014 Annual Appointments is attached for your review, the items that are up for renewal or have been added are in red and are discussed below.

Responsible Authority to Administer Requirements for Collection, Storage, Use, and Dissemination of Data - Per the City Attorney, the City Council should appoint a responsible authority to administer requirements for collection, storage, use and dissemination of data every year, as such this has been added to the list of Annual Appointments. Chief Montgomery has handled data requests since he became Sergeant in 2002.

Council Advisory Boards and Council Appointed Committees - In October 2013 City staff contacted the following members whose terms expire on December 31, 2013:

- Planning Commission
 - Anthony Mahmood
 - Janice Anderson
- Park Board
 - Mary Ann Newman
 - Tom Aguilar-Downing
- Library Board
 - Nancy Wetsel
 - Jo Bailey
 - Beverly Bartl
- Heritage Preservation Commission
 - Linda Michie
 - Steven Lanz
- South Washington County Cable Commission
 - Virginia Keenan
 - Barb Wilcziek (Alternate)

Of the 11, the following requested to be re-appointed: Anthony Mahmood, Planning Commission; Tom Aguilar-Downing, Park Board; Nancy Wetsel, Library Board; Jo Bailey, Library Board; Beverly Bartl, Library Board; Linda Michie, Hertiage Preservation Commission; Virginia Keenan, South Washington County Cable Commission; and Barb Wilcziek, South Washington County Cable Commission.

Janice Anderson of the Planning Commission, Mary Ann Newman of the Park Board, and Steve Lanz of the Heritage Preservation Commission do not wish to be re-appointed. Per the Park Board By-Laws, there should be five, not six members and as such the City Council decided not to fill the vacancy left by Mary Ann Newman.

The City placed the advertisement for the three vacancies on the Planning Commission and Heritage Preservation Commission on the website and in the South Washington County Bulletin on November 25, 2013. To date, the City has received two applications for the three vacancies. The first application was from Kevin Haley and he is applying for the Planning Commission vacancy. Mr. Haley's letter of interest and application are attached for your review. The second application was from Fred Leimbek and he is applying for one of the Heritage Preservation Commission vacancies. Mr. Leimbek's letter of interest and application are attached for your review.

Library Advisory Committee - At their September 26, 2013 meeting, the Library Board discussed changing their name from Library Board to Library Advisory Committee since they are not following the State Rules and Regulations for Library Boards. The Library Board would like to recommend to the City Council that their name be changed to Library Advisory Committee.

Newport Fire Relief Association - Councilman Ingemann requested that these appointments be added to the 2014 Annual Appointments since Mayor Geraghty and Admin. Hill are already ex-officio members of the Fire Relief Association.

DISCUSSION

The City Council will need to discuss the 2014 Annual Appointments. Please note that the rates for the City Attorney, Auditor, Engineer, Planner, Building Inspector, Plumbing and Heating Inspector, and Electrical Inspector are expected to remain the same for 2014.

RECOMMENDATION

It is recommended that the City Council approve the annual appointments as presented and provide direction on the vacancies for the Planning Commission and Heritage Preservation Commission.



CITY OF NEWPORT 2014 ANNUAL APPOINTMENTS

- | | |
|--|----------------------------------|
| 1) MAYOR PRO TEM (Until 12/31/2014): | Tom Ingemann |
| 2) OFFICIAL NEWSPAPER: | South Washington County Bulletin |
| 3) OFFICIAL DEPOSITORIES: | Central Bank |
| 4) CITY ADMINISTRATOR / CLERK / TREASURER: | Debora Hill |
| 5) CITY ATTORNEY: | Holstad & Knaak PLC |
| 6) CITY AUDITOR: | Jim Eichten (MMKR) |
| 7) CITY ENGINEER: | John Stewart (MSA) |
| 8) CITY HERITAGE PRESERVATION CONSULTANT: | Robert Vogel |
| 9) CITY PLANNING PROFESSIONAL: | Sherri Buss (TKDA) |
| 10) BUILDING INSPECTOR: | City of Cottage Grove |
| 11) PLUMBING/HEATING INSPECTOR: | City of Cottage Grove |
| 12) ELECTRICAL INSPECTOR: | William Dietrich |
| 13) FIRE MARSHAL: | Mark Mailand |
| 14) WEED INSPECTOR: | Tim Geraghty |
| 15) ASST. WEED INSPECTOR: | Bruce Hanson |
| 16) CIVIL DEFENSE DIRECTOR: | Mark Mailand |
| 17) RESPONSIBLE AUTHORITY TO ADMINISTER
REQUIREMENTS FOR COLLECTION, STORAGE,
USE, AND DISSEMINATION OF DATA | Curt Montgomery |

COUNCIL ADVISORY BOARDS (3-Year Terms)

18) PLANNING COMMISSION:

Expiration Date:

- | | |
|--|------------|
| a. Anthony Mahmood | 12-31-2016 |
| b. | 12-31-2016 |
| c. Susan Lindoo | 12-31-2014 |
| d. Dan Lund | 12-31-2014 |
| e. Matthew Prestegaard | 12-31-2014 |
| f. <u>Tom Ingemann (Council Liaison)</u> | 12-31-2014 |

19) PARK BOARD:

Expiration Date:

- | | |
|--|------------|
| a. Anita Perkins | 12-31-2015 |
| b. Marge Meconis | 12-31-2015 |
| c. Emily White | 12-31-2015 |
| d. Tom Aguilar-Downing | 12-31-2016 |
| e. Laura Duffey | 12-31-2014 |
| f. <u>Tim Geraghty (Council Liaison)</u> | 12-31-2014 |

20) ~~LIBRARY BOARD~~ LIBRARY ADVISORY COMMITTEE:

Expiration Date:

- | | |
|---|------------|
| a. Nancy Wetsel | 12-31-2016 |
| b. Jo Bailey | 12-31-2016 |
| c. Beverly Bartl | 12-31-2016 |
| d. Pam Geraghty | 12-31-2014 |
| e. Sheila Laughton | 12-31-2014 |
| f. <u>Tracy Rahm (Council Liaison)</u> | 12-31-2014 |

21) HERITAGE PRESERVATION COMMISSION:

Expiration Date:

- | | |
|---|------------|
| a. Linda Michie | 12-31-2016 |
| b. | 12-31-2016 |
| c. Beverly Bartl | 12-31-2014 |
| d. Jo Bailey | 12-31-2014 |
| e. | 12-31-2014 |
| f. <u>Bill Sumner (Council Liaison)</u> | 12-31-2014 |

COUNCIL APPOINTED COMMITTEES

22) NEWPORT / BAILEY SCHOOL FOREST GOVERNANCE COMMITTEE: Expiration Date:

- a. Tim Geraghty Indefinite
- b. John Neska Indefinite
- c. Laura Duffy Indefinite
- d. Marge Meconis Indefinite

23) RESOURCE RECOVERY (1-Year Term): Expiration Date:

- a. Tom Ingemann 12-31-2014

24) SOUTH WASHINGTON COUNTY CABLE COMMISSION (1-Year Term): Expiration Date:

- a. Virginia Keenan 12-31-2014
- b. Barb Wilczek (Alternate) 12-31-2014
- c. Tracy Rahm (Council Liaison) 12-31-2014

25) RED ROCK CORRIDOR COMMISSION: (1-Year Term) Expiration Date:

- a. Steve Gallagher (Council Liaison) 12-31-2014
- b. Tracy Rahm (Council Liaison Alternate) 12-31-2014

26) NEWPORT FIRE RELIEF ASSOCIATION (EX-OFFICIO MEMBERS)

- a. Tim Geraghty 12-31-2014
- b. Deb Hill 12-31-2014

27) PIONEER DAY COMMITTEE: Expiration Date:

- a. Mary North 12-31-2014
- b. Arnie Horn 12-31-2014
- c. Tim Geraghty (Council Liaison) 12-31-2014
- d. Bill Sumner (Council Liaison Alternate) 12-31-2014

28) CITY APPROVED SOCIAL MEDIA OUTLETS

- a. Facebook
- b. Twitter
- c. You Tube

Renee Helm

From: Tony Mahmood [REDACTED]
Sent: Tuesday, November 12, 2013 10:58 PM
To: Renee Helm
Subject: RE: Annual Appointments

Thank you for the reminder Renee.

I would like to seek reappointment to the Newport Planning Commission.

Thank You

Tony Mahmood

Subject: Annual Appointments
Date: Wed, 6 Nov 2013 13:46:31 -0600
From: rhelm@newportmn.com

Good Afternoon,

You were recently sent a letter regarding your term on the Planning Commission expiring at the end of this year. To date, I have not heard from you as to whether or not you would like to be reappointed in 2014. Please let me know by November 14, 2013 through either an email or letter.

Respectfully,

Renee Helm
Executive Analyst
City of Newport
rhelm@newportmn.com
(651) 459-5677

A decorative illustration on the left side of the page features a vertical stem with several green leaves. A single pink flower with five petals and a yellow center is positioned in the upper left. At the bottom left, a colorful butterfly with red, orange, and black wings is shown resting on a pink flower. The background of the entire page is a light, textured, cream-colored surface.

November 7, 2014

Renee Helm, Executive Analyst
City of Newport
596 7th Avenue
Newport, MN 55055

Dear Renee,

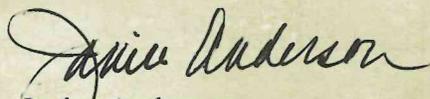
As a member of the City Planning Commission my term expires at the end of this year 2013.

For twelve years my appointments afforded me the opportunity to serve the Newport community in the capacity as a Planning Commissioner. The camaraderie in this planning commission team has been outstanding. Proud to be a part of it.

With all of this in my history I am opting to not seek reappointment to the 2014 Planning Commission. Believe a fresh pair of eyes and mind can shoulder the years ahead of change.

Thanks to the City Council for the opportunity given to me to serve.

Sincerely,

A handwritten signature in black ink that reads "Janice Anderson". The signature is written in a cursive, flowing style.

Janice Anderson
Planning Commissioner 2002-2013

October 26, 2013

To Renee Helm
Executive Analyst and

City Council of Newport

Dear Renee and City Council:

As we come to the close of 2013, I note that I have served on the Newport Parks Board since its inception in 2005. It has been both an enjoyable and educational experience. During the process I have become acquainted with many excellent citizen volunteers in Newport. In addition I have learned more than I wish about the invasive species Buck Thorn.

After eight years I believe it is time for others to be involved in the Parks Board. New ideas and new faces will assist the Board in making changes and developing new concepts.

I am not applying for reappointment.

Thank you to John Neska as an excellent leader as well as a thank you to all the present and past Parks Board Members, City Administrators, City Councils and liaison members from the Council.

Sincerely,



Mary Ann Newman

Cc. John Neska
Executive Director Parks board

Renee Helm

From: Tom Aguilar-Downing [REDACTED]
Sent: Wednesday, November 06, 2013 5:03 PM
To: Renee Helm
Subject: Re: Park Board Appointment

Thanks, Renee.

I had put your letter on top of the stack just this morning so I'd reply tonight. Thanks for the email option.

And, yes, I would like to be considered for reappointment to the Park Board in 2014.

Sincerely,

Thomas M. Aguilar-Downing

On Nov 6, 2013 1:47 PM, "Renee Helm" <rhelm@newportmn.com> wrote:

Good Afternoon,

You were recently sent a letter regarding your term on the Park Board expiring at the end of this year. To date, I have not heard from you as to whether or not you would like to be reappointed in 2014. Please let me know by November 14, 2013 through either an email or letter.

Respectfully,

Renee Helm

Executive Analyst

City of Newport

rhelm@newportmn.com

[\(651\) 459-5677](tel:(651)459-5677)

November 7, 2014

2575 Bailey Court

Newport, MN 55055

To the Newport City Council:

This letter is to notify the Council that I am willing to continue on the Newport Library Board. I will accept a reappointment for another term.

Respectfully submitted,

Nancy Wetsel

10-15-13

Dear Council Members,

I wish to have my term on
the Newport Library Board continued
for another term. Thanks!

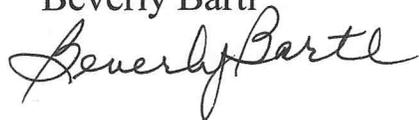
Josephine A. Barby (Jo)

November 7, 2013

Dear Mayor and Council

With pleasure I would like to be reappointed to the Library Advisory Board
It is very important for the City of Newport to avail our citizens to have
access to the Library/ Community Center.

Sincerely,
Beverly Bartl

A handwritten signature in cursive script that reads "Beverly Bartl". The signature is written in black ink and is positioned below the typed name.

Renee Helm

From: Linda Michie [REDACTED]
Sent: Thursday, November 14, 2013 6:46 AM
To: Renee Helm
Subject: HPC

Hi, Renee:

I've enjoyed the opportunity to serve on the Newport Heritage Preservation Commission for the past decade or so, and would be interested in being reappointed for another term.

Thanks,

Linda

Linda Michie, NCARB

Registered Architect + Certified Interior Designer

Michie Architects, LLC

475 Second Avenue Newport, Minnesota 55055

Phone: [REDACTED]

Email: [REDACTED]

Renee Helm

From: Steven D Lanz Jr [REDACTED]
Sent: Wednesday, October 16, 2013 11:39 AM
To: Renee Helm
Subject: HPC

Renee,

I will not be returning to the HPC for the next term. My job is too busy and I feel I cannot help the HPC in a way that they need or that I can offer.

Thank you,

Steven Lanz Jr.

Renee Helm

From: [REDACTED]
Sent: Monday, October 14, 2013 8:48 AM
To: Renee Helm
Subject: SWCTC

Hello Renee,

Per our phone conversation, Yes I would like to serve the City of Newport on the South Washington County Cable Commission in 2014. Let me know if you need anything else.

Thank you,
Virginia Keenan

Renee Helm

From: [REDACTED]
Sent: Monday, October 14, 2013 11:34 AM
To: Renee Helm
Subject: Alternate on SWCTC

Hi Renee,

I would like to continue as an alternate on the SWCTC for the city of Newport in 2014. If you need a physical letter from me, please let me know.

Thanks,
Barb

Barb Wilcziek
Business Systems Consultant

EDA | Channels, Sales and Marketing | Sales Lifecycle Intelligence

Wells Fargo Technology Operations Group | 255 2nd Ave S | Minneapolis, MN 55479-0001
MAC N9301-032
Tel 612.667.2272

Barbara.R.Wilcziek@WellsFargo.com

Dear Newport City Council,

I am asking the council to consider myself for the open seat on the Newport Planning Commission. As a small business owner within the city, I have been a citizen of Newport for 15 years. I have also been a part of the Newport Business Association for several years now and enjoy attending city council meetings. Business development, home ownership, and creating jobs are just a few things I would love to discuss. I enjoy seeing progress and I believe a position on the Planning Commission would be a great opportunity to offer my time and experience to help make positive changes for Newport's residents and businesses.

Thank you for your consideration

Sincerely,

Kevin Haley
3025 Bailey Road
Newport, MN 55055

A handwritten signature in cursive script, appearing to read "Kevin Haley". The signature is written in dark ink and is positioned below the typed name and address.

City of NEWPORT
VOLUNTEER APPLICATION

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Thank you for your interest in volunteering for the City!

Personal Information

Name: KEVIN HALEY Telephone: _____
Address: 3025 BAILEY Rd Cell: _____
City/State/Zip: NEWPORT MN 55055 Date of Birth: _____
Email Address: _____

Have you ever been convicted of a crime: Yes No

If yes, list specific crime, circumstances, date of conviction, and location of conviction below:

Have you ever been discharged, forced to resign, or "counseled out" of prior employment or a volunteer assignment?

Yes No If yes, please list the circumstances below:

Type of Volunteer Work:

Voluntary Commission Adopt-a-Park/Trail Library Volunteer One-Time Volunteer

Volunteer Information

Volunteer Experience and Special Skills:

PAST BOARD AMERICAN WELDING SOCIETY, PRESENT MEMBER
PAST BOARD FIVE OAKS CHURCH WOODBURY
PAST BOARD NEWPORT BUSINESS ASSOCIATION, PRESENT MEMBER

Availability: Please list the times when you are available below

AS NEEDED

Applicant Statement and Acknowledgements

I certify that the information contained in this application is correct, and I have not omitted or misstated any information. I understand that falsification or omission of information may disqualify me from further consideration for volunteering and may lead to my dismissal if discovered at a later date. I agree to immediately notify the City of Newport if I should be convicted of a felony or any crime while my application is pending, or during my period of volunteering.

I authorize all persons, schools, employers and law enforcement authorities to release any information concerning my background, including all information contained in this application. I hereby release any said persons, school, employers, and law enforcement authorities from all liability in responding to inquiries in connection with my application.

I understand that I am required to abide by all rules and regulations set forth by the City of Newport. I also understand that I have the right to receive a copy of this acknowledgement should I request one.

Applicant's Signature: *KT (Handwritten)* Date: 12-19-2013

Parent/Guardian's Signature (required if under 18): _____

NEWPORT CITY COUNCIL

I WOULD LIKE TO APPLY FOR AN OPEN SPOT ON
THE H P C.

I'VE LIVED IN NEWPORT OVER 50 YEARS AND I
AM INTERESTED IN NEWPORT HISTORY.

THANK YOU FOR YOUR CONSIDERATION

Fred Leimbek

City of NEWPORT
VOLUNTEER APPLICATION

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Thank you for your interest in volunteering for the City!

Personal Information

Name: FRED LEIMBEK Telephone: [REDACTED]

Address: 603 7th AVE Cell: _____

City/State/Zip: NEWPORT MN 55055 Date of Birth: [REDACTED]

Email Address: _____

Have you ever been convicted of a crime: Yes No

If yes, list specific crime, circumstances, date of conviction, and location of conviction below:

Have you ever been discharged, forced to resign, or "counseled out" of prior employment or a volunteer assignment?

Yes No If yes, please list the circumstances below:

Type of Volunteer Work: HPC

Voluntary Commission Adopt-a-Park/Trail Library Volunteer One-Time Volunteer

Volunteer Information

Volunteer Experience and Special Skills:

Availability: Please list the times when you are available below

I AM RETIRED SO AVAILABLE MOST OF THE TIME

Applicant Statement and Acknowledgements

I certify that the information contained in this application is correct, and I have not omitted or misstated any information. I understand that falsification or omission of information may disqualify me from further consideration for volunteering and may lead to my dismissal if discovered at a later date. I agree to immediately notify the City of Newport if I should be convicted of a felony or any crime while my application is pending, or during my period of volunteering.

I authorize all persons, schools, employers and law enforcement authorities to release any information concerning my background, including all information contained in this application. I hereby release any said persons, school, employers, and law enforcement authorities from all liability in responding to inquiries in connection with my application.

I understand that I am required to abide by all rules and regulations set forth by the City of Newport. I also understand that I have the right to receive a copy of this acknowledgement should I request one.

Applicant's Signature: Fred Seimble Date: 1-2-14

Parent/Guardian's Signature (required if under 18): _____



MEMO

TO: Mayor and City Council
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: January 8, 2014

SUBJECT: Gambling Permit for Cottage Grove Athletic Association to Operate at Cloverleaf Bar and Grill

BACKGROUND

Please find attached a letter and applications from the Cottage Grove Athletic Association for approval of a gambling permit at the Cloverleaf Bar and Grill. The Cottage Grove Athletic Association would take over for Lady Slipper who has been operating gambling at the Cloverleaf since November 2010. When the City Council approved the gambling permit for Lady Slipper it was agreed that they would present the City with 25% of its monthly net earnings for City and community functions. Of that 25%, 10% funds City functions and 15% funds community-related functions. Since 2011, Lady Slipper has presented the following to the City:

	City	Friends in Need Food Shelf	City's Summer Recreation Program	Newport Athletic Association	Total
2011	\$3,703.56	\$1,220.01	\$1,412.82	\$897.00	\$7,233.39
2012	\$5,025.09	\$3,778.37	\$4,483.20	\$1,324.16	\$14,610.82
2013	\$2,972.37	\$3,812.91	\$645.64	\$0.00	\$7,430.92
Total	\$11,701.02	\$8,811.29	\$6,541.66	\$2,221.16	\$29,275.13

DISCUSSION

The City Council will need to discuss whether or not to approve the gambling permit and if any agreements should go along with the permit.

RECOMMENDATION

The City Council can either approve or deny Resolution No. 2014-1 which approves the permit for lawful gambling from February 1, 2014 to December 31, 2014. It is recommended that the City Council provide direction on whether or not any agreements should go along with the permit.



The Cottage Grove Athletic Association

PO Box 337

Cottage Grove, MN 55016

651-459-9278

Newport City Council

596 7th Avenue

Newport, MN 55055

Dear Newport City Council,

We are the Cottage Grove Athletic Association and we are requesting an approval by resolution for a gambling permit at the Cloverleaf Bar 2146 Hastings Avenue. The permit is to be effective February 1, 2014.

The Cottage Grove Athletic Association is an all-volunteer organization. We have been in the community for 53 years providing sporting opportunities for the children of our and neighboring communities. Children from Newport and other neighboring communities play in our programs because certain sports are not offered in their community or the level of play is not offered. We currently have 7 sports: baseball, softball, football, hockey, basketball, soccer and volleyball. Funds raised from charitable gambling will help us to continue serving the youth of South Washington County. In the past gambling funds have been used for upgrading equipment, field improvements, ice bills, uniforms, insurance and many other projects.

Regards,

Mary Perren

CGAA

Gambling Manager

Please notify me when paperwork is ready at: 651-459-9278

LG214 Premises Permit Application

Annual Fee \$150 (NON REFUNDABLE)

Required Attachments to LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non refundable).
Make check payable to "State of Minnesota."

Mail the application and required attachments to:
 Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113
Questions? Call 651-639-4000 and ask for Licensing.

Organization Information

1. Organization name Cottage Grove Athletic Association License number 01612
2. Chief executive officer (CEO) Daniel Harrison Daytime phone (651) 231-6829
3. Gambling manager Mary Perren Daytime phone (651) 459-9278

Gambling Premises Information

4. Current name of site where gambling will be conducted Clover Leaf Bar & Grill
5. List any previous names for this location _____
6. Street address where premises is located 2146 Hastings Ave.
Do not use a P.O. box number or mailing address.

7. City	OR	Township	County	Zip code
Newport			Washington	55055

8. Does your organization own the building where the gambling will be conducted?
 Yes No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.

9. Is any other organization conducting gambling at this site? Yes No Don't know *we will be replacing them*

10. Has your organization previously conducted gambling at this site? Yes No Don't know

Gambling Bank Account Information. Must be in Minnesota.

11. Bank name	Bank account number		
Anchor Bank			
12. Bank street address	City	State	Zip code
1030 Hastings Ave.	St. Paul Park	MN	55071

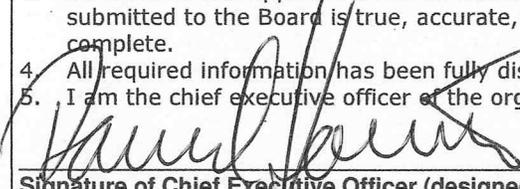
All Temporary and Permanent Off-site Storage Spaces

13. Address (Do not use a P.O. box number)	City	State	Zip code
7064 W. Point Douglas Rd	Cottage Grove	MN	55016
14. Address (Do not use a P.O. box number)	City	State	Zip code
		MN	

Acknowledgment by Local Unit of Government: Approval by Resolution

<p>CITY APPROVAL for a gambling premises located within city limits</p>	<div style="border: 1px solid black; padding: 2px; background-color: #e0f2f1;">Local unit of government must sign</div>	<p>COUNTY APPROVAL for a gambling premises located in a township</p>
City name <u>Newport</u>		County name _____
Date approved by city council _____		Date approved by county board _____
Resolution number _____		Resolution number _____
Signature of city personnel _____		Signature of county personnel _____
Title _____ Date signed _____		Title _____ Date signed _____
		TOWNSHIP NAME _____
		Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. [A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.]
		Print township name _____
		Signature of township officer _____
		Title _____ Date _____

Acknowledgment and Oath

<ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. 	<ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than 10 days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is nonrefundable regardless of license approval/denial.
 Signature of Chief Executive Officer (designee may not sign)	Date <u>12/10/13</u>
Print name <u>Daniel Harrison</u>	

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

LG215 Lease for Lawful Gambling Activity

Organization Cottage Grove Athletic Association		Address 7064 W Point Douglas Rd (PO Box 337)		License/site number 01612		Daytime phone 651-459-9278	
Name of leased premises Clover Leaf Bar + GRILL		Street address 2146 Hastings Ave		City Newport		State MN Zip 55055	
Name of legal owner KATHRYN DECKER		Business/street address 229 18TH AVE SO		City SOST PAUL		State MN Zip 55075	
Name of lessor [if same as legal owner, write in "SAME"]						Daytime phone 651-451-2797	

Check applicable item:

- 1. **New lease. Do not submit existing lease with amended changes.**
_____ Date that the changes will be effective. Submit changes at least 10 days **before** the effective date of the change.
- 2. **New owner.** Effective date _____ Submit new lease **within** 10 days after new lessor assumes ownership.

Check all activity that will be conducted (No lease required for raffles)

<input checked="" type="checkbox"/> Pull-tabs [paper]	<input checked="" type="checkbox"/> Electronic pull-tabs [must also sell paper pull-tabs]
<input checked="" type="checkbox"/> Pull-tabs [paper] with dispensing device	<input checked="" type="checkbox"/> Linked electronic bingo
<input checked="" type="checkbox"/> Bar bingo <input checked="" type="checkbox"/> Bingo	Electronic games may only be conducted at: (1) a premises licensed for the on-sale or off-sale of intoxicating liquor or 3.2 percent malt beverages [but does not include a general food store or drug store permitted to sell alcoholic beverages under Minn. Stat. 340A.405, subdivision 1]; or (2) a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.
<input checked="" type="checkbox"/> Tipboards	
<input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table	

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT
Separate rent for booth and bar ops.

BOOTH OPERATION - Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games - Monthly rent to be paid, %, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750.**
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION - All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES - Monthly rent to be paid, 15%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES - Monthly rent to be paid, 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1750** cap.

BINGO RENT for leased premises where bingo is the primary business conducted, such as bingo hall.

Bingo rent is limited to one of the following:

- Rent to be paid, _____ %, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - Rent may not be paid for bar bingo.
 - Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE. Must be completed.

The lease may be terminated by either party with a written 60 day notice.

Other terms _____

LG215 Lease for Lawful Gambling Activity

Lease Term - The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management - The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises.

The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited - The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes 349.181.

Illegal Gambling - The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes 349.18, Subdivision 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H or Minnesota Statutes 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions - The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Gambling Control Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to permitted premises - Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor records - The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent all-inclusive - Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- janitorial and cleaning services
- electricity, heat
- other utilities or services
- snow removal
- lawn services
- storage
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Gambling Control Board. Rent payments may not be made to an individual.

Acknowledgment of Lease Terms

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease

Signature of lessor <i>Kathryn Decker</i>	Date <i>12-17-13</i>	Signature of organization official [lessee] <i>Daniel Harrison</i>	Date <i>12/10/13</i>
Print name and title of lessor <i>KATHRYN DECKER - PRESIDENT</i>		Print name and title of lessee <i>Daniel Harrison President & CEO</i>	

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

RESOLUTION NO. 2014-1

A RESOLUTION APPROVING COTTAGE GROVE ATHLETIC ASSOCIATION PREMISE PERMIT FOR CLOVERLEAF BAR AND GRILL, 2146 HASTINGS AVENUE, NEWPORT, MN 55055 FOR LAWFUL GAMBLING

WHEREAS, The City Council of Newport received an application from the Cottage Grove Athletic Association for lawful gambling at the Cloverleaf Bar and Grill, 2146 Hastings Avenue, Newport, MN 55055; and

WHEREAS, The State of Minnesota Gambling Regulations require local governmental approval of all premise locations for lawful gambling operations conducted by non-profit organizations; and

WHEREAS, The City Council of Newport has carefully examined the application for lawful gambling to be conducted by the Cottage Grove Athletic Association.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Newport City Council hereby approves of the application for Minnesota Lawful Gambling activities to be conducted at the Cloverleaf Bar and Grill, 2146 Hastings Avenue, Newport, MN 55055 for the period from February 1, 2014 to December 31, 2014.
2. That a copy of this Resolution be sent to the Cottage Grove Athletic Association.
3. That the Mayor signs the local government acknowledgement on the premises permit application.
4. That a copy of this Resolution be attached to the Application for Lawful Gambling presented by the Cottage Grove Athletic Association.

Adopted this 16th day of January, 2014 by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Gallagher	_____
	Rahm	_____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator

November 2013

Newport Police Department
Activity Report

		Monthly Total	Yearly Total
ACCIDENTS		2	106
ADMINISTRATIVE		133	1148
ALARMS		13	108
ANIMAL CALLS		11	135
ARRESTS	Felony		25
	Misdemeanor	4	84
	Gross Misd.	3	38
ASSAULTS	Aggravated		2
	Simple	1	14
ASSIST OTHER DEPT/OFFICER		66	723
ASSIST PUBLIC		150	1873
AUTO THEFT			3
	Attempted		1
BURGLARY		3	24
	Attempted		3
CHILD ABUSE/NEGLECT			10
CIVIL DISPUTES		2	87
CRIMINAL SEXUAL CONDUCT			3
CURFEW			2
DAMAGE TO PROPERTY		1	42
DEATH INV.		1	5
DISORDER CONDUCT		3	32
DOMESTICS		18	153
DRIVING COMPLAINT		6	100
DRUGS/PARAPHERNALIA		1	16
DRUNKS/DETOX		4	21
D.W.I.		2	43
FIRECALLS		6	61
FORGERY			6
FOUND PROPERTY			13
HAR/COMM		2	20
HANG UPS (911)			35
HOMICIDE			1
JUVENILE PETTY CITATIONS		2	26
JUVENILE PROBLEMS		4	84
LOCK-OUTS		6	46
MEDICAL CALLS		24	259
MISSING PERSONS		2	14
ORDINANCE VIOLATIONS		26	391
ORDINANCE WINTER PARK			87
PROWLERS			
ROBBERY			3
	Attempted		1
RUN-AWAY		2	18
STOLEN AUTOS RECOVERED			10
SUSPICIOUS ACTIVITY		26	283
THEFT		15	113
	Attempted		
CITATIONS		110	1271
TRAFFIC WARNINGS		63	810
		Monthly Total	Yearly Total
Overall Grand Total All Events		712	8353

December 2013

Newport Police Department
Activity Report

		Monthly Total	Yearly Total
ACCIDENTS		25	131
ADMINISTRATIVE		67	1215
ALARMS		9	117
ANIMAL CALLS		9	144
ARRESTS	Felony	2	27
	Misdemeanor	4	88
	Gross Misd.	2	40
ASSAULTS	Aggravated		2
	Simple		14
ASSIST OTHER DEPT/OFFICER		91	814
ASSIST PUBLIC		150	2023
AUTO THEFT			3
	Attempted		1
BURGLARY		1	25
	Attempted		3
CHILD ABUSE/NEGLECT			10
CIVIL DISPUTES		4	91
CRIMINAL SEXUAL CONDUCT		1	4
CURFEW			2
DAMAGE TO PROPERTY		2	44
DEATH INV.			5
DISORDER CONDUCT		3	35
DOMESTICS		8	161
DRIVING COMPLAINT		5	105
DRUGS/PARAPHERNALIA			16
DRUNKS/DETOX		5	26
D.W.I.		3	46
FIRECALLS		6	67
FORGERY		1	7
FOUND PROPERTY		3	16
HAR/COMM		1	21
HANG UPS (911)		4	39
HOMICIDE			1
JUVENILE PETTY CITATIONS		2	28
JUVENILE PROBLEMS		3	87
LOCK-OUTS		7	53
MEDICAL CALLS		25	284
MISSING PERSONS		1	15
ORDINANCE VIOLATIONS		30	421
ORDINANCE WINTER PARK		49	136
PROWLERS			
ROBBERY			3
	Attempted		1
RUN-AWAY			18
STOLEN AUTOS RECOVERED			10
SUSPICIOUS ACTIVITY		22	305
THEFT		12	125
	Attempted		
CITATIONS		75	1346
TRAFFIC WARNINGS		82	892
		Monthly Total	Yearly Total
Overall Grand Total All Events		714	9067