



**CITY OF NEWPORT
REGULAR COUNCIL MEETING
NEWPORT CITY HALL
MARCH 17, 2016 – 5:30 P.M.**

MAYOR: Tim Geraghty
COUNCIL: Tom Ingemann
Bill Sumner
Tracy Rahm
Dan Lund

City Administrator: Deb Hill
Supt. of Public Works: Bruce Hanson
Fire Chief: Steven Wiley
Asst. to the City Admin: Renee Eisenbeisz

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 March 3, 2016 Regular City Council Meeting
 - B. List of Bills in the Amount of \$94,201.91
 - C. **Resolution No. 2016-11** - Approving a Gambling Application for the St. Paul Park-Newport Lions Club to Conduct Off-Site Gambling at Tinucci's on April 30, 2016
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
 - A. Newport-on-the-Move Request
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ENGINEER'S REPORT
10. ADMINISTRATOR'S REPORT
 - A. **Resolution No. 2016-12** – Approving an interim use permit for property located at 1675 Kolff Street
 - B. Farm Animal Permit for Kim Brown
 - C. **Resolution 2016-13** - Approving a variance for property located at 1280 Kolff Court
 - D. **Ordinance No. 2016-4** - Amending Section 450
 - E. Park Board Appointments
11. ATTORNEY'S REPORT
12. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

Agenda for 03-17-16

13. FIRE CHIEF'S REPORT

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

15. NEW / OLD BUSINESS

16. ADJOURNMENT

Upcoming Meetings and Events:

- | | | |
|--------------------------------|----------------|-----------|
| 1. Park Board Meeting | March 24, 2016 | 6:00 p.m. |
| 2. City Council Meeting | April 7, 2016 | 5:30 p.m. |
| 3. Planning Commission Meeting | April 14, 2016 | 6:00 p.m. |
| 4. City Council Meeting | April 21, 2016 | 5:30 p.m. |



**City of Newport
City Council Minutes
March 3, 2016**

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; Tom Ingemann; Bill Sumner; Tracy Rahm; Dan Lund

Council Absent –

Staff Present – Deb Hill, City Administrator; Bruce Hanson, Supt. of Public Works; Renee Eisenbeisz, Assistant to the City Administrator; Fritz Knaak, City Attorney; Larry Osterman, Sergeant; Jon Herdegen, City Engineer;

Staff Absent – Steve Wiley, Fire Chief;

4. ADOPT AGENDA

Admin. Hill - I would like to add an appointment to the Watershed District.

Mayor Geraghty - Okay, we'll put that under the Administrator's Report as item C.

Motion by Rahm, seconded by Ingemann, to adopt the Agenda as amended. With 5 Ayes, 0 Nays, the motion carried.

5. ADOPT CONSENT AGENDA

Councilman Lund: I would like to pull C, Resolution supporting principles of reform for the met council.

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

- A. Minutes of the February 18, 2016 Regular City Council Meeting
- B. List of Bills in the Amount of \$67,006.31
- D. Resolution No. 2016-9 - Approving a Gambling Application for the South St. Paul Lions Club

With 5 Ayes, 0 Nays, the motion carried.

C. Resolution No. 2016-8 - Supporting Principles for Reform of the Metropolitan Council

Councilman Lund: So I think we want to be careful before antagonizing the met council, I don't think that this proposal that's likely to pass this session and it's also not very detailed and I know that our own county isn't in support of it and it's staying on the sideline at this point. I wonder if it it's prudent for Newport to jump into the fight.

Councilman Ingemann: Has the county submitted the paperwork and they're sitting off to the side or they just haven't got it?

Councilman Lund: I traded messages with Commissioner Bigham and she said that they had to intent on doing anything along these lines. I know it's been pushed by Dakota County.

Councilman Ingemann: Well yes, we're paying and we're not getting any benefit at all from the met council and all they're doing is throwing up roadblocks, the only ones that are getting any benefit are Washington County and Ramsey County.

Councilman Rahm: That's not exactly true because some of the transportation things come from the met council as far as the recommendations for spending, the transit center, things also kind of come from there originally.

Councilman Ingemann: When they put a bus route in.

Councilman Rahm: Yeah so it's indirect. I understand what you mean, there's no elected official representation on a taxing body when it comes right down to it and there's been a lot of people in Minnesota since I've been here that have raised that issue.

Councilman Lund: So I think we all agree that the met council's structure could probably stand some changes but...

Councilman Ingemann: Yeah but unless you present it to the legislature it's not going to happen.

Councilman Lund: Yeah this isn't a very specific proposal either.

Councilman Ingemann: It's general.

Councilman Lund: Well, you guys can pass it. That's just what I think.

Councilman Rahm: It's election year too and the chance of something like this getting traction is probably...

Councilman Lund: I think there's no chance of it getting any traction and you know we have a lot of things that we could really use some met council help on right now and I don't think this would be helpful.

Councilman Ingemann: If they were elected they would be more responsive to our needs I do believe.

Councilman Sumner: Why antagonize them when we can avoid antagonizing them?

Councilman Ingemann: Let's just sit in the closet and do nothing.

Councilman Rahm: Well I agree, I think on the I and I type thing we are looking for support and help and this might not go along with that strategy.

Councilman Sumner: Absolutely. Yeah. We are a unique case, they have the capability of assisting us. We can come back and look at this in the future.

Councilman Lund: This isn't saying that we you know.... by not passing it it's not saying that we condone exactly how it's setup, it's just that we're not giving our blanket support to Dakota County's push.

Mayor Geraghty: So do they have any specific legislative language or? That anyone has seen?

Councilman Sumner: The proposals in the handout are very broad.

Councilman Ingemann: It's very general. It's like saying "hey dude" there's something wrong here. We'd like

to see you do something. They're not asking or demanding anything they're asking for a change because it's taxation without representation and you're taxing and telling the 7 counties what to do but we're not allowed to vote as to who's going to tell us what to do. So these guys don't want to "tick off" the met council because they're afraid that they may take it personally. Well that's their prerogative.

Councilman Lund: It's also not a very well defined plan. It's not like they have legislation proposed.

Councilman Ingemann: It's a suggestion right now.

Councilman Ingemann: Move the resolution.

Councilman Lund: I'm not going to move the resolution.

Councilman Ingemann: I make a motion that we pass this resolution 2016-8.

Councilman Rahm: I think we have "bigger fish to fry" than this...My concern is that this doesn't really...I think there's a lot of things that we could be focusing on other than a met council resolution but that's me. I was surprised to see it on the consent agenda.

Mayor Geraghty: Well I think that we all agree that we should have elected officials if they are taxing us, I think we can agree on that. I don't know if we would pass it or not if it would penalize us in the big picture or not. I just don't know if we should voice our opinion one way or another on it but if it doesn't pass we can at least send a letter saying that we do feel there should be an elected body that is doing the taxing. Any other discussion? All in favor say Aye.

Councilman Ingemann: We didn't get a second.

Councilman Sumner: We didn't get a second.

Mayor Geraghty: Who's got a second?

Councilman Sumner: We didn't get a second.

Motion by Ingemann, seconded Geraghty to approve Resolution No. 2016-8 as presented. With 1 Aye, Geraghty, Sumner, Rahm, and Lund voting Nay, the motion failed.

6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE

7. MAYOR'S REPORT

Mayor Geraghty: As we speak the Newport Elementary School is holding a fundraiser spaghetti dinner from 5-7 so if anyone is watching live, go down there. It's a fundraiser for the 5th grade and they do it every year.

8. COUNCIL REPORTS

Councilman Rahm: Nothing to report

Councilman Ingemann: Just a gas report. It's a dime cheaper across the river.

Councilman Sumner: I attended a class put on by the Minnesota tree care advocates training and certified Minnesota citizen pruners. There will be a group of people that will start pruning some of the City trees. They're going to begin this Saturday. They will be people that have been trained in what needs to be done to properly handle and take care of the trees in Newport. I also attended a metro cities housing forum, had an interesting

discussion with somebody who had a concern about the metropolitan council, they said that because they have to use the met council's sewer system, met council then tells them the number of low-cost housing units that they have to put in their city and there are opposed to that. Also just a warning for people, I got a call from a gentleman that identified himself as an Eric Wright although it sounded like he was in Bombay and said that he was with the Microsoft windows security team and he was concerned because my windows program was sending error messages and he needed to get into my computer to help me out or get into my network. It's very interesting because I have no windows computers. He gave me a Tennessee land line to contact him with to contact him with to get his assistance and I had heard recently that someone got a similar call and they were so thankful to get the help that they allowed them to go into their bank account and take out \$140 and I said, are you kidding me? So it's out there, it's happening. I called the FBI cyber crimes line and the person said that it's going on all the time, I said I was a bit surprised they gave me a line in TN. They said that it's easy to get those lines and they can set them up from anywhere in the world and churn through these lines. They just can't chase these people down so if you get a questionable call, I don't know if they're targeting the Newport area or what. I asked this guy if he knew Bill gates and he said "oh yeah he's my boss". So I just want people in Newport to be aware that these people are out there and I don't know if they've got the local phone numbers that they're just churning through but be aware.

Councilman Ingemann: Don't answer numbers that you don't recognize.

Councilman Lund: I attended a very useful meeting I think with Steve Bern, the head of the Newport Athletic Association, Bruce, and Deb and a bunch of folks from Woodbury parks to talk about how we might be able to coordinate activities and potentially the use of the parks since right now the Newport parks are going unused. We don't have a very high level of programming so...

Mayor Geraghty: As far as the baseball fields?

Councilman Lund: Yeah the baseball fields. As far as the baseball fields and I actually think that because of Steve we had softball up there and football in the fall. So that's in progress and as part of that I think it's likely that we'll get a bid on irrigation for one or both of Loveland and the elementary and that's not a decision.

Supt. Hanson: Yes. I've already spoken with the vendors and I'll have pricing for it so I'll get that to you.

Councilman Lund: Okay so that's something that I'm going to be pushing at some point in the near future dependent on the price of course. I think that could be a good use of our pull tab funds. I apologize for the missing the meeting, I had a work trip I couldn't miss.

9. ADMINISTRATOR'S REPORT –

A. Park Board Letter of Interest

Admin. Hill – The letter has grown a little bit, we've had a number of openings on our boards and right now we have 4 letters of interest for the Park Board and one for the Library.

Motion by Lund, seconded by Rahm, to appoint Corb Hopkins to the Library Board. With 5 Ayes, 0 Nays, the motion carries.

Councilman Lund: And for that one was there a term we were supposed to pick?

Asst. to the Administrator, Eisenbeisz: Not for that one because there's just one vacancy so it's through 2017. On the park board there are two vacancies, one is through 2016 and the other is through 2018.

Councilman Ingemann: How soon did these other letters come in?

Asst. to the Administrator Eisenbeisz: They came in starting Tuesday and we've had one each day.

Mayor Geraghty: What are the end dates on the Parks Board?

Asst. to the Administrator Eisenbeisz: There's one seat through 2016 and one through 2018. One is due to a member moving out of the state, and that's the 2016 one. What the Council's done in the past when it's had more letters than seats is hold interviews.

Councilman Ingemann: And we can ask them questions?

Asst. to the Administrator, Eisenbeisz: Yes at a workshop.

Councilman Rahm: I think we should be consistent.

Councilman Sumner: When can we have our next workshop?

Asst. to the Administrator, Eisenbeisz: I believe we have one scheduled for March 17.

Councilman Sumner: Let's do it then.

Councilman Lund: What time would we do it on the 17th?

Councilman Ingemann: It'd be after the Council meeting. If these people are interested, they should show up.

Councilman Lund: We could do it sooner too.

Admin. Hill: If you wanted to do it like at 5 and get out earlier?

Asst. to the Administrator, Eisenbeisz: You could meet on the 14th or 15th too for a special workshop prior to the 17th.

Councilman Rahm: That's a possibility too.

Admin. Hill – We'll shoot for the 14th.

B. Donation Request from Youth Service Bureau

Admin. Hill: They are asking for a \$500 donation from the City. The City gave \$250 last year.

Councilman Sumner: I just have a question for the Sergeant, have you worked with this organization at all? Do you know their work in Washington County?

Sgt. Osterman: Yes, many times.

Councilman Sumner: What is your professional opinion?

Sgt. Osterman: Very positive.

Councilman Sumner: They help the kids?

Sgt. Osterman: Yes.

Motion by Ingemann, seconded by Rahm, to donate \$250 to the Youth Service Bureau. With 5 Ayes, 0 Nays, the motion carries.

C. Watershed District Appointment

Admin. Hill: We have a letter for consideration that Washington County nominate Kevin Chapdelaine for a membership on the Washington County Watershed District Board. Also the letter in front of you basically gives that to them. What the ruling really is, is that if we're going to nominate anybody we need to have 3 names and they never nominate anyone from a Council so I was told "just put 2 council names on there". But it does specifically say that the preferred person is Kevin.

Mayor Geraghty: The thing I find curious after our previous discussion, isn't this a taxing body without elected officials too or not?

Councilman Rahm: No, actually the watershed has an elected person.

Mayor Geraghty: But then the board is appointed?

Councilman Rahm: I guess.

Councilman Ingemann: We've got a lot of that going on in this country. Let's send them a letter too.

Motion by Ingemann, seconded by Lund, to send a letter to Washington County recommending the nomination of Kevin Chapdelaine to the Washington County Watershed District Board. With 5 Ayes, 0 Nays, the motion carried.

Admin. Hill introduced Andrew Brunick, newly hired Administrative Intern that will be replacing Asst. to the Administrator, Eisenbeisz while she is on leave.

10. ATTORNEY'S REPORT- Nothing to report.

11. WASHINGTON COUNTY SHERIFF'S OFFICE REPORT

Sgt Osterman: I would just like to take a couple minutes to get the word out about code enforcement and we'll be going around on March 10th and 15th. Driving around the city looking for code violations and things we can help people with. Remind them to get things taken care of. Inoperable vehicles, unregistered things, that kind of stuff. I just want to bring that to everybody's attention so we can get that taken care of before we have to take any type of enforcement actions.

Councilman Rahm: So you've gotten a lot of phone calls, I guess is what he's telling us.

Sgt. Osterman: Not as many as we've had. Renee and I have come up with different ways of processing paperwork and notifying people and hopefully the plan will work. We've spent a lot of time talking with people to see how we can help and take care of it before it has to go over to the city attorney and that kind of stuff. In response I wanted to take a quick moment to mention the fraud. I'm hearing those calls all over the county, especially this time of year, tax time. I had one just the other day when the person's home phone number was calling them. Don't answer it, let it go to the answering machine. One of the people I went over and talked to gave a call back number and this was an overseas number so it came to a hard line rather than a cellular line. I called and identified myself right away and they always come back with something very strange like...in this case it was what kind of whiskey I wanted to order. There's all kinds of things they'll kind of throw off to you should hang-up like you said. You never want to give anyone access to bank accounts, credit card numbers, anything like that.

Councilman Sumner: The IRS does not contact anyone by phone. The Dept. of revenue does not call people on the phone like that so...

Sgt. Osterman: The IR scam has been happening a lot.

Councilman Ingemann: If you get a bogus e-mail from a bank or something like that and you don't have an account there. It's called abuse at Wells Fargo or abuse at Chase or whatever, just forward it on to the bank and don't worry about it. Don't even reply.

Councilman Sumner: Don't click on any attachments.

Sgt. Osterman: There are so many behind the scenes things with phones, emails, and all of that. Forwarding it onto a business like that or simply not opening it, just like not answering your phone because they'll know if you answer and will keep trying to contact you.

Attorney Knaak: It's worth recalling that you've passed an ordinance that indicates that if there are repeat violations the mandatory minimum for each of those violations goes up significantly so the messages should go out to the citizens. People that have had prior problems with their property, if you're ultimately convicted you could have a very substantial fine on your second go around.

Mayor Geraghty: Of what?

Attorney Knaak: Hundreds of dollars.

Councilman Ingemann: More than hundreds.

Attorney Knaak: Yeah we're allowed up to a thousand and in the case of a 3rd offense, it is very close to that and is a mandated minimum.

Mayor Geraghty: By the State or by the City?

Attorney Knaak: By the City, your own ordinance.

Mayor Geraghty: I appreciate your efforts on going out and doing that and being proactive because people are asking for it and we want to accomplish some stuff here. Thanks.

12. FIRE CHIEF'S REPORT – Nothing to Report

13. ENGINEER'S REPORT

A. Resolution No. 2016-10 – A Resolution Adopting a Facility Plan for the 2016 I-I Reduction Projects

Engineer Herdegen presented on this item as outlined in the March 3, 2016 City Council packet.

Councilman Lund: Is it necessary for us to distinguish between what we consider a public and private expense because I don't entirely agree that every connection to our new pipe is a private expense. We are actually moving the pipe and if the connection to the old pipe is perfect we would still need to form a new connection to our new pipe, the liner. So as it's written up now, all of those connections are a private expense and as we're bringing this document to other agencies I don't know if we should have to make that distinction, I'd prefer not to at this point.

Engineer Herdegen: I would say that there is no distinction, the MPCA would not distinguish between the two.

Councilman Lund: Well the document itself says that this many millions of dollars are a private expense and this many millions are a public expense.

Engineer Herdegen: So if the Council was so inclined we could convert that number to one cost.

Mayor Geraghty: I would leave it open so if we do get some relief from grants or other things we can.

Engineer Herdegen: Most certainly.

Councilman Lund: My preference would be to have all the same dollar values but not distinguish between the two types of expenses.

Engineer Herdegen: Certainly. I think it would be appropriate to divide them between a trunk line cost and a lateral cost because there is a different cost there. So I think that would be logical.

Councilman Lund: Yeah I think that's a good way of doing it.

Councilman Ingemann: And the resolution will be changed or amended?

Engineer Herdegen: I left a few blanks there so we can fill that in so we can capture that, I'm sure Renee will help me capture that sentiment in the resolution and we'll make that change and submit it. It's due tomorrow by noon so that's why it's a bit of a pressing issue.

Councilman Lund: That doesn't change the substance.

Engineer Herdegen: No.

Councilman Lund: I thought it was very well done and I really appreciate it.

Councilman Sumner: This gives us the option to apply for these public funds.

Engineer Herdegen: Yeah and it's really not restrictive to how we lay that out as a phased approach. Basically we just need to capture what our entire plan is and then we can pick off pieces throughout the next five years if we choose to do all, some, or none of this plan. It gives us the greatest degree of flexibility.

Councilman Sumner: Well with this being a time sensitive resolution I'll make a motion.

Mayor Geraghty: Well we can't, the document will be amended to reflect our wording.

Engineer Herdegen: Yeah. If you could pass the motion with the direction to make that change, that would be very helpful on our end.

Councilman Sumner: Because it needs to move ahead tomorrow so we need to give them the resolution tonight.

Mayor Geraghty: Do you have to tweak the actual resolution or just the plan?

Engineer Herdegen: I'll make the note in the resolution, I'll make the changes to the plan tomorrow and presumably submit it.

Councilman Sumner: There are a number of blank lines on the resolution.

Councilman Lund: Can I make a friendly amendment to the resolution? That we add as revised to remove indications of private responsibility for the improvements. I will second the amendment.

Motion by Sumner, seconded by Lund, to approve Resolution No. 2016-10 as amended. With 5 Ayes, 0 Nays, the motion carried.

14. SUPERINTENDENT OF PUBLIC WORKS REPORT –

Councilman Sumner: How's that sanding and salting going?

Supt. Hanson: We're in good shape.

Councilman Sumner: I have a question about the compost. Do we ever turn that compost? Is that used on the plants with our tree program? I'd like to see a lot more mulch put under the trees. Can we use stuff from up there?

Supt. Hanson: Well... not the compost actually, the chips as far as barking trees we've used the compost in a few areas. In the gardens, plantings, any seeding we do on roadsides or anything like that.

Councilman Sumner: So we would have chips if the tree advocates came back and asked for...

Supt. Hanson: We do. Our chip quality is not the best but we do have them.

Councilman Sumner: How much? A lot?

Supt. Hanson: Quite a bit yeah. They're from last season, they're tough. They may be composted a little bit themselves.

Councilman Sumner: That's okay.

15. NEW / OLD BUSINESS

16. ADJOURNMENT

Motion by Ingemann, seconded by Rahm to adjourn the regular City Council meeting at 6:02 p.m. With 5 Ayes, 0 Nays, the motion carried.

Signed: _____
Tim Geraghty, Mayor

Respectfully Submitted,

Andrew Brunick
Administrative Intern/Administrative Assistant

March 1 2016

Dear Newport city council members,

I would be more than happy to serve on the Park Planning Commission...You can rest assured I will give my best to the community.

As you probably know I am well versed on the subjects of organizing and finances...Once I start a project it will be completed and for the benefit of the city of Newport. I would be pleased to serve the city of Newport. Newport has been my residence for the past 15 years.

Sincerely,



**Paul Hansen
1925 10th A.**



Cc2

I, John Graber, would like to run for Newport's Park Board Member. I am currently a resident of Newport and have been a resident of Newport for more than 50yrs. I believe my years of residency along with my strong interest in park development will make me a great candidate for this position.

A handwritten signature in cursive script that reads "John Graber". The signature is written in dark ink and is positioned below the typed text.

John Graber
1181 2nd ave
Newport, MN 55055



I wish to apply for a position on the Newport Park Board.

My husband and I moved to Newport in 1998 and have planted over 50 trees and shrubs on our property with a focus on biodiversity.

Newport is a beautiful city with amazing parks that are meticulously maintained and I'd like to help in any way I can to promote the welfare and enjoyability of these natural treasures.

Thank you for your consideration.

Linda Kriel

1314 3rd Ave



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: Linda Kriel Telephone: [REDACTED]
Address: 1314 3rd Av Cell: _____
City/State/Zip: Newport, MN 55055 Are You Under 18: yes
Email Address: [REDACTED]

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 Library and Community Center Volunteer One-Time Volunteer
 Adopt-a-Park/Trail (See attached to select which park/trail you would like and fill out the information below)

Volunteer Information

Volunteer Experience and Special Skills:

The Stern Club Northstar Chapter, various animal rescue organizations including: Caring for Cats, Second Chance

Availability: Please list the times when you are available below

I'm retired and available most days

Adopt-a-Park/Trail Information

Name of Group/Person (if different from above): _____

Name of Group Representative (if different from above): _____

Desired Trail/Park: _____

Time Commitment (example: January 1 - December 31, 2014): _____

NOTE: If you are an experienced gardener and are interested in helping weed Newport's public gardens, please contact Matt Yokiel at (651) 459-2475.

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: Leah Lind Date: 3-2-16

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

Amended October 17, 2013

**CITY OF NEWPORT
VOLUNTEER POLICY**

By signing this document, I Linda Kriel, am acknowledging
(printed name)

that I have received and read a copy of the City of Newport's Citizen Volunteer Policy and fully understand and agree to the provisions of the Policy. Furthermore, I understand that the City bears no legal obligations to any parties who are injured while performing volunteer services.

Linda Kriel 3-2-16
Signature Date



To: City of Newport

**Subject: Volunteer Application
Library Board**

Date: March 2nd, 2016

I would like to submit this application for my volunteer service to the Newport Library board.

AS a member, I can continue to apply my career work and service assets to my Community. These assets include:

A 33-year 3M/Imation Technical Service Engineer Career

Serving Newport Residents 13 years as their Mailman

An Active volunteer and/or officer for several groups including Lions Club, Food Shelf, Church, Refinery, Senate District and Washington County Advisory boards.

A previous City Council member and deeply involved in Newport business activities.

I have good knowledge and an appreciation of our local government processes

I appreciate consideration for this Library Board Position and look forward to continued Service.

Corb Hopkins

Corb Hopkins

1780 First Ave.



CITY OF NEWPORT

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

March 7, 2016

Molly O'Rourke, County Administrator
Washington County Government Center
14949 62nd Street North
Stillwater, MN 55033

RE: City of Newport Nominations to South Washington County Watershed District

Dear Molly,

Per Minnesota State Statute, the County Board selects watershed district managers from a list of nominees submitted by municipalities that are wholly or partially in watershed districts. In order for one of the City's nominations to be selected, the list must contain at least three nominees for each manager's position to be filled.

On March 3, 2016 the Newport City Council approved a list of nominees to the South Washington County Watershed District, and on behalf of the City Council, I am submitting the following names for consideration by the Washington County Board of Commissioners. The specific recommendation of the City Council is to appoint Keven Chapdelaine.

Nominees:

Kevin Chapdelaine
Timothy Geraghty
Tom Ingemann

If you have any questions, please give me a call at 651-459-5677: or email me at dhill@newportmn.com.

Sincerely,

Deb Hill
City Administrator

cc: Matt Moore, Administrator, South Washington Watershed District
Kevin Chapdelaine
Commissioner Bigham

Recurring

Paid Chk# 000601E	DELTA DENTAL OF MN	3/3/2016	\$823.10	Dental insurance
Paid Chk# 000602E	FEDERAL TAXES	3/3/2016	\$6,998.79	ss, Fed & Medicare
Paid Chk# 000603E	MN REVENUE	3/3/2016	\$972.75	State taxes
Paid Chk# 000604E	MSRS	3/3/2016	\$3,172.65	HCSP & vol. retirement
Paid Chk# 000605E	SELECTACCOUNT	3/3/2016	\$692.07	HSPA
Paid Chk# 000606E	PSN	3/10/2016	\$174.41	Electronic Monthly fees
Paid Chk# 018382	Holstad & Knaak, PLC	3/1/2016	\$5,200.00	
Paid Chk# 018383	COMCAST	3/3/2016	\$140.03	
Paid Chk# 018384	DEBORA HILL	3/3/2016	\$42.97	Mileage reimbursement
Paid Chk# 018385	DAN KELLER	3/3/2016	\$291.03	Travel to fire school reissue
Paid Chk# 018386	Metropolitan Council	3/3/2016	\$17,320.31	
Paid Chk# 018387	NCPERS MINNESOTA	3/3/2016	\$48.00	
Paid Chk# 018388	PERA	3/3/2016	\$3,725.08	
Paid Chk# 018389	STEPHANIE RASSETT	3/3/2016	\$25.00	Reimburse for training
Paid Chk# 018390	VERIZON	3/3/2016	\$254.56	
Paid Chk# 018391	CENTURY LINK	3/10/2016	\$125.22	Telephones
Paid Chk# 018392	COLONIAL LIFE	3/10/2016	\$53.74	Addt. life insurance
Paid Chk# 018393	COMCAST	3/10/2016	\$167.80	
Paid Chk# 018394	INTERNATIONAL UNION OF OP. ENG	3/10/2016	\$167.50	
Paid Chk# 018395	MSA PROFESSIONAL SERVICES, INC	3/10/2016	\$4,210.00	Reissue #18191 city engineerin
Paid Chk# 018396	ON SITE SANITATION	3/10/2016	\$230.00	Port-o-potty
Paid Chk# 018397	STEPHANIE RASSETT	3/10/2016	\$13.80	Mileage reimbursement
Paid Chk# 018398	SW/WC SERVICES COOPERATIVES	3/10/2016	\$11,701.50	
Paid Chk# 018399	XCEL ENERGY	3/10/2016	\$2,394.15	
Paid Chk# 018400	MATT YOKIEL	3/10/2016	\$26.46	Mileage reimbursement for prun
	Staff		\$20,397.02	

Non-recurring

Paid Chk# 018401	ABRAMS & SCHMIDT	3/17/2016	\$322.50	Legal fees
Paid Chk# 018402	ARAMARK REFRESHMENT SERV.	3/17/2016	\$75.99	
Paid Chk# 018403	ATOMIC DATA, LLC	3/17/2016	\$450.00	
Paid Chk# 018404	Cardmember Services	3/17/2016	\$3,410.25	Visa card
Paid Chk# 018405	FAIR OFFICE WORLD	3/17/2016	\$35.90	Office supplies
Paid Chk# 018406	FERRELLGAS	3/17/2016	\$322.36	Propane
Paid Chk# 018407	FLEET ONE LLC	3/17/2016	\$865.91	Petroleum
Paid Chk# 018408	G & K SERVICES	3/17/2016	\$278.00	
Paid Chk# 018409	GERLACH OUTDOOR POWER EQUIP.	3/17/2016	\$7.71	Park equipment repair
Paid Chk# 018410	GLOBE PRINTING & OFFICE SUPPLY	3/17/2016	\$97.20	Envelopes
Paid Chk# 018411	GOPHER STATE ONE-CALL	3/17/2016	\$42.90	
Paid Chk# 018412	GRAINGER PARTS	3/17/2016	\$228.20	Tree pruning supplies
Paid Chk# 018413	INSTRUMENTAL RESEARCH, INC.	3/17/2016	\$36.00	Coliform Bateria
Paid Chk# 018414	JOHN BARTL HARDWARE	3/17/2016	\$143.48	Supplies
Paid Chk# 018415	LIBERTY NAPA OF NEWPORT	3/17/2016	\$275.97	PW & FD repairs
Paid Chk# 018416	MENARDS - COTTAGE GROVE	3/17/2016	\$299.03	Supplies
Paid Chk# 018417	MN DEPT OF LABOR AND INDUSTRY	3/17/2016	\$70.00	Pressure vessel
Paid Chk# 018418	MN OFFICE OF ADMIN. HEARINGS	3/17/2016	\$254.00	Filings for PERA/McArdell case
Paid Chk# 018419	OXYGEN SERVICE CO.	3/17/2016	\$40.60	Oxygen supplies
Paid Chk# 018420	RIVERTOWN MULTIMEDIA	3/17/2016	\$522.16	Variance and ordinance posting
Paid Chk# 018421	SAFE-FAST, INC.	3/17/2016	\$159.60	Uniforms
Paid Chk# 018422	CITY OF SAINT PAUL	3/17/2016	\$2,525.06	Repair main break
Paid Chk# 018423	SOUTH SUBURBAN RENTAL, INC.	3/17/2016	\$26.25	Propane
Paid Chk# 018424	TENNIS SANITATION LLC	3/17/2016	\$49.40	Garbage service for city hall
Paid Chk# 018425	TKDA	3/17/2016	\$4,045.50	City planning
Paid Chk# 018426	YOUTH SERVICE BUREAU	3/17/2016	\$250.00	Donation
			\$94,201.91	

Cardmember Services

Mar-16

Hanson	Intersource	Carpet for storage areas	\$ 343.19	yes
	South St. Paul Steel Supply	Tubing	\$ 106.98	yes
Eisenbeisz	Target	Library program and lunchroom sup.	\$ 20.34	yes
	Target	Library program supplies	\$ 13.76	yes
	Amazon	4 Wireless N-adapters	\$ 59.96	yes
	Atomic Data	Server equipment and firewall	\$ 2,460.51	yes
	Faronics Technologies	Deep Freeze software for library comp.	\$ 54.00	yes
	Comcast Upware	Norton antivirus for the library	\$ 5.30	yes
	JoAnn Fabric	Library program supplies	\$ 22.69	yes
	Amazon	Batteries for library camera	\$ 48.92	yes
Wiley	OurDesigns		\$ 5.80	yes
	The Bravest Decals		\$ 26.01	yes
	Minnesota State Fire Chief	4 Membership chief dues	\$ 264.00	yes
	OurDesigns		\$ 15.56	yes



City of Newport, MN

Financial Status Report

Period ended February 29, 2016

(Un-Audited)

Prepared by:
Administration Department



Table of Contents

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.



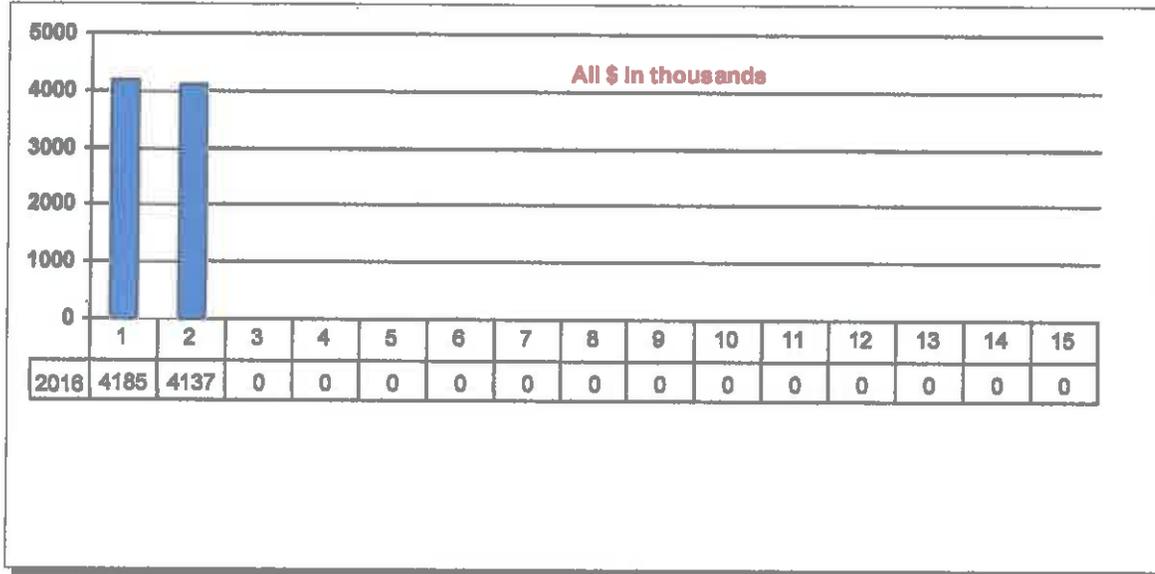
NEWPORT, MN

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***Check Reconciliation©**

**Central Bank
10100 CASH
February 2016**



Account Summary

Beginning Balance on	2/1/2016	\$4,392,107.43	Cleared	\$4,146,176.97
+ Receipts/Deposits		\$103,361.82	Statement	\$4,146,176.97
- Payments (Checks and Withdrawals)		\$349,292.28	Difference	\$0.00
Ending Balance as of	2/28/2016	\$4,146,176.97		

Check Book Balance

Active	G 101-10100	GENERAL FUND	\$942,279.31
Active	G 201-10100	PARKS SPECIAL FUND	\$47,127.01
Active	G 204-10100	HERITAGE PRESERVATIO	-\$202.17
Active	G 205-10100	RECYCLING	\$17,040.88
Active	G 206-10100	FIRE ENGINE	\$0.00
Active	G 208-10100	BUY FORFEITURE	\$1,308.51
Active	G 225-10100	PIONEER DAY	\$21,878.26
Active	G 270-10100	EDA	\$790,876.36
Active	G 301-10100	2010A G.O. CAPITAL IMP.	\$22,550.79
Active	G 303-10100	2012 STREET NORTH RAV	\$6,369.95
Active	G 305-10100	2013 STREET ASSESSME	\$36,837.11
Active	G 306-10100	2014 STREET ASSESSME	\$409,950.36
Active	G 307-10100	GO TIF 1994B	\$0.00
Active	G 308-10100	CERIFICATES OF INDEBT	\$0.00
Active	G 313-10100	2000B GO IMP BOND	\$0.00
Active	G 315-10100	2002A \$690,000 BOND	\$728.69
Active	G 316-10100	PFATRLF REVENUE NOT	\$8,383.34
Active	G 321-10100	2006A EQUIP CERTIFICAT	\$0.00
Active	G 322-10100	2011A GO BONDS	\$70,236.64

Active	G 401-10100	EQUIPMENT REVOLVING	\$241,546.03
Active	G 402-10100	TAX INC DIST 1	\$0.00
Active	G 405-10100	T.H. HWY 61	\$132,868.59
Active	G 409-10100	2013 STREET RECON.	\$94,907.28
Active	G 410-10100	2014 STREET RECON.	\$15,790.12
Active	G 411-10100	BUILDING FUND	\$134,045.57
Active	G 416-10100	4TH AVENUE RAVINE	\$12,785.40
Active	G 417-10100	NORTH RAVINE	\$53,826.93
Active	G 422-10100	FEMA-17TH STREET & CE	\$22,276.32
Active	G 423-10100	2011A EQUIPMENT CAPIT	\$0.00
Active	G 601-10100	WATER FUND	\$384,739.48
Active	G 602-10100	SEWER FUND	\$588,492.62
Active	G 603-10100	STREET LIGHT FUND	\$54,669.26
Active	G 604-10100	STORM WATER FUND	\$27,281.35
		Cash Balance	\$4,136,593.99

Beginng Balance	\$4,392,107.43	
+ Total Deposits	\$107,209.23	
- Checks Written	\$362,722.67	
Check Book Balance	\$4,136,593.99	
Difference	\$0.00	

City of Newport
INVESTMENTS
Feb-16

<u>TYPE</u>	<u>BOUGHT DATE</u>	<u>MATURITY DATE</u>	<u># OF DAYS</u>	<u>COST</u>	<u>RATE</u>	<u>GASB #40 Val.</u>
MORGAN STANLEY						
AMEX Cent.	7/5/2013	7/5/2016	1,092	120,000	1.10%	120,177.60
ORIENTAL B&T	6/30/2015	12/30/2016	546	95,000	0.80%	95,000.00
GOLDMAN SACHS	3/18/2015	3/20/2017	730	90,000	0.95%	90,134.10
BMW CD	6/28/2013	6/28/2017	1,456	125,000	1.30%	125,451.25
CAPITAL ONE	7/1/2015	1/2/2018	860	95,000	1.35%	95,217.55
GOLDMAN SACHS	3/18/2015	3/19/2018	1,093	90,000	1.30%	90,353.70
AMEX Cent.	7/5/2013	7/5/2018	1,820	125,000	1.71%	125,245.00
SALLIE MAE BANK	11/5/2014	11/5/2018	1,456	129,000	1.85%	129,856.56
BARCLAYS BANK	7/6/2014	7/23/2019	1,820	125,000	2.11%	126,521.25
Bank of India	12/15/2015	12/16/2019	1,820	100,000	2.10%	100,915.00
Wells Fargo BK	4/8/2014	4/16/2021	2,548	120,000	1.29%	120,571.20
Accrued Interest	all CDs above					8,994.55
Sub-total Investments GASB 40						<u><u>1,228,437.76</u></u>
CENTRAL BANK						
Checking						<u><u>4,146,176.97</u></u>
Total Cash, Investments and CD's						<u><u>5,374,614.73</u></u>

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.



NEWPORT, MN

***Budget Control Summary**

Current Period: February 2016

Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
FUND 101 GENERAL FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$70,535.03	-\$70,535.03	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
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	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$70,535.03	-\$70,535.03	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$467.49	-\$467.49	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 41000 Administration (GENERAL)	\$298,097.00	\$44,435.46	\$253,661.54	85.09%	\$0.00	\$298,097.00	-\$298,097.00	0.10	-0.71
DEPT 41110 Mayor and Council	\$22,822.00	\$3,616.18	\$19,205.82	84.15%	\$0.00	\$22,822.00	-\$22,822.00	0.09	-0.64
DEPT 41410 Elections	\$5,300.00	\$0.00	\$5,300.00	100.00%	\$0.00	\$5,300.00	-\$5,300.00	0.00	-1.00
DEPT 41600 Professional Services	\$293,485.00	\$41,296.42	\$252,188.58	85.93%	\$0.00	\$293,485.00	-\$293,485.00	0.14	-0.66
DEPT 41910 Planning and Zoning	\$41,438.00	\$4,266.08	\$37,171.92	89.70%	\$0.00	\$41,438.00	-\$41,438.00	0.01	-0.33
DEPT 41940 City Hall Bldg	\$17,700.00	\$2,398.43	\$15,301.57	86.45%	\$0.00	\$17,700.00	-\$17,700.00	0.19	-0.82
DEPT 41950 Rental Inspection	\$0.00	\$682.07	-\$682.07	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 42000 Police Department(GENERAL)	\$763,522.00	\$178,138.72	\$585,383.28	76.67%	\$0.00	\$763,522.00	-\$763,522.00	0.01	-0.06
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	\$199,404.00	\$17,839.62	\$181,564.38	91.05%	\$0.00	\$199,404.00	-\$199,404.00	0.09	-0.65
DEPT 42280 Fire Stations No. 1	\$10,200.00	\$1,848.13	\$8,351.87	81.88%	\$0.00	\$10,200.00	-\$10,200.00	0.11	-0.89
DEPT 42290 Fire Station No. 2	\$3,000.00	\$396.88	\$2,603.12	86.77%	\$0.00	\$3,000.00	-\$3,000.00	0.04	-0.46
DEPT 43000 PW Street (GENERAL)	\$393,790.00	\$38,747.78	\$355,042.22	90.16%	\$0.00	\$393,790.00	-\$393,790.00	0.09	-0.70
DEPT 43100 Public Works Garage	\$17,500.00	\$4,927.12	\$12,572.88	71.85%	\$0.00	\$17,500.00	-\$17,500.00	0.35	-0.65
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	\$5,620.00	\$0.00	\$5,620.00	100.00%	\$0.00	\$5,620.00	-\$5,620.00	0.00	-0.67
DEPT 45000 Parks (GENERAL)	\$333,080.00	\$52,479.05	\$280,600.95	84.24%	\$0.00	\$333,080.00	-\$333,080.00	0.09	-0.63
DEPT 45100 Recreation (GENERAL)	\$3,200.00	\$0.00	\$3,200.00	100.00%	\$0.00	\$3,200.00	-\$3,200.00	0.00	-0.44
DEPT 45206 Parks Bldgs. & Warming Houses	\$14,280.00	\$5,351.66	\$8,928.34	62.52%	\$0.00	\$14,280.00	-\$14,280.00	0.26	-0.62
DEPT 45501 Library Bldg	\$24,752.00	\$2,780.54	\$21,971.46	88.77%	\$0.00	\$24,752.00	-\$24,752.00	0.12	-0.88
DEPT 45550 Heritage Pres. Committee	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$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	\$800.00	\$59.07	\$740.93	92.62%	\$0.00	\$800.00	-\$800.00	0.03	-0.48
DEPT 49985 Special Contributions	\$750.00	\$0.00	\$750.00	100.00%	\$0.00	\$750.00	-\$750.00	0.00	-1.00
DEPT 49995 Miscellaneous Contingency	\$22,500.00	\$500.00	\$22,000.00	97.78%	\$0.00	\$22,500.00	-\$22,500.00	0.01	-0.49
Total Expenditure Accounts	\$2,471,240.00	\$400,230.70	\$2,071,009.30	83.80%	\$0.00	\$2,471,240.00	-\$2,471,240.00	0.07	-0.54



NEWPORT, MN

***Budget Control Summary**

Current Period: February 2016

Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
Total FUND 101 GENERAL FUND	-\$2,471,240.00	-\$329,695.67	-	86.66%	\$0.00	-	\$2,471,240.00		
			\$2,141,544.3			\$2,471,240.00			
FUND 201 PARKS SPECIAL FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$11.12	-\$11.12	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$11.12	-\$11.12	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 201 PARKS SPECIAL FUND	\$0.00	\$11.12	-\$11.12	0.00%	\$0.00	\$0.00	\$0.00		
FUND 202 POLICE FORFEITURE FUND									
Revenue Accounts									
DEPT 42000 Police Department(GENERAL)	\$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
Total FUND 202 POLICE FORFEITURE FUND	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 204 HERITAGE PRESERVATION COMM									
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	\$9,000.00	-\$9,000.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$9,000.00	\$9,000.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 204 HERITAGE PRESERVATION COM	\$0.00	-\$9,000.00	\$9,000.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 205 RECYCLING									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$4.02	-\$4.02	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



NEWPORT, MN

*Budget Control Summary

Current Period: February 2016

Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
Total Revenue Accounts	\$0.00	\$4.02	-\$4.02	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,625.00	-\$1,625.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$1,625.00	\$1,625.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 205 RECYCLING	\$0.00	-\$1,620.98	\$1,620.98	0.00%	\$0.00	\$0.00	\$0.00		
FUND 206 FIRE ENGINE									
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
Total FUND 206 FIRE ENGINE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 208 BUY FORFEITURE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.31	-\$0.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.31	-\$0.31	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	\$0.31	-\$0.31	0.00%	\$0.00	\$0.00	\$0.00		
FUND 225 PIONEER DAY									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$5.16	-\$5.16	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$5.16	-\$5.16	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



NEWPORT, MN

*Budget Control Summary

Current Period: February 2016

Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 225 PIONEER DAY	\$0.00	\$5.16	-\$5.16	0.00%	\$0.00	\$0.00	\$0.00		
FUND 270 EDA									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,186.60	-\$1,186.60	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$1,186.60	-\$1,186.60	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,413.98	-\$1,413.98	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$1,413.98	\$1,413.98	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 270 EDA	\$0.00	-\$227.38	\$227.38	0.00%	\$0.00	\$0.00	\$0.00		
FUND 301 2010A G.O. CAPITAL IMP. PLAN									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$5.32	-\$5.32	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$5.32	-\$5.32	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 301 2010A G.O. CAPITAL IMP. PLAN	\$0.00	\$5.32	-\$5.32	0.00%	\$0.00	\$0.00	\$0.00		
FUND 303 2012 STREET NORTH RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1.50	-\$1.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$1.50	-\$1.50	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



NEWPORT, MN

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Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 303 2012 STREET NORTH RAVINE	\$0.00	\$1.50	-\$1.50	0.00%	\$0.00	\$0.00	\$0.00		
FUND 305 2013 STREET ASSESSMENT									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$274.23	-\$274.23	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$274.23	-\$274.23	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$94,342.20	-\$94,342.20	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$94,342.20	\$94,342.20	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 305 2013 STREET ASSESSMENT	\$0.00	-\$94,067.97	\$94,067.97	0.00%	\$0.00	\$0.00	\$0.00		
FUND 306 2014 STREET ASSESSMENT									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$7,661.26	-\$7,661.26	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$7,661.26	-\$7,661.26	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$79,728.05	-\$79,728.05	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$79,728.05	\$79,728.05	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 306 2014 STREET ASSESSMENT	\$0.00	-\$72,066.79	\$72,066.79	0.00%	\$0.00	\$0.00	\$0.00		
FUND 307 GO TIF 1994B									
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



NEWPORT, MN

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Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
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	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 308 CERIFICATES OF INDEBTEDNESS									
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 308 CERIFICATES OF INDEBTEDNES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 313 2000B GO IMP BOND									
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 2000B GO IMP BOND	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 315 2002A \$690,000 BOND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.17	-\$0.17	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.17	-\$0.17	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



NEWPORT, MN

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Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 315 2002A \$690,000 BOND	\$0.00	\$0.17	-\$0.17	0.00%	\$0.00	\$0.00	\$0.00		
FUND 316 PFA/TRLF REVENUE NOTE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1.50	-\$1.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$1.50	-\$1.50	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 316 PFA/TRLF REVENUE NOTE	\$0.00	\$1.50	-\$1.50	0.00%	\$0.00	\$0.00	\$0.00		
FUND 321 2006A EQUIP CERTIFICATE									
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 2006A EQUIP CERTIFICATE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 322 2011A GO BONDS									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$16.63	-\$16.63	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$16.63	-\$16.63	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$105,752.50	-\$105,752.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



NEWPORT, MN

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Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
Total Expenditure Accounts	\$0.00	\$105,752.50	\$105,752.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 322 2011A GO BONDS	\$0.00	-\$105,735.87	\$105,735.87	0.00%	\$0.00	\$0.00	\$0.00		
FUND 401 EQUIPMENT REVOLVING									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$57.03	-\$57.03	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$57.03	-\$57.03	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 401 EQUIPMENT REVOLVING	\$0.00	\$57.03	-\$57.03	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	\$31.37	-\$31.37	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$31.37	-\$31.37	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



NEWPORT, MN

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Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 405 T.H. HWY 61	\$0.00	\$31.37	-\$31.37	0.00%	\$0.00	\$0.00	\$0.00		
FUND 409 2013 STREET RECON.									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$22.41	-\$22.41	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$22.41	-\$22.41	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 409 2013 STREET RECON.	\$0.00	\$22.41	-\$22.41	0.00%	\$0.00	\$0.00	\$0.00		
FUND 410 2014 STREET RECON.									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$3.73	-\$3.73	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$3.73	-\$3.73	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$110.00	-\$110.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$110.00	\$110.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 410 2014 STREET RECON.	\$0.00	-\$106.27	\$106.27	0.00%	\$0.00	\$0.00	\$0.00		
FUND 411 BUILDING FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$31.64	-\$31.64	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$31.64	-\$31.64	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



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Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
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	\$31.64	-\$31.64	0.00%	\$0.00	\$0.00	\$0.00		
FUND 416 4TH AVENUE RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$3.02	-\$3.02	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$3.02	-\$3.02	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	\$3.02	-\$3.02	0.00%	\$0.00	\$0.00	\$0.00		
FUND 417 NORTH RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$12.71	-\$12.71	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$12.71	-\$12.71	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 417 NORTH RAVINE	\$0.00	\$12.71	-\$12.71	0.00%	\$0.00	\$0.00	\$0.00		
FUND 422 FEMA-17TH STREET & CEDAR LANE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$107,541.08	-\$107,541.08	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$107,541.08	-\$107,541.08	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



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Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 422 FEMA-17TH STREET & CEDAR L	\$0.00	\$107,541.08	-\$107,541.08	0.00%	\$0.00	\$0.00	\$0.00		
FUND 423 2011A EQUIPMENT CAPITAL									
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 423 2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 601 WATER FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$91.12	-\$91.12	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49400 Water Utilities (GENERAL)	\$0.00	\$52,036.73	-\$52,036.73	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$52,127.85	-\$52,127.85	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 49400 Water Utilities (GENERAL)	\$0.00	\$81,105.53	-\$81,105.53	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$81,105.53	\$81,105.53	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 601 WATER FUND	\$0.00	-\$28,977.68	\$28,977.68	0.00%	\$0.00	\$0.00	\$0.00		
FUND 602 SEWER FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$139.03	-\$139.03	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49450 Sewer (GENERAL)	\$0.00	\$83,491.75	-\$83,491.75	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$83,630.78	-\$83,630.78	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



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Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
DEPT 49450 Sewer (GENERAL)	\$0.00	\$136,252.40	-\$136,252.40	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$136,252.40	\$136,252.40	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 602 SEWER FUND	\$0.00	-\$52,621.62	\$52,621.62	0.00%	\$0.00	\$0.00	\$0.00		
FUND 603 STREET LIGHT FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$12.71	-\$12.71	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 43160 Street Lighting	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49470 Street Lights	\$0.00	\$14,797.91	-\$14,797.91	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$14,810.62	-\$14,810.62	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 43160 Street Lighting	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49470 Street Lights	\$0.00	\$8,286.22	-\$8,286.22	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$8,286.22	\$8,286.22	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 603 STREET LIGHT FUND	\$0.00	\$6,524.40	-\$6,524.40	0.00%	\$0.00	\$0.00	\$0.00		
FUND 604 STORM WATER FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$6.06	-\$6.06	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$0.00	\$12,257.33	-\$12,257.33	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$12,263.39	-\$12,263.39	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 49460 Storm Water	\$0.00	\$19,558.95	-\$19,558.95	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$19,558.95	\$19,558.95	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 604 STORM WATER FUND	\$0.00	-\$7,295.56	\$7,295.56	0.00%	\$0.00	\$0.00	\$0.00		



NEWPORT, MN

***Budget Control Summary**

Current Period: February 2016

Account Descr	2016 Cumulative Budget	2016 Cumulative Actuals	2016 Cumulative Variance	2016 % Variance	2016 Adopted Budget	2016 Forecast	Variance at Completion	2016 YTD Perf	2016 Est to Complete
	-\$2,471,240.00	-\$587,167.05	\$1,884,072.9	76.24%	\$0.00	-	\$2,471,240.00		

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.



NEWPORT, MN
***Cash Balances**

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Current Period February 2016

Fund	2016 Begin Balance	Receipts	Disbursements	-----Transfers-----		JE Payroll	Balance	
				Rec/Disb	Journal Entry			
10100 Central Bank								
101 GENERAL FUND	\$1,267,384.74	\$96,774.43	\$382,746.05	\$0.00	\$0.00	(\$39,133.81)	\$942,279.31	In Bal
201 PARKS SPECIAL F	\$47,115.89	\$11.12	\$0.00	\$0.00	\$0.00	\$0.00	\$47,127.01	In Bal
204 HERITAGE PRESE	\$8,797.83	\$0.00	\$9,000.00	\$0.00	\$0.00	\$0.00	(\$202.17)	In Bal
205 RECYCLING	\$18,661.86	\$4.02	\$1,625.00	\$0.00	\$0.00	\$0.00	\$17,040.88	In Bal
206 FIRE ENGINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
208 BUY FORFEITURE	\$1,308.20	\$0.31	\$0.00	\$0.00	\$0.00	\$0.00	\$1,308.51	In Bal
225 PIONEER DAY	\$21,873.10	\$5.16	\$0.00	\$0.00	\$0.00	\$0.00	\$21,878.26	In Bal
270 EDA	\$791,103.74	\$1,186.60	\$1,413.98	\$0.00	\$0.00	\$0.00	\$790,876.36	In Bal
301 2010A G.O. CAPIT	\$22,545.47	\$5.32	\$0.00	\$0.00	\$0.00	\$0.00	\$22,550.79	In Bal
303 2012 STREET NO	\$6,368.45	\$1.50	\$0.00	\$0.00	\$0.00	\$0.00	\$6,369.95	In Bal
305 2013 STREET ASS	\$130,905.08	\$274.23	\$94,342.20	\$0.00	\$0.00	\$0.00	\$36,837.11	In Bal
306 2014 STREET ASS	\$482,017.15	\$7,661.26	\$79,728.05	\$0.00	\$0.00	\$0.00	\$409,950.36	In Bal
307 GO TIF 1994B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
308 CERIFICATES OF I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
313 2000B GO IMP BO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
315 2002A \$690,000 B	\$728.52	\$0.17	\$0.00	\$0.00	\$0.00	\$0.00	\$728.69	In Bal
316 PFA/TRLF REVEN	\$6,381.84	\$1.50	\$0.00	\$0.00	\$0.00	\$0.00	\$6,383.34	In Bal
321 2006A EQUIP CER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
322 2011A GO BONDS	\$175,972.51	\$16.63	\$105,752.50	\$0.00	\$0.00	\$0.00	\$70,236.64	In Bal
401 EQUIPMENT REV	\$241,489.00	\$57.03	\$0.00	\$0.00	\$0.00	\$0.00	\$241,546.03	In Bal
402 TAX INC DIST 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
405 T.H. HWY 61	\$132,837.22	\$31.37	\$0.00	\$0.00	\$0.00	\$0.00	\$132,868.59	In Bal
409 2013 STREET REC	\$94,884.87	\$22.41	\$0.00	\$0.00	\$0.00	\$0.00	\$94,907.28	In Bal
410 2014 STREET REC	\$15,896.39	\$3.73	\$110.00	\$0.00	\$0.00	\$0.00	\$15,790.12	In Bal
411 BUILDING FUND	\$134,013.93	\$31.64	\$0.00	\$0.00	\$0.00	\$0.00	\$134,045.57	In Bal
416 4TH AVENUE RAV	\$12,782.38	\$3.02	\$0.00	\$0.00	\$0.00	\$0.00	\$12,785.40	In Bal
417 NORTH RAVINE	\$53,814.22	\$12.71	\$0.00	\$0.00	\$0.00	\$0.00	\$53,826.93	In Bal
422 FEMA-17TH STRE	(\$85,264.76)	\$107,541.08	\$0.00	\$0.00	\$0.00	\$0.00	\$22,276.32	In Bal
423 2011A EQUIPMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
601 WATER FUND	\$415,163.43	\$51,672.47	\$65,811.88	\$0.00	\$0.00	(\$16,284.54)	\$384,739.48	In Bal
602 SEWER FUND	\$641,114.24	\$83,630.78	\$120,984.09	\$0.00	\$0.00	(\$15,268.31)	\$588,492.62	In Bal
603 STREET LIGHT FU	\$48,144.86	\$14,810.62	\$7,036.70	\$0.00	\$0.00	(\$1,249.52)	\$54,669.26	In Bal
604 STORM WATER F	\$34,576.91	\$12,263.39	\$17,717.67	\$0.00	\$0.00	(\$1,841.28)	\$27,281.35	In Bal
	<u>\$4,720,617.07</u>	<u>\$376,022.50</u>	<u>\$886,268.12</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>(\$73,777.46)</u>	<u>\$4,136,593.99</u>	

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.



NEWPORT, MN
***Revenue Summary**

FUND	Description	2016 YTD Budget	February 2016 Amt	2016 YTD Amt	YTD Balance	% of YTD Budget
101	GENERAL FUND	\$0.00	\$23,846.52	\$70,535.03	-\$70,535.03	0.00%
201	PARKS SPECIAL FUND	\$0.00	\$6.08	\$11.12	-\$11.12	0.00%
202	POLICE FORFEITURE FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
205	RECYCLING	\$0.00	\$2.20	\$4.02	-\$4.02	0.00%
206	FIRE ENGINE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
208	BUY FORFEITURE	\$0.00	\$0.17	\$0.31	-\$0.31	0.00%
225	PIONEER DAY	\$0.00	\$2.82	\$5.16	-\$5.16	0.00%
270	EDA	\$0.00	\$1,102.08	\$1,186.60	-\$1,186.60	0.00%
301	2010A G.O. CAPITAL IMP. PLA	\$0.00	\$2.91	\$5.32	-\$5.32	0.00%
303	2012 STREET NORTH RAVINE	\$0.00	\$0.82	\$1.50	-\$1.50	0.00%
305	2013 STREET ASSESSMENT	\$0.00	\$4.75	\$274.23	-\$274.23	0.00%
306	2014 STREET ASSESSMENT	\$0.00	\$4,237.91	\$7,661.26	-\$7,661.26	0.00%
307	GO TIF 1994B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
308	CERIFICATES OF INDEBTEDN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
313	2000B GO IMP BOND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	2002A \$690,000 BOND	\$0.00	\$0.09	\$0.17	-\$0.17	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$0.82	\$1.50	-\$1.50	0.00%
321	2006A EQUIP CERTIFICATE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	2011A GO BONDS	\$0.00	\$9.07	\$16.63	-\$16.63	0.00%
401	EQUIPMENT REVOLVING	\$0.00	\$31.18	\$57.03	-\$57.03	0.00%
402	TAX INC DIST 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405	T.H. HWY 61	\$0.00	\$17.15	\$31.37	-\$31.37	0.00%
409	2013 STREET RECON.	\$0.00	\$12.25	\$22.41	-\$22.41	0.00%
410	2014 STREET RECON.	\$0.00	\$2.04	\$3.73	-\$3.73	0.00%
411	BUILDING FUND	\$0.00	\$17.30	\$31.64	-\$31.64	0.00%
416	4TH AVENUE RAVINE	\$0.00	\$1.65	\$3.02	-\$3.02	0.00%
417	NORTH RAVINE	\$0.00	\$6.95	\$12.71	-\$12.71	0.00%
422	FEMA-17TH STREET & CEDAR	\$0.00	\$2.88	\$107,541.08	-\$107,541.08	0.00%
423	2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601	WATER FUND	\$0.00	\$23,391.17	\$52,127.85	-\$52,127.85	0.00%
602	SEWER FUND	\$0.00	\$38,529.08	\$83,630.78	-\$83,630.78	0.00%
603	STREET LIGHT FUND	\$0.00	\$6,062.07	\$14,810.62	-\$14,810.62	0.00%
604	STORM WATER FUND	\$0.00	\$5,303.48	\$12,263.39	-\$12,263.39	0.00%
		\$0.00	\$102,593.44	\$350,238.48	-\$350,238.48	0.00%

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.



NEWPORT, MN

*Expenditure Summary

FUND	Description	2016 YTD Budget	February 2016 Amt	2016 YTD Amt	Enc Current	YTD Balance	% YTD Budget
101	GENERAL FUND	\$2,471,240.00	\$89,770.38	\$400,230.70	\$0.00	\$2,071,009.30	16.20%
201	PARKS SPECIAL FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$0.00	\$9,000.00	\$0.00	-\$9,000.00	0.00%
205	RECYCLING	\$0.00	\$0.00	\$1,625.00	\$0.00	-\$1,625.00	0.00%
208	BUY FORFEITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
225	PIONEER DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
270	EDA	\$0.00	\$11.09	\$1,413.98	\$0.00	-\$1,413.98	0.00%
301	2010A G.O. CAPITAL IMP. PLA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
303	2012 STREET NORTH RAVINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
305	2013 STREET ASSESSMENT	\$0.00	\$0.00	\$94,342.20	\$0.00	-\$94,342.20	0.00%
306	2014 STREET ASSESSMENT	\$0.00	\$0.00	\$79,728.05	\$0.00	-\$79,728.05	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	2000B GO IMP BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	2002A \$690,000 BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
321	2006A EQUIP CERTIFICATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	2011A GO BONDS	\$0.00	\$435.00	\$105,752.50	\$0.00	-\$105,752.50	0.00%
401	EQUIPMENT REVOLVING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$0.00	\$0.00	\$0.00	0.00%
409	2013 STREET RECON.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
410	2014 STREET RECON.	\$0.00	\$0.00	\$110.00	\$0.00	-\$110.00	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	\$0.00	\$0.00	\$0.00	0.00%
422	FEMA-17TH STREET & CEDAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
423	2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601	WATER FUND	\$0.00	\$23,323.42	\$81,105.53	\$0.00	-\$81,105.53	0.00%
602	SEWER FUND	\$0.00	\$35,674.79	\$136,252.40	\$0.00	-\$136,252.40	0.00%
603	STREET LIGHT FUND	\$0.00	\$3,899.19	\$8,286.22	\$0.00	-\$8,286.22	0.00%
604	STORM WATER FUND	\$0.00	\$1,093.18	\$19,558.95	\$0.00	-\$19,558.95	0.00%
		\$2,471,240.00	\$154,207.05	\$937,405.53	\$0.00	\$1,533,834.47	37.93%

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:

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



NEWPORT, MN

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GL Yearly

Current Period: February 2016

FUND 101 GENERAL FUND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 101-10100 Cash	\$1,267,384.74	\$63,662.72	\$127,374.94	\$134,077.19	\$459,182.62	\$942,279.31
G 101-10200 Petty Cash	\$74.73	\$0.00	\$0.00	\$0.00	\$0.00	\$74.73
G 101-10300 Bond Street Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-10400 Investments	\$239,999.52	\$0.00	\$0.00	\$0.00	\$0.00	\$239,999.52
G 101-10401 Northland Securities	\$240,660.26	\$0.00	\$0.00	\$0.00	\$0.00	\$240,660.26
G 101-10402 CDARS/Central Bank	\$0.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.07
G 101-10406 Smith Barney	\$958,241.27	\$0.00	\$0.00	\$0.00	\$0.00	\$958,241.27
G 101-10410 Smith Barney MM	\$1,833.17	\$0.00	\$0.00	\$0.00	\$0.00	\$1,833.17
G 101-10450 Interest Receivable	\$5,312.28	\$0.00	\$0.00	\$0.00	\$0.00	\$5,312.28
G 101-10500 Taxes Receivable-Current	\$13,398.41	\$0.00	\$0.00	\$0.00	\$0.00	\$13,398.41
G 101-10700 Taxes Receivable-Delinquent	\$85,275.12	\$0.00	\$0.00	\$0.00	\$0.00	\$85,275.12
G 101-12300 Special Assess Rec-Deferred	\$622.00	\$0.00	\$0.00	\$0.00	\$0.00	\$622.00
G 101-13100 Due From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-13200 Due From Other Government	\$3,033.76	\$0.00	\$0.00	\$0.00	\$0.00	\$3,033.76
G 101-15500 Prepaid Items	\$0.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.42
Total Asset	\$2,815,835.75	\$63,662.72	\$127,374.94	\$134,077.19	\$459,182.62	\$2,490,730.32
Liability						
G 101-20200 Accounts Payable	(\$0.25)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.25)
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	(\$0.21)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.21)
G 101-21701 Federal W/H Payable	(\$4,242.23)	\$7,099.27	\$7,099.27	\$14,362.46	\$11,608.58	(\$1,488.35)
G 101-21702 State Withholding Payable	(\$1,202.21)	\$3,052.47	\$3,052.47	\$6,184.89	\$4,983.13	(\$0.45)
G 101-21703 FICA Tax Withholding	\$856.24	\$10,758.90	\$10,758.90	\$17,691.70	\$17,602.42	\$945.52
G 101-21704 PERA	(\$3,676.75)	\$11,335.33	\$11,335.33	\$22,393.47	\$18,716.57	\$0.15
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	\$0.00	\$0.00	\$0.40
G 101-21707 Union Dues	(\$179.63)	\$167.50	\$167.50	\$335.00	\$335.00	(\$179.63)
G 101-21708 United Way	(\$0.45)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.45)
G 101-21709 Medicare	(\$864.17)	\$2,516.36	\$2,516.36	\$4,934.18	\$4,116.84	(\$46.83)
G 101-21710 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21711 NPERS - Life	\$20.88	\$48.00	\$74.88	\$108.24	\$156.26	(\$27.14)
G 101-21712 HSA Employee	\$122.87	\$2,076.21	\$2,076.21	\$3,837.35	\$3,560.35	\$399.87
G 101-21713 Dental Family	(\$226.90)	\$321.48	\$321.54	\$482.22	\$482.18	(\$226.86)
G 101-21714 LTD Employee	\$149.27	\$445.36	\$495.32	\$628.39	\$669.12	\$108.54
G 101-21715 MSRS Employee	(\$127.17)	\$751.95	\$751.95	\$1,377.10	\$1,249.69	\$0.24
G 101-21716 Health Insurance	\$1,292.47	\$933.85	\$1,248.96	\$1,595.53	\$1,848.48	\$1,039.52
G 101-21717 MNBA Insurance	(\$85.77)	\$0.00	\$111.00	\$0.00	\$315.74	(\$401.51)
G 101-21719 Trad. Vol. Ret.-Employee	(\$277.58)	\$6,450.00	\$6,450.00	\$10,875.00	\$10,700.00	(\$102.58)
G 101-21720 Online fee payable	\$179.40	\$0.00	\$0.00	\$0.00	\$0.00	\$179.40
G 101-21721 Child Support	\$0.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.43
G 101-21722 Cobra Payment	\$4,138.44	\$3,476.15	\$5,074.10	\$6,182.30	\$7,610.90	\$2,709.84
G 101-21723 Insurance Recovery	(\$8,014.79)	\$0.00	\$0.00	\$0.00	\$0.00	(\$8,014.79)
G 101-21724 Roth Vol. Ret.-Employee	\$203.00	\$2,316.00	\$2,316.00	\$3,810.00	\$3,810.00	\$203.00
G 101-22100 Escrow	(\$300.76)	\$310.56	\$500.00	\$610.56	\$3,250.00	(\$2,940.20)
G 101-22101 Library Sales	(\$372.90)	\$0.00	\$21.24	\$0.00	\$83.37	(\$456.27)
G 101-22102 Water Conservation Rebate	\$0.00	\$200.00	\$100.00	\$200.00	\$9,100.00	(\$8,900.00)
G 101-22200 Deferred Revenues	(\$85,897.13)	\$0.00	\$0.00	\$0.00	\$0.00	(\$85,897.13)
Total Liability	(\$98,505.50)	\$52,259.39	\$54,471.03	\$95,608.39	\$100,198.63	(\$103,095.74)
Equity						



NEWPORT, MN

GL Yearly

Current Period: February 2016

FUND 101 GENERAL FUND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
G 101-25300 Unreserved Fund Balance	(\$2,717,330.25)	\$107,905.39	\$41,981.53	\$427,742.74	\$98,047.07	(\$2,387,634.58)
Total Equity	(\$2,717,330.25)	\$107,905.39	\$41,981.53	\$427,742.74	\$98,047.07	(\$2,387,634.58)
Total 101 GENERAL FUND	\$0.00	\$223,827.50	\$223,827.50	\$657,428.32	\$657,428.32	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 201 PARKS SPECIAL FUND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 201-10100 Cash	\$47,115.89	\$6.08	\$0.00	\$11.12	\$0.00	\$47,127.01
Total Asset	\$47,115.89	\$6.08	\$0.00	\$11.12	\$0.00	\$47,127.01
Liability						
G 201-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equity						
G 201-25300 Unreserved Fund Balance	(\$47,115.89)	\$0.00	\$6.08	\$0.00	\$11.12	(\$47,127.01)
Total Equity	(\$47,115.89)	\$0.00	\$6.08	\$0.00	\$11.12	(\$47,127.01)
Total 201 PARKS SPECIAL FUND	\$0.00	\$6.08	\$6.08	\$11.12	\$11.12	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 204	HERITAGE PRESERVATION COMM	February 2016					
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset							
	G 204-10100 Cash	\$8,797.83	\$0.00	\$0.00	\$0.00	\$9,000.00	(\$202.17)
	Total Asset	\$8,797.83	\$0.00	\$0.00	\$0.00	\$9,000.00	(\$202.17)
Equity							
	G 204-25300 Unreserved Fund Balance	(\$8,797.83)	\$0.00	\$0.00	\$9,000.00	\$0.00	\$202.17
	Total Equity	(\$8,797.83)	\$0.00	\$0.00	\$9,000.00	\$0.00	\$202.17
Total 204 HERITAGE PRESERVATION COMM		\$0.00	\$0.00	\$0.00	\$9,000.00	\$9,000.00	\$0.00



NEWPORT, MN

GL Yearly

Current Period: February 2016

FUND 205 RECYCLING

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 205-10100 Cash	\$18,661.86	\$2.20	\$0.00	\$4.02	\$1,625.00	\$17,040.88
Total Asset	\$18,661.86	\$2.20	\$0.00	\$4.02	\$1,625.00	\$17,040.88
Equity						
G 205-25300 Unreserved Fund Balance	(\$18,661.86)	\$0.00	\$2.20	\$1,625.00	\$4.02	(\$17,040.88)
Total Equity	(\$18,661.86)	\$0.00	\$2.20	\$1,625.00	\$4.02	(\$17,040.88)
Total 205 RECYCLING	\$0.00	\$2.20	\$2.20	\$1,629.02	\$1,629.02	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 208 BUY FORFEITURE

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 208-10100 Cash	\$1,308.20	\$0.17	\$0.00	\$0.31	\$0.00	\$1,308.51
Total Asset	\$1,308.20	\$0.17	\$0.00	\$0.31	\$0.00	\$1,308.51
Equity						
G 208-25300 Unreserved Fund Balance	(\$1,308.20)	\$0.00	\$0.17	\$0.00	\$0.31	(\$1,308.51)
Total Equity	(\$1,308.20)	\$0.00	\$0.17	\$0.00	\$0.31	(\$1,308.51)
Total 208 BUY FORFEITURE	\$0.00	\$0.17	\$0.17	\$0.31	\$0.31	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 225 PIONEER DAY

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 225-10100 Cash	\$21,873.10	\$2.82	\$0.00	\$5.16	\$0.00	\$21,878.26
Total Asset	\$21,873.10	\$2.82	\$0.00	\$5.16	\$0.00	\$21,878.26
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	(\$21,873.13)	\$0.00	\$2.82	\$0.00	\$5.16	(\$21,878.29)
Total Equity	(\$21,873.13)	\$0.00	\$2.82	\$0.00	\$5.16	(\$21,878.29)
Total 225 PIONEER DAY	\$0.00	\$2.82	\$2.82	\$5.16	\$5.16	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 270 EDA

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 270-10100 Cash	\$791,103.74	\$1,113.17	\$22.18	\$1,197.69	\$1,425.07	\$790,876.36
G 270-10500 Taxes Receivable-Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Asset	\$791,103.74	\$1,113.17	\$22.18	\$1,197.69	\$1,425.07	\$790,876.36
Liability						
G 270-20200 Accounts Payable	\$0.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.07
Total Liability	\$0.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.07
Equity						
G 270-25300 Unreserved Fund Balance	(\$791,103.81)	\$22.18	\$1,113.17	\$1,425.07	\$1,197.69	(\$790,876.43)
Total Equity	(\$791,103.81)	\$22.18	\$1,113.17	\$1,425.07	\$1,197.69	(\$790,876.43)
Total 270 EDA	\$0.00	\$1,135.35	\$1,135.35	\$2,622.76	\$2,622.76	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 301 2010A G.O. CAPITAL IMP. PLAN	February 2016					Balance
	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	
Asset						
G 301-10100 Cash	\$22,545.47	\$2.91	\$0.00	\$5.32	\$0.00	\$22,550.79
G 301-10500 Taxes Receivable-Current	\$864.00	\$0.00	\$0.00	\$0.00	\$0.00	\$864.00
Total Asset	\$23,409.47	\$2.91	\$0.00	\$5.32	\$0.00	\$23,414.79
Equity						
G 301-25300 Unreserved Fund Balance	(\$23,409.47)	\$0.00	\$2.91	\$0.00	\$5.32	(\$23,414.79)
Total Equity	(\$23,409.47)	\$0.00	\$2.91	\$0.00	\$5.32	(\$23,414.79)
Total 301 2010A G.O. CAPITAL IMP. PLAN	\$0.00	\$2.91	\$2.91	\$5.32	\$5.32	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 303 2012 STREET NORTH RAVINE

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 303-10100 Cash	\$6,368.45	\$0.82	\$0.00	\$1.50	\$0.00	\$6,369.95
G 303-10400 Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 303-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Asset	\$6,368.45	\$0.82	\$0.00	\$1.50	\$0.00	\$6,369.95
Equity						
G 303-25300 Unreserved Fund Balance	(\$6,368.45)	\$0.00	\$0.82	\$0.00	\$1.50	(\$6,369.95)
Total Equity	(\$6,368.45)	\$0.00	\$0.82	\$0.00	\$1.50	(\$6,369.95)
Total 303 2012 STREET NORTH RAVINE	\$0.00	\$0.82	\$0.82	\$1.50	\$1.50	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 305 2013 STREET ASSESSMENT

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 305-10100 Cash	\$130,905.08	\$4.75	\$0.00	\$274.23	\$94,342.20	\$36,837.11
G 305-10400 Investments	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00
G 305-10450 Interest Receivable	(\$304.23)	\$0.00	\$0.00	\$0.00	\$0.00	(\$304.23)
Total Asset	\$130,840.85	\$4.75	\$0.00	\$274.23	\$94,342.20	\$36,772.88
Liability						
G 305-22200 Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equity						
G 305-25300 Unreserved Fund Balance	(\$130,840.85)	\$0.00	\$4.75	\$94,342.20	\$274.23	(\$36,772.88)
Total Equity	(\$130,840.85)	\$0.00	\$4.75	\$94,342.20	\$274.23	(\$36,772.88)
Total 305 2013 STREET ASSESSMENT	\$0.00	\$4.75	\$4.75	\$94,616.43	\$94,616.43	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 306 2014 STREET ASSESSMENT

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 306-10100 Cash	\$482,017.15	\$8,422.91	\$4,185.00	\$11,846.26	\$83,913.05	\$409,950.36
G 306-10400 Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 306-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 306-10500 Taxes Receivable-Current	(\$504.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$504.00)
G 306-12300 Special Assess Rec-Deferred	\$699,623.00	\$0.00	\$0.00	\$0.00	\$0.00	\$699,623.00
Total Asset	\$1,181,136.15	\$8,422.91	\$4,185.00	\$11,846.26	\$83,913.05	\$1,109,069.36
Liability						
G 306-22200 Deferred Revenues	(\$699,623.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$699,623.00)
Total Liability	(\$699,623.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$699,623.00)
Equity						
G 306-25300 Unreserved Fund Balance	(\$481,513.15)	\$4,185.00	\$8,422.91	\$83,913.05	\$11,846.26	(\$409,446.36)
Total Equity	(\$481,513.15)	\$4,185.00	\$8,422.91	\$83,913.05	\$11,846.26	(\$409,446.36)
Total 306 2014 STREET ASSESSMENT	\$0.00	\$12,607.91	\$12,607.91	\$95,759.31	\$95,759.31	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 315 2002A \$690,000 BOND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 315-10100 Cash	\$728.52	\$0.09	\$0.00	\$0.17	\$0.00	\$728.69
Total Asset	\$728.52	\$0.09	\$0.00	\$0.17	\$0.00	\$728.69
Equity						
G 315-25300 Unreserved Fund Balance	(\$728.52)	\$0.00	\$0.09	\$0.00	\$0.17	(\$728.69)
Total Equity	(\$728.52)	\$0.00	\$0.09	\$0.00	\$0.17	(\$728.69)
Total 315 2002A \$690,000 BOND	\$0.00	\$0.09	\$0.09	\$0.17	\$0.17	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 316 PFA/TRLF REVENUE NOTE

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 316-10100 Cash	\$6,381.84	\$0.82	\$0.00	\$1.50	\$0.00	\$6,383.34
G 316-12100 SA Recievable -Current	\$582.28	\$0.00	\$0.00	\$0.00	\$0.00	\$582.28
G 316-12200 Special Assess Rec-Delinque	\$11,812.12	\$0.00	\$0.00	\$0.00	\$0.00	\$11,812.12
G 316-12300 Special Assess Rec-Deferred	\$18,059.68	\$0.00	\$0.00	\$0.00	\$0.00	\$18,059.68
Total Asset	\$36,835.92	\$0.82	\$0.00	\$1.50	\$0.00	\$36,837.42
Liability						
G 316-22200 Deferred Revenues	(\$29,871.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$29,871.80)
Total Liability	(\$29,871.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$29,871.80)
Equity						
G 316-25300 Unreserved Fund Balance	(\$6,964.12)	\$0.00	\$0.82	\$0.00	\$1.50	(\$6,965.62)
Total Equity	(\$6,964.12)	\$0.00	\$0.82	\$0.00	\$1.50	(\$6,965.62)
Total 316 PFA/TRLF REVENUE NOTE	\$0.00	\$0.82	\$0.82	\$1.50	\$1.50	\$0.00



NEWPORT, MN

GL Yearly

Current Period: February 2016

FUND 321 2006A EQUIP CERTIFICATE

February 2016

	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 2006A EQUIP CERTIFICATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 322 2011A GO BONDS

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 322-10100 Cash	\$175,972.51	\$9.07	\$435.00	\$16.63	\$105,752.50	\$70,236.64
G 322-10500 Taxes Receivable-Current	\$616.00	\$0.00	\$0.00	\$0.00	\$0.00	\$616.00
Total Asset	\$176,588.51	\$9.07	\$435.00	\$16.63	\$105,752.50	\$70,852.64
Equity						
G 322-25300 Unreserved Fund Balance	(\$176,588.51)	\$435.00	\$9.07	\$105,752.50	\$16.63	(\$70,852.64)
Total Equity	(\$176,588.51)	\$435.00	\$9.07	\$105,752.50	\$16.63	(\$70,852.64)
Total 322 2011A GO BONDS	\$0.00	\$444.07	\$444.07	\$105,769.13	\$105,769.13	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 401 EQUIPMENT REVOLVING

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 401-10100 Cash	\$241,489.00	\$31.18	\$0.00	\$57.03	\$0.00	\$241,546.03
Total Asset	\$241,489.00	\$31.18	\$0.00	\$57.03	\$0.00	\$241,546.03
Equity						
G 401-25300 Unreserved Fund Balance	(\$241,489.00)	\$0.00	\$31.18	\$0.00	\$57.03	(\$241,546.03)
Total Equity	(\$241,489.00)	\$0.00	\$31.18	\$0.00	\$57.03	(\$241,546.03)
Total 401 EQUIPMENT REVOLVING	\$0.00	\$31.18	\$31.18	\$57.03	\$57.03	\$0.00



NEWPORT, MN

GL Yearly

Current Period: February 2016

FUND 405 T.H. HWY 61

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 405-10100 Cash	\$132,837.22	\$17.15	\$0.00	\$31.37	\$0.00	\$132,868.59
G 405-13200 Due From Other Government	(\$0.18)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.18)
Total Asset	\$132,837.04	\$17.15	\$0.00	\$31.37	\$0.00	\$132,868.41
Equity						
G 405-25300 Unreserved Fund Balance	(\$132,837.04)	\$0.00	\$17.15	\$0.00	\$31.37	(\$132,868.41)
Total Equity	(\$132,837.04)	\$0.00	\$17.15	\$0.00	\$31.37	(\$132,868.41)
Total 405 T.H. HWY 61	\$0.00	\$17.15	\$17.15	\$31.37	\$31.37	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 409 2013 STREET RECON.

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 409-10100 Cash	\$94,884.87	\$12.25	\$0.00	\$22.41	\$0.00	\$94,907.28
G 409-10400 Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 409-10406 Smith Barney	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 409-10450 Interest Receivable	(\$913.55)	\$0.00	\$0.00	\$0.00	\$0.00	(\$913.55)
G 409-12300 Special Assess Rec-Deferred	\$249,717.00	\$0.00	\$0.00	\$0.00	\$0.00	\$249,717.00
Total Asset	\$343,688.32	\$12.25	\$0.00	\$22.41	\$0.00	\$343,710.73
Liability						
G 409-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 409-22200 Deferred Revenues	(\$249,717.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$249,717.00)
Total Liability	(\$249,717.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$249,717.00)
Equity						
G 409-25300 Unreserved Fund Balance	(\$93,971.32)	\$0.00	\$12.25	\$0.00	\$22.41	(\$93,993.73)
Total Equity	(\$93,971.32)	\$0.00	\$12.25	\$0.00	\$22.41	(\$93,993.73)
Total 409 2013 STREET RECON.	\$0.00	\$12.25	\$12.25	\$22.41	\$22.41	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 410 2014 STREET RECON.

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 410-10100 Cash	\$15,896.39	\$2.04	\$0.00	\$3.73	\$110.00	\$15,790.12
G 410-10400 Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 410-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Asset	\$15,896.39	\$2.04	\$0.00	\$3.73	\$110.00	\$15,790.12
Liability						
G 410-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equity						
G 410-25300 Unreserved Fund Balance	(\$15,896.39)	\$0.00	\$2.04	\$110.00	\$3.73	(\$15,790.12)
Total Equity	(\$15,896.39)	\$0.00	\$2.04	\$110.00	\$3.73	(\$15,790.12)
Total 410 2014 STREET RECON.	\$0.00	\$2.04	\$2.04	\$113.73	\$113.73	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 411 BUILDING FUND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 411-10100 Cash	\$134,013.93	\$17.30	\$0.00	\$31.64	\$0.00	\$134,045.57
Total Asset	\$134,013.93	\$17.30	\$0.00	\$31.64	\$0.00	\$134,045.57
Liability						
G 411-20200 Accounts Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equity						
G 411-25300 Unreserved Fund Balance	(\$134,013.93)	\$0.00	\$17.30	\$0.00	\$31.64	(\$134,045.57)
Total Equity	(\$134,013.93)	\$0.00	\$17.30	\$0.00	\$31.64	(\$134,045.57)
Total 411 BUILDING FUND	\$0.00	\$17.30	\$17.30	\$31.64	\$31.64	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 416 4TH AVENUE RAVINE

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 416-10100 Cash	\$12,782.38	\$1.65	\$0.00	\$3.02	\$0.00	\$12,785.40
G 416-13200 Due From Other Government	\$0.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.47
Total Asset	\$12,782.85	\$1.65	\$0.00	\$3.02	\$0.00	\$12,785.87
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	(\$12,783.10)	\$0.00	\$1.65	\$0.00	\$3.02	(\$12,786.12)
Total Equity	(\$12,783.10)	\$0.00	\$1.65	\$0.00	\$3.02	(\$12,786.12)
Total 416 4TH AVENUE RAVINE	\$0.00	\$1.65	\$1.65	\$3.02	\$3.02	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 417 NORTH RAVINE

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 417-10100 Cash	\$53,814.22	\$6.95	\$0.00	\$12.71	\$0.00	\$53,826.93
G 417-12300 Special Assess Rec-Deferred	\$18,762.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,762.00
G 417-13200 Due From Other Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Asset	\$72,576.22	\$6.95	\$0.00	\$12.71	\$0.00	\$72,588.93
Liability						
G 417-20200 Accounts Payable	\$0.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.18
G 417-20700 Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 417-22200 Deferred Revenues	(\$18,762.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$18,762.00)
Total Liability	(\$18,761.82)	\$0.00	\$0.00	\$0.00	\$0.00	(\$18,761.82)
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	(\$53,814.65)	\$0.00	\$6.95	\$0.00	\$12.71	(\$53,827.36)
Total Equity	(\$53,814.40)	\$0.00	\$6.95	\$0.00	\$12.71	(\$53,827.11)
Total 417 NORTH RAVINE	\$0.00	\$6.95	\$6.95	\$12.71	\$12.71	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 422 FEMA-17TH STREET & CEDAR LAN		February 2016					
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset							
G 422-10100 Cash		(\$85,264.76)	\$2.88	\$0.00	\$107,541.08	\$0.00	\$22,276.32
	Total Asset	(\$85,264.76)	\$2.88	\$0.00	\$107,541.08	\$0.00	\$22,276.32
Equity							
G 422-25300 Unreserved Fund Balance		\$85,264.76	\$0.00	\$2.88	\$0.00	\$107,541.08	(\$22,276.32)
	Total Equity	\$85,264.76	\$0.00	\$2.88	\$0.00	\$107,541.08	(\$22,276.32)
Total 422 FEMA-17TH STREET & CEDAR LANE		\$0.00	\$2.88	\$2.88	\$107,541.08	\$107,541.08	\$0.00



NEWPORT, MN

GL Yearly

Current Period: February 2016

FUND 423 2011A EQUIPMENT CAPITAL

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 423-10100 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
Equity						
G 423-25300 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 423 2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 601 WATER FUND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 601-10100 Cash	\$415,163.43	\$35,724.77	\$34,728.07	\$66,005.61	\$96,429.56	\$384,739.48
G 601-11500 Accounts Receivable	\$58,158.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,158.00
G 601-12300 Special Assess Rec-Deferred	\$868.38	\$0.00	\$0.00	\$0.00	\$0.00	\$868.38
G 601-15500 Prepaid Items	\$0.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.13
G 601-16100 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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.	(\$1,864,487.19)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,864,487.19)
G 601-16500 Construction in Progress	\$282,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$282,000.00
G 601-21720 Online fee payable	(\$158.76)	\$125.58	\$179.40	\$212.29	\$272.32	(\$218.79)
G 601-26100 Contributions From City	(\$0.15)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.15)
Total Asset	\$2,271,366.32	\$35,850.35	\$34,907.47	\$66,217.90	\$96,701.88	\$2,240,882.34
Liability						
G 601-20200 Accounts Payable	(\$0.33)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.33)
G 601-21500 Accrued Interest Payable	(\$5,855.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$5,855.00)
G 601-21600 Accrued Wages & Salaries P	(\$11,095.09)	\$0.00	\$0.00	\$0.00	\$0.00	(\$11,095.09)
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	(\$0.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.28)
G 601-21704 PERA	\$0.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.08
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	\$0.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.22
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	(\$302.12)	\$0.00	\$0.00	\$0.00	\$0.00	(\$302.12)
G 601-22510 General Obligation Bonds Pa	(\$502,600.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$502,600.00)
G 601-99999 Utility Overpayments	(\$4,268.98)	\$607.13	\$1,482.26	\$4,038.65	\$2,532.35	(\$2,762.68)
Total Liability	(\$524,122.13)	\$607.13	\$1,482.26	\$4,038.65	\$2,532.35	(\$522,615.83)
Equity						
G 601-25300 Unreserved Fund Balance	(\$1,747,244.19)	\$33,995.36	\$34,063.11	\$92,178.62	\$63,200.94	(\$1,718,266.51)
Total Equity	(\$1,747,244.19)	\$33,995.36	\$34,063.11	\$92,178.62	\$63,200.94	(\$1,718,266.51)
Total 601 WATER FUND	\$0.00	\$70,452.84	\$70,452.84	\$162,435.17	\$162,435.17	\$0.00



NEWPORT, MN

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GL Yearly

Current Period: February 2016

FUND 602 SEWER FUND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 602-10100 Cash	\$641,114.24	\$50,366.03	\$47,511.74	\$95,467.73	\$148,089.35	\$588,492.62
G 602-11500 Accounts Receivable	\$92,956.40	\$0.00	\$0.00	\$0.00	\$0.00	\$92,956.40
G 602-12300 Special Assess Rec-Deferred	\$868.30	\$0.00	\$0.00	\$0.00	\$0.00	\$868.30
G 602-13100 Due From Other Funds	\$0.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.29
G 602-15500 Prepaid Items	\$0.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.13
G 602-16100 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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.	(\$1,266,438.22)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,266,438.22)
G 602-16500 Construction in Progress	\$470,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$470,000.00
G 602-26100 Contributions From City	(\$0.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)
Total Asset	\$2,362,843.68	\$50,366.03	\$47,511.74	\$95,467.73	\$148,089.35	\$2,310,222.06
Liability						
G 602-20200 Accounts Payable	\$0.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.30
G 602-21500 Accrued Interest Payable	(\$8,467.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$8,467.00)
G 602-21600 Accrued Wages & Salaries P	(\$11,095.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$11,095.24)
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	(\$0.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.28)
G 602-21704 PERA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 602-21707 Union Dues	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
G 602-21709 Medicare	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
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	(\$754,400.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$754,400.00)
Total Liability	(\$773,961.88)	\$0.00	\$0.00	\$0.00	\$0.00	(\$773,961.88)
Equity						
G 602-25300 Unreserved Fund Balance	(\$1,588,881.80)	\$47,511.74	\$50,366.03	\$148,089.35	\$95,467.73	(\$1,536,260.18)
Total Equity	(\$1,588,881.80)	\$47,511.74	\$50,366.03	\$148,089.35	\$95,467.73	(\$1,536,260.18)
Total 602 SEWER FUND	\$0.00	\$97,877.77	\$97,877.77	\$243,557.08	\$243,557.08	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 603 STREET LIGHT FUND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 603-10100 Cash	\$48,144.86	\$9,260.43	\$7,097.55	\$18,008.98	\$11,484.58	\$54,669.26
G 603-11500 Accounts Receivable	\$15,580.47	\$0.00	\$0.00	\$0.00	\$0.00	\$15,580.47
G 603-12200 Special Assess Rec-Delinque	(\$0.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.24)
G 603-15500 Prepaid Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Asset	\$63,725.09	\$9,260.43	\$7,097.55	\$18,008.98	\$11,484.58	\$70,249.49
Liability						
G 603-20200 Accounts Payable	(\$0.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.24)
G 603-20700 Due to Other Funds	(\$0.48)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.48)
Total Liability	(\$0.72)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.72)
Equity						
G 603-25300 Unreserved Fund Balance	(\$63,724.37)	\$7,097.55	\$9,260.43	\$11,484.58	\$18,008.98	(\$70,248.77)
Total Equity	(\$63,724.37)	\$7,097.55	\$9,260.43	\$11,484.58	\$18,008.98	(\$70,248.77)
Total 603 STREET LIGHT FUND	\$0.00	\$16,357.98	\$16,357.98	\$29,493.56	\$29,493.56	\$0.00



NEWPORT, MN
GL Yearly

Current Period: February 2016

FUND 604 STORM WATER FUND

February 2016

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
Asset						
G 604-10100 Cash	\$34,576.91	\$6,319.23	\$2,108.93	\$13,279.14	\$20,574.70	\$27,281.35
G 604-11500 Accounts Receivable	\$8,712.80	\$0.00	\$0.00	\$0.00	\$0.00	\$8,712.80
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	\$31,448.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,448.00
G 604-15500 Prepaid Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 604-16500 Construction in Progress	\$188,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$188,000.00
Total Asset	\$262,737.64	\$6,319.23	\$2,108.93	\$13,279.14	\$20,574.70	\$255,442.08
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
G 604-21500 Accrued Interest Payable	(\$1,717.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,717.00)
G 604-22510 General Obligation Bonds Pa	(\$188,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$188,000.00)
Total Liability	(\$189,716.81)	\$0.00	\$0.00	\$0.00	\$0.00	(\$189,716.81)
Equity						
G 604-25300 Unreserved Fund Balance	(\$73,020.83)	\$2,108.93	\$6,319.23	\$20,574.70	\$13,279.14	(\$65,725.27)
Total Equity	(\$73,020.83)	\$2,108.93	\$6,319.23	\$20,574.70	\$13,279.14	(\$65,725.27)
Total 604 STORM WATER FUND	\$0.00	\$8,428.16	\$8,428.16	\$33,853.84	\$33,853.84	\$0.00
Report Total	\$0.00	\$431,243.64	\$431,243.64	\$1,544,002.69	\$1,544,002.69	\$0.00

RESOLUTION NO. 2016-11

A RESOLUTION APPROVING A GAMBLING APPLICATION FOR THE ST. PAUL PARK-NEWPORT LIONS CLUB TO CONDUCT OFF-SITE GAMBLING AT 396 21ST STREET, NEWPORT, MN 55055 ON APRIL 30, 2016

WHEREAS, The City Council of Newport have received a request from the St. Paul Park-Newport Lions Club to approve a gambling application to conduct off-site gambling for a raffle, pull-tabs, tipboards, and paddlewheel on April 30, 2016 at Tinucci's Restaurant, 396 21st Street, Newport, MN 55055; and

WHEREAS, City staff have reviewed the application and have not identified any reason to deny.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Newport hereby approve the Off-Site Gambling Permit application for the St. Paul Park-Newport Lions Club to conduct gambling at Tinucci's Restaurant, 396 21st Street, Newport, MN 55055 on April 30, 2016.

Adopted by this council this 17th day of by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Rahm	_____
	Lund	_____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator



toward a stronger community + a brighter future + a safer environment to live, work and play

March 1, 2016

Newport City Council
596 7th Avenue
Newport, MN 55055

Dear City Council Members:

We are writing to request permission to put a small library box on the grounds of three Newport Parks - Pioneer Park, Lions Park, and Loveland Park – as well as one at the Newport Community Garden. We will work with Public Facilities to determine the best placement within the parks for each box. These small library boxes will be similar to the well-known “Little Free Libraries” that are found in many cities and towns around the country (see image below). The boxes will be approximately 2’ wide by 2’ high by 1 ½’ deep, with an inside shelf and a Plexiglas door, and will be mounted on a sturdy post. The boxes will have signs inviting passersby to take a book to read and/or leave a book for someone else.

(Note – we have decided not to make these official “Little Free Libraries” because of the costs involved in registering with that program. Instead, we will name them something like Tiny Library, Library in a Box or even Library on a Stick.)

Each library box will be tended by a NOTM member who will keep it supplied with books that are appropriate for children and adults. We have talked with Jamie Smith, the librarian at the Newport Library and Community Center, and she has agreed to provide us with surplus, donated books. NOTM will agree to cover the costs of constructing and maintaining these small libraries. There will be no cost to the City other than Public Facilities help in deciding where to place them. We hope you agree that these libraries will be positive additions to Newport and grant us permission to place them on City land.

Sincerely,

Linda Michie, Marge Meconis, Barb Wilcziek, and Susan Lindoo, for Newport On The Move





444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

Memorandum

To:	Newport City Council	Reference:	Kim L. Brown Interim Use Permit Request
Copies To:	Deb Hill, City Administrator Renee Eisenbeisz, Assistant to the City Administrator Kim L. Brown, Applicant	Project No.:	16020.001
From:	Sherri Buss, RLA AICP, Planner	Routing:	
Date:	March 14, 2016		

SUBJECT: Kim L. Brown Interim Use Permit (IUP) request to exceed the number of horses permitted on an 8.76-acre parcel by ordinance

MEETING DATE: March 17, 2016

LOCATION: 1675 Kolff Street

APPLICANT: Kim L. Brown
P.O. Box 25407
Woodbury, MN 55125

ZONING: Residential Estate (RE) and Bluffland Overlay District

120-DAY PERIOD: May 12, 2016

ITEMS REVIEWED: Application, as-built survey of property, aerial photo

BRIEF DESCRIPTION OF THE REQUEST

The applicant is requesting an Interim Use Permit to exceed the number of horses that are allowed on her property by City ordinance. The parcel is 8.76 acres in size. The city's ordinance #2016-1 requires at least one acre per farm animal unit. Horses are classified as 1.0 animal unit, and therefore 8 horses would be allowed. The applicant is requesting that she be permitted to house up to of 16 horses on the property. The ordinance requires that property owners obtain an Interim Use Permit in order to exceed the number of horses that the ordinance allows based on the acreage standards.

The letter that the applicant submitted with the application states that she raises and sells American Saddlebred mares. She states that 10 horses will be in the barn only. Six horses would use the pasture. The horses are fed hay and grain and do not rely on grazing for food.

The applicant obtained a Conditional Use Permit and Variance to construct a 60x156' pole building to serve as a barn, hay storage, and office space in 2013. The attached as-built survey shows the location of the building, which houses the horses. It is 73.8 feet from the northern property line, and received a variance from the required 100-foot setback in the Zoning Ordinance to be placed in that location.

The primary reason for the standard that limits properties to one animal unit per acre is to manage the manure generated by the animals so that it does not impact surface and ground water, and so that odors and flies generated by the waste and animal noise do not impact neighbors. The applicant states that manure is stored on the property and periodically removed and sold to plant nurseries in the area. The pasture is graded two or three times per week, and the barn is cleaned four times each day. The stored manure is loaded every three months into dumpsters and removed from the property.

EVALUATION OF THE INTERIM USE PERMIT (CUP) REQUEST

The applicant must meet the criteria included in Ordinance 2016-1 and in the Zoning Ordinance to obtain an IUP to exceed the number of horses allowed on the property based on the acreage standard. This staff report analyzes the request based on the criteria. The Planner also contacted the University of Minnesota Extension Service, Washington County Conservation District and South Washington Watershed District to request recommendations for conditions related to manure management to protect surface waters.

Ordinance 2016-1 Criteria

Ordinance 2016-1 includes the following criteria for farm animal permits:

- *The barn, stable, housing or hive shall be located at least 150 feet from the nearest property line of adjacent property owners, and must be built according to the zoning code.*

Analysis: The applicant was granted a variance in 2013 to locate the barn 73.8 feet from the northern property boundary. The rationale for granting the variance considered that the property to the north of 1675 Kolff is a city-owned property that is 75 feet wide, and will remain in City ownership. The 73.8 setback on the Brown parcel plus the 75-foot wide city parcel separates the barn from adjacent residential property boundaries by about 149 feet. The variance previously granted by the City for the barn allows the current request to meet the setback requirement.

The applicant obtained a building permit for the barn, and it was constructed to meet code requirements.

- *The barn, stable, housing or hive shall be considered accessory structures.*

Analysis: The barn is considered an accessory structure. It meets the Zoning Code requirements for number, height, size, setbacks, and area in the RE District.



- *All farm animals shall be kept confined by a sturdy wood or metal fence for pasture. The fence shall not be located nearer than 50 feet from any building used for human habitation. Barbed wire fences shall not be permitted.*

The applicant indicated that the pasture is currently fenced with electrical fencing. The ordinance requires a wood or metal fence. The applicant has requested that the City permit this fence as an equivalent to a wood or metal fence. The Planning Commission considered the electric fence and determined that it is an acceptable alternative that meets the intent of the ordinance to confine the animals to the pasture when they are outdoors.

General Criteria for Granting an IUP

Section 1310.13 of the Zoning Ordinance indicates that the city may grant an IUP, and process the IUP in the same manner as a Conditional Use Permit. The conditions for granting a CUP, which also apply to the IUP, are listed and analyzed for this application below.

The Zoning Ordinance requires that the City establish a specific date or event that terminates the Interim Use on the property, and that the IUP shall terminate within three years of the date of approval.

The Planner has included a condition to establish the following date for termination of the IUP: The Interim Use Permit (IUP) shall terminate when a change in ownership of the parcel occurs, or three years from the date of approval of the interim use, whichever occurs first.

The city may attach additional conditions to an IUP so that the use will not have adverse effects on the public health, safety and welfare, and that it will not impose additional costs on the public. Compliance with the conditions will be reviewed at least annually within the period of the IUP, and the City Council may order the inspection and revocation of the permit through the process provided in the zoning ordinance.

The other applicable Zoning Ordinance criteria for granting the IUP include the following, and are analyzed below:

- The proposed use will not be detrimental to or endanger the public health, safety or general welfare of the City, including the factors of noise, glare, odor, electrical interference, vibration, dust, and other nuisances; fire and safety hazards; existing and anticipated traffic conditions and parking facilities on adjacent streets and land.
- The potential effects of the proposed use on surrounding properties, including valuation, aesthetics and scenic views, land uses, and character and integrity of the neighborhood.
- The potential impacts of the proposed use on governmental facilities and services, including roads, sanitary sewer, water and police and fire.
- The potential impacts on sensitive environmental features, including lakes, surface and underground water supply and quality, wetlands, slopes, floodplains and soils.



Evaluation of the General Criteria for IUP's

- *The proposed use will not be detrimental to or endanger the public health, safety or general welfare of the City, including the factors of noise, glare, odor, electrical interference, vibration, dust, and other nuisances; fire and safety hazards; existing and anticipated traffic conditions and parking facilities on adjacent streets and land.*

The potential impacts that may be generated by the additional animals on the parcel need to be managed so that the noise, odors, and nuisances do not impact adjacent properties. The City of Newport has adopted a minimum 1-acre per animal unit requirement in its ordinance, and a 150-foot setback requirement for barns and stables. [Washington Conservation District staff noted that Washington County has established acreage requirements and setbacks for livestock based on the need to manage manure, odors and other impacts on adjacent parcels, as follows:

- A minimum of 2 grazable acres shall be provided for each animal unit. (Horses are 1.0 animal units.) Grazable acres shall be defined as open, non-treed acreage currently providing enough pasture or agricultural crops capable of supporting summer grazing at the density stated. Keeping of livestock in greater density than allowed shall require a conditional use permit. To obtain such permit, the applicant must demonstrate that facilities are present and appropriate practices are being employed to preclude surface and ground water contamination, excessive manure accumulation, odor, noise and other nuisances.
- All domestic farm animal structures, feedlots and manure storage sites shall be setback as follows:
 - 100 feet from any property line
 - 50 feet from any existing well or residential structure on the same parcel.
 - 200 feet from any existing well or residential structure on an adjacent or nearby parcels
 - 200 feet from any seasonal or year-round surface water]

The Planner consulted with Washington Conservation District staff and with University of Minnesota Extension staff (Equine Extension Specialist) that are experts in manure and water quality management regarding their analysis of the proposed request, potential impacts, and recommended conditions to manage the animal waste. Their comments on the Brown property and recommended conditions for the IUP are included below:

Washington Conservation District (WCD) Staff Comments and Recommendations

The Planner provided maps, information about the site, current manure management, well information, comments from the U of M Equine Specialist (next section) and several questions resulting from the Planning Commission discussion on February 11 to Wendy Griffin of the Washington Conservation District. Wendy is the WCD's specialist who works with landowners in Washington County to evaluate properties that are seeking permits to have more animals than permitted in the county ordinance based on acreage, and develop the manure management plans that are required for the permits. She is also a horse owner. The comments that she provided are the following:

- On average, each horse creates on average 35 pounds of manure per day.



- The available pasture area at 1675 Kolff is very small for the number of horses proposed. The vegetation in the pasture is critical for controlling erosion and runoff from the pasture. Horse activity and dragging the pasture to remove manure will damage the vegetation in the pasture, and make it difficult to maintain vegetative cover. The dragging activity in this small area will kill the vegetation, and make it very difficult to re-establish it. With the number of horses proposed and dragging to remove manure, the pasture could become denuded. The situation would then be similar to a feed lot. The manure should be not be dragged, but should be removed from the pasture daily and placed in a dumpster.
- Based on the topography on the property (map attached), the water will flow from the barn and the pasture toward the south during rain events or snow melt—likely toward the neighbor’s driveway. Runoff will be higher and more polluted if there is little or no vegetation in the pasture.
- The trees between the applicants parcel and neighbors’ parcel do not provide an adequate filter for runoff with manure.
- Foals create less manure, but they will impact the vegetation in the pasture by running on it and by trying to graze.
- Manure needs to be removed from the barn at least daily to protect the health and welfare of the animals
- If neighbors are experiencing flies, the manure is not being removed from the property often enough.
- The property owner should own the dumpster and have the contract for removal—should not count on landscaping companies to manage the manure.
- The U of M Equine Specialist recommendations are excellent, and should be followed.

The Planner included the WCD recommendations in the proposed conditions for the IUP.

University of Minnesota Extension Equine Specialist Comments and Recommendations

The U of M Extension Equine Specialist, Krishona Martinson, stated that horses do not require a large pasture area, and she stated that the key issue for permitting the requested number of horses is manure management. She noted that doubling the number of animals above the number permitted has the potential to impact neighbors with odors and flies. She stated that if the manure is being managed as the applicant stated in the application, that neighbors should not experience odors or flies from the manure on the property.

She recommended that the IUP include conditions related to manure storage, frequency of removal, a six-month trial period, and monthly inspections by City staff to determine if the manure is being managed as stated. She recommended that the applicant be required to document the frequency of manure hauling off the site. The WCD staff also recommended that manure be stored in a dumpster and removed regularly from the property.



Based on the discussions with these experts, the Planner has proposed conditions related to manure management, a trial period for the IUP, and requirements for City inspections.

- *The potential effects of the proposed use on surrounding properties, including valuation, aesthetics and scenic views, land uses, and character and integrity of the neighborhood.*

The property is screened from adjacent parcels by existing vegetation. The Planning Commission listened to public comments at the hearing on February 11, and requested additional information regarding potential impacts and conditions. The Commission has recommended conditions for manure management and a 6-month trial period to determine if the applicant is meeting conditions and any potential impacts to neighbors. If the City inspections document negative impacts to surrounding parcels, the City may require that the use end after the trial period, or that additional measures be taken to manage the impacts.

- *The potential impacts of the proposed use on governmental facilities and services, including roads, sanitary sewer, water and police and fire.*

The proposed use will not impact governmental facilities and services if the landowner is required to pay the costs of additional inspections required in the conditions for the IUP.

- *The potential impacts on sensitive environmental features, including lakes, surface and underground water supply and quality, wetlands, slopes, floodplains and soils.*

The Planner has proposed conditions for vegetative cover and manure management to avoid erosion and control stormwater impacts to protect adjacent properties and surface and ground waters.

The findings support granting the Interim Use Permit 1) on a six-month trial basis with conditions for continuance, and 2) if the applicant indicates that she will comply with the conditions.

The Planning Commission may also recommend denial of this application based on findings for denial. Such findings may include:

- Applicant is not willing to comply with the conditions.
- The Commission determines that the proposed use has potential to have adverse effects on the public health, safety and welfare, and will impose additional costs on the public due to the proposed number of horses on the site, small pasture area, topography in the area, and the proximity of the home and well on the adjacent parcel to the pasture and horse facilities.
- At the time the applicant applied to the City for the IUP, the number of horses on the parcel exceeded the number permitted in the ordinance.

FINDINGS--IUP

The Planner finds the following related to the Zoning Code criteria for granting a CUP:

1. The proposed use requires an IUP based on Ordinance 2016-1.



2. The City will include a trial period, inspections, and conditions for the IUP to control the impacts of the proposed use so that it will not create noise, glare, odor, dust or nuisances that could affect public health or welfare.
3. The conditions require that animal wastes and other nuisances be managed to avoid all potential impacts to ground and surface waters, other resources, and adjacent properties.
4. Existing infrastructure and City services are adequate to serve the proposed use of the property. The applicant shall pay the cost of additional City inspections of the proposed use.
5. The approval of the IUP would include a six-month trial period, inspections by the City, and City review of compliance with the IUP with the applicant. The IUP may be granted for up to three years, and after that time, the property shall return to uses allowed by the ordinance.

PLANNING COMMISSION PUBLIC HEARING, WORKSHOP, AND RECOMMENDATIONS

Public Hearing. The Planning Commission held a public hearing on the IUP request at their meeting on February 11. Several residents testified at the hearing—including neighbors in opposition to the request and in support of the request. The Commission discussed the request at length, and identified a need for additional information on several topics related to manure management and health issues. The Commission tabled the request on February 11 and set a workshop meeting on February 24 for additional discussion. Staff gathered the additional information that the PC requested, and provided it for discussion at the meeting on February 24.

Workshop Meeting. The Commission discussed the request and new information at the workshop session. The members noted that the pasture is very small for the number of horses requested, and the amount of manure that will need to be handled on the property. They made several recommendations for conditions for approval of the IUP:

- The IUP should permit a maximum of 8 adult horses, plus up to 8 foals up to 6 months of age
- The IUP should include a six month trial period
- The IUP should include the manure management recommendations developed by the Washington Conservation District and University of Minnesota Equine Extension Specialist
- The IUP should include the inspections as recommended by the specialists
- The IUP should include a condition that the property owner maintain adequate vegetative cover in the pasture to prevent runoff and erosion
- Electrical fence may be utilized as an alternative to the fencing materials that are required in the ordinance.

The Planner updated the proposed conditions for approval based on the Commission's recommendations at the workshop.

City Attorney Comments. Two Planning Commissioners requested comments from the City Attorney regarding whether the City may grant an IUP for this use because it is not listed in the Zoning Ordinance as an allowed use in the RE District, and based on Minnesota Statutes criteria for IUP's. The City Attorney provided a response to the PC's



questions on March 9, that indicated that the use is allowed on the site based on the CUP previously granted for the horse barn and the City's ordinance, and noted that the City has broad authority to grant IUP's under State Statutes.

Planning Commission Discussion and Recommendations on March 10. The Commission reviewed the application, findings, and proposed conditions again at their meeting on March 10. The Commission Chair noted strong concerns that the applicant is currently not complying with the ordinance, and has consistently pushed the boundaries of what is permitted on the parcel to intensify the animal use. Members noted that the IUP is grant for a six-month trial period only, and that if the applicant does not comply with the ordinance requirements, or there are negative impacts to surrounding properties, the City may need to face the same issues again at the end of the six-month trial period. The Commission encouraged neighbors to contact the City if they experience negative impacts from the expansion of the animal use on the parcel. The Commission recommended approval of the IUP with the six-month trial period and conditions recommended by equine experts to manage the potential impacts of the use on a 3-2 vote.

ACTION REQUESTED FOR THE IUP REQUEST

The City Council can recommend any of the following for this application:

1. Approval
2. Approval with conditions
3. Denial with findings
4. Table the request

PLANNING COMMISSION RECOMMENDATIONS

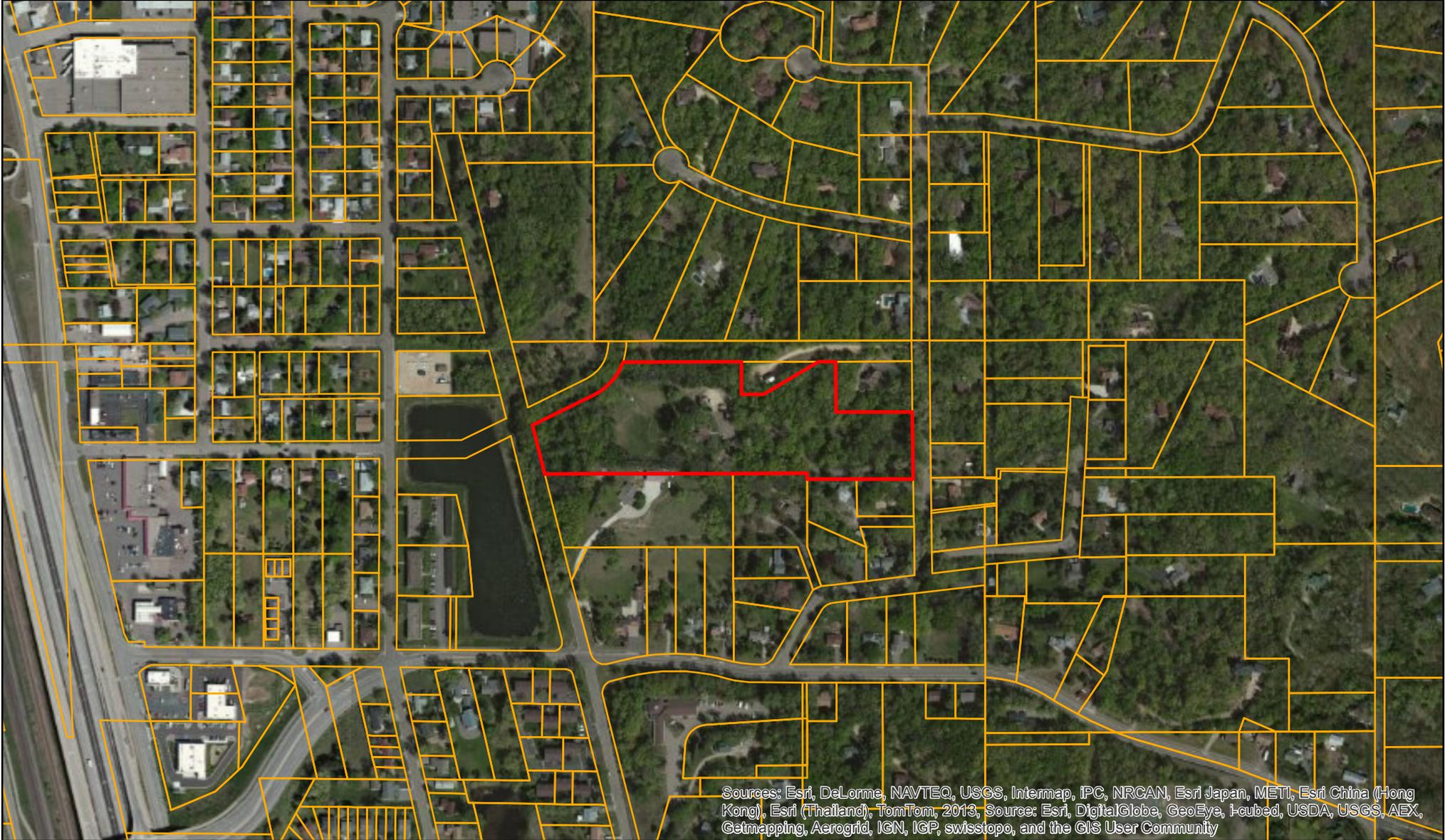
The Planning Commission recommends that the City Council approve the IUP to exceed the number of horses permitted on the 8.76-acre parcel for a six (6)-month trial period, with the following conditions for approval of the request for up to eight (8) adult horses and up to eight (8) foals up to six (6) months of age on the parcel at 1675 Kolff Street, with the following conditions:

1. The applicant shall be permitted to house and care for a maximum eight (8) adult horses and up to eight (8) foals that are up to six (6) months of age on the parcel at 1675 Kolff Street.
2. The applicant shall house and care for up to ten (10) horses within the existing barn structure on the parcel. No more than six (6) horses may regularly use the pasture area.
3. The applicant shall construct and maintain a sturdy fence around the pasture. Electrical fencing may be used. The fence shall not be located nearer than fifty (50) feet to any building used for human habitation. The fence shall not be constructed of barbed wire.
4. The animals on the property shall not create noise, odors, or other nuisances that impact adjacent properties. The animals shall be contained within the pasture and barn.



5. The applicant shall remove the manure from the pasture and the barn at least daily. The applicant shall place the manure from the pasture and barn directly into a dumpster. The dumpster shall be covered, and shall be setback at least 100 feet from all adjacent property boundaries and at least 200 feet from residential buildings and wells on adjacent and nearby parcels.
6. The applicant shall obtain the dumpster and shall establish the contract for manure removal with a licensed waste hauler.
7. The dumpster shall be removed and emptied at least once per month, and the manure shall be taken off-site. If City inspections find that this is not adequate to manage the manure and prevent negative impacts to adjacent properties and natural resources, the City shall require that the dumpster be emptied more frequently or additional measures taken to manage impacts to adjacent properties.
8. The applicant shall document the manure removals from the property, and have the documentation available at the time of City inspections.
9. The applicant shall maintain a dense, vegetated cover within the pasture (minimum 3 [three] inch grass height) and on the slopes on the property to prevent erosion and control stormwater runoff.
10. The City shall inspect the property at least monthly during the first six-month trial period after the IUP is approved to document the conditions on the site and determine that the applicant is complying with conditions of the IUP and that the use does not have negative impacts on surrounding properties.
11. The City shall grant the IUP for a six (6) month trial period. The City shall review the results of the inspections and the owner's compliance with the conditions of the IUP at the end of six months, and document its findings. The City may require that the applicant discontinue the use at the end of the trial period if the conditions have not been met or if the City documents that adjacent properties experience negative impacts to require compliance with the conditions.
12. The City may review the compliance with the IUP conditions at least annually after the first six months of operation.
13. The applicant shall establish an escrow account at the City to reimburse the City for the cost of inspections during the trial period and three-year IUP.
14. If the City permits continuation of the use after the six (6)-month trial period, the IUP shall terminate when a change in ownership of the parcel occurs, or three (3) years from the date of initial approval of the Interim Use, whichever event occurs first.
15. The applicant shall pay all fees and escrows related to this application.





Sources: Esri, DeLorme, NAVTEQ, USGS, Intermap, IPC, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, 2013, Source: Esri, DigitalGlobe, GeoEye, I-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

Parcel ID: 3602822120002

Parcel Address:
1675 KOLFF RD, CITY OF NEWPORT

Created on 9/4/2013

**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

This drawing is the result of the compilation and reproduction of land records as they appear in various Washington County offices. The drawing should be used for reference purposes only. Washington County is not responsible for any inaccuracies.

City of NEWPORT Planning Request Application

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

Application Date: 01/14/14 Public Hearing Date _____

Applicant Information

Name: Kim L Brown Telephone: 651-730-9803
Mailing Address: P.O. Box 25407 Telephone: 651-238-0866
City/State/Zip: Woodbury MN 55125

Property Owner Information

Name: Kim L Brown Telephone: 651-730-9803
Mailing Address: P.O. Box 25407 Telephone: 651-238-0866
City/State/Zip: Woodbury MN 55125

Project Information

Location of Property: 1675 Kolff Rd. Newport MN 55055
Legal Description of Property (Must match description on the Deed) and P.I.D. #: Block D Newport Villas Block D Being that part of block D - Newport Villas except the north 170 feet of the east 256.24 feet and except: that part of block D of Newport Villas

Zoning District: _____ Flood Plain: AE 0.2% Annual Chance Flood Hazard

- Comprehensive Plan Amendment \$500 or Actual Cost plus \$50 for Additional Staff Hours (10 Hr Min)
- Rezoning \$500 plus Escrow
- Zoning Amendment \$500
- Variance \$300 plus Escrow
- Conditional Use Permit
 - Residential \$300 plus Escrow
 - Commercial \$450 plus Escrow
- Subdivision Approval
 - Minor Subdivision \$300 plus Escrow and Parkland Dedication Fee
 - Major Subdivision \$500 plus Escrow, \$50 per Lot, \$200 for Final Plat, and 10% of land value or fee for Parkland Dedication Fee
- Other: Interim Use Permit
- Applicable Zoning Code Chapter: _____
- Review by Engineer Cost: _____
- Total Cost: _____

Escrow Fees

The City of Newport requires that any developer or every person, company, or corporation that is seeking a planning request must first submit detailed plans to the City. The person submitting the planning request must also submit prepayment to the City to cover any expenses that the City incurs by investing extensive amounts of time reviewing these plans. All unused escrow fees will be returned to the applicant upon completion of the request. Additionally, if actual costs are above the paid escrow, the applicant will be required to pay the additional amount. The fees are as follows:

Planning Request	Escrow Fee
Rezoning	\$500
Street/Alley Vacation	\$1,000
Residential Variance	\$500
Commercial Variance	\$1,000
Residential Conditional Use/Interim Use Permit	\$750
Commercial Conditional Use/Interim Use Permit	\$1,000
Preliminary Plat Under 10 Acres	\$3,500
Preliminary Plat Over 10 Acres	\$6,500
Residential Minor Subdivision, Major Subdivision, Site Plan Review, Final Plat, and Planned Unit Development:	
8 Units or Less	\$2,000
9 to 40 Units	\$3,200
41 Units or More	\$4,500
Commercial Minor Subdivision, Major Subdivision, Site Plan Review, Final Plat, and Planned Unit Development:	
0 to 5,000 Square Foot Building	\$2,000
5,001 to 10,000 Square Foot Building	\$3,000
10,001 to 50,000 Square Foot Building	\$3,750
50,000 Plus Square Foot Building	\$4,500

Typical escrow costs include reviewing the application to ensure that State Statutes and the City Codes are followed, preparing the staff report, findings, and recommended conditions for both the Planning Commission and City Council, and communicating with the applicant as needed to complete the staff report. The average fee is \$100 per hour for the Planner and \$70 per hour for the Engineer.

Present Use of Property: Residential horse property.

State Reason for Planning Request: To increase number of horses on premises. The horses do not graze, they eat hay. Most of the horses are housed in the barn and do not go outside. Local landscape companies come and pick up manure by the truckload.

ALL MATERIALS/DOCUMENTATION, INCLUDING A SITE-PLAN, MUST BE SUBMITTED WITH APPLICATION THAT IS APPLICABLE TO PLANNING REQUEST.

I HEREBY APPLY FOR CONSIDERATION OF THE ABOVE DESCRIBED REQUEST AND DECLARE THAT THE INFORMATION AND MATERIALS SUBMITTED WITH THE APPLICATION ARE COMPLETE AND ACCURATE. I UNDERSTAND THAT APPLICANTS ARE REQUIRED TO REIMBURSE THE CITY FOR ALL OUT-OF-POCKET COSTS INCURRED FOR PROCESSING, REVIEWING, AND HEARING THE APPLICATION. THESE COSTS SHALL INCLUDE, BUT ARE NOT LIMITED TO: PUBLICATION AND MAILING OF NOTICES, REVIEW BY THE CITY'S ENGINEERING, PLANNING AND OTHER CONSULTANTS; LEGALS COSTS, AND RECORDING FEES. AN ESCROW DEPOSIT TO COVER THESE COSTS WILL BE COLLECTED BY THE CITY AT THE TIME OF APPLICATION. ANY BALANCE REMAINING AFTER REVIEW IS COMPLETE WILL BE REFUNDED TO THE APPLICANT. NO INTEREST IS PAID ON ESCROW DEPOSITS

SIGNATURE OF APPLICANT: Ken L Brown

SIGNATURE OF OWNER (IF APPLICABLE): _____

For Office Use

Fee: \$ 1,050 Date Paid: 01/14/16 Receipt #: _____

Publication of Notice Date: _____

Public Hearing Date: February 11, 2016

P.C. Resolution #: _____

Council Action Date: _____

Council Resolution #: _____



Interim Use Permit Application Checklist

Interim Use Permits are covered under Section 1310.14 of the Zoning Code. Please provide the following information with your application for an Interim Use Permit.

- | <u>GENERAL REQUIREMENTS:</u> | <u>INCLUDED IN SUBMITTAL</u> | |
|--|---|-----------------------------|
| 1. Application Form, including the name, address, contact information and signatures of all parcel owners and applicant | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Fees | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Escrow | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. Complete legal description and PID number of all parcels included in the request. The legal descriptions must be copied directly from the deed and provided in a word document. | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. A full description of the request—proposed use of the site, activities proposed, hours of operation, etc. (either on the application form or in a letter), including a proposed date or event for termination of the IUP (up to 3 years from the date of approval). | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. A map, aerial photo or plan showing the parcel in question and all property within five hundred (500) feet of the parcel boundaries | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7. Site Plan <ul style="list-style-type: none">• One (1) 11"x17" hard copy and/or one (1) electronic copy. The City may require a larger size plan if needed to adequately review the request. | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |

Plan Sheet Requirements:

- Title block
- Name, address, phone number for owner, developer, surveyor, engineer
- Date of preparation and revision dates
- North Arrow
- Graphic scale not less than 1:100

- | <u>SITE PLAN REQUIREMENTS - EXISTING AND PROPOSED:</u> | <u>INCLUDED IN SUBMITTAL</u> | |
|--|------------------------------|-----------------------------|
| 1. Property lines and dimensions | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Area in acres and square feet | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Existing and proposed building and parking locations and dimensions | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. Existing and proposed setbacks | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. Buildable area and the existing and proposed area of the parcel(s) covered by impervious surfaces | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. Existing and proposed driveways | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7. Stormwater analysis and proposed best management practices, if required by the City Engineer | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

- 8. Septic system and well (if applicable) YES NO
- 9. Vegetation and landscaping (if applicable to the request) YES NO
- 10. Wetland delineation (if applicable) YES NO
- 11. Topographic contours at 2-foot intervals, bluff line (if applicable) YES NO
- 12. Waterbodies, Ordinary High Water Level and 100 year flood elevation (if applicable) YES NO
- 13. Other proposed improvements and additional information relevant to the request YES NO

Google Maps 1675 Kolff St



Imagery ©2016 Google, Map data ©2016 Google 100 ft

1675 Kolff St
Newport, MN 55055

At this location

KLB Inc Insurance & Risk Management
Insurance Agency · Kolff St

Newport City Council-Planning Commission

1-14-16-Meeting notes:

Kim L Brown, Owner personal use and sales only.

Additional horses on property located at 1675 Kolff St. Newport MN

Ordinance increase of horses on property.

Currently the amount of horses allowed on my premise is 9 I would like to see if you will increase this to 16 total. I raise and sell American Saddlebred show horse and Thoroughbred Race horses. I have three Thoroughbred mares in foal to be delivered in April of 2016 and I also have 2 other horses that I want to purchase as 4-year-old American Saddlebred show horse to be trained and shown to be sold. There would most time not be 16 horses here.

There will be 10 horses in the barn only and not outside unless going to a horseshow. They are worked in the indoor area only. There would be no more than 6 horses in the Pasture and are fed High quality hay and grain on a daily basis and there is no grazing land needed. The pasture is graded two time per week. The barn is cleaned 4 times daily.

The manure is being sold to various nursery's around the area for an Amount of \$300 per dumpster. Training will be done in the barn on the property. I am will to pay an additional \$ 1000 per year on top of the \$25.00 permit fee for the original 6.

Please let me know if you have any further questions.

Kim L Brown, Owner

PO Box 25407 Woodbury MN 55125

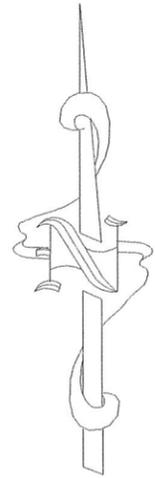
Email: kim@klbins.com

P-651-730-9803, C-651-238-0866

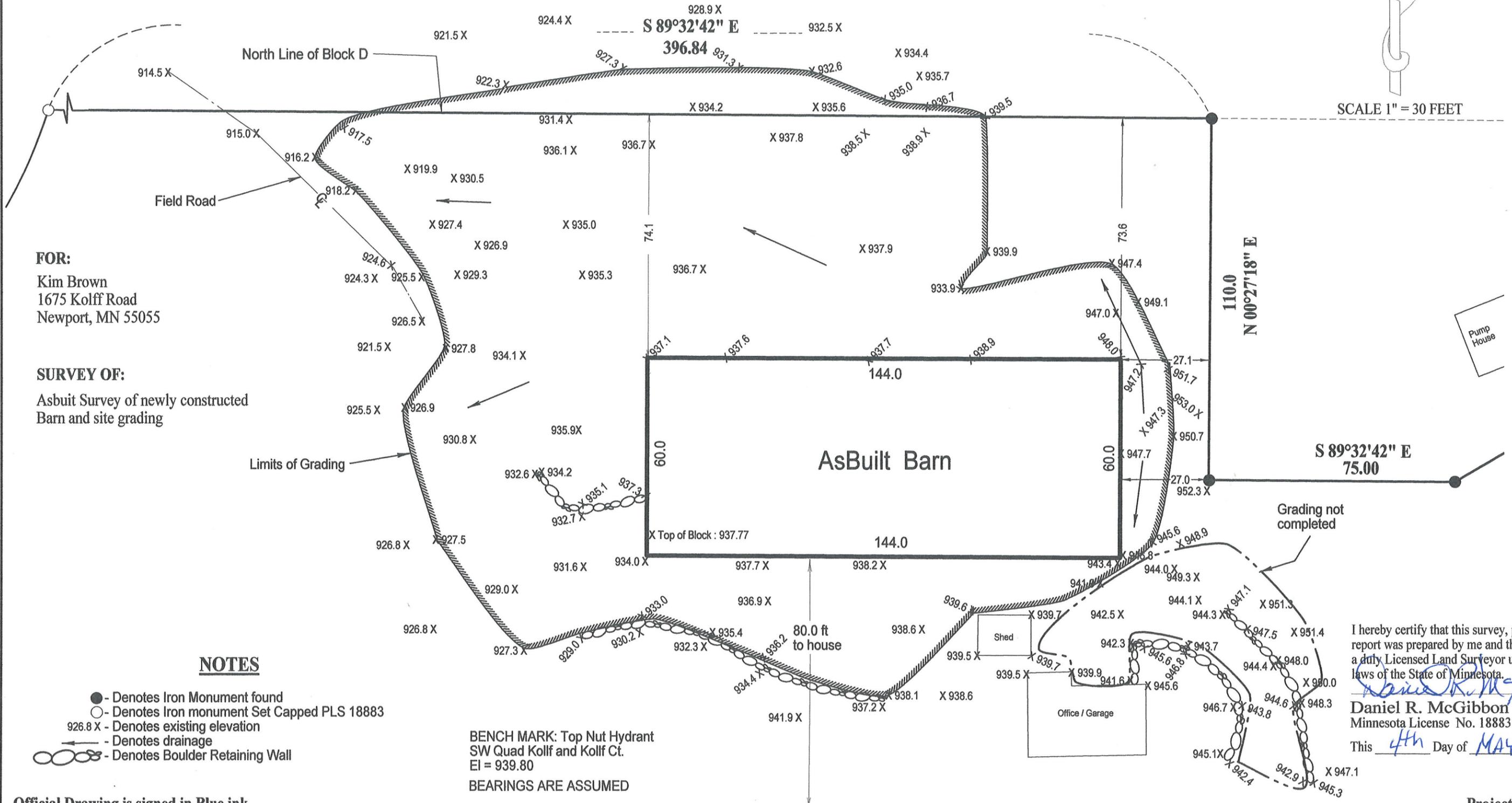
McGibbon Land Surveying

2214 Tower Ct.
Woodbury, MN 55125
(651) 442-9823

AsBuilt Survey



SCALE 1" = 30 FEET



FOR:
Kim Brown
1675 Kolff Road
Newport, MN 55055

SURVEY OF:
Asbuilt Survey of newly constructed
Barn and site grading

NOTES

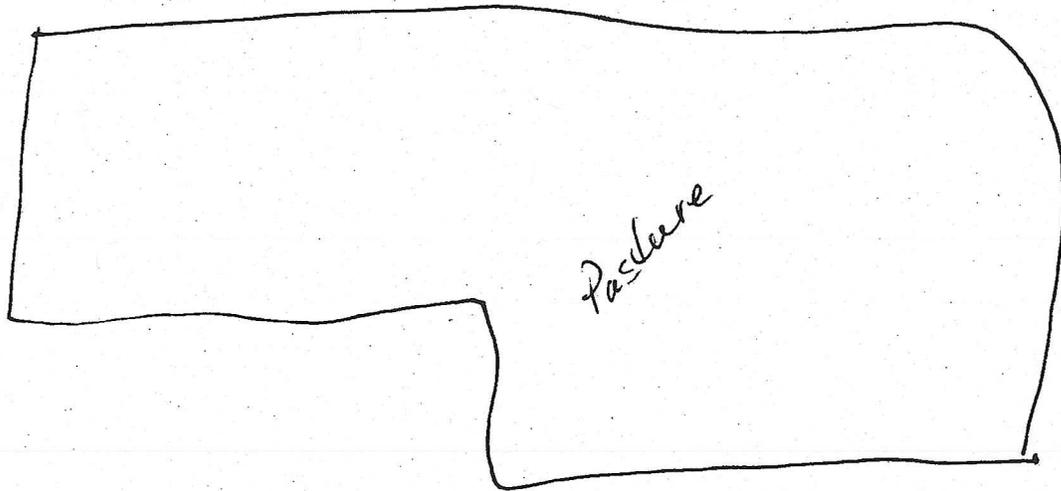
- - Denotes Iron Monument found
- - Denotes Iron monument Set Capped PLS 18883
- 926.8 X - Denotes existing elevation
- - Denotes drainage
- ⊖ - Denotes Boulder Retaining Wall

BENCH MARK: Top Nut Hydrant
SW Quad Kolff and Kolff Ct.
EI = 939.80
BEARINGS ARE ASSUMED

I hereby certify that this survey, plan or report was prepared by me and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
Daniel R. McGibbon
Daniel R. McGibbon P.L.S.
Minnesota License No. 18883
This 4th Day of MAY, 2015

Official Drawing is signed in Blue ink

Project No 15



Renee Eisenbeisz

From: Deb Hill
Sent: Monday, February 08, 2016 3:53 PM
To: Renee Eisenbeisz
Subject: FW: Interim Use Permit-1675 Kolff Street

Renee,

Please print and distribute to the planning commission.

Thanks,

Deb

From: Russell Schweih [\[mailto:UnitedMarketingPartners@comcast.net\]](mailto:UnitedMarketingPartners@comcast.net)
Sent: Monday, February 08, 2016 3:50 PM
To: Deb Hill
Subject: Interim Use Permit-1675 Kolff Street

Ms. Hill:

I live at 1260 Kolff Court, Newport, MN. As such, my home is probably the closest residence to the structure. As we discussed, I will be out of town on Thursday so I won't be able to attend the meeting.

I have experienced both additional noise and the smell of horse dung in my backyard since the structure was built. Undoubtedly, doubling the number of animals will exacerbate the situation. Furthermore, this is a business tucked within a residential area. I bought my home 25 years ago because of the peacefulness and privacy it offered. Having a commercial business next door is not what I signed up for.

Thanks,

Russell P. Schweih
President
United Marketing Partners, Inc.
651-253-6689-Cell
651-501-7856-Office

February 10, 2016

Dear City of Newport Planning Commission Members,

We are writing about an agenda item for your Feb 11 meeting: Kim Brown's request for an Interim Use Permit to house 16 horses on her property. We live about 1200 feet from her property and get our water from a well. We are deeply concerned that horse manure from her property could contaminate the groundwater that supplies our well and the wells of our neighbors. In addition, we are concerned about odor and flies.

We support the right of Newport citizens to keep farm animals on their property under reasonable conditions. However, this request is beyond reasonable. The Washington County standard for townships is a maximum of 1 farm animal / 2 grazable acres; Newport generously set the requirement at a maximum of 1 farm animal / 1 acre. This request is for 1 farm animal / 0.5 acres, 4 times that allowed by the County. Ms. Brown's lot is not on the outskirts of the metro area, but is in the middle of a residential zone in a first ring suburb.

We have read the memo in your meeting packet from Planner Sherri Buss and believe that the conditions suggested in the memo to be imposed if the request is granted are not sufficient. Non-compliance with the conditions could lead to lasting contamination of ground water as well as damage to the property that would need to be re-mediated if/when the property is sold.

One suggested condition is monthly inspections for the first 6 months and annual inspections thereafter. It's quite possible to meet strict standards (e.g. cleaning the barn 4 times/day, no more than 6 horses in the pasture at once, manure loaded into dumpster monthly) for a short period and then relax after that short period (think New Year's Resolutions). Further, we question if it is possible to know whether the groundwater is being contaminated after only 6 months.

For these inspections to have any meaning, they need to be done by a trained inspector, not City staff with little or no knowledge of the risks. And unannounced inspections would have to continue at 2-4 month intervals for the entire three years.

We also wonder if "dense, vegetated cover" can be maintained on the sloping pasture if it is being graded twice a week as well as grazed. Repeated traffic on vegetation inhibits its growth, limiting its ability to prevent erosion and control stormwater runoff.

On the basis of maintaining the RE zone as a residential district, we ask that you do not recommend granting this IUP.

Sincerely,

Mike Wolesky and Susan Lindoo
1280 Wild Ridge Trail, Newport, MN 55055

Negative Impacts

- **Manure smell and stink-** Any wind out of the North or West is driven directly into our home. Please see map attached.
- **Bitng flies-**These flies have been terrible and when we sit outside on our deck in the summer we are constantly swatting flies and getting bitten.
- **Ground water contamination from manure and urine.** We have a private water well (not city water) and we are concerned about contamination and who will pay for the water testing to make sure it is safe to drink.
- **Environmental study for watershed-** All pasture areas are pitched downhill toward the Glen Road holding pond and then ultimately into the Mississippi River.
- **Property Value-** I believe the valuation of my house and property is significantly negatively impacted because potential buyers will not want to purchase a home that smells like manure.
- **Dust-** Grading the pasture will produce vast amounts of dust during every grading procedure. This dust will migrate towards our home.

Background information on the Kim Brown Horse Farm

- She started out with two horses in the pasture without inside shelter before her pole barn was built.
- She is granted a C.U.P. for a pole barn and builds a nice building.
- She then added up to four horses out in the pasture just 30 feet North of our property. This is when the manure smell and flies started to get out of control.
- Kim claims that the pasture is graded twice per week and I do question whether that is actually occurring. Also, I don't believe grading will make any difference because the pasture is absolutely not bigger than one acre in size. There is not enough surface area to properly spread the manure out for drying.
- Kim's pasture from our experience should not have more than two horses at any one time. Any more than that would cause a drastic rise in smell and flies.
- My wife and I have lived in Newport for 23 years and we did not sign on to live next to a full blown horse farm in a residential neighborhood.
- We are tolerant of the original ordinance allowing 6 horses but anything more is not acceptable in a residential neighborhood.
- We do not support adding any horses that will allow more than two total horses in the pasture at any one time.

Everything about Kim's horse farm is non-conforming. The pole barn was non-conforming thus she had to get a C.U.P. and now she needs an I.U.P. for added horses. This business is NOT suitable for a residential neighborhood. This housing development is not zoned for commercial farming activities.



Imagery ©2016 Google, Map data ©2016 Google 50 ft

#1



Notes

This map shows the pasture land of one acre is located directly north of the Wallace Family Home. The pasture fence is 30' from the property line



16

17th Ave



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RESOLUTION NO. 2016-12

A RESOLUTION APPROVING AN INTERIM USE PERMIT REQUESTED BY KIM BROWN, PO BOX 25407, WOODBURY, MN 55125, FOR PROPERTY LOCATED AT 1675 KOLFF ROAD, NEWPORT, MN 55055 TO EXCEED THE NUMBER OF ALLOWED FARM ANIMALS

WHEREAS, Kim Brown, PO Box 25407, Woodbury, MN 55125, has submitted a request for an Interim Use Permit to exceed the number of farm animals allowed per City Ordinance from 8 to 16 horses; and

WHEREAS, the property is located at 1675 Kolff Road, Newport, MN 55055 and is more fully legally described as follows:

PID #36.028.22.12.0002 - BLOCK D BEING THAT PART OF BLOCK D-NEWPORT VILLAS EXCEPT THE NORTH 170 FEET OF THE EAST 256.24 FEET AND EXCEPT: THAT PART OF BLOCK D OF NEWPORT VILLAS COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 36 TOWNSHIP 28 RANGE 22 THENCE EASTERLY ALONG THE NORTH LINE OF SAID SECTION A DISTANCE OF 570 FEET THENCE SOUTHERLY PERPENDICULAR TO THE NORTH LINE OF SAID SECTION A DISTANCE OF 180 FEET TO THE POINT OF BEGINNING THENCE WESTERLY PARALLEL WITH THE NORTH LINE OF SAID SECTION A DISTANCE OF 75 FEET THENCE NORTHERLY PERPENDICULAR TO THE NORTH LINE OF SAID SECTION A DISTANCE OF 110 FEET THENCE EASTERLY ALONG THE NORTH LINE OF SAID SECTION A DISTANCE OF 260 FEET THENCE SOUTHWESTERLY TO THE POINT OF BEGINNING AND THERE TERMINATING CONTAINING APPROXIMATELY .42 ACRES MORE OR LESS NEWPORT CITY Block D SubdivisionCd 55045 SubdivisionName NEWPORT VILLAS

WHEREAS, The described property is zoned Residential Estate (RE); and

WHEREAS, Ordinance 2016-1 requires that property owners obtain an interim use permit if the number of animals on the property exceeds the number allowed by the ordinance, and includes standards for setbacks and management of the animals; and

WHEREAS, Section 1310.13 of the Zoning Ordinance states that the City Council may authorize an interim use permit in the same manner as a conditional use permit. The ordinance requires that the City establish a specific date or event that terminates the permit, and the permit shall terminate within three years of the date of approval; and

WHEREAS, Section 1310.14 Subd. 1 of the Zoning Ordinance includes the criteria for a conditional use permit, and states that the criteria for acting upon a Conditional Use Permit (C.U.P.) application as follows: *“In acting upon an application for a conditional use permit, the City shall consider the effect of the proposed use upon the health, safety, and general welfare of the City including but not limited to the factors of noise, glare, odor, electrical interference, vibration, dust, and other nuisances; fire and safety hazards; existing and anticipated traffic conditions; parking facilities on adjacent streets and land; the effect on surrounding properties, including valuation, aesthetics and scenic views, land uses, character and integrity of the neighborhood; consistency with the Newport comprehensive plan; impact on governmental facilities and services, including roads, sanitary sewer, water and police and fire; effect on sensitive environmental features including lakes, surface and underground water supply and quality, wetlands, slopes flood plains and soils; and other factors as found relevant by the City. The City may also consider whether the proposed use complies or is likely to comply in the future with all standards and requirements set out in other regulations or ordinances of the City or other governmental bodies having jurisdiction over the City. In permitting a new conditional use or the alteration of an existing conditional use, the City may impose, in addition to the standards and requirements expressly specified by this chapter, additional conditions which it considers necessary to protect the best interest of the surrounding area or the community as a whole.”*; and

WHEREAS, Following publication, posted, and mailed notice thereof, the Newport Planning Commission held a Public Hearing on February 11, 2016; and

WHEREAS, the Planning Commission’s findings related to the request for approval of an Interim Use Permit include the following:

1. The proposed use requires an IUP based on Ordinance 2016-1.
2. The City will include a trial period, inspections, and conditions for the IUP to control the impacts of the proposed use so that it will not create noise, glare, odor, dust or nuisances that could affect public health or welfare.
3. The conditions require that animal wastes and other nuisances be managed to avoid all potential impacts to ground and surface waters, other resources, and adjacent properties.
4. Existing infrastructure and City services are adequate to serve the proposed use of the property. The applicant shall pay the cost of additional City inspections of the proposed use.
5. The approval of the IUP would include a six-month trial period, inspections by the City, and City review of compliance with the IUP with the applicant. The IUP may be granted for up to three years, and after that time, the property shall return to uses allowed by the ordinance.

WHEREAS, The Planning Commission recommended Council approval of the proposed Interim Use Permit, Resolution No. P.C. 2016-4.

NOW, THEREFORE, BE IT RESOLVED That the Newport City Council Approves an Interim Use Permit to exceed the number of farm animals from 8 to 16 on a six-month trial basis with the following conditions:

1. The applicant shall be permitted to house and care for a maximum eight (8) adult horses and up to eight (8) foals that are up to six (6) months of age on the parcel at 1675 Kolff Street.
2. The applicant shall house and care for up to ten (10) horses within the existing barn structure on the parcel. No more than six (6) horses may regularly use the pasture area.
3. The applicant shall construct and maintain a sturdy fence around the pasture. Electrical fencing may be used. The fence shall not be located nearer than fifty (50) feet to any building used for human habitation. The fence shall not be constructed of barbed wire.
4. The animals on the property shall not create noise, odors, or other nuisances that impact adjacent properties. The animals shall be contained within the pasture and barn.
5. The applicant shall remove the manure from the pasture and the barn at least daily. The applicant shall place the manure from the pasture and barn directly into a dumpster. The dumpster shall be covered, and shall be setback at least 100 feet from all adjacent property boundaries and at least 200 feet from residential buildings and wells on adjacent and nearby parcels.
6. The applicant shall obtain the dumpster and shall establish the contract for manure removal with a licensed waste hauler.
7. The dumpster shall be removed and emptied at least once per month, and the manure shall be taken off-site. If City inspections find that this is not adequate to manage the manure and prevent negative impacts to adjacent properties and natural resources, the City shall require that the dumpster be emptied more frequently or additional measures taken to manage impacts to adjacent properties.
8. The applicant shall document the manure removals from the property, and have the documentation available at the time of City inspections.
9. The applicant shall maintain a dense, vegetated cover within the pasture (minimum 3 [three] inch grass height) and on the slopes on the property to prevent erosion and control stormwater runoff.
10. The City shall inspect the property at least monthly during the first six-month trial period after the IUP is approved to document the conditions on the site and determine that the applicant is complying with conditions of the IUP and that the use does not have negative impacts on surrounding properties.
11. The City shall grant the IUP for a six (6) month trial period. The City shall review the results of the inspections and the owner's compliance with the conditions of the IUP at the end of six months, and document its findings. The City may require that the applicant discontinue the use at the end of the trial period if the conditions have not been met or if the City documents that adjacent properties experience negative impacts to require compliance with the conditions.

12. The City may review the compliance with the IUP conditions at least annually after the first six months of operation.
13. The applicant shall establish an escrow account at the City to reimburse the City for the cost of inspections during the trial period and three-year IUP.
14. If the City permits continuation of the use after the six (6)-month trial period, the IUP shall terminate when a change in ownership of the parcel occurs, or three (3) years from the date of initial approval of the Interim Use, whichever event occurs first.
15. The applicant shall pay all fees and escrows related to this application.

Adopted this 17th day of March, 2016 by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Rahm	_____
	Lund	_____

Signed: _____
 Tim Geraghty, Mayor

ATTEST: _____
 Deb Hill, City Administrator



City of Newport, Minnesota ANNUAL FARM ANIMAL PERMIT

Name of Applicant: Kim L Brown

Address: 11675 Kalf St Newport

Phone: [REDACTED]

Upon application made by the above name individual and approved by the Newport City Council at its regularly scheduled meeting of _____, and subject to the requirements of Newport City Code Section 600.21, _____ has been granted this permit for the farm animals identified below for property located at: _____

The applicant has also provided the following information to the City:

- Site Plan of Property, identifying property lines, location and size of pasturage area and shelters
- Kind and number of animals to be kept: Show Horses
- If the applicant is keeping bees, a list of the property owners that were provided with written notification

Permit is for 8 adult horses and up to 8 foals that are up to 6 months of age - APPROVED BY RESOLUTION NO. 2016-12

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

This license is valid until December 31, 20__.

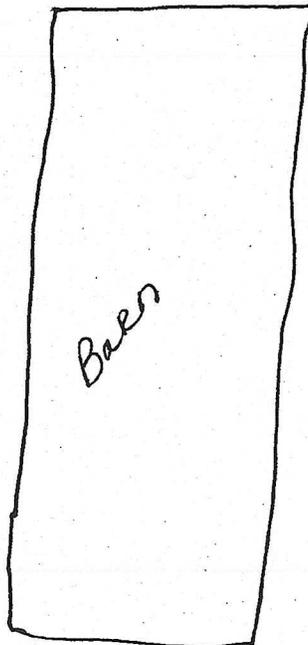
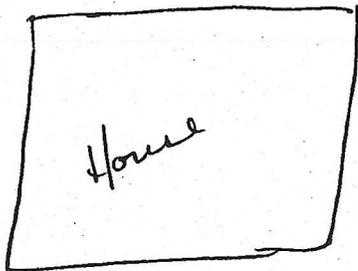
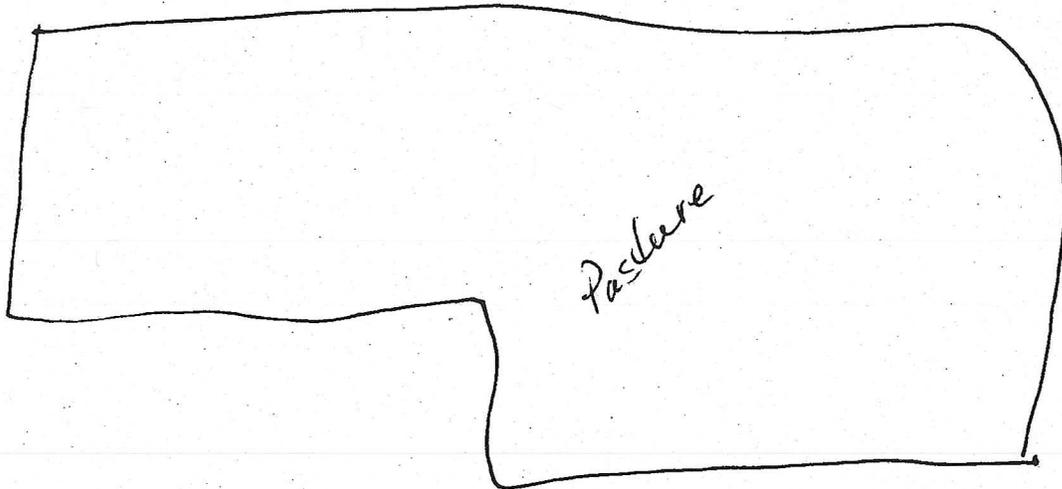
Applicant

City Administrator

Mayor

Fee: \$25

Receipt #: 3921 Date: 11/23/15 Cash: _____ Check #:



Memorandum

To:	<u>City of Newport Planning Commission</u>	Reference:	<u>Bern Variance Request</u>
Copies To:	<u>Deb Hill, City Administrator</u> <u>Renee Eisenbeisz, Assistant to the Administrator</u> <u>Steve Bern, applicant and property owner</u>	Project No.:	<u>16020.004</u>
From:	<u>Sherri Buss, RLA AICP, Planner</u>	Routing:	<u></u>
Date:	<u>March 14, 2016</u>		<u></u>

SUBJECT: Bern Variance Request for Garage Expansion

MEETING DATE: March 17, 2016

LOCATION: 1280 Kolff Court

APPLICANT: Steve Bern
1280 Kolff Court

ZONING: RE (Residential Estates District)

60-DAY PERIOD: April 11, 2016

ITEMS REVIEWED: Application Form, narrative, sketch plan, photos

BRIEF DESCRIPTION OF THE REQUEST

The applicant is requesting a variance from the required 40-foot front yard setback in the RE District to replace an existing detached garage with a larger garage and shop structure. He is requesting an 11-foot setback from the property line for the new structure. The expansion also requires a variance from the ordinance requirements for expansion of nonconforming structures. The parcel size is .79 acres in size.

BACKGROUND

The City approved a variance to permit the applicant to expand the existing garage on the existing retaining wall system at the property at 1280 Kolff Court in 2014. After further study,

the applicant determined that the existing retaining wall was not suitable for the proposed construction. The variance approval expired during the time that the applicant was completing the additional study, and he did not request an extension. The applicant is now seeking replacement of the existing garage rather than expansion of the structure. Therefore, the ordinance requires a new application for the current request. The 2016 application proposes demolishing the existing two-car garage (576 square feet) and wood retaining wall system, installing a permanent poured concrete footing and wall system, and constructing a new garage with three parking stalls and a shop area (1392 square feet).

The existing garage is located approximately 27 feet from the north (front) property line. The ordinance requires a minimum 40' front yard setback. Therefore the existing structure is nonconforming. The ordinance section on the replacement of nonconforming structures states that "If a nonconforming use, building or structure is replaced by another use or structure, the new use or structure shall conform in all respects to the standards in this Chapter." The proposed structure does not meet the all setback requirements, and therefore requires a variance from the front yard setback and from the ordinance requirements related to the replacement of nonconforming structures.

EVALUATION OF THE REQUEST

Comprehensive Plan

The property on Kolff Court is located in the Residential Estates (RE) Zoning District. The District goals and policies support residential uses and related accessory uses in the district. The Comprehensive Plan also supports the protection of steep slopes and existing trees and woodlands. The proposed use is consistent with the Comprehensive Plan.

Development Code Requirements: Lot sizes and Setbacks

The minimum lot size in the RE Zoning District is currently 2 acres. The applicant's lot is .79 acres in size, and is therefore a nonconforming lot in the RE District.

The setback requirements in the RE Zoning District are as follows:

- Front yard setback, all structures: 40 feet
- Side yard setback for garages: 20 feet
- Rear yard setback for garages: 20 feet

The applicant is requesting a variance to locate the new garage with the following setbacks:

- 11 feet from the front yard lot line, rather than the required 40 feet
- 64 feet from the nearest side lot line
- 85 feet from the rear lot line

The proposed structure requires a variance for the front yard setback, and meets the other setback requirements.

The expanded garage is proposed to be located only 11 feet from the road right-of-way. The Planner recommends that if the variance is approved, a condition be included to prohibit parking on the Kolff Court right-of-way from November 1 to April 30, to allow for snow-clearing, and prevent potential property damage and claims against the City.



Number and Size of Accessory Structures

The zoning ordinance permits up to 2 accessory structures with a total footprint that may be no larger in area than the footprint of the principal structure, and a maximum of 2,000 square feet in area on lots that are less than 2 acres in size in the RE District.

The footprint of the existing home is approximately 2,000 square feet. The existing garage is 576 square feet in size, and the applicant is proposing to expand the area of the structure to 1392 square feet. The total number and size of accessory structures meets the ordinance requirement.

Building Height and Materials

The ordinance requires that the new garage be no taller than the existing home, using the City's definition of building height. The existing garage is a one-story structure that meets this requirement, and the proposed garage is also a one-story structure. Building plans will be submitted for a building permit. The building inspector will verify that the height of the garage will not exceed the height of the primary structure. The Planner has included a condition that the height of the garage shall meet the ordinance requirement, and shall be verified by the building inspector.

The zoning ordinance requires that all accessory structures over 150 square feet in size be compatible with the principal structure in terms of design, roof style, roof pitch, color and exterior finish materials. The plans submitted with the application indicate that the proposed building will be compatible with the principal structure.

Lot Coverage

The zoning ordinance allows a maximum 20% lot coverage in the RE District. The planner estimated that the existing lot coverage on the parcel is approximately 17%, based on the aerial photo and building dimensions submitted by the applicant. The lot coverage would be approximately 18% with the new garage. The proposed garage expansion meets the lot coverage requirement.

Stormwater Management

The proposed garage will not exceed the lot coverage requirement. The new structure is proposed to be larger than the existing structure, with the expansion toward the roadway, to avoid disruption of existing drainage patterns in the neighborhood. The City Engineer reviewed the proposed expansion in 2014, and indicated that he and the public works staff had no objections to the expansion of the existing garage in the location where the new garage is proposed, and that no additional stormwater management practices should be required. No additional stormwater practices are needed to meet the ordinance requirements.

Applicant Rationale for the Variance

The application provides the following discussion regarding the practical difficulties and the rationale for the proposed variance:

- The condition of the existing structure and deteriorating wall require replacement of the structure and wall. The existing structure is located on the edge of a drainage ravine with steep slopes, which prevents repair or modification of the retaining wall system without jeopardizing the garage building.



- The applicant's engineer has looked at options for expanding the existing garage, but they are not feasible.
- Drainage on the lot is difficult. The proposed location avoids negative impacts to drainage in the area.
- Constructing the new garage in the same location as the existing garage and expanding it to the north creates the least impact to drainage and steep slopes on the parcel among the potential locations for the garage on the parcel.

ORDINANCE REQUIREMENTS FOR EVALUATING A VARIANCE REQUEST

Section 1310.11 of the Zoning Ordinance states that the City may approve variances if they meet the following criteria:

- Granting the variance is consistent with the Comprehensive Plan, and in harmony with the general purposes and intent of the zoning ordinance.
- Strict enforcement of the zoning ordinance would result in "practical difficulties," which are defined as follows:
 - The property owner is proposing to use the property in a reasonable manner that is not permitted by the Zoning Ordinance.
 - The plight of the landowner is due to circumstances unique to the property and not created by the landowner.
 - Granting the variance will not alter the essential character of the locality.
 - Economic conditions alone shall not constitute the practical difficulties.
 - Granting the variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of public streets, or increase the danger of fire, or endanger public safety, or substantially diminish or impair property values within the neighborhood.
 - The requested variance is the minimum action required to eliminate the practical difficulty.
 - Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

Findings

The following are the Planner's findings based on the request and the conditions for approving a variance:

- *Variances shall only be permitted when they are consistent with the Comprehensive Plan and in harmony with the general purposes and intent of the official control.*

The Comprehensive Plan and Zoning Ordinance state that the purpose of the RE District is to preserve, create and enhance areas for low-density single-family residential dwellings in areas identified in the Comprehensive Plan. The Zoning Ordinance permits residential accessory structures that support the single-family use. The Comprehensive Plan and Zoning Ordinance also include goals and requirements to protect steep slopes, manage stormwater without negative impacts, and preserve mature trees. The variance is proposed to help to meet those goals on the subject property by placing the garage in a location where it will have the least impact to slopes, drainage, and mature trees. The



requested variance is therefore consistent with the goals of the Comprehensive Plan and in harmony with the general purposes of the Zoning Ordinance.

- *The proposed use is reasonable.*

Single family homes and related accessory structures are permitted uses in the RE Zoning District, and garages are essential in Minnesota's climate. Therefore, the proposed new garage is a reasonable use.

- *The request is due to circumstances that are unique to the property, and were not created by the landowner.*

The practical difficulties related to the expansion of the garage in a location that would meet the ordinance requirements are the result of the location of the existing garage, the condition of the existing retaining walls, location of steep slopes, and mature trees that limit the location of the garage; and the need to avoid negative impacts to the drainage patterns in the area. The practical difficulties are unique to the property, and the applicant did not create the practical difficulties.

- *The variance, if granted, will not alter the essential character of the area.*

Other properties in the area have garages that are located relatively close to Kolff Court. The existing mature trees on three sides of the expanded structure will screen the garage from view from adjacent homes. The Planner concludes that the addition will not alter the essential single-family character of the area.

- *Economic considerations alone do not constitute practical difficulties.*

The variance request is based on practical difficulties related to the location of the existing garage, the condition of the existing retaining walls, location of steep slopes and mature trees, and the need to preserve existing drainage patterns in the area. The request is not based on economic considerations alone.

- *The proposed variance will not impair an adequate supply of light and air to adjacent properties, substantially increase the congestion of public streets, increase the danger of fire or endanger public safety, or substantially diminish or impair property values within the neighborhood.*

The expansion of the garage in the proposed location will not impair the supply of light or air to adjacent properties, increase street congestion, increase the danger of fire or endanger public safety, or impair property values within the neighborhood.

- *The requested variance should be the minimum action required to eliminate the practical difficulty.*

The proposed location is the minimum setback needed to accommodate the new garage and avoid impacts to existing slopes, retaining walls, and mature trees and maintain the existing drainage patterns. The variance is the minimum action required to eliminate the practical difficulty.



- *Practical difficulties include, but are not limited to inadequate access to direct sunlight for solar energy systems.*

Granting the variance request will not affect access to direct sunlight for solar energy systems.

The findings support granting the variance. The Planning Commission should listen to comments at the public hearing on March 10, discuss the Planner's findings, and make its recommendation to the Council regarding the variance request.

PLANNING COMMISSION PUBLIC HEARING AND RECOMMENDATION

The Planning Commission held a public hearing on the Bern variance request at their meeting on March 10, 2016. The Commission received no written or verbal comments on the request. The Commission discussed several issues related to the request including the proposed size of the garage and whether the conditions should prohibit storage on the north side of the garage within the setback area between the garage and street. The Commission concluded that the ordinance standards regulating storage are sufficient to address potential issues. The Commission recommended approval of the variance request, with conditions.

ACTION REQUESTED

The City Council can take the following actions for this request:

1. Approval
2. Approval with conditions
3. Denial with findings
4. Table the request, if additional information is needed to make a decision

PLANNING STAFF FINDINGS AND RECOMMENDATIONS

The Planning Commission recommends that the City Council approve a variance from the front setback requirement and requirements for replacement of nonconforming structures to locate a garage a minimum of 11 feet from the front lot line on the parcel at 1280 Kolff Court.

The Planning Commission finds the following:

1. The variance request is consistent with the Comprehensive Plan's goals to permit single-family uses in the RE Zoning District and protect steep slopes and mature trees.
2. The proposed single-family use and related accessory structure are reasonable uses in the RE District.
3. The practical difficulties are related to the location and condition of the existing garage and retaining walls, and the locations of steep slopes, mature trees, and the existing drainage patterns in the area. The owner did not create the practical difficulties.



4. Granting the variance will not alter the essential single-family character of the area.
5. The variance request is based on the practical difficulties related to the existing structures on the parcel and the need to avoid impacts to steep slopes, mature trees, and drainage patterns and not on economic considerations alone.
6. The proposed entry addition will not impair the supply of light or air to adjacent properties, increase street congestion, increase the danger of fire or endanger public safety, or impair property values within the neighborhood.
7. The variance is the minimum front setback in order to accommodate the proposed structure without negative impacts to steep slopes, mature trees, and drainage patterns.
8. Granting the variance will not affect access to direct sunlight for solar energy systems.

The Planning Commission recommends the following conditions:

1. The proposed garage shall conform to the plan submitted to the City on February 11, 2016. The minimum garage setback from the front lot line shall be 11 feet.
2. The Applicant shall obtain a building permit for the proposed garage.
3. The garage shall be no taller than the principal structure.
4. The design of the proposed garage shall be compatible with the principle structure in terms of design, roof style, roof pitch, color and exterior finish materials. The design information shall be included with the building permit application and reviewed by City staff to determine consistency with the ordinance requirements.
5. Parking shall be prohibited on the Kolff Court right-of-way between November 1 and April 30.
6. The applicant shall pay all fees and escrow associated with this application.



City of NEWPORT Planning Request Application

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

Application Date: Feb. 11, 2016 Public Hearing Date _____

Applicant Information

Name: STEVEN BERN Telephone: 651 271 6082

Mailing Address: 1280 KOLFF CT Telephone: _____

City/State/Zip: NEWPORT MN 55055

Property Owner Information

Name: (SAME) Telephone: _____

Mailing Address: _____ Telephone: _____

City/State/Zip: _____

Project Information

Location of Property: _____

Legal Description of Property (Must match description on the Deed) and P.I.D. #: _____

Zoning District: _____ Flood Plain: **AE 0.2% Annual Chance Flood Hazard**

Comprehensive Plan Amendment \$500 or Actual Cost plus \$50 for Additional Staff Hours (10 Hr Min)

Rezoning \$500 plus Escrow

Zoning Amendment \$500

Variance \$300 plus Escrow

Conditional Use Permit

Residential \$300 plus Escrow

Commercial \$450 plus Escrow

Subdivision Approval

Minor Subdivision \$300 plus Escrow and Parkland Dedication Fee

Major Subdivision \$500 plus Escrow, \$50 per Lot, \$200 for Final Plat, and 10% of land value or fee for Parkland Dedication Fee

Other: _____

Applicable Zoning Code Chapter: _____

Review by Engineer Cost: _____

Total Cost: _____

Escrow Fees

The City of Newport requires that any developer or every person, company, or corporation that is seeking a planning request must first submit detailed plans to the City. The person submitting the planning request must also submit prepayment to the City to cover any expenses that the City incurs by investing extensive amounts of time reviewing these plans. All unused escrow fees will be returned to the applicant upon completion of the request. Additionally, if actual costs are above the paid escrow, the applicant will be required to pay the additional amount. The fees are as follows:

Planning Request	Escrow Fee
Rezoning	\$500
Street/Alley Vacation	\$1,000
Residential Variance	\$500
Commercial Variance	\$1,000
Residential Conditional Use/Interim Use Permit	\$750
Commercial Conditional Use/Interim Use Permit	\$1,000
Preliminary Plat Under 10 Acres	\$3,500
Preliminary Plat Over 10 Acres	\$6,500
Residential Minor Subdivision, Major Subdivision, Site Plan Review, Final Plat, and Planned Unit Development:	
8 Units or Less	\$2,000
9 to 40 Units	\$3,200
41 Units or More	\$4,500
Commercial Minor Subdivision, Major Subdivision, Site Plan Review, Final Plat, and Planned Unit Development:	
0 to 5,000 Square Foot Building	\$2,000
5,001 to 10,000 Square Foot Building	\$3,000
10,001 to 50,000 Square Foot Building	\$3,750
50,000 Plus Square Foot Building	\$4,500

Typical escrow costs include reviewing the application to ensure that State Statutes and the City Codes are followed, preparing the staff report, findings, and recommended conditions for both the Planning Commission and City Council, and communicating with the applicant as needed to complete the staff report. The average fee is \$100 per hour for the Planner and \$70 per hour for the Engineer.

Present Use of Property: RESIDENTIAL

State Reason for Planning Request: SEE ATTACHED

ALL MATERIALS/DOCUMENTATION, INCLUDING A SITE-PLAN, MUST BE SUBMITTED WITH APPLICATION THAT IS APPLICABLE TO PLANNING REQUEST.

I HEREBY APPLY FOR CONSIDERATION OF THE ABOVE DESCRIBED REQUEST AND DECLARE THAT THE INFORMATION AND MATERIALS SUBMITTED WITH THE APPLICATION ARE COMPLETE AND ACCURATE. I UNDERSTAND THAT APPLICANTS ARE REQUIRED TO REIMBURSE THE CITY FOR ALL OUT-OF-POCKET COSTS INCURRED FOR PROCESSING, REVIEWING, AND HEARING THE APPLICATION. THESE COSTS SHALL INCLUDE, BUT ARE NOT LIMITED TO: PUBLICATION AND MAILING OF NOTICES, REVIEW BY THE CITY'S ENGINEERING, PLANNING AND OTHER CONSULTANTS; LEGALS COSTS, AND RECORDING FEES. AN ESCROW DEPOSIT TO COVER THESE COSTS WILL BE COLLECTED BY THE CITY AT THE TIME OF APPLICATION. ANY BALANCE REMAINING AFTER REVIEW IS COMPLETE WILL BE REFUNDED TO THE APPLICANT. NO INTEREST IS PAID ON ESCROW DEPOSITS

SIGNATURE OF APPLICANT: 

SIGNATURE OF OWNER (IF APPLICABLE): _____

For Office Use

Fee: _____ Date Paid: _____ Receipt #: _____

Publication of Notice Date: _____

Public Hearing Date: _____

P.C. Resolution #: _____

Council Action Date: _____

Council Resolution #: _____



Variance Application Checklist

Variance requests are covered under Section 1310.11 of the Zoning Code. Please note that variances expire one year after approval if the owner or occupant does not substantially complete the erection or alteration of a building or structure as approved. Please provide the following information with your application for a Variance.

GENERAL REQUIREMENTS:

1. Application Form, signed by Owner and Applicant
2. Fees
3. Escrow
4. Complete legal description and PID number of all parcels included in the request. The legal descriptions must be copied directly from the deed and provided in a word document.
5. A statement fully describing the request and the Practical Difficulties (see second page)
6. A map, aerial photo or plat showing the parcel in question and all property within five hundred (500) feet of the parcel boundaries.
7. Site Plan
 - One (1) 11"x17" hard copy and/or one (1) electronic copy. The City may require a larger size plan if needed to adequately review the request.

Plan Sheet Requirements:

- Title block
- Name, address, phone number for owner, developer, surveyor, engineer
- Date of preparation and revision dates
- North Arrow
- Graphic scale not less than 1:100

INCLUDED IN SUBMITTAL

- | | |
|---|-----------------------------|
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |

SITE PLAN REQUIREMENTS - EXISTING AND PROPOSED:

1. Property lines and dimensions
2. Area in acres and square feet
3. Existing and proposed building locations and dimensions
4. Existing and proposed setbacks
5. Buildable area and area of site covered by existing and proposed impervious surfaces
6. Driveways
7. Septic system and well (if applicable)

INCLUDED IN SUBMITTAL

- | | |
|---|-----------------------------|
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |

- | | | |
|--|---|-----------------------------|
| 8. Vegetation and landscaping (if applicable to the request) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 9. Wetlands (if applicable) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 10. Waterbodies and Ordinary High Water Level and 100 year flood elevation (if applicable) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 11. Bluff line (if applicable) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 12. Additional information relevant to the request | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |

What is a Variance? What are “practical difficulties?”

A Variance is a modification or variation to the regulations contained in the Zoning Ordinance. The City may only grant variances when they meet the criteria of Minnesota Statutes and the City’s Zoning Ordinance for granting variances. The ordinance states, “The City Council shall only approve a variance when the terms of the variance are consistent with the Comprehensive Plan, when it is in harmony with the general purpose and intent of the Code of Ordinances then in force, and when the strict enforcement of the ordinance would results in practical difficulties with carrying out the strict letter of the ordinance.”

Applicants for a variance need to clearly describe in the application the “practical difficulties” of the site or situation that make it difficult or impossible for the proposed use to meet the ordinance requirements on the site:

“Practical Difficulties” as used in connection with the granting of a Variance means:

- A. The property owner proposes to use the property in a reasonable manner not permitted by an official control. (This means that the proposed use is allowed in the zoning district, but it cannot meet other requirements of the ordinance, such as setbacks.); and
- B. The plight of the landowner is due to circumstances unique to the property, not created by the landowner; and
- C. The variance, if granted, will not alter the essential character of the locality (surrounding neighborhood or city).
- D. Economic conditions alone shall not constitute a practical difficulty if a reasonable use for the property exists under the terms of the Zoning Ordinance.
- E. The proposed variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood.
- F. That the requested variance is the minimum action required to eliminate the practical difficulty.
- G. The City may consider practical difficulties to include inadequate access to direct sunlight for solar energy systems in the granting of the variance.

City of Newport Zoning Ordinance, Chapter 1, Section 1310.11.

Circumstances which normally constitute “practical difficulties” relate to lot size, setbacks, steep slopes and wetlands. The circumstances cannot be created by the applicant or landowner, such as a prior subdivision by the owner. The applicant must explain the practical difficulties to the best of his or her ability, and the explanation will be critical information for granting or denying the variance request.

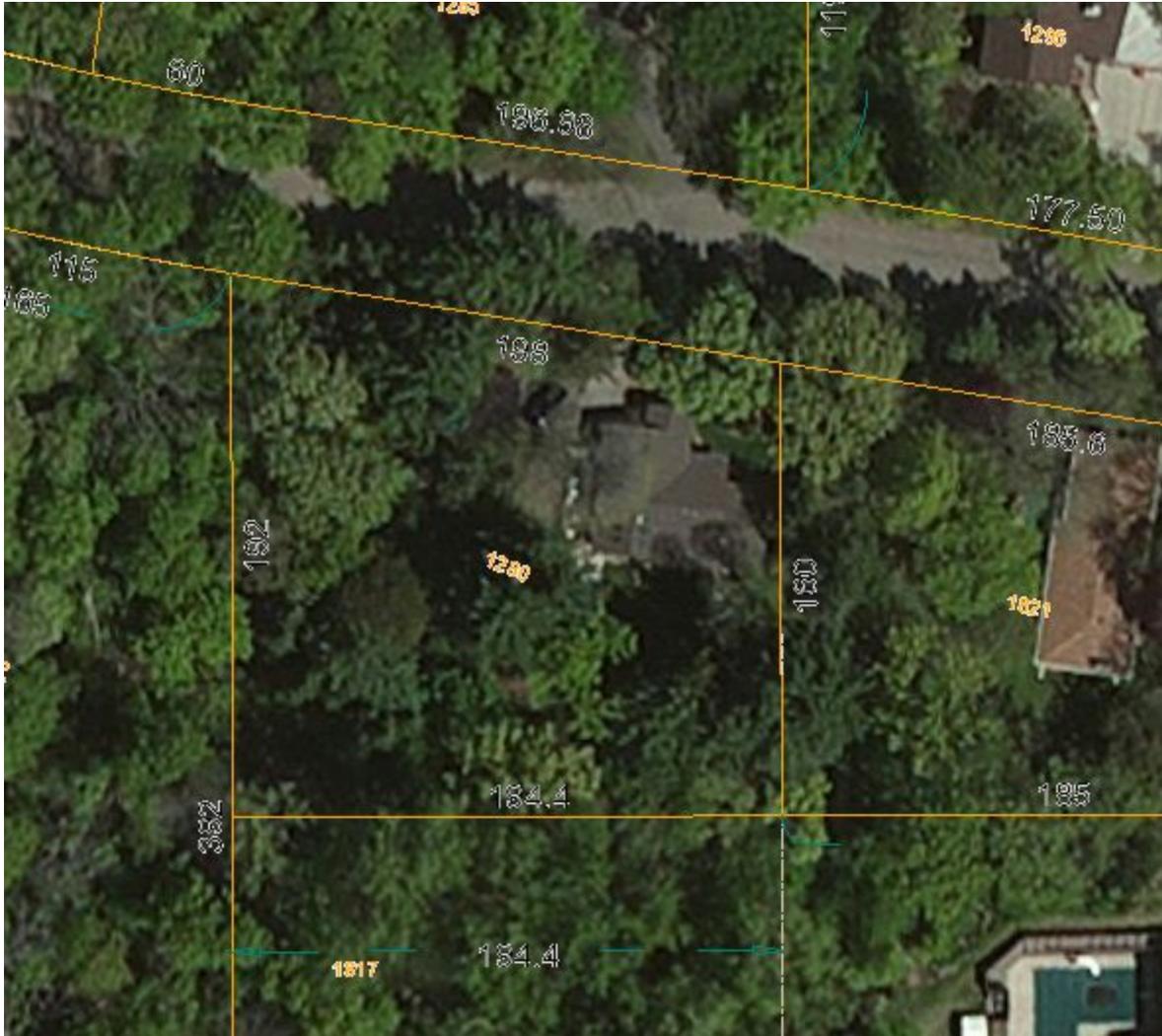
Property Address:
1280 Kolff Court
Newport, MN 55055

Legal Description:
PT E1/2 OF SW1/4 OF SE1/4 COM @ A STONE MON @ SE COR OF SW1/4 OF SE1/4 OF
SEC 25 THN N ON SD E LN OF SW1/4 OF SE1/4 200 FT THN W @ RT ANG 431 FT TO POB
OF TRACT THN CONT W ON AFORS D LN 194.4 FT THN N 192 FT THN SELY 198 FT TO A
POINT 160FT N FROM POB THEN S 160 FT TO POB Section 25 Township 028 Range 022

PID:
25.028.22.43.0012

Parcel size: 34,232 SF (0.786 acres)

Aerial View:



Background

Applicant received a variance approval from Newport's Planning Commission in August, 2014 for a garage project similar to what is presented herein. The actual variance request, in terms of setbacks, is the same as what was requested and approved in 2014, but the structure's design has changed. The 2014 request is appended to this request, as background, if it might be useful.

The August, 2014 plan involved tearing down the existing garage structure and rebuilding on the existing retaining wall system. After the public hearing, Applicant discussed the plan with a helpful member of the Commission, who suggested that Applicant should make inquiries as to how to eventually handle the inevitable deterioration of the retaining wall system upon which the garage was built (see pictures). Applicant subsequently hired an engineering firm to review the

existing retaining system, and to discuss options if / when the existing system fails. The 2014 variance expired before Applicant was able to complete evaluation of all options.

After reviewing many different options, Applicant has decided not to build upon the existing retaining system, and now presents this plan which involves demolishing the existing retaining wall system, which is made of wood, and installing a permanent poured concrete footing and wall system.

Statement of Request & Practical Difficulties

Applicant requests a variance to the minimum setback requirements from the front lot line. The requested variance is to make the minimum setback requirement from the front lot be 11 feet, as was approved in 2014.

Applicant requests a variance to allow for the demolition the existing garage structure (current structure approx 24' x 24'), then construction of a garage structure that would extend northward, towards Kolff Court, by up to 16' from where the existing structure is located, adding one additional parking stall and making for three parking stalls and a finished parking garage structure approx 24' x 38", or 912 square feet, plus 480 foot shop (not suitable for parking), total square feet = 1392. The existing house structure on the property has about a 2000 sf footprint. The new garage would terminate in the general area of an existing privacy fence that defines a car port (see Picture 1).

An elevated 24' x 20' shop would be constructed off the back of the southern part of the garage, extending out over the deep ravine, but will not be closer to the road than the existing structure (see site plan). It is not possible to park vehicles in this shop area.

The existing garage structure sits on the edge of a drainage ravine with very steep slopes. Unfortunately a wood retaining wall system was used for the initial building structure (see photo #5), and the existing structure sits immediately on top of the retaining wall system, which prevents repair or modification to the retaining wall system without jeopardizing the garage building. It is a difficult situation, because the retaining wall system will eventually fail due to rot; already it is difficult to justify repairs to the garage structure because of the foundation issue.

Applicant has hired an engineering firm and looked at many different options of expanding a parking garage in all other directions, but such options are not feasible. The engineering firm recommended the approach Applicant submits herein. Additionally, water drainage is difficult in the area, as water in the front yard and driveway drains northwest into a ditch, then back around the garage and into the ravine. The proposed plan is consistent with the drainage needs of the area. Applicant would design the structure to fit in with the existing house and fit in with the existing landscape. Applicant's last expansion project was a major addition that won an award from the City of Newport.

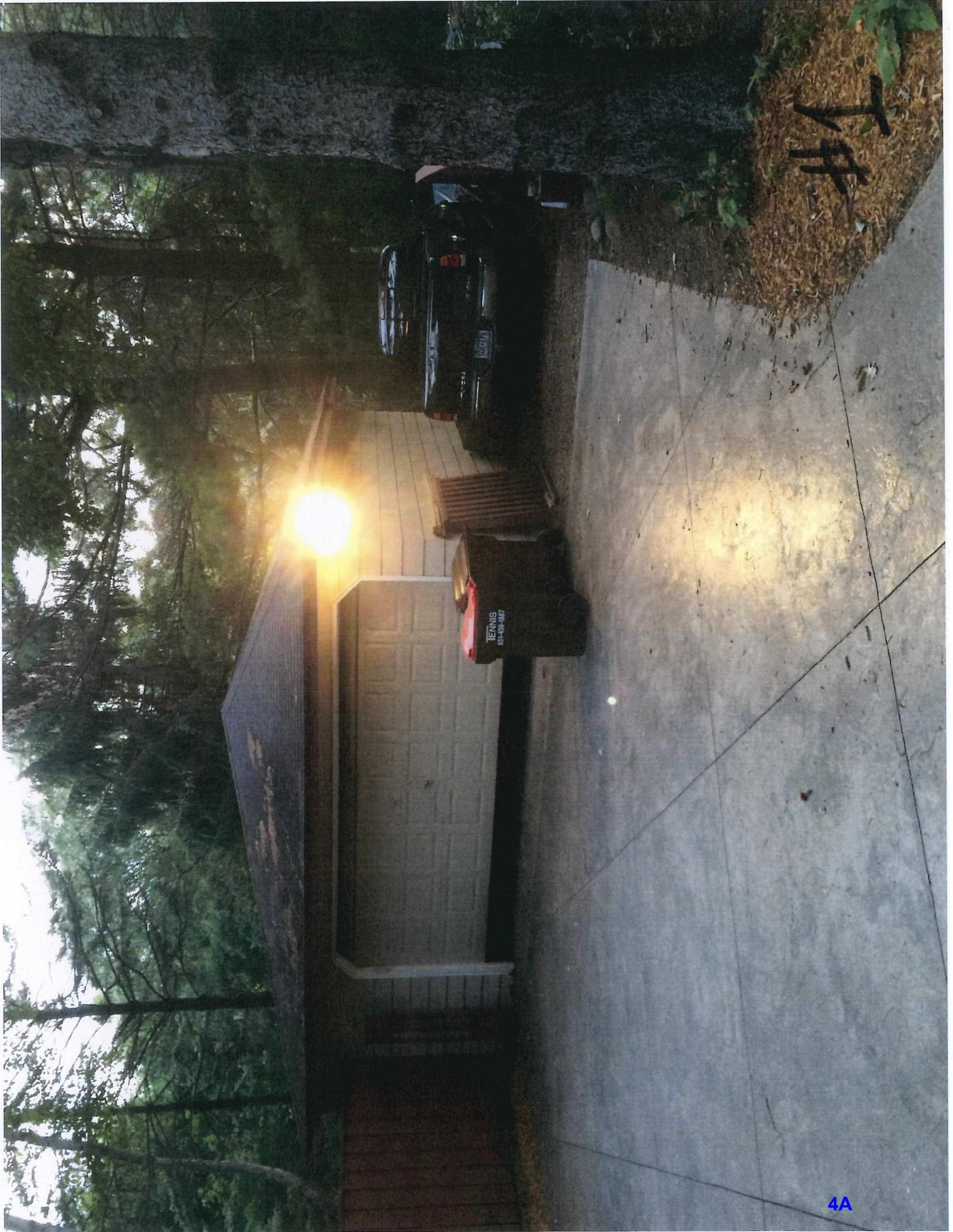
Reference is made to attached pictures, which were taken at points indicated with red ink in the Plan drawing.

Picture 1 shows the front of the existing garage and a truck located between the north garage wall and a privacy fence. The proposed garage structure would encompass the area occupied by the truck, and extend beyond the privacy fence shown at right.

Picture 2 shows a better view of the privacy fence. It is believed the essential character of the property will not be altered because the new garage structure will largely encompass an area used as a parking spot currently, and the whole structure is situated away from the house.

Picture 3 shows one view of the rear grade. Two large trees may be seen proximate the existing garage structure.

Picture 5 shows the two tiers of retaining walls necessary to accommodate the garage structure.







#3

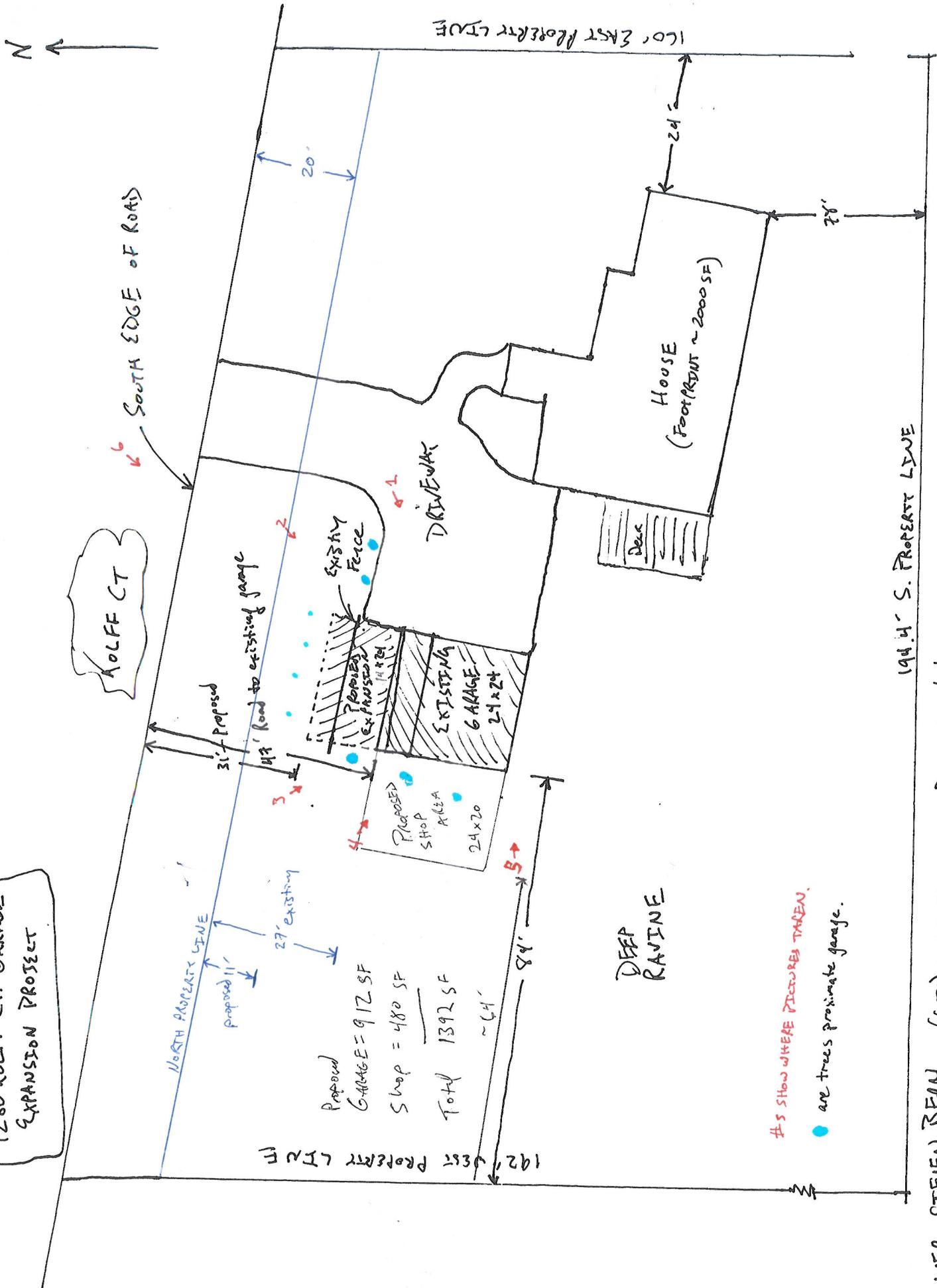


4#





1280 KOLFF CT. GARAGE EXPANSION PROJECT



Proposed
GARAGE = 912 SF
Shop = 480 SF
Total 1392 SF
~ 64'

5 SHOW WHERE TREES TAKEN.
● are trees proximate garage.

OWNER: STEVEN BEAN (651) 271 6082
1280 KOLFF CT
NEWPORT, MN 55055

194.4' S. PROPERTY LINE

Prepared 7/8/2014

Variance Request from 2014 Follows



444 Cedar Street, Suite 1500
Saint Paul, MN 55101
651.292.4400
tkda.com

Memorandum

To:	City of Newport Planning Commission	Reference:	Bern Variance Request
Copies To:	Deb Hill, City Administrator Renee Eisenbeisz, Executive Analyst Steve Bern, applicant and property owner	Project No.:	15481.006
From:	Sherri Buss, RLA AICP, Planner	Routing:	
Date:	August 4, 2014		

SUBJECT: Bern Variance Request for Garage Expansion

MEETING DATE: August 14, 2014

LOCATION: 1280 Kolff Court

APPLICANT: Steve Bern
1280 Kolff Court

ZONING: RE (Residential Estates District)

60-DAY PERIOD: September 13, 2014

ITEMS REVIEWED: Application Form, narrative, sketch plan, photos

BRIEF DESCRIPTION OF THE REQUEST

The applicant is requesting a variance from the required 40-foot front yard setback in the RE District to expand an existing detached garage. He is requesting an 11-foot setback from the property line for the expanded structure. The expansion also requires a variance from the ordinance requirements for expansion of nonconforming structures. The parcel size is .79 acres in size.

BACKGROUND

The applicant is requesting a variance to expand an existing garage on the property at 1280 Kolff Court. He is requesting to expand the garage on the north side, which faces Kolff Court.

The applicant indicated that expansion in other directions would impact existing slopes, retaining walls, mature trees that screen the garage, and drainage patterns in the area. The garage structure will be placed on a paved area that is currently used for parking.

The existing garage is located approximately 27 feet from the north (front) property line. The ordinance requires a minimum 40' front yard setback. Therefore the existing structure is nonconforming. The ordinance section on the expansion of nonconforming structures states that nonconforming buildings may not be expanded by more than 20% of the foundation size, unless the expansion meets all setback, lot coverage, building height and lot dimension standards. The proposed structure does not meet the all setback requirements, and therefore requires a variance from the ordinance requirements related to the expansion of nonconforming structures.

EVALUATION OF THE REQUEST

Comprehensive Plan

The property at Oakridge Drive is located in the Residential Estates (RE) Zoning District. The District goals and policies support residential uses and related accessory uses in the district. The Comprehensive Plan also supports the protection of steep slopes and existing trees and woodlands. The proposed use is consistent with the Comprehensive Plan.

Development Code Requirements: Lot sizes and Setbacks

The minimum lot size in the RE Zoning District is currently 2 acres. The applicant's lot is .79 acres in size, and is therefore a nonconforming lot in the RE District.

The setback requirements in the RE Zoning District are as follows:

- Front yard setback, all structures: 40 feet
- Side yard setback for garages: 20 feet
- Rear yard setback for garages: 20 feet

The applicant is requesting a variance to locate the new garage 11 feet from the front yard lot line on Century Avenue, rather than the required 40 feet. The proposed structure would be located 84' from the nearest side lot line, and approximately 130' from the rear lot line. The proposed structure requires a variance for the front yard setback, and meets the other setback requirements.

The expanded garage is proposed to be located only 11 feet from the road right-of-way. The Planner recommends that if the variance is approved, a condition be included to prohibit parking on the Kolff Court right-of-way from November 1 to April 30, to allow for snow-clearing, and prevent potential property damage and claims against the City.

Number and Size of Accessory Structures

The zoning ordinance permits up to 2 accessory structures with a total footprint that may be no larger in area than the footprint of the principal structure, and a maximum of 2,000 square feet in area on lots that are less than 2 acres in size in the RE District.

The footprint of the existing home is approximately 2,000 square feet. The existing garage is 576 square feet in size, and the applicant is proposing to expand the area by 384 square feet, to

a total of 960 square feet. The total number and size of accessory structures meets the ordinance requirement.

Building Height and Materials

The ordinance requires that the new garage be no taller than the existing home, using the City's definition of building height. The existing garage is a one-story structure that meets this requirement. Building plans were not included in the application, but will be submitted for a building permit. The building inspector will verify that the height of the garage will not exceed the height of the primary structure. The Planner has included a condition that the height of the garage shall meet the ordinance requirement, and shall be verified by the building inspector.

The zoning ordinance requires that all accessory structures over 150 square feet in size be compatible with the principal structure in terms of design, roof style, roof pitch, color and exterior finish materials. The applicant did not submit plans showing the design and materials that proposed for the new garage with his application, but indicated verbally in the application that the new structure will be designed to fit with the existing house and landscape. Design information is required with the building permit application. The Planner has included a condition that City staff shall review the plans showing the design and materials, and they must meet the ordinance requirements.

Lot Coverage

The zoning ordinance allows a maximum 20% lot coverage in the RE District. The planner estimated that the existing lot coverage on the parcel is approximately 14%, based on the aerial photo and building dimensions submitted by the applicant. Since the garage expansion is proposed on an area that is currently paved, the lot coverage would remain approximately 14%. The proposed garage expansion meets the lot coverage requirement.

Stormwater Management

The proposed garage will not exceed the lot coverage requirement. The expansion is proposed to the north to avoid disruption of existing drainage patterns in the neighborhood. The City Engineer reviewed the proposed expansion, and indicated that he and the public works staff have no objections to the proposed garage expansion. No additional stormwater practices are needed to meet the ordinance requirements.

Engineer's Comment

City Engineer Herdegen reviewed the proposed garage expansion, and submitted a memo (July 28) with comments. He noted that "As part of the 2014 Street Improvements project, Kolff Court will be reconstructed this summer. We request the applicant notify the City at least 7 days prior to beginning construction so that we are able to coordinate the work with our general contractor." The Planner included this condition in the conditions proposed for the variance approval.

ORDINANCE REQUIREMENTS FOR EVALUATING A VARIANCE REQUEST

Section 1310.11 of the Zoning Ordinance states that the City may approve variances if they meet the following criteria:

- Granting the variance is consistent with the Comprehensive Plan, and in harmony with the general purposes and intent of the zoning ordinance.

- Strict enforcement of the zoning ordinance would result in “practical difficulties, “ which are defined as follows:
 - The property owner is proposing to use the property in a reasonable manner that is not permitted by the Zoning Ordinance.
 - The plight of the landowner is due to circumstances unique to the property and not created by the landowner.
 - Granting the variance will not alter the essential character of the locality.
 - Economic conditions alone shall not constitute the practical difficulties.
 - Granting the variance will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of public streets, or increase the danger of fire, or endanger public safety, or substantially diminish or impair property values within the neighborhood.
 - The requested variance is the minimum action required to eliminate the practical difficulty.
 - Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

Findings

The following are the Planner’s findings based on the request and the conditions for approving a variance:

- *Variances shall only be permitted when they are consistent with the Comprehensive Plan and in harmony with the general purposes and intent of the official control.*

The Comprehensive Plan and Zoning Ordinance state that the purpose of the RE District is to preserve, create and enhance areas for low-density single-family residential dwellings in areas identified in the Comprehensive Plan. The Zoning Ordinance permits residential accessory structures that support the single-family use. The Comprehensive Plan and Zoning Ordinance also seek to protect steep slopes and mature trees. The variance is proposed to help to meet those goals on the subject property. The requested variance is therefore consistent with the goals of the Comprehensive Plan and in harmony with the general purposes of the Zoning Ordinance.

- *The proposed use is reasonable.*

Single family homes and related accessory structures are permitted uses in the RE Zoning District. Therefore, the proposed use is a reasonable use.

- *The request is due to circumstances that are unique to the property, and were not created by the landowner.*

The practical difficulties related to the expansion of the garage are the result of the location of the existing garage, slopes, retaining walls and mature trees; and the need to maintain the existing drainage patterns in the area. The applicant did not create the practical difficulties.

- *The variance, if granted, will not alter the essential character of the area.*

Other properties in the area have garages that are located relatively close to Kolff Court. The existing mature trees on three sides of the expanded structure will screen the garage from view from adjacent homes. The Planner suggests that the addition will not alter the essential single-family character of the area.

- *Economic considerations alone do not constitute practical difficulties.*

The variance request is based on practical difficulties related to the location of the existing garage, slopes, retaining walls, mature trees, and the need to preserve existing drainage patterns in the area. The request is not based on economic considerations alone.

- *The proposed variance will not impair an adequate supply of light and air to adjacent properties, substantially increase the congestion of public streets, increase the danger of fire or endanger public safety, or substantially diminish or impair property values within the neighborhood.*

The expansion of the garage in the proposed location will not impair the supply of light or air to adjacent properties, increase street congestion, increase the danger of fire or endanger public safety, or impair property values within the neighborhood.

- *The requested variance should be the minimum action required to eliminate the practical difficulty.*

The proposed location is the minimum setback needed to accommodate the additional garage space needed, and avoid impacts to existing slopes, retaining walls, and mature trees and maintain the existing drainage patterns. The variance is the minimum action required to eliminate the practical difficulty.

- *Practical difficulties include, but are not limited to inadequate access to direct sunlight for solar energy systems.*

Granting the variance request will not affect access to direct sunlight for solar energy systems.

The findings support granting the variance. The Planning Commission should listen to comments at the public hearing on August 14, discuss the Planner's findings, and make its recommendation to the Council regarding the variance request.

ACTION REQUESTED

The Commission can recommend to the City Council:

1. Approval
2. Approval with conditions
3. Denial with findings

4. Table the request, if additional information is needed to make a decision

PLANNING STAFF FINDINGS AND RECOMMENDATIONS

The Planner recommends that the Planning Commission recommend to the City Council approval of a variance from the front setback requirement and requirements for expansion of nonconforming structures to locate a garage a minimum of 11 feet from the front lot line on the parcel at 1280 Kolff Court.

The Planner finds the following:

1. The variance request is consistent with the Comprehensive Plan's goals to permit single-family uses in the RE Zoning District and protect steep slopes and mature trees.
2. The proposed single-family use and related accessory structure are reasonable uses in the RE District.
3. The practical difficulties are related to the location of the existing garage, slopes, retaining walls and mature trees, and the need to maintain the existing drainage patterns. The owner did not create the practical difficulties.
4. Granting the variance will not alter the essential single-family character of the area.
5. The variance request is based on the practical difficulties related to the existing structures on the parcel and physical character of the property, and not on economic considerations alone.
6. The proposed entry addition will not impair the supply of light or air to adjacent properties, increase street congestion, increase the danger of fire or endanger public safety, or impair property values within the neighborhood.
7. The variance is the minimum front setback in order to accommodate the proposed structure.
8. Granting the variance will not affect access to direct sunlight for solar energy systems.

The Planner recommends the following conditions:

1. The proposed garage shall conform to the plan submitted to the City and dated July 16, 2014. The minimum garage setback from the front lot line shall be 11 feet.
2. The Applicant shall obtain a building permit for the proposed garage.
3. The garage shall be no taller than the principal structure.
4. The design of the proposed garage shall be compatible with the principle structure in terms of design, roof style, roof pitch, color and exterior finish materials. The design information shall be included with the building permit application and reviewed by City staff to determine consistency with the ordinance requirements.
5. The applicant shall notify the City at least 7 days prior to beginning construction so that the City can coordinate the work with the general contractor for the 2014 Street Improvements project.

6. Parking shall be prohibited on the Kolff Court right-of-way between November 1 and April 30.
7. The applicant shall pay all fees and escrow associated with this application.



PROFESSIONAL SERVICES

More ideas. Better solutions.®

MEMO

To: Ms. Sherri Buss, City Planner
From: Jon Herdegen, P.E. – Project Engineer
Subject: Steven Bern Variance Request – 1280 Kolff Court
Date: July 28, 2014

We reviewed the variance application submitted by Mr. Bern for his property located at 1280 Kolff Court. We understand that the applicant is proposing to construct a garage addition approximately 31' from the existing edge Kolff Court (11' from the north property line). We have conducted a site visit and discussed the proposed variance request with the Public Works Staff. We do not have any objections to the proposed garage location.

As part of the 2014 Street Improvements project, Kolff Court will be reconstructed this summer. We request the applicant notify the City at least 7 days prior to beginning construction so that we are able to coordinate the work with our general contractor.

If you have any further questions or concerns, please contact me directly at (612) 548-3124 or jherdegen@msa-ps.com. Thank you very much.

Offices in Illinois, Iowa, Minnesota, and Wisconsin

60 Plato Blvd. East, Suite 140, St. Paul, MN 55107-1835

(612) 548-3132 (866) 452-9454

FAX: (763) 786-4574 WEB ADDRESS: www.msa-ps.com

Page 1 of 1

City of NEWPORT Planning Request Application

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

Application Date: JULY 10, 2014 Public Hearing Date August 14, 2014

Applicant Information

Name: STEVEN BERN Telephone: 651 271 6082
Mailing Address: 1280 KOLFF CT Telephone: _____
City/State/Zip: NEWPORT MN 55055

Property Owner Information

Name: STEVEN BERN Telephone: 651 271 6082
Mailing Address: 1280 KOLFF CT Telephone: _____
City/State/Zip: NEWPORT MN 55055

Project Information

Location of Property: 1280 KOLFF CT.

Legal Description of Property (Must match description on the Deed) and P.I.D. #: _____
SEE ATTACHED

- Zoning District: _____ Flood Plain: **AE 0.2% Annual Chance Flood Hazard**
- | | |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Amendment | \$500 or Actual Cost plus \$50 for Additional Staff Hours (10 Hr Min) |
| <input type="checkbox"/> Rezoning | \$500 plus Escrow |
| <input type="checkbox"/> Zoning Amendment | \$500 |
| <input checked="" type="checkbox"/> Variance | \$300 plus Escrow |
| <input type="checkbox"/> Conditional Use Permit | |
| <input type="checkbox"/> Residential | \$300 plus Escrow |
| <input type="checkbox"/> Commercial | \$450 plus Escrow |
| <input type="checkbox"/> Subdivision Approval | |
| <input type="checkbox"/> Minor Subdivision | \$300 plus Escrow and Parkland Dedication Fee |
| <input type="checkbox"/> Major Subdivision | \$500 plus Escrow, \$50 per Lot, \$200 for Final Plat, and 10% of land value or fee for Parkland Dedication Fee |
| <input type="checkbox"/> Other: _____ | |
- Applicable Zoning Code Chapter: _____
Review by Engineer Cost: _____
Total Cost: _____

Escrow Fees

The City of Newport requires that any developer or every person, company, or corporation that is seeking a planning request must first submit detailed plans to the City. The person submitting the planning request must also submit prepayment to the City to cover any expenses that the City incurs by investing extensive amounts of time reviewing these plans. All unused escrow fees will be returned to the applicant upon completion of the request. Additionally, if actual costs are above the paid escrow, the applicant will be required to pay the additional amount. The fees are as follows:

Planning Request	Escrow Fee
Rezoning	\$500
Street/Alley Vacation	\$1,000
Residential Variance	\$500 ✓
Commercial Variance	\$1,000
Residential Conditional Use/Interim Use Permit	\$750
Commercial Conditional Use/Interim Use Permit	\$1,000
Preliminary Plat Under 10 Acres	\$3,500
Preliminary Plat Over 10 Acres	\$6,500
Residential Minor Subdivision, Major Subdivision, Site Plan Review, Final Plat, and Planned Unit Development:	
8 Units or Less	\$2,000
9 to 40 Units	\$3,200
41 Units or More	\$4,500
Commercial Minor Subdivision, Major Subdivision, Site Plan Review, Final Plat, and Planned Unit Development:	
0 to 5,000 Square Foot Building	\$2,000
5,001 to 10,000 Square Foot Building	\$3,000
10,001 to 50,000 Square Foot Building	\$3,750
50,000 Plus Square Foot Building	\$4,500

Typical escrow costs include reviewing the application to ensure that State Statutes and the City Codes are followed, preparing the staff report, findings, and recommended conditions for both the Planning Commission and City Council, and communicating with the applicant as needed to complete the staff report. The average fee is \$100 per hour for the Planner and \$70 per hour for the Engineer.

Present Use of Property: RESIDENTIAL

State Reason for Planning Request: SEE ATTACHES



Variance Application Checklist

Variance requests are covered under Section 1310.11 of the Zoning Code. Please provide the following information with your application for a Variance.

GENERAL REQUIREMENTS:

INCLUDED IN SUBMITTAL

- | | | |
|---|---|-----------------------------|
| 1. Application Form, signed by Owner and Applicant | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Fees | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Escrow | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. Complete legal description and PID number of all parcels included in the request. The legal descriptions must be copied directly from the deed and provided in a word document. | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. A statement fully describing the request and the Practical Difficulties (see second page) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. A map, aerial photo or plat showing the parcel in question and all property within five hundred (500) feet of the parcel boundaries. | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7. Site Plan | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <ul style="list-style-type: none"> • One (1) 11"x17" hard copy and/or one (1) electronic copy. The City may require a larger size plan if needed to adequately review the request. | | |

Plan Sheet Requirements:

- Title block
- Name, address, phone number for owner, developer, surveyor, engineer
- Date of preparation and revision dates
- North Arrow
- Graphic scale not less than 1:100

SITE PLAN REQUIREMENTS - EXISTING AND PROPOSED:

INCLUDED IN SUBMITTAL

- | | | |
|---|---|-----------------------------|
| 1. Property lines and dimensions | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Area in acres and square feet | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Existing and proposed building locations and dimensions | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. Existing and proposed setbacks | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. Buildable area and area of site covered by existing and proposed impervious surfaces | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. Driveways | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 7. Septic system and well (if applicable) | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| 8. Vegetation and landscaping (if applicable to the request) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |

Property Address:
1280 Kolff Court
Newport, MN 55055

Legal Description:
PT E1/2 OF SW1/4 OF SE1/4 COM @ A STONE MON @ SE COR OF SW1/4 OF SE1/4 OF
SEC 25 THN N ON SD E LN OF SW1/4 OF SE1/4 200 FT THN W @ RT ANG 431 FT TO POB
OF TRACT THN CONT W ON AFORS LN 194.4 FT THN N 192 FT THN SELY 198 FT TO A
POINT 160FT N FROM POB THEN S 160 FT TO POB Section 25 Township 028 Range 022

PID:
25.028.22.43.0012

Parcel size: 34,232 SF (0.786 acres)

Aerial View:

structure to fit in with the existing house and fit in with the existing landscape. Applicant's last expansion project was an major addition that won an award from the City of Newport.

Note: the pictures show the existing and proposed footprints of the various structures, and do not show an expected roof eave overhang of up to 18". If the eave is included in the variance, then the requested setback would need to accommodate an additional 18": ie, 29.5' from the edge of the road, and 9.5' from the property line.

Reference is made to attached pictures, which were taken at points indicated with red ink in the Plan drawing.

Picture 1 shows the front of the existing garage and a truck located between the north garage wall and a privacy fence. The proposed garage structure would encompass the area occupied by the truck, and extend beyond the privacy fence shown at right.

Picture 2 shows a better view of the privacy fence. It is believed the essential character of the property will not be altered because the new garage structure will largely encompass an area used as a parking spot currently, and the whole structure is situated away from the house.

Picture 3 shows one view of the rear grade. Two large trees may be seen proximate the existing garage structure.

Picture 5 shows the two tiers of retaining walls necessary to accommodate the garage structure.



TENNIS
951-459-1867

4A



TENNIS
651-459-1687

Pajkiy
Court

4A



#3

4A



#4

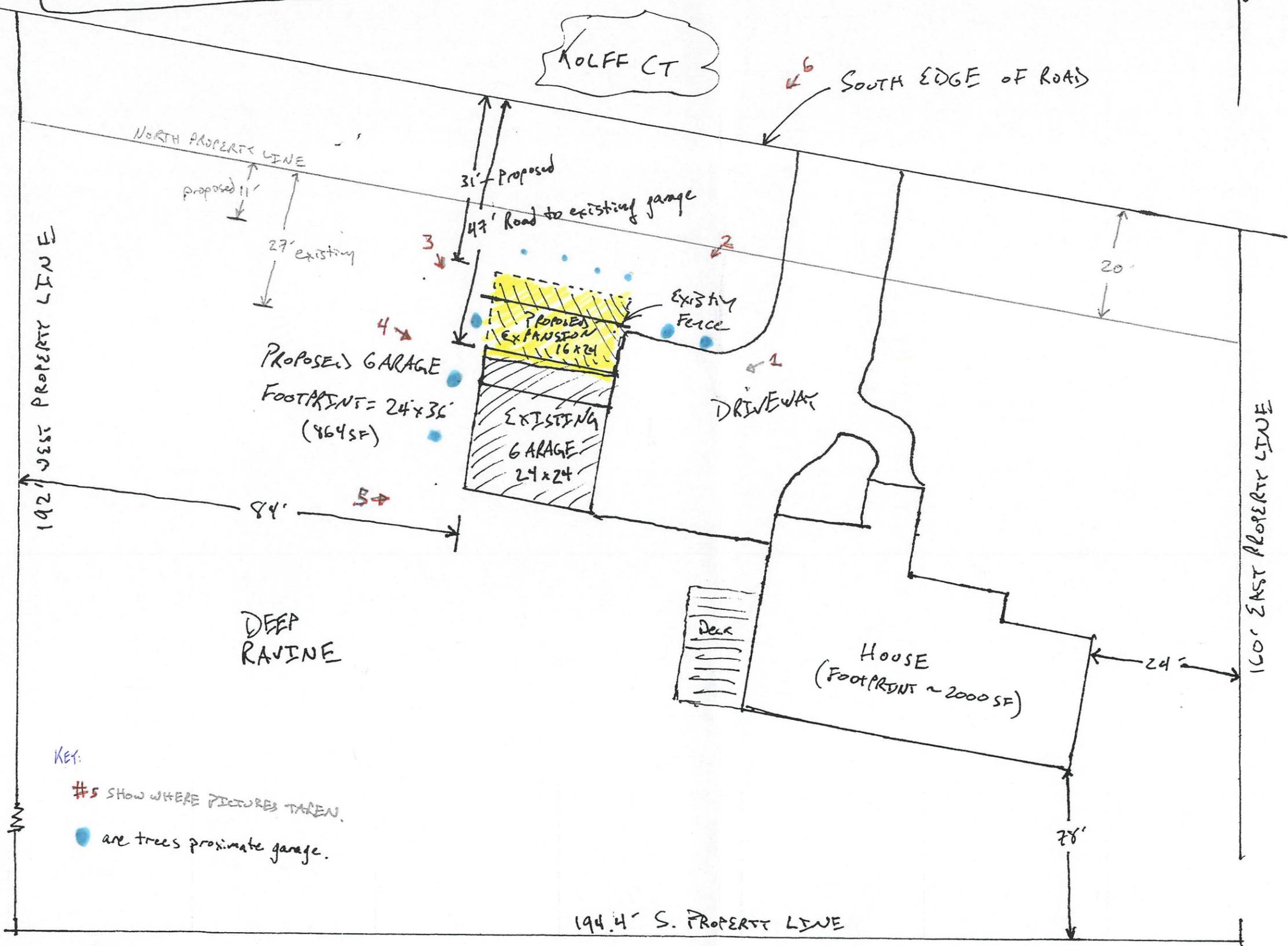
4A





#6
4A

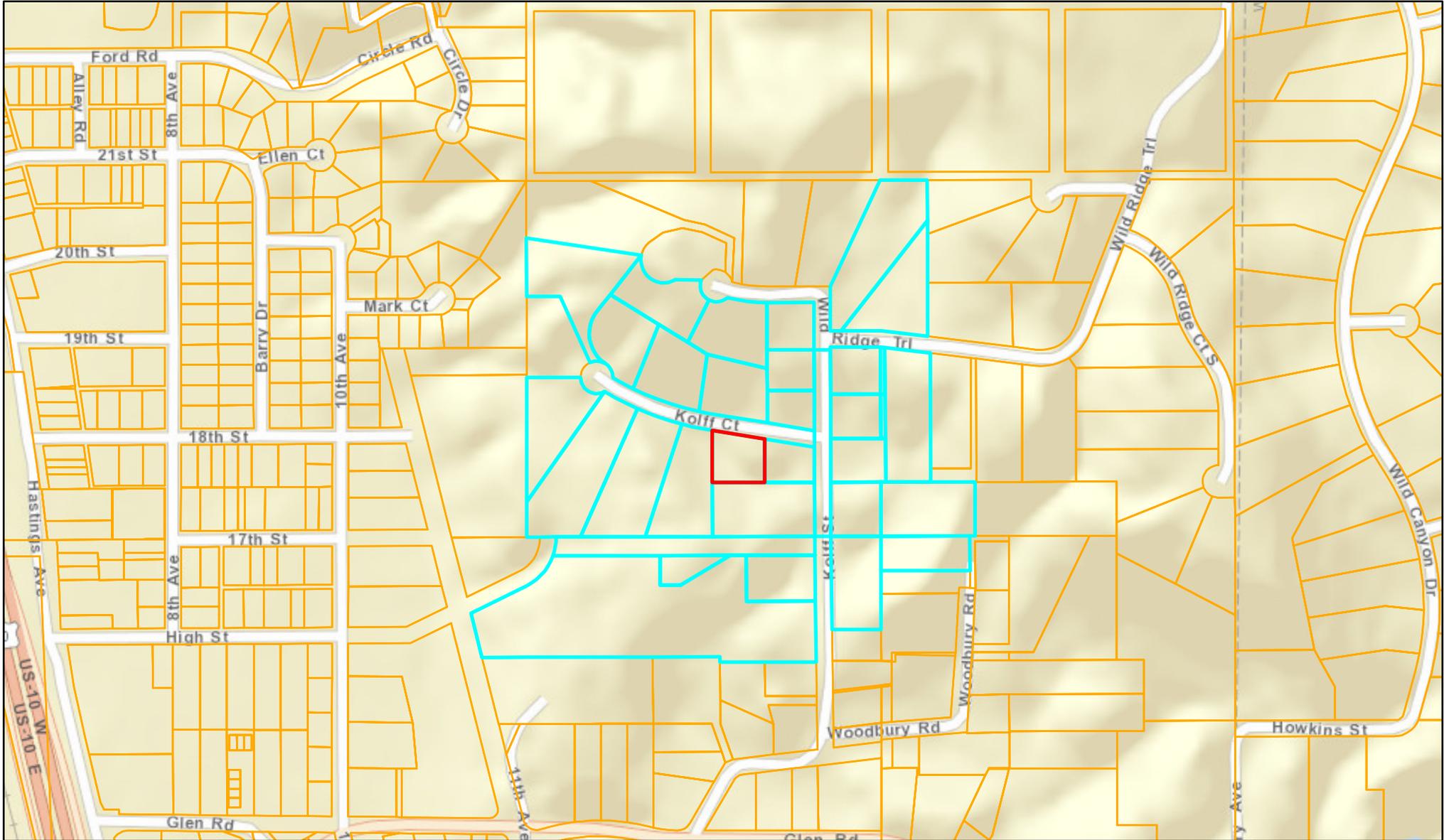
1280 KOLFF CT. GARAGE EXPANSION PROJECT



KEY:
 #5 SHOW WHERE PICTURES TAKEN.
 ● are trees proximate garage.

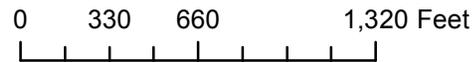
OWNER: STEVEN BERN (651) 271 6082
 1280 KOLFF CT
 NEWPORT, MN 55055

Prepared 7/8/2014



Parcel ID: 2502822430012

Parcel Address:
1280 KOLFF CT, CITY OF NEWPORT



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

**CITY OF NEWPORT
PLANNING COMMISSION**

**NOTICE OF PUBLIC HEARING
TO CONSIDER A REQUEST FOR A VARIANCE**

Notice is hereby given that the Newport Planning Commission will hold a Public Hearing on Thursday, August 14, 2014, at 6:00 p.m. or as soon thereafter, in the City Hall Council Chambers at the Newport City Hall, 596 7th Ave., Newport, MN, to consider an application from Steven Bern, 1280 Kolff Court, Newport, MN 55055, for approval of a variance at the same location. The request is for a front yard variance.

Said property is legally described as:

PID# 25.028.22.43.0012 - PT E1/2 OF SW1/4 OF SE1/4 COM @ A STONE MON @ SE COR OF SW1/4 OF SE1/4 OF SEC 25 THN N ON SD E LN OF SW1/4 OF SE1/4 200 FT THN W @ RT ANG 431 FT TO POB OF TRACT THN CONT W ON AFORS D LN 194.4 FT THN N 192 FT THN SELY 198 FT TO A POINT 160FT N FROM POB THEN S 160 FT TO POB Section 25 Township 028 Range 022

The Planning Request is governed under Chapter 13, Section 1310.11, Subdivision 1 of the City Code of Ordinance.

Information on this Application can be reviewed at the Newport City Hall. The purpose of this hearing is to provide citizens the opportunity to comment on the project either at, or in writing prior to, the Public Hearing.

Dated this 21st day of July, 2014

Deb Hill
City Administrator

(Publish in the Washington County Bulletin Wednesday, July 30, 2014)

ADDRESS/PID #	OWNER	OWNER'S MAILING ADDRESS	CITY, STATE, ZIP
1775 KOLFF STREET	AKERS JONATHAN R	1775 KOLFF STREET	NEWPORT MN 55055
25.028.22.44.0028	ALBRECHT SUSAN J & NANCY DESMOND	1520 WILD RIDGE TRAIL	NEWPORT MN 55055
1265 KOLFF COURT	ANDERSON ROBERT W & JANICE A	1265 KOLFF COURT	NEWPORT MN 55055
1800 KOLFF STREET	BAILEY DUANE D & DESIREE F	1800 KOLFF STREET	NEWPORT MN 55055
1675 KOLFF ROAD	BROWN KIM L	1675 KOLFF ROAD	NEWPORT MN 55055
1240 KOLFF COURT	BUTTERY HOWARD J	1240 KOLFF COURT	NEWPORT MN 55055
1275 KOLFF COURT	CHAMBERLAIN MICHAEL	1275 KOLFF COURT	NEWPORT MN 55055
36.028.22.12.0001	CITY OF NEWPORT	596 7TH AVENUE	NEWPORT MN 55055
36.028.22.12.0029	CITY OF NEWPORT	596 7TH AVENUE	NEWPORT MN 55055
1900 KOLFF STREET	ELKIN ERIC W & MARGARET H	1900 KOLFF STREET	NEWPORT MN 55055
1921 KOLFF STREET	ELLNER PATRICK S & MIRENDA A M	1921 KOLFF STREET	NEWPORT MN 55055
1285 KOLFF COURT	GONZALEZ HERMAN & JILL	1285 KOLFF COURT	NEWPORT MN 55055
1420 WILD RIDGE TRAIL	GRAVES ROBERT W & BETH M	1420 WILD RIDGE TRAIL	NEWPORT MN 55055
1270 WILD RIDGE TRAIL	HOFFA JOEL R & JUNE M	1270 WILD RIDGE TRAIL	NEWPORT MN 55055
1820 KOLFF STREET	JACOBSON LIVING TRS	1820 KOLFF STREET	NEWPORT MN 55055
1698 KOLFF STREET	LESSARD JENNIFER A & ROMNES C & CARRIE D	PO BOX 222	COTTAGE GROVE, MN 55016
1280 WILD RIDGE TRAIL	LINDOO SUSAN J & WOLESKY & MICHAEL R WO	1280 WILD RIDGE TRAIL	NEWPORT MN 55055
1830 KOLFF STREET	MURPHY TIMOTHY P & LINDA L	1830 KOLFF STREET	NEWPORT MN 55055
1345 WILD RIDGE TRAIL	MUYSKENS STEPHEN G & NANCY J	1345 WILD RIDGE TRAIL	NEWPORT MN 55055
1250 KOLFF COURT	NIEBUHR ROBERT H	1250 KOLFF COURT	NEWPORT MN 55055
1821 KOLFF STREET	PAWLIK ROBERT C & N SHIRLEY	1821 KOLFF STREET	NEWPORT MN 55055
1270 KOLFF COURT	ROBINSON JEFFREY C & BEVERLY	1270 KOLFF COURT	NEWPORT MN 55055
36.028.22.11.0036	SANCHEZ GILBERT G & GRACE L	7780 MILITARY ROAD	WOODBURY, MN 55129
1260 KOLFF COURT	SCHWEIHS RUSSELL P	1260 KOLFF COURT	NEWPORT MN 55055
25.028.22.44.0005	TAX FORF LAND-STATE OF MN	14949 62ND ST N	STILLWATER MN 55082
25.028.22.44.0006	TAX FORF LAND-STATE OF MN	14949 62ND ST N	STILLWATER MN 55082
1295 KOLFF COURT	THOEMKE RUSSELL G & SHELLY J	1295 KOLFF COURT	NEWPORT MN 55055
1271 WILD RIDGE TRAIL	VANVOORST ANGELA M & KEVIN L	1271 WILD RIDGE TRAIL	NEWPORT MN 55055
1911 KOLFF STREET	WAMSTAD BRUCE L & LORI A	1911 KOLFF STREET	NEWPORT MN 55055
1355 WILD RIDGE TRAIL	WRIGHT THOMAS C & BRENDA M	1355 WILD RIDGE TRAIL	NEWPORT MN 55055
1817 KOLFF STREET	YANGXIAVUA CURTIS & MICHELLE YANG	1817 KOLFF STREET	NEWPORT MN 55055

**PLANNING COMMISSION
RESOLUTION NO. P.C. 2014-10**

**A RESOLUTION RECOMMENDING CITY COUNCIL APPROVE A VARIANCE
REQUESTED BY STEVEN BERN, 1280 KOLFF COURT, NEWPORT, MN 55055 FOR
PROPERTY LOCATED 1280 KOLFF COURT, NEWPORT, MN 55055**

WHEREAS, Steven Bern, 1280 Kolff Court, Newport, MN 55055, has submitted a request for a Variance; and

WHEREAS, the property is located at 1280 Kolff Court, Newport, MN 55055, and is more fully legally described as follows:

PID# 25.028.22.43.0012 - PT E1/2 OF SW1/4 OF SE1/4 COM @ A STONE MON @ SE COR OF SW1/4 OF SE1/4 OF SEC 25 THN N ON SD E LN OF SW1/4 OF SE1/4 200 FT THN W @ RT ANG 431 FT TO POB OF TRACT THN CONT W ON AFORS LN 194.4 FT THN N 192 FT THN SELY 198 FT TO A POINT 160FT N FROM POB THEN S 160 FT TO POB Section 25 Township 028 Range 022

WHEREAS, The described property is zoned Residential Estate (RE); and

WHEREAS, Minnesota Statutes 394.27 states that the criteria for granting a variance include that variances are permitted when they are in harmony with the general purpose and intent of the official control and are consistent with the comprehensive plan; that the request shall be reasonable under the development code; the need for the variance is due to circumstances that are unique to the property and were not created by the landowner; the variance, if granted, will not alter the essential character of the area; economic considerations alone do not constitute practical difficulties; the proposed variance will not impair an adequate supply of light and air to adjacent properties, substantially increase the congestion of public streets, increase the danger of fire or endanger public safety, or substantially diminish or impair property values within the neighborhood; the requested variance should be the minimum action required to eliminate the practical difficulties; and practical difficulties include, but are not limited to inadequate access to direct sunlight for solar energy systems; and

WHEREAS, Following publication, posted, and mailed notice thereof, the Newport Planning Commission held a Public Hearing on August 14, 2014; and

WHEREAS, the Planning Commission's findings related to the request for approval of a Variance include the following:

1. The variance request is consistent with the Comprehensive Plan's goals to permit single-family uses in the RE Zoning District and protect steep slopes and mature trees.
2. The proposed single-family use and related accessory structure are reasonable uses in the RE District.
3. The practical difficulties are related to the location of the existing garage, slopes, retaining walls and mature trees, and the need to maintain the existing drainage patterns. The owner did not create the practical difficulties.
4. Granting the variance will not alter the essential single-family character of the area.
5. The variance request is based on the practical difficulties related to the existing structures on the parcel and physical character of the property, and not on economic considerations alone.
6. The proposed entry addition will not impair the supply of light or air to adjacent properties, increase street congestion, increase the danger of fire or endanger public safety, or impair property values within the neighborhood.
7. The variance is the minimum front setback in order to accommodate the proposed structure.

8. Granting the variance will not affect access to direct sunlight for solar energy systems.

NOW, THEREFORE, BE IT FURTHER RESOLVED That the Newport Planning Commission **Hereby Recommends Newport City Council Approval** for a Variance to Allow a Front Yard Setback of 11 feet and a Variance from the requirements for expansion of a nonconforming structure with the following conditions:

1. The proposed garage shall conform to the plan submitted to the City and dated July 16, 2014. The minimum garage setback from the front lot line shall be 11 feet.
2. The Applicant shall obtain a building permit for the proposed garage.
3. The garage shall be no taller than the principal structure.
4. The design of the proposed garage shall be compatible with the principle structure in terms of design, roof style, roof pitch, color and exterior finish materials. The design information shall be included with the building permit application and reviewed by City staff to determine consistency with the ordinance requirements.
5. The applicant shall notify the City at least 7 days prior to beginning construction so that the City can coordinate the work with the general contractor for the 2014 Street Improvements project.
6. Parking shall be prohibited on the Kolff Court right-of-way between November 1 and April 30.
7. The applicant shall pay all fees and escrow associated with this application.

Adopted this 14th day of August, 2014 by the Newport Planning Commission.

VOTE: Lund	_____
Mahmood	_____
Lindoo	_____
Prestegaard	_____
Haley	_____

Signed: _____
Dan Lund, Chairperson

ATTEST: _____
Deb Hill, City Administrator

RESOLUTION NO. 2016-13

A RESOLUTION APPROVING A VARIANCE REQUESTED BY STEVEN BERN, 1280 KOLFF COURT, NEWPORT, MN 55055 FOR PROPERTY LOCATED 1280 KOLFF COURT, NEWPORT, MN 55055

WHEREAS, Steven Bern, 1280 Kolff Court, Newport, MN 55055, has submitted a request for a Variance; and

WHEREAS, the property is located at 1280 Kolff Court, Newport, MN 55055, and is more fully legally described as follows:

PID# 25.028.22.43.0012 - PT E1/2 OF SW1/4 OF SE1/4 COM @ A STONE MON @ SE COR OF SW1/4 OF SE1/4 OF SEC 25 THN N ON SD E LN OF SW1/4 OF SE1/4 200 FT THN W @ RT ANG 431 FT TO POB OF TRACT THN CONT W ON AFORS LN 194.4 FT THN N 192 FT THN SELY 198 FT TO A POINT 160FT N FROM POB THEN S 160 FT TO POB Section 25 Township 028 Range 022

WHEREAS, The described property is zoned Residential Estate (RE); and

WHEREAS, Minnesota Statutes 394.27 states that the criteria for granting a variance include that variances are permitted when they are in harmony with the general purpose and intent of the official control and are consistent with the comprehensive plan; that the request shall be reasonable under the development code; the need for the variance is due to circumstances that are unique to the property and were not created by the landowner; the variance, if granted, will not alter the essential character of the area; economic considerations alone do not constitute practical difficulties; the proposed variance will not impair an adequate supply of light and air to adjacent properties, substantially increase the congestion of public streets, increase the danger of fire or endanger public safety, or substantially diminish or impair property values within the neighborhood; the requested variance should be the minimum action required to eliminate the practical difficulties; and practical difficulties include, but are not limited to inadequate access to direct sunlight for solar energy systems; and

WHEREAS, Following publication, posted, and mailed notice thereof, the Newport Planning Commission held a Public Hearing on March 10, 2016; and

WHEREAS, the Planning Commission's findings related to the request for approval of a Variance include the following:

1. The variance request is consistent with the Comprehensive Plan's goals to permit single-family uses in the RE Zoning District and protect steep slopes and mature trees.
2. The proposed single-family use and related accessory structure are reasonable uses in the RE District.
3. The practical difficulties are related to the location and condition of the existing garage and retaining walls, and the locations of steep slopes, mature trees, and the existing drainage patterns in the area. The owner did not create the practical difficulties.
4. Granting the variance will not alter the essential single-family character of the area.
5. The variance request is based on the practical difficulties related to the existing structures on the parcel and the need to avoid impacts to steep slopes, mature trees, and drainage patterns. and not on economic considerations alone.
6. The proposed entry addition will not impair the supply of light or air to adjacent properties, increase street congestion, increase the danger of fire or endanger public safety, or impair property values within the neighborhood.
7. The variance is the minimum front setback in order to accommodate the proposed structure without negative impacts to steep slopes, mature trees, and drainage patterns.

8. Granting the variance will not affect access to direct sunlight for solar energy systems.

WHEREAS, The Planning Commission recommended Council approval of the proposed variance through Resolution No. P.C. 2016-6.

NOW, THEREFORE, BE IT RESOLVED That the Newport City Council Approves a Variance to Allow a Front Yard Setback of 11 feet and a Variance from the requirements for expansion of a nonconforming structure with the following conditions:

1. The proposed garage shall conform to the plan submitted to the City on February 11, 2016. The minimum garage setback from the front lot line shall be 11 feet.
2. The Applicant shall obtain a building permit for the proposed garage.
3. The garage shall be no taller than the principal structure.
4. The design of the proposed garage shall be compatible with the principle structure in terms of design, roof style, roof pitch, color and exterior finish materials. The design information shall be included with the building permit application and reviewed by City staff to determine consistency with the ordinance requirements.
5. Parking shall be prohibited on the Kolff Court right-of-way between November 1 and April 30.
6. The applicant shall pay all fees and escrow associated with this application.

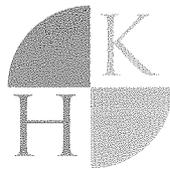
Adopted this 17th day of March, 2016 by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Rahm	_____
	Lund	_____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator



Frederic W. Knaak*
Wayne B. Holstad**

**Also Licensed in
Wisconsin & Colorado
Qualified Neutral under Rule 114

***Also Licensed in Iowa &
Federal Court of Claims*

HOLSTAD & KNAAK PLC
"Local in character, national in reputation, international in reach"

Of Counsel
Donald W. Kohler
Thomas M. Dailey, P.A.
Matthew E. Ludt
Joseph B. Marshall

Paralegals
Michelle E. Hagland
mhagland@klaw.us
Jacqueline M. Stai
legalassistant@klaw.us

MEMORANDUM

TO: COUNCIL AND STAFF
FROM: FRITZ KNAAK, CITY ATTORNEY
DATE: March 17, 2016

RE: AMENDMENT TO LAWFUL GAMBLING ORDINANCE

Recently, the Council adopted a replacement for the City's earlier Lawful Gambling code provisions. Included in those code provisions was a requirement that gambling in bars be done using a rented booth manned by members of the organizations conducting the gambling or their employees. There was an express provision prohibiting bar employees from participating.

While this restrictive language is not uncommon, it is also permitted under the State Statute to conduct lawful gambling under the auspices of a "bar operation", subject to separate restrictions provided for under Minn.Stat. §349.18, Subd. 1(2). A "bar operation" would allow the bars employees to actively participate in the sale and operation of the lawful gambling on site.

The Cottage Grove Athletic Association had been conducting lawful gambling in the City since 2013 at the Clover Leaf Bar in the City. It has always conducted its operations at the Clover Leaf as a "bar operation" and not a separate booth. Evidently, this is exactly the same manner in which it conducts its operations in Cottage Grove.

"Bar operations" were not prohibited under the earlier City code, which was silent on the topic. The suggested amendment to the Code would address the issue by specifically permitting this practice in the City. Alternatively, it would be necessary for the CGAA to modify its operations to conform to the new restrictions. It should be pointed out that the proposed language was given to the Council without the understanding of staff and legal counsel that any such conflict existed with the proposed language.

RESOLUTION _____-16

A RESOLUTION OF THE CITY OF NEWPORT, MINNESOTA, AMENDING ITS CITY CODE BY ALLOWING LAWFUL GAMBLING IN THE CITY AND SUBSTITUTING THEREFORE FOR A NEW SECTION 550.

Whereas the City of Newport, Minnesota, acting through its City Council, has determined that it is necessary to modify the provisions of Section 450 of the City Code related to the regulation of lawful gambling in the City as authorized under Minnesota Statutes Section 349.213 in order to accommodate the ongoing practice within the City of allowing bar sales of lawful gambling with the aforesaid City.

IT IS HEREBY ORDAINED:

That Section 450 of the Newport City Code is hereby amended by deleting certain language and inserting new language as follows:

450.03 REGULATIONS

.....

3. Licensed organizations conducting lawful gambling within the City of Newport in an establishment licensed under the City's intoxicating liquor licensure provisions may sell pull-tabs from a booth used solely by the licensed lawful gambling organization, or conduct such other forms of lawful gambling with lawful gambling devices, including bar operations, as may be permitted by state law and expressly authorized by the City. ~~Lawful gambling shall neither be conducted by employees of the liquor establishment or conducted from the bar area.~~

.....

All other language in the aforesaid Section 450 shall remain without further modification.

Adopted this _____ day of March, 2016.

Timothy Geraghty, Mayor

Attest: Deb Hill, City Administrator

**CITY OF NEWPORT
ORDINANCE 2016-4**

**AN ORDINANCE OF THE CITY OF NEWPORT, MINNESOTA, AMENDING THE CITY CODE OF
ORDINANCES, SECTION 450, GAMBLING**

WHEREAS, the City of Newport, Minnesota, acting through its City Council, has determined that it is necessary to modify the provisions of Section 450 of the City Code related to the regulation of lawful gambling in the City as authorized under Minnesota Statutes Section 349.213 in order to accommodate the ongoing practice within the City of allowing bar sales of lawful gambling with the aforesaid City.

THE CITY COUNCIL OF THE CITY OF NEWPORT, MINNESOTA, HEREBY ORDAINS THAT:

Section 450 - Gambling

450.03 Regulations

Subd. 3. Licensed organizations conducting lawful gambling within the City of Newport in an establishment licensed under the City's intoxicating liquor licensure provisions may sell pull-tabs from a booth used solely by the licensed lawful gambling organization, or conduct such other forms of lawful gambling with lawful gambling devices, including bar operations, as may be permitted by state law and expressly authorized by the City.

The foregoing Ordinance was moved by Councilmember _____ and seconded by Councilmember _____.

The following Councilmembers voted in the affirmative:

The following Councilmembers voted in the negative:

Effective Date

This Ordinance becomes effective upon its passage and publication according to law.

Adopted by the City Council of the City of Newport, Minnesota on the 17th day of March, 2016.

Signed: _____
Tim Geraghty, Mayor

Attest: _____
Deb Hill, City Administrator



MEMO

TO: Mayor and City Council
Deb Hill, City Administrator

FROM: Renee Eisenbeisz, Assistant to the City Administrator

DATE: March 14, 2016

SUBJECT: Park Board Appointments

BACKGROUND

The City currently has two vacancies on the Park Board and has been advertising for them since November 2015. The term for one of the vacancies is through December 31, 2016 and the term for the other is through December 31, 2018. The City received letters of interest from Paul Hansen, John Graber, and Linda Kriel for the two vacancies and interviewed Mr. Graber and Ms. Kriel on March 15, 2016.

DISCUSSION

The City Council will need to discuss the vacancies and appoint two out of the three applicants to the Park Board at their March 17, 2016 meeting. Additionally, the City Council will need to discuss which term they would like each individual to fill.

RECOMMENDATION

It is recommended that the City Council provide direction on the Park Board vacancies.



CITY OF NEWPORT 2016 ANNUAL APPOINTMENTS

- | | |
|--|----------------------------------|
| 1) MAYOR PRO TEM (Until 12/31/2016): | 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: | 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: | Steven Wiley |
| 14) WEED INSPECTOR: | Tim Geraghty |
| 15) ASST. WEED INSPECTOR: | Bruce Hanson |
| 16) CIVIL DEFENSE DIRECTOR: | Steven Wiley |
| 17) RESPONSIBLE AUTHORITY TO ADMINISTER
REQUIREMENTS FOR COLLECTION, STORAGE,
USE, AND DISSEMINATION OF DATA | Renee Eisenbeisz |

COUNCIL ADVISORY BOARDS (3-Year Terms)

18) PLANNING COMMISSION:

Expiration Date:

- | | |
|--|------------|
| a. Anthony Mahmood | 12-31-2016 |
| b. Kevin Haley | 12-31-2016 |
| c. Matt Prestegaard | 12-31-2017 |
| d. Marvin Taylor | 12-31-2017 |
| e. David Tweeten | 12-31-2017 |
| f. <u>Tom Ingemann (Council Liaison)</u> | 12-31-2016 |

19) PARK BOARD:

Expiration Date:

- | | |
|--------------------------------------|------------|
| a. Anita Perkins | 12-31-2018 |
| b. Emily White | 12-31-2018 |
| c. Heidi Tweeten | 12-31-2017 |
| d. | 12-31-2016 |
| e. | 12-31-2018 |
| f. <u>Dan Lund (Council Liaison)</u> | 12-31-2016 |

20) 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 | 12-31-2017 |
| e. Corb Hopkins | 12-31-2017 |
| f. <u>Dan Lund (Council Liaison)</u> | 12-31-2016 |

21) HERITAGE PRESERVATION COMMISSION:

Expiration Date:

- | | |
|---|------------|
| a. Linda Michie | 12-31-2016 |
| b. Fred Leimbek | 12-31-2016 |
| c. Beverly Bartl | 12-31-2017 |
| d. Jo Bailey | 12-31-2017 |
| e. Mary Ann Newman | 12-31-2017 |
| f. <u>Bill Sumner (Council Liaison)</u> | 12-31-2016 |

COUNCIL APPOINTED COMMITTEES

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

- a. Tim Geraghty Indefinite
- b. Matt Yokiel Indefinite
- c. Laura Duffey Indefinite
- d. Marge Meconis Indefinite

23) RAMSEY/WASHINGTON RECYCLING AND ENERGY BOARD (1-Year Term): Expiration Date:

- a. Tom Ingemann (Ex-Officio Member) 12-31-2016

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

- a. Virginia Keenan 12-31-2016
- b. Barb Wilcziek (Alternate) 12-31-2016
- c. Tracy Rahm (Council Liaison) 12-31-2016

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

- a. Tracy Rahm (Council Liaison) 12-31-2016
- b. Dan Lund (Council Liaison Alternate) 12-31-2016

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

- a. Tom Ingemann 12-31-2016
- b. Deb Hill 12-31-2016

27) WASHINGTON COUNTY SHERIFF'S OFFICE LIAISON

- 1. Tim Geraghty 12-31-2017
- 2. Deb Hill 12-31-2017

28) CITY APPROVED SOCIAL MEDIA OUTLETS

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

March 1 2016

Dear Newport city council members,

I would be more than happy to serve on the Park Planning Commission...You can rest assured I will give my best to the community.

As you probably know I am well versed on the subjects of organizing and finances...Once I start a project it will be completed and for the benefit of the city of Newport. I would be pleased to serve the city of Newport. Newport has been my residence for the past 15 years.

Sincerely,



**Paul Hansen
1925 10th A.**



Cc2

I, John Graber, would like to run for Newport's Park Board Member. I am currently a resident of Newport and have been a resident of Newport for more than 50yrs. I believe my years of residency along with my strong interest in park development will make me a great candidate for this position.

A handwritten signature in cursive script that reads "John Graber". The signature is written in dark ink and is positioned below the typed text.

John Graber
1181 2nd ave
Newport, MN 55055



**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: John Graber

Telephone: [REDACTED]

Address: 1181 2nd ave

Cell: same

City/State/Zip: Newport, MN 55055

Date of Birth: [REDACTED]

Email Address: [REDACTED]

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 Library and Community Center Volunteer One-Time Volunteer

Adopt-a-Park/Trail (See attached to select which park/trail you would like and fill out the information below)

Volunteer Information

Volunteer Experience and Special Skills:

I have been a resident of Newport for 52 yrs. I live on the river. I have enjoyed all the park throughout my life.

Availability: Please list the times when you are available below

I am retired with much time on my hands.

Adopt-a-Park/Trail Information

Name of Group/Person (if different from above): _____

Name of Group Representative (if different from above): _____

Desired Trail/Park: _____

Time Commitment (example: January 1 - December 31, 2014): _____

NOTE: If you are an experienced gardener and are interested in helping weed Newport's public gardens, please contact John Neska at (651) 459-2475.

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: John Maber Date: 9 March 2016

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

Amended October 17, 2013

**CITY OF NEWPORT
VOLUNTEER POLICY**

By signing this document, I John Graber, am acknowledging
(printed name)

that I have received and read a copy of the City of Newport's Citizen Volunteer Policy and fully understand and agree to the provisions of the Policy. Furthermore, I understand that the City bears no legal obligations to any parties who are injured while performing volunteer services.

Signature

John Graber

9 March 2016

Date

I wish to apply for a position on the Newport Park Board.

My husband and I moved to Newport in 1998 and have planted over 50 trees and shrubs on our property with a focus on biodiversity.

Newport is a beautiful city with amazing parks that are meticulously maintained and I'd like to help in any way I can to promote the welfare and enjoyability of these natural treasures.

Thank you for your consideration.

Linda Kriel

1314 3rd Ave



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: Linda Kriel Telephone: [REDACTED]
Address: 1314 3rd Av Cell: _____
City/State/Zip: Newport, MN 55055 Are You Under 18: yes
Email Address: [REDACTED]

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 Library and Community Center Volunteer One-Time Volunteer
 Adopt-a-Park/Trail (See attached to select which park/trail you would like and fill out the information below)

Volunteer Information

Volunteer Experience and Special Skills:

The Stern Club Northstar Chapter, various animal rescue organizations including: Caring for Cats, Second Chance

Availability: Please list the times when you are available below

I'm retired and available most days

Adopt-a-Park/Trail Information

Name of Group/Person (if different from above): _____

Name of Group Representative (if different from above): _____

Desired Trail/Park: _____

Time Commitment (example: January 1 - December 31, 2014): _____

NOTE: If you are an experienced gardener and are interested in helping weed Newport's public gardens, please contact Matt Yokiel at (651) 459-2475.

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: Leah Lind Date: 3-2-16

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

Amended October 17, 2013

**CITY OF NEWPORT
VOLUNTEER POLICY**

By signing this document, I Linda Kriel, am acknowledging
(printed name)

that I have received and read a copy of the City of Newport's Citizen Volunteer Policy and fully understand and agree to the provisions of the Policy. Furthermore, I understand that the City bears no legal obligations to any parties who are injured while performing volunteer services.

Linda Kriel 3-2-16
Signature Date