



**CITY OF NEWPORT  
REGULAR COUNCIL MEETING  
NEWPORT CITY HALL  
MARCH 21, 2013 – 5:30 P.M.**

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

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

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
  - A. Minutes of the March 5, 2013 City Council Workshop Meeting
  - B. Minutes of the March 7, 2013 Regular City Council Meeting
  - C. List of Bills in the Amount of \$184,695.37
  - D. Liquor License for Newport Liquors
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
  - A. South Washington Watershed District Update
  - B. Transit Station Update
    1. **Resolution No. 2013-10** – Approving and Authorizing the Execution of a Certain Development Agreement with the Washington County Regional Railroad Authority for the Development Red Rock Transit Station Project
  - C. Cedar Lane Update
    1. **Resolution No. 2013-11** – Authorizing the Mayor and City Administrator to Execute a Purchase Agreement on Behalf of the City for Property Located at 1629 Cedar Lane and to Submit a Grant Application to the Department of Natural Resources for the Flood Damage Reduction Grant Assistance Program
  - D. Inquiry Regarding Historic Quilt

Agenda for 03-21-2013

10. ATTORNEY'S REPORT

11. POLICE CHIEF'S REPORT

- A. February 2013 Activity Report

12. FIRE CHIEF'S REPORT

13. ENGINEER'S REPORT

- A. 2013-2015 Street Improvement Project

- 1. **Resolution No. 2013-12** – Receiving and Adopting the Local Improvement Policy
- 2. **Resolution No. 2013-13** – Receiving Feasibility Report and Calling Hearing on Improvement

E. SUPERINTENDENT OF PUBLIC WORKS REPORT

F. NEW / OLD BUSINESS

G. ADJOURNMENT

Upcoming Meetings and Events:

- |                                |                |           |
|--------------------------------|----------------|-----------|
| 1. Park Board Meeting          | March 28, 2013 | 7:00 p.m. |
| 2. City Council Meeting        | April 4, 2013  | 5:30 p.m. |
| 3. Planning Commission Meeting | April 11, 2013 | 7:00 p.m. |



**City of Newport  
City Council Minutes  
March 7, 2013**

**1. CALL TO ORDER**

Mayor Pro Tem Ingemann called the meeting to order at 5:30 P.M.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL -**

**Council Present** – Tom Ingemann, Bill Sumner, Tracy Rahm, Steven Gallagher

**Council Absent** – Tim Geraghty

**Staff Present** – Deb Hill, City Administrator; Bruce Hanson, Supt. of Public Works; Curt Montgomery, Police Chief; Mark Mailand, Fire Chief; Renee Helm, Executive Analyst; Fritz Knaak, City Attorney; John Stewart, City Engineer;

**Staff Absent** –

**4. ADOPT AGENDA**

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

**5. ADOPT CONSENT AGENDA**

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

- A. Minutes of the February 21, 2013 Regular City Council Meeting
- B. Minutes of the February 21, 2013 City Council Workshop Meeting
- C. List of Bills in the Amount of \$166,779.34

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

**6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE**

**Tom Aguilar-Downing, 1550 Wild Ridge Ct N** – I just wanted to know if the public has chance for input during the Communities of Distinction discussion.

**Councilman Ingemann** – Yes.

**7. MAYOR'S REPORT** – Nothing to report

**8. COUNCIL REPORTS** –

**Councilman Gallagher** – I attended a Met Council TAB meeting. The Department of Transportation Commissioner was there and spoke about the changes in the Metro area. The Met Council Transportation Chairperson also spoke about Governor Dayton's proposal to increase sales tax and where those funds would go. The Red Rock Corridor is on the list, among other light rails. I also participated in the Communities of Distinction conference call on Tuesday. I reached out to members of the community on their thoughts about it.

**Councilman Sumner** – I attended yesterday’s HPC meeting. I found out that the Federal Government uses the Newport Heritage Preservation Comp Plan as a national model for small cities. I asked the consultant what he thought the most interesting building in Newport was. He thought the log cabin, which is up by the Methodist Church. He thought it is the oldest building in Minnesota. He said the logs were harvested in downtown St. Paul. They hope to evaluate their goals in the future.

**Councilman Ingemann** – I also attended the conference call for Communities of Distinction.

**Councilman Rahm** – Nothing to report.

## **9. ADMINISTRATOR’S REPORT –**

### **A. Hiring for the Accountant Position**

Admin. Hill presented on this item as outlined in the March 7, 2013 City Council packet. Admin. Hill is recommending the City Council hire Deb McDonald for the Accountant position. Ms. McDonald will start on March 18, 2013.

**Motion by Ingemann, seconded by Rahm to hire Deb McDonald as Accountant for the City of Newport. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

### **B. Resolution No. 2013-7 – Establishing Water and Sewer Rates for May 2013 through 2017**

Admin. Hill presented on this item as outlined in the March 7, 2013 City Council packet.

**Councilman Gallagher** – With this resolution, we’re saying that we’ll be raising water and sewer rates through 2017, correct? I think, it’d be better to raise the rates through 2014 and then re-evaluate our cash flow at that time.

**Admin. Hill** – Stacey had mentioned that it might be prudent in a couple of years to re-evaluate the rates.

**Councilman Sumner** – Let’s ask the City Engineer how realistic he thinks these rates are looking at the projects ahead.

**Engineer Stewart** – We did the same process about four years ago. I think Councilman Gallagher’s idea of re-evaluating in 2014 is a good idea. There are several projects in the CIP for utilities.

**Councilman Gallagher** – I’ll make an amendment to approve the water rates through 2014. Otherwise, we’re looking at a 30% increase over the next four years. I think we should know whether or not we need to do that.

**Councilman Sumner** – We have a long-term proposal to do the streets and the City watermain improvements.

**Engineer Stewart** – If you take a look at the development for the transit station, there will be a lot of improvements to that to make water and sewer available, so we’ll need to think very hard on how to generate that money.

**Councilman Gallagher** – If it’s over \$1,000,000, you pretty much have to bond it.

**Engineer Stewart** – My thought there was that you would do that as an enterprise bond, which you would need the income to make the annual payments. I would suggest that you implement the amendment and re-evaluate the rates when the 2014 audit is complete.

**Admin. Hill** – A lot of the capital improvements with the street improvements were built into the proposed rates.

**Motion by Sumner, seconded by Gallagher to approve Resolution No. 2013-7 as amended. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

**C. Ordinance No. 2013-3 – Amending Chapter 2, Administration and Chapter 4, Licensing**

Admin. Hill presented on this item as outlined in the March 7, 2013 City Council packet.

**Motion by Gallagher, seconded by Sumner to approve Ordinance No. 2013-3 as presented. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

**D. Communities of Distinction**

**Admin. Hill** – We had a conference call on this proposal March 5. They did send us a participation agreement if we choose to participate in it. I'll turn it over to you for discussion.

**Councilman Gallagher** – This is a tough one for me. Here we're balancing how we're going to advertise the City, where we'll advertise, and what is our return on investment with it. Something that comes to mind when thinking about this is those books of distinction where you have to send in \$20 or so to be listed in a book. It seems like the same thing and it just doesn't feel right to me.

**Councilman Ingemann** – When they were talking, they were saying how great everything is but they're selling it. You called other cities to see what they thought, some liked it, and some didn't.

**Councilman Gallagher** – The ones that liked it were bigger cities. An interesting point someone made is would you ever think about moving somewhere because of a five-minute commercial? Probably not. I think we need to have a market analysis done to see where we should advertise and who we should advertise to.

**Tom Aguilar-Downing, 1550 Wild Ridge Ct N** – Were we planning to do this before they approached us?

**Councilman Ingemann** – No.

**Councilman Rahm** – In my opinion, this is the cart before the horse. We need to figure out who we want to market first.

**Councilman Gallagher** – Most of the cities that were debating this, were like ours and looking for a piece to spark development. I called some of the cities that didn't do it and asked if they were disappointed in not doing it and they said no. Some of the ones who did it were disappointed that they spent money on it based on the return on investment.

**Councilman Ingemann** – You're broadcasting to a national audience and they aren't going to know where Newport is.

**Mr. Aguilar-Downing** – Have we looked at comparisons and shopped it out?

**Councilman Gallagher** – No.

**Councilman Ingemann** – I don't think we've done enough research on it.

**Mr. Aguilar-Downing** – I think we could probably do it locally for less than \$20,000.

**Councilman Sumner** – How many cities have done this?

**Councilman Gallagher** – They're looking for 75 this year.

**Councilman Rahm** – I don't think we're ready for it yet.

**Motion by Ingemann, seconded by Gallagher to not move forward with Communities of Distinction. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

**Councilman Gallagher** – Can I ask that we look at doing a marketing study or plan at the next EDA meeting?

**Councilman Ingemann** – Can we have someone here from the SWCTC to talk about making a video for us?

**Councilman Rahm** – I've started conversations with them already.

#### **10. ATTORNEY'S REPORT –**

**Attorney Knaak** – You have before you the prosecution report. Two cases are scheduled for hearings in March so I will have a report on those coming up. I also provided you with materials on open meeting laws. I'd be happy to present on it anytime.

**Councilman Ingemann** – Could you send this out to the other commissions?

**Executive Analyst Helm** – Yes.

#### **11. POLICE CHIEF'S REPORT –**

##### **A. 2012 Year-End Summary**

Chief Montgomery presented on this item as outlined in the March 7, 2013 City Council packet.

**Councilman Rahm** – Thank you for your presentation. In regards to training, are there areas that you need to have people cross-trained? For example, data practices.

**Chief Montgomery** – I'm in the process of training someone for data practices.

**Councilman Gallagher** – Don't you want all of your officers to be breath-test certified?

**Chief Montgomery** – Yes, however the BCA's training on the new equipment is fully booked and I can't get the remaining officers into the training. I'm hoping we can get them trained next year. We're able to do testing other ways.

**12. FIRE CHIEF'S REPORT** – Chief Mailand reported on the number of calls in the past few weeks, which include: CO Alarm, gas order and mutual aid call to St. Paul Park. He also thanked Public Works for fixing his items and residents for adopting fire hydrants and keeping them clear of snow.

#### **12. ENGINEER'S REPORT –**

##### **A. 2013-2015 Street Improvement Projects**

Engineer Stewart presented on this item as outlined in the March 7, 2013 City Council packet. The City Council will have a workshop on Thursday, March 14 at 5:30 p.m. to discuss the feasibility report and special benefit appraisal report. There will be neighborhood meetings for the street improvement projects on March 19 at City Hall.

**Councilman Ingemann** – We just received these reports in the last couple days and the resolutions are just saying that we've received them.

**Motion by Ingemann, seconded by Sumner to approve Resolution No. 2013-8. With 4 Ayes, 0 Nays, 1**

**Absent, the motion carried.**

**Motion by Ingemann, seconded by Sumner to approve Resolution No. 2013-9. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

**13. SUPERINTENDENT OF PUBLIC WORKS REPORT – Superintendent Hanson – The rinks are now closed.**

**15. NEW/OLD BUSINESS**

**16. ADJOURNMENT**

**Motion by Gallagher, seconded by Sumner, to adjourn the regular Council Meeting at 6:25 P.M. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

Signed: \_\_\_\_\_

Tim Geraghty, Mayor

Respectfully Submitted,

Renee Helm  
Executive Analyst



**City of Newport  
City Council Workshop Meeting Minutes  
March 5, 2013**

**1. ROLL CALL -**

**Council Present** – Tim Geraghty, Tom Ingemann, Steven Gallagher,

**Council Absent** – Bill Sumner, Tracy Rahm

**Staff Present** – Deb Hill, City Administrator;

**Staff Absent** - Bruce Hanson, Supt. of Public Works; Curt Montgomery, Police Chief; Mark Mailand, Fire Chief; Renee Helm, Executive Analyst; Fritz Knaak, City Attorney;

**2. CONFERENCE CALL TO DISCUSS COMMUNITIES OF DISTINCTION**

Brian Sullivan, Associate Producer, and Doug Scott, Senior Producer for Communities of Distinction were present to discuss Communities of Distinction. Communities of Distinction explores the companies, industries, and people of the communities it showcases through five-minute segments. The show is broadcasted nationally. It would cost approximately \$20,000 for Newport to be a part of the show. The producers would be able to start in Newport in the beginning of June and could showcase a special event such as the 60<sup>th</sup> Annual Booya Festival in July. In order to start in June, the City would need to make a decision within the next couple weeks. The producers are looking to film between 75 and 100 cities this year. There would be three to four cities per show and each show is broadcasted up to 19 times. The City would receive the copy rights for the show and would be able to reuse it in the future.

The City would want the show to focus on its location within the Metro area. The City is located at the intersection of two major highways and within minutes of attractions such as the Mall of America, airport, and Twin Cities and is an ideal location for businesses.

This will be discussed at the March 7 City Council meeting and a decision should be made by March 21.

**3. ADJOURNMENT**

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Helm  
Executive Analyst

Text25	Text26	Text28	Comments
Paid Chk# 000147E	DELTA DENTAL OF MN	1,089.52	dental insurance
Paid Chk# 000148E	ING LIFE INSURANCE & ANNUITY	390.74	hcsp
Paid Chk# 000149E	FEDERAL TAXES	8,700.11	federal income taxes
Paid Chk# 000150E	MN REVENUE	1,808.32	state withholding
Paid Chk# 012695	GOPHER BEARING	(12.11)	reverse check
Paid Chk# 014678	TKDA	(29.68)	flank variance
Paid Chk# 014706	WASHINGTON CNTY TAX SERVICES	163.54	error on ws bill certification
Paid Chk# 014707	ATOMIC-COLO, LLC	2,533.15	IT support
Paid Chk# 014708	AUTO NATION	93.16	pd 0930
Paid Chk# 014709	BRKW APPRAISALS, INC.	12,500.00	assessment appraisals
Paid Chk# 014710	CENTURY LINK	273.90	phone
Paid Chk# 014711	COMCAST	123.30	
Paid Chk# 014712	FAIR OFFICE WORLD	734.94	office supplies
Paid Chk# 014713	FERRELLGAS	333.59	heat - love park
Paid Chk# 014714	FIRST IMPRESSION GROUP	1,044.47	spring newsletter
Paid Chk# 014715	GOPHER BEARING	0.00	one call tickets
Paid Chk# 014716	GRAINGER PARTS	377.39	fire hall 1
Paid Chk# 014717	ING LIFE INSURANCE & ANNUITY	923.00	
Paid Chk# 014718	JOBSEQ	546.00	publishing
Paid Chk# 014719	JOHN BARTL HARDWARE	216.09	supplies
Paid Chk# 014720	Knaak & Assoc. PA	5,200.00	legal services
Paid Chk# 014721	LIBERTY NAPA OF NEWPORT	980.44	pw and pd repairs
Paid Chk# 014722	MENARDS - COTTAGE GROVE	100.73	fire hall 1
Paid Chk# 014723	Metropolitan Council	14,855.66	
Paid Chk# 014724	MN CHILD SUPPORT PAYMENT CNT	400.00	child support
Paid Chk# 014725	MN NCPERS LIFE INSURANCE	80.00	life insurance
Paid Chk# 014726	NORSAN	187.69	cleaning supplies
Paid Chk# 014727	NORTH AMERICAN SALT CO.	3,797.56	salt
Paid Chk# 014728	ON SITE SANITATION	74.81	garbage
Paid Chk# 014729	PARK GROVE ELECTRIC INC	332.00	fire hall washer
Paid Chk# 014730	PERA	7,389.04	
Paid Chk# 014731	PITNEY BOWES POSTAGE BY PHC	99.62	
Paid Chk# 014732	SELECTACCOUNT	567.00	
Paid Chk# 014733	SW/WC SERVICES COOPERATIVES	13,848.00	health insurance
Paid Chk# 014734	TENNIS SANITATION LLC	21.80	garbage
Paid Chk# 014735	TKDA	1,637.11	planning
Paid Chk# 014736	US Bank	431.25	2002 bong agent fees
Paid Chk# 014737	XCEL ENERGY	8.90	electricity
Paid Chk# 014738	ARAMARK REFRESHMENT SERV.	22.74	
Paid Chk# 014739	BUSINESS FORMS AND ACCOUNTII	233.22	checks
Paid Chk# 014740	Cardmember Services	6,518.58	visa
Paid Chk# 014741	CENTURY LINK	105.82	phone - parks
Paid Chk# 014742	COMCAST	317.29	
Paid Chk# 014743	CONNELLY INDUSTRIAL ELECTRON	305.20	well pressureized system
Paid Chk# 014744	EHLERS	2,200.00	utility study
Paid Chk# 014745	FLEET ONE LLC	3,081.79	fuel -fd, pks, str.
Paid Chk# 014746	G & K SERVICES	173.60	uniforms
Paid Chk# 014747	GOPHER STATE ONE-CALL	30.55	
Paid Chk# 014748	INSTRUMENTAL RESEARCH, INC.	36.00	water testing

Paid Chk# 014749	JACK W. CLINTON, P.A.	935.00 legal services - cedar ave
Paid Chk# 014750	MENARDS - COTTAGE GROVE	85.69 lighting - hockey rink
Paid Chk# 014751	MMKR	9,500.00 audit
Paid Chk# 014752	MSA PROFESSIONAL SERVICES, IN	6,748.50 engineering
Paid Chk# 014753	OXYGEN SERVICE CO.	35.96 welding supplies
Paid Chk# 014754	SOUTH SUBURBAN RENTAL, INC.	25.38 lp gas
Paid Chk# 014755	ST. PAUL PARK REFINING CO. LLC	1,692.87
Paid Chk# 014756	TITAN MACHINERY	197.85 backhoe repair
Paid Chk# 014757	TKDA	247.48 transit station planning
Paid Chk# 014758	TRI-STATE BOBCAT	71.94 maint - skid steer
Paid Chk# 014759	UNIFORMS UNLIMITED, INC.	1,706.52 uniforms, taser
Paid Chk# 014760	VERIZON	78.06 air cards
Paid Chk# 014761	WINZER	256.30 nuts, bolts
Paid Chk# 014762	XCEL ENERGY	6,103.67 energy
Paid Chk# 014763	KELLER WILLIAMS	5,000.00 downpymnt 1629 cedar
	wages	29,636.04
		184,695.37

## Cardmember Services

### March

hanson	d&d instruments	truck repair	\$ 180.63	yes
	sears.com	library drinking fountain	\$ 19.76	yes
	computer geeks	library camera	\$ 210.50	yes
	alte	loveland solar lights	\$ 3,906.05	yes
neska	sherwin williams	city hall paint	\$ 19.59	yes
	crawford door	shop doors	\$ 99.41	yes
	northern tool	fire 2 wheeler	\$ 21.40	
montgomery	cabelas	ammo, gun cleaning	\$ 1,326.53	yes
	radio shack	mini recorder control	\$ 32.04	yes
helm	ip jackson ramp	parking for met council	\$ 5.00	yes
	best buy	ipad, covers, mouse	\$ 956.85	yes
	usps	post office permit fee	\$ 10.00	yes



# City of Newport, MN

## Financial Status Report

Period ended February 28, 2013

(Un-Audited)

Prepared by:  
Administration Department



## **Table of Contents**

Section 1 – Cash & Investment Report

Section 2 – Budget Control Summary

Section 3 – Cash Balances

Section 4 – Revenue Summary

Section 5 – Expenditure Summary

Section 6 – Balance Sheets

# Section 1 – Cash & Investment

**Purpose:**

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



**CITY OF NEWPORT**

03/05/13 9:30 AM

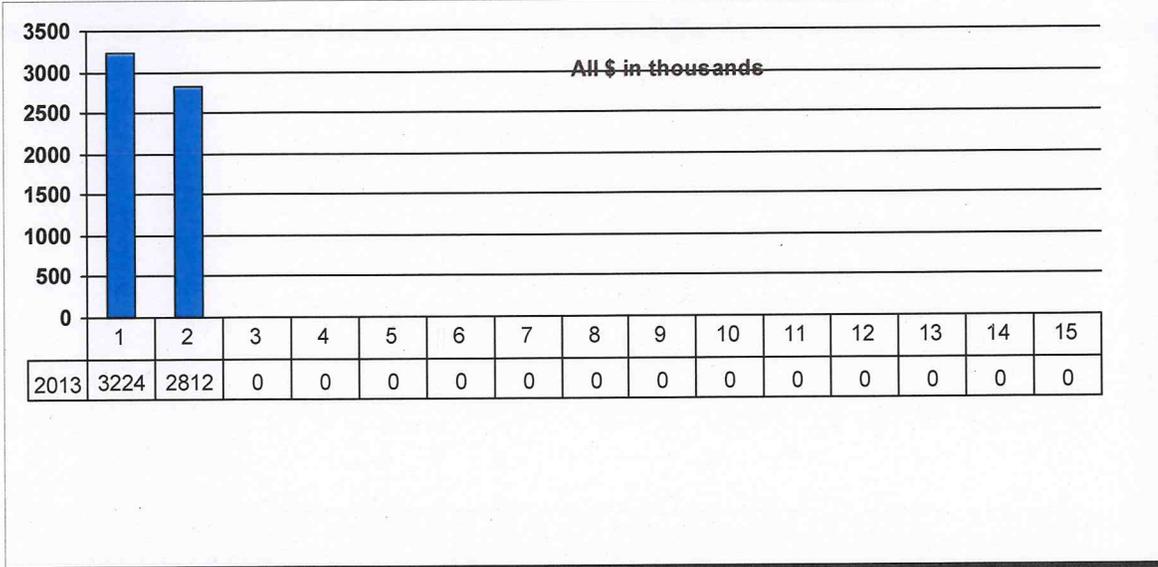
Page 1

**\*Check Reconciliation©**

**Central Bank**

**10100 CASH**

**February 2013**



**Account Summary**

Beginning Balance on	2/1/2013	\$3,240,740.54	Cleared	\$2,927,677.06
+ Receipts/Deposits		\$35,067.21	Statement	\$2,927,677.06
- Payments (Checks and Withdrawals)		\$348,130.69	Difference	\$0.00
Ending Balance as of	2/28/2013	\$2,927,677.06		

**Check Book Balance**

Active	G 101-10100	GENERAL FUND	\$273,116.50
Active	G 201-10100	PARKS SPECIAL FUND	\$28,414.07
Active	G 204-10100	HERITAGE PRESERVATIO	\$1,339.52
Active	G 205-10100	RECYCLING	\$24,496.17
Active	G 206-10100	FIRE ENGINE	\$0.14
Active	G 208-10100	BUY FORFEITURE	\$1,303.22
Active	G 225-10100	PIONEER DAYS	\$18,306.95
Active	G 270-10100	EDA	\$562,943.05
Active	G 301-10100	G.O. CAPITAL IMP. PLAN 2	-\$124,458.67
Active	G 305-10100	GO TIF 1991/1999 BOND	\$0.48
Active	G 307-10100	GO TIF 1994B	-\$0.30
Active	G 308-10100	CERIFICATES OF INDEBT	\$0.53
Active	G 313-10100	GO IMP BOND 2000B	\$0.00
Active	G 315-10100	\$690,000 BOND 2002A	-\$133,665.63
Active	G 316-10100	PFA/TRLF REVENUE NOT	\$340,083.25
Active	G 321-10100	EQUIP CERTIFICATE 2006	\$0.00
Active	G 322-10100	GO BONDS OF 2011A	-\$108,567.31
Active	G 401-10100	GENERAL CAPITAL PROJ	\$209,690.21
Active	G 402-10100	TAX INC DIST 1	\$4.77

Active	G 405-10100	T.H. HWY 61	\$235,230.87
Active	G 409-10100	STREET RECONSTRUCTI	\$40,944.10
Active	G 411-10100	CERT. OF INDEBTEDNESS	\$0.00
Active	G 416-10100	4TH AVENUE RAVINE	\$12,748.73
Active	G 417-10100	NORTH RAVINE	\$6,474.58
Active	G 422-10100	2011A UTILITY CAPITAL	-\$0.44
Active	G 423-10100	2011A EQUIPMENT CAPIT	\$297,056.81
Active	G 601-10100	WATER FUND	\$442,714.53
Active	G 602-10100	SEWER FUND	\$658,374.28
Active	G 603-10100	STREET LIGHT FUND	\$8,810.00
Active	G 604-10100	STORM WATER FUND	\$16,991.79
		Cash Balance	\$2,812,352.20

Beginng Balance	\$3,240,740.54	
+ Total Deposits	\$35,067.21	
- Checks Written	\$463,455.55	
		\$2,812,352.20
Check Book Balance		\$2,812,352.20
Difference		\$0.00

**Feb-13**

<u>TYPE</u>	<u>BOUGHT DATE</u>	<u>MATURITY DATE</u>	<u># OF DAYS</u>	<u>COST</u>	<u>RATE</u>
<b>SB</b>					
FHL	6/12/2003	6/12/2013	365	98,124	4.00%
CD	2/4/2009	2/6/2012	365	96,000	3.00%
MF					
sub total					

**NORTHLAND**

MNY MKT	Govmt security money market class B				
GO BOND	10/6/2010	3/1/2015	365	240,000.00	1.85%
GO BOND	10/6/2010	3/1/2015	365	100,000.00	1.75%
subtotal					

**Sub-total Investments GASB 40**

**Central Bank**

CD	8/19/2012	7/19/2013		312,635.63	0.85%
		6/13/2013		62,083.37	0.25%
sub total					

**Checking**

**Total Cash, Investments and CD's**

**GASB #40 Value**

101,923.44

-

533,519.36

**635,442.80**

11,909.17

241,418.40

102,467.00

**355,794.57**

**991,237.37**

312,320.74

62,239.00

**374,559.74**

**2,812,352.20**

**4,178,149.31**

## Section 2 – Budget Control Summary

**Purpose:**

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



CITY OF NEWPORT

\*Budget Control Summary

Current Period: March 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Varianc	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
<b>FUND 101 GENERAL FUND</b>									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$3,051,576.00	\$133,594.44	\$2,917,981.56	95.62%	\$0.00	\$3,051,576.00	-\$3,051,576.00	0.04	-0.31
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	\$3,051,576.00	\$133,594.44	\$2,917,981.56	95.62%	\$0.00	\$3,051,576.00	-\$3,051,576.00	0.04	-0.30
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$689.93	-\$689.93	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 41000 Administration (GENERAL)	\$273,008.00	\$71,710.49	\$201,297.51	73.73%	\$0.00	\$273,008.00	-\$273,008.00	0.13	-0.63
DEPT 41110 Mayor and Council	\$24,090.00	\$5,410.79	\$18,679.21	77.54%	\$0.00	\$24,090.00	-\$24,090.00	0.05	-0.58
DEPT 41410 Elections	\$1,600.00	\$0.00	\$1,600.00	100.00%	\$0.00	\$1,600.00	-\$1,600.00	0.00	-0.60
DEPT 41600 Professional Services	\$291,146.00	\$58,970.92	\$232,175.08	79.75%	\$0.00	\$291,146.00	-\$291,146.00	0.23	-0.58
DEPT 41910 Planning and Zoning	\$48,073.00	\$12,516.83	\$35,556.17	73.96%	\$0.00	\$48,073.00	-\$48,073.00	0.08	-0.48
DEPT 41940 City Hall Bldg	\$18,795.00	\$1,896.17	\$16,898.83	89.91%	\$0.00	\$18,795.00	-\$18,795.00	0.06	-0.95
DEPT 42000 Police Department(GENERAL)	\$807,733.00	\$166,411.56	\$641,321.44	79.40%	\$0.00	\$807,733.00	-\$807,733.00	0.17	-0.61
DEPT 42100 Civil Defense	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 42260 Fire Protection	\$191,011.00	\$19,217.24	\$171,793.76	89.94%	\$0.00	\$191,011.00	-\$191,011.00	0.08	-0.65
DEPT 42280 Fire Stations No. 1	\$17,222.00	\$4,258.11	\$12,963.89	75.28%	\$0.00	\$17,222.00	-\$17,222.00	0.13	-0.87
DEPT 42290 Fire Station No. 2	\$2,772.00	\$1,007.28	\$1,764.72	63.66%	\$0.00	\$2,772.00	-\$2,772.00	0.11	-0.39
DEPT 43000 PW Street (GENERAL)	\$384,988.00	\$68,861.98	\$316,126.02	82.11%	\$0.00	\$384,988.00	-\$384,988.00	0.13	-0.42
DEPT 43100 Public Works Garage	\$15,750.00	\$5,125.13	\$10,624.87	67.46%	\$0.00	\$15,750.00	-\$15,750.00	0.31	-0.69
DEPT 43160 Street Lighting	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 43260 Composting	\$5,000.00	\$2,336.03	\$2,663.97	53.28%	\$0.00	\$5,000.00	-\$5,000.00	0.05	-0.17
DEPT 45000 Parks (GENERAL)	\$336,628.00	\$69,773.34	\$266,854.66	79.27%	\$0.00	\$336,628.00	-\$336,628.00	0.83	0.13
DEPT 45100 Recreation (GENERAL)	\$3,000.00	\$0.00	\$3,000.00	100.00%	\$0.00	\$3,000.00	-\$3,000.00	0.00	-0.22
DEPT 45206 Parks Bldgs. & Warming Houses	\$5,500.00	\$2,339.53	\$3,160.47	57.46%	\$0.00	\$5,500.00	-\$5,500.00	0.12	-0.38
DEPT 45501 Library Bldg	\$23,250.00	\$5,633.51	\$17,616.49	75.77%	\$0.00	\$23,250.00	-\$23,250.00	0.06	-0.38
DEPT 45550 Heritage Pres. Committee	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49470 Street Lights	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49754 Railroad Tower	\$1,120.00	\$125.15	\$994.85	88.83%	\$0.00	\$1,120.00	-\$1,120.00	0.06	-0.69
DEPT 49985 Special Contributions	\$5,000.00	\$0.00	\$5,000.00	100.00%	\$0.00	\$5,000.00	-\$5,000.00	0.00	-1.00
DEPT 49995 Miscellaneous Contingency	\$10,000.00	\$4,000.00	\$6,000.00	60.00%	\$0.00	\$10,000.00	-\$10,000.00	0.20	-0.30
Total Expenditure Accounts	\$2,465,686.00	\$500,283.99	\$1,965,402.00	79.71%	\$0.00	\$2,465,686.00	-\$2,465,686.00	0.18	-0.45
Total FUND 101 GENERAL FUND	\$585,890.00	-\$366,689.55	\$952,579.55	162.59%	\$0.00	\$585,890.00	-\$585,890.00		

FUND 201 PARKS SPECIAL FUND



CITY OF NEWPORT

\*Budget Control Summary

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Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Varianc	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$79.39	-\$79.39	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$79.39	-\$79.39	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$3,906.05	-\$3,906.05	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$3,906.05	\$3,906.05	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 201 PARKS SPECIAL FUND	\$0.00	-\$3,826.66	\$3,826.66	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	\$0.21	-\$0.21	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.21	-\$0.21	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,000.00	-\$1,000.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$1,000.00	\$1,000.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 204 HERITAGE PRESERVATION COM	\$0.00	-\$999.79	\$999.79	0.00%	\$0.00	\$0.00	\$0.00		
FUND 205 RECYCLING									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$3.78	-\$3.78	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$3.78	-\$3.78	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,044.47	-\$1,044.47	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00





CITY OF NEWPORT

\*Budget Control Summary

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Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,787.68	-\$1,787.68	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$1,787.68	-\$1,787.68	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$14,882.89	-\$14,882.89	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$14,882.89	\$14,882.89	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 270 EDA	\$0.00	-\$13,095.21	\$13,095.21	0.00%	\$0.00	\$0.00	\$0.00		
FUND 301 G.O. CAPITAL IMP. PLAN 2010A									
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	\$4,486.25	-\$4,486.25	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$4,486.25	\$4,486.25	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 301 G.O. CAPITAL IMP. PLAN 2010A	\$0.00	-\$4,486.25	\$4,486.25	0.00%	\$0.00	\$0.00	\$0.00		
FUND 305 GO TIF 1991/1999 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 305 GO TIF 1991/1999 BOND	\$0.00	\$0.00	\$0.00	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



CITY OF NEWPORT

\*Budget Control Summary

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Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Total Revenue Accounts	\$0.00	\$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 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 GO IMP BOND 2000B									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 313 GO IMP BOND 2000B	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 315 \$690,000 BOND 2002A									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,742.31	-\$1,742.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$1,742.31	-\$1,742.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



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\*Budget Control Summary

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Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Variance	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$89,457.50	-\$89,457.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$89,457.50	\$89,457.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 315 \$690,000 BOND 2002A	\$0.00	-\$87,715.19	\$87,715.19	0.00%	\$0.00	\$0.00	\$0.00		
FUND 316 PFA/TRLF REVENUE NOTE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$6,046.07	-\$6,046.07	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$6,046.07	-\$6,046.07	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$2,522.85	-\$2,522.85	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$2,522.85	\$2,522.85	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 316 PFA/TRLF REVENUE NOTE	\$0.00	\$3,523.22	-\$3,523.22	0.00%	\$0.00	\$0.00	\$0.00		
FUND 321 EQUIP CERTIFICATE 2006A									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 321 EQUIP CERTIFICATE 2006A	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 322 GO BONDS OF 2011A									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$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	\$94,142.50	-\$94,142.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



**CITY OF NEWPORT**  
**\*Budget Control Summary**

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Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Varianc	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Total Expenditure Accounts	\$0.00	\$94,142.50	\$94,142.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 322 GO BONDS OF 2011A	\$0.00	-\$94,142.50	\$94,142.50	0.00%	\$0.00	\$0.00	\$0.00		
FUND 401 GENERAL CAPITAL PROJECTS									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$32.36	-\$32.36	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$32.36	-\$32.36	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 GENERAL CAPITAL PROJECTS	\$0.00	\$32.36	-\$32.36	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	\$36.93	-\$36.93	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$36.93	-\$36.93	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$8,005.22	-\$8,005.22	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00





CITY OF NEWPORT

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DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1.00	-\$1.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$1.00	-\$1.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$1,866.31	-\$1,866.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$1,866.31	\$1,866.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 417 NORTH RAVINE	\$0.00	-\$1,865.31	\$1,865.31	0.00%	\$0.00	\$0.00	\$0.00		
FUND 422 2011A UTILITY 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 422 2011A UTILITY CAPITAL	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 423 2011A EQUIPMENT CAPITAL									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$61.59	-\$61.59	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$61.59	-\$61.59	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$197,393.83	-\$197,393.83	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$197,393.83	\$197,393.83	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 423 2011A EQUIPMENT CAPITAL	\$0.00	-\$197,332.24	\$197,332.24	0.00%	\$0.00	\$0.00	\$0.00		
FUND 601 WATER FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49400 Water Utilities (GENERAL)	\$190,220.00	\$34,847.59	\$155,372.41	81.68%	\$0.00	\$190,220.00	-\$190,220.00	0.01	-0.16



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Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Varianc	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
Total Revenue Accounts	\$190,220.00	\$34,847.59	\$155,372.41	81.68%	\$0.00	\$190,220.00	-\$190,220.00	0.01	-0.12
Expenditure Accounts									
DEPT 49400 Water Utilities (GENERAL)	\$245,129.00	\$46,503.75	\$198,625.25	81.03%	\$0.00	\$245,129.00	-\$245,129.00	0.04	-0.24
Total Expenditure Accounts	\$245,129.00	\$46,503.75	-\$198,625.25	81.03%	\$0.00	\$245,129.00	-\$245,129.00	0.04	-0.24
Total FUND 601 WATER FUND	-\$54,909.00	-\$11,656.16	-\$43,252.84	78.77%	\$0.00	-\$54,909.00	\$54,909.00		
FUND 602 SEWER FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49450 Sewer (GENERAL)	\$340,162.00	\$57,362.74	\$282,799.26	83.14%	\$0.00	\$340,162.00	-\$340,162.00	0.02	-0.08
Total Revenue Accounts	\$340,162.00	\$57,362.74	\$282,799.26	83.14%	\$0.00	\$340,162.00	-\$340,162.00	0.01	-0.06
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 49450 Sewer (GENERAL)	\$310,771.00	\$74,836.89	\$235,934.11	75.92%	\$0.00	\$310,771.00	-\$310,771.00	0.07	-0.26
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	\$310,771.00	\$74,836.89	-\$235,934.11	75.92%	\$0.00	\$310,771.00	-\$310,771.00	0.06	-0.23
Total FUND 602 SEWER FUND	\$29,391.00	-\$17,474.15	\$46,865.15	159.45%	\$0.00	\$29,391.00	-\$29,391.00		
FUND 603 STREET LIGHT FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 43160 Street Lighting	\$48,460.00	\$7,866.99	\$40,593.01	83.77%	\$0.00	\$48,460.00	-\$48,460.00	0.04	-0.21
Total Revenue Accounts	\$48,460.00	\$7,866.99	\$40,593.01	83.77%	\$0.00	\$48,460.00	-\$48,460.00	0.02	-0.12
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	\$44,087.00	\$12,242.41	\$31,844.59	72.23%	\$0.00	\$44,087.00	-\$44,087.00	0.14	-0.37
Total Expenditure Accounts	\$44,087.00	\$12,242.41	-\$31,844.59	72.23%	\$0.00	\$44,087.00	-\$44,087.00	0.09	-0.24
Total FUND 603 STREET LIGHT FUND	\$4,373.00	-\$4,375.42	\$8,748.42	200.06%	\$0.00	\$4,373.00	-\$4,373.00		



CITY OF NEWPORT

\*Budget Control Summary

Current Period: March 2013

Account Descr	2013 Cumulative Budget	2013 Cumulative Actuals	2013 Cumulative Variance	2013 % Varianc	2013 Adopted Budget	2013 Forecast	Variance at Completion	2013 YTD Perf	2013 Est to Complete
FUND 604 STORM WATER FUND									
Revenue 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	\$30,000.00	\$2,686.49	\$27,313.51	91.05%	\$0.00	\$30,000.00	-\$30,000.00	0.02	-0.23
Total Revenue Accounts	\$30,000.00	\$2,686.49	\$27,313.51	91.05%	\$0.00	\$30,000.00	-\$30,000.00	0.02	-0.15
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$301.00	\$280.06	\$20.94	6.96%	\$0.00	\$301.00	-\$301.00	0.31	-0.02
Total Expenditure Accounts	\$301.00	\$280.06	-\$20.94	6.96%	\$0.00	\$301.00	-\$301.00	0.23	-0.02
Total FUND 604 STORM WATER FUND	\$29,699.00	\$2,406.43	\$27,292.57	91.90%	\$0.00	\$29,699.00	-\$29,699.00		
	\$594,444.00	-\$819,194.09	\$1,413,638.09	237.81%	\$0.00	\$594,444.00	-\$594,444.00		

FILTER: None

## Section 3 – Cash Balances

**Purpose:**

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



**CITY OF NEWPORT**

**\*Cash Balances**

Current Period March 2013

Fund	2013 Begin Balance	Receipts	Disbursements	-----Transfers-----		JE Payroll	Balance		
				Rec/Disb	Journal Entry				
<b>10100 Central Bank</b>									
101 GENERAL FUND	\$542,071.29	\$136,084.44	\$367,230.28	\$0.00	\$0.00	(\$135,461.75)	\$175,463.70	In Bal	
201 PARKS SPECIAL F	\$28,334.68	\$79.39	\$3,906.05	\$0.00	\$0.00	\$0.00	\$24,508.02	In Bal	
204 HERITAGE PRESE	\$2,339.31	\$0.21	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,339.52	In Bal	
205 RECYCLING	\$24,492.39	\$3.78	\$1,044.47	\$0.00	\$0.00	\$0.00	\$23,451.70	In Bal	
206 FIRE ENGINE	\$0.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.14	In Bal	
208 BUY FORFEITURE	\$1,303.02	\$0.20	\$0.00	\$0.00	\$0.00	\$0.00	\$1,303.22	In Bal	
225 PIONEER DAYS	\$18,304.13	\$2.82	\$0.00	\$0.00	\$0.00	\$0.00	\$18,306.95	In Bal	
270 EDA	\$569,896.12	\$1,787.68	\$14,882.89	\$0.00	\$0.00	\$0.00	\$556,800.91	In Bal	
301 G.O. CAPITAL IMP	(\$119,972.42)	\$0.00	\$4,486.25	\$0.00	\$0.00	\$0.00	(\$124,458.67)	In Bal	
305 GO TIF 1991/1999	\$0.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.48	In Bal	
307 GO TIF 1994B	(\$0.30)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.30)	In Bal	
308 CERIFICATES OF I	\$0.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.53	In Bal	
313 GO IMP BOND 200	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal	
315 \$690,000 BOND 20	(\$46,381.69)	\$1,742.31	\$89,457.50	\$0.00	\$0.00	\$0.00	(\$134,096.88)	In Bal	
316 PFA/TRLF REVEN	\$336,560.03	\$6,046.07	\$2,522.85	\$0.00	\$0.00	\$0.00	\$340,083.25	In Bal	
321 EQUIP CERTIFICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal	
322 GO BONDS OF 20	(\$14,424.81)	\$0.00	\$94,142.50	\$0.00	\$0.00	\$0.00	(\$108,567.31)	In Bal	
401 GENERAL CAPITA	\$209,657.85	\$32.36	\$0.00	\$0.00	\$0.00	\$0.00	\$209,690.21	In Bal	
402 TAX INC DIST 1	\$4.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4.77	In Bal	
405 T.H. HWY 61	\$243,199.16	\$36.93	\$8,005.22	\$0.00	\$0.00	\$0.00	\$235,230.87	In Bal	
409 STREET RECONS	\$40,937.78	\$6.32	\$12,500.00	\$0.00	\$0.00	\$0.00	\$28,444.10	In Bal	
411 CERT. OF INDEBT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal	
416 4TH AVENUE RAV	\$12,746.76	\$1.97	\$0.00	\$0.00	\$0.00	\$0.00	\$12,748.73	In Bal	
417 NORTH RAVINE	\$8,339.89	\$1.00	\$1,866.31	\$0.00	\$0.00	\$0.00	\$6,474.58	In Bal	
422 2011A UTILITY CA	(\$0.44)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.44)	In Bal	
423 2011A EQUIPMEN	\$494,389.05	\$61.59	\$197,393.83	\$0.00	\$0.00	\$0.00	\$297,056.81	In Bal	
601 WATER FUND	\$463,307.17	\$34,472.82	\$32,328.50	\$0.00	\$0.00	(\$14,303.82)	\$451,147.67	In Bal	
602 SEWER FUND	\$678,510.46	\$57,362.74	\$60,238.24	\$0.00	\$0.00	(\$14,598.65)	\$661,036.31	In Bal	
603 STREET LIGHT FU	\$13,831.13	\$7,866.99	\$12,242.41	\$0.00	\$0.00	\$0.00	\$9,455.71	In Bal	
604 STORM WATER F	\$16,241.08	\$2,686.49	\$280.06	\$0.00	\$0.00	\$0.00	\$18,647.51	In Bal	
	\$3,523,687.56	\$248,276.11	\$903,527.36	\$0.00	\$0.00	(\$164,364.22)	\$2,704,072.09		

## Section 4 – Revenue Summary

**Purpose:**

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



# CITY OF NEWPORT

## \*Revenue Summary

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FUND	Description	2013 YTD Budget	March 2013 Amt	2013 YTD Amt	YTD Balance	% of Budget
101	GENERAL FUND	\$3,051,576.00	\$3,031.68	\$133,594.44	\$2,917,981.56	4.38%
201	PARKS SPECIAL FUND	\$0.00	\$0.00	\$79.39	-\$79.39	0.00%
202	POLICE FORFEITURE FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$0.00	\$0.21	-\$0.21	0.00%
205	RECYCLING	\$0.00	\$0.00	\$3.78	-\$3.78	0.00%
206	FIRE ENGINE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
208	BUY FORFEITURE	\$0.00	\$0.00	\$0.20	-\$0.20	0.00%
225	PIONEER DAYS	\$0.00	\$0.00	\$2.82	-\$2.82	0.00%
270	EDA	\$0.00	\$40.34	\$1,787.68	-\$1,787.68	0.00%
301	G.O. CAPITAL IMP. PLAN 2010	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
305	GO TIF 1991/1999 BOND	\$0.00	\$0.00	\$0.00	\$0.00	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	GO IMP BOND 2000B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	\$690,000 BOND 2002A	\$0.00	\$0.00	\$1,742.31	-\$1,742.31	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$0.00	\$6,046.07	-\$6,046.07	0.00%
321	EQUIP CERTIFICATE 2006A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	GO BONDS OF 2011A	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
401	GENERAL CAPITAL PROJECT	\$0.00	\$0.00	\$32.36	-\$32.36	0.00%
402	TAX INC DIST 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405	T.H. HWY 61	\$0.00	\$0.00	\$36.93	-\$36.93	0.00%
409	STREET RECONSTRUCTION	\$0.00	\$0.00	\$6.32	-\$6.32	0.00%
416	4TH AVENUE RAVINE	\$0.00	\$0.00	\$1.97	-\$1.97	0.00%
417	NORTH RAVINE	\$0.00	\$0.00	\$1.00	-\$1.00	0.00%
422	2011A UTILITY CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
423	2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$61.59	-\$61.59	0.00%
601	WATER FUND	\$190,220.00	\$15,554.69	\$34,847.59	\$155,372.41	18.32%
602	SEWER FUND	\$340,162.00	\$24,856.97	\$57,362.74	\$282,799.26	16.86%
603	STREET LIGHT FUND	\$48,460.00	\$3,781.60	\$7,866.99	\$40,593.01	16.23%
604	STORM WATER FUND	\$30,000.00	\$1,663.28	\$2,686.49	\$27,313.51	8.95%
		\$3,660,418.00	\$48,928.56	\$246,160.88	\$3,414,257.12	6.72%

FILTER: None

## Section 5 – Expenditure Summary

**Purpose:**

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



# CITY OF NEWPORT

## \*Expenditure Summary

FUND	Description	2013 YTD Budget	March 2013 Amt	2013 YTD Amt	Enc Current	YTD Balance	% YTD Budget
101	GENERAL FUND	\$2,465,686.00	\$99,719.09	\$500,283.99	\$0.00	\$1,965,402.01	20.29%
201	PARKS SPECIAL FUND	\$0.00	\$3,906.05	\$3,906.05	\$0.00	-\$3,906.05	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$0.00	\$1,000.00	\$0.00	-\$1,000.00	0.00%
205	RECYCLING	\$0.00	\$1,044.47	\$1,044.47	\$0.00	-\$1,044.47	0.00%
208	BUY FORFEITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
225	PIONEER DAYS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
270	EDA	\$0.00	\$6,182.48	\$14,882.89	\$0.00	-\$14,882.89	0.00%
301	G.O. CAPITAL IMP. PLAN 2010	\$0.00	\$0.00	\$4,486.25	\$0.00	-\$4,486.25	0.00%
305	GO TIF 1991/1999 BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
307	GO TIF 1994B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
308	CERIFICATES OF INDEBTEDN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
313	GO IMP BOND 2000B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	\$690,000 BOND 2002A	\$0.00	\$431.25	\$89,457.50	\$0.00	-\$89,457.50	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$0.00	\$2,522.85	\$0.00	-\$2,522.85	0.00%
321	EQUIP CERTIFICATE 2006A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	GO BONDS OF 2011A	\$0.00	\$0.00	\$94,142.50	\$0.00	-\$94,142.50	0.00%
401	GENERAL CAPITAL PROJECT	\$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	\$8,005.22	\$0.00	-\$8,005.22	0.00%
409	STREET RECONSTRUCTION	\$0.00	\$12,500.00	\$12,500.00	\$0.00	-\$12,500.00	0.00%
411	CERT. OF INDEBTEDNESS	\$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	\$1,866.31	\$0.00	-\$1,866.31	0.00%
422	2011A UTILITY CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
423	2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$197,393.83	\$0.00	-\$197,393.83	0.00%
601	WATER FUND	\$245,129.00	\$7,079.97	\$46,503.75	\$0.00	\$198,625.25	18.97%
602	SEWER FUND	\$310,771.00	\$22,194.94	\$74,836.89	\$0.00	\$235,934.11	24.08%
603	STREET LIGHT FUND	\$44,087.00	\$3,135.89	\$12,242.41	\$0.00	\$31,844.59	27.77%
604	STORM WATER FUND	\$301.00	\$7.56	\$280.06	\$0.00	\$20.94	93.04%
		<b>\$3,065,974.00</b>	<b>\$156,201.70</b>	<b>\$1,065,354.97</b>	<b>\$0.00</b>	<b>\$2,000,619.03</b>	<b>34.75%</b>

FILTER: None

## Section 6 – Balance Sheets

**Purpose:**

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

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



# CITY OF NEWPORT

## GL Yearly

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Current Period: March 2013

FUND 101 GENERAL FUND

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 101-10100 Cash	\$542,071.29	\$3,073.47	\$100,726.27	\$136,126.23	\$502,733.82	\$175,463.70
G 101-10200 Petty Cash	\$74.73	\$0.00	\$0.00	\$0.00	\$0.00	\$74.73
G 101-10300 Bond Street Account	\$62,239.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62,239.00
G 101-10400 Investments	(\$0.44)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.44)
G 101-10401 Northland Securities	\$355,794.26	\$0.00	\$0.00	\$0.00	\$0.00	\$355,794.26
G 101-10402 CDARS/Central Bank	\$312,321.07	\$0.00	\$0.00	\$0.00	\$0.00	\$312,321.07
G 101-10406 Smith Barney	\$101,930.27	\$0.00	\$0.00	\$0.00	\$0.00	\$101,930.27
G 101-10410 Smith Barney MM	\$533,506.17	\$0.00	\$0.00	\$0.00	\$0.00	\$533,506.17
G 101-10450 Interest Receivable	\$4,480.04	\$0.00	\$0.00	\$0.00	\$0.00	\$4,480.04
G 101-10500 Taxes Receivable-Current	\$42,866.41	\$0.00	\$0.00	\$0.00	\$0.00	\$42,866.41
G 101-10700 Taxes Receivable-Delinquent	\$108,942.12	\$0.00	\$0.00	\$0.00	\$0.00	\$108,942.12
G 101-13100 Due From Other Funds	\$4,233.75	\$0.00	\$0.00	\$0.00	\$0.00	\$4,233.75
G 101-13200 Due From Other Government	\$4,565.76	\$0.00	\$0.00	\$0.00	\$0.00	\$4,565.76
G 101-15500 Prepaid Items	\$32,123.42	\$0.00	\$0.00	\$0.00	\$0.00	\$32,123.42
<b>Total Asset</b>	\$2,105,147.85	\$3,073.47	\$100,726.27	\$136,126.23	\$502,733.82	\$1,738,540.26
<b>Liability</b>						
G 101-20200 Accounts Payable	(\$64,678.25)	\$0.00	\$0.00	\$0.00	\$0.00	(\$64,678.25)
G 101-20800 Due to Other Governments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21600 Accrued Wages & Salaries P	(\$15,202.21)	\$0.00	\$0.00	\$0.00	\$0.00	(\$15,202.21)
G 101-21701 Federal W/H Payable	\$403.30	\$4,194.11	\$4,194.11	\$28,781.85	\$28,781.85	\$403.30
G 101-21702 State Withholding Payable	\$11,537.44	\$1,808.32	\$1,808.32	\$11,145.79	\$11,145.79	\$11,537.44
G 101-21703 FICA Tax Withholding	\$328.52	\$3,230.98	\$3,230.98	\$19,246.30	\$19,246.30	\$328.52
G 101-21704 PERA	(\$4,436.99)	\$7,389.04	\$7,389.04	\$38,716.78	\$38,716.78	(\$4,436.99)
G 101-21705 Medica payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21706 Garnishment	\$0.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.40
G 101-21707 Union Dues	\$1,486.18	\$0.00	\$216.25	\$865.00	\$1,081.25	\$1,269.93
G 101-21708 United Way	(\$0.45)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.45)
G 101-21709 Medicare	\$127.52	\$1,275.02	\$1,275.02	\$7,210.78	\$7,210.78	\$127.52
G 101-21710 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21711 NPERS - Life	(\$43.91)	\$80.00	\$40.00	\$160.00	\$200.00	(\$83.91)
G 101-21712 HSA Employee	(\$323.78)	\$567.00	\$567.00	\$2,268.00	\$2,835.00	(\$890.78)
G 101-21713 Dental Family	(\$1,657.97)	\$254.21	\$127.10	\$798.65	\$671.52	(\$1,530.84)
G 101-21714 LTD Employee	\$1,215.19	\$0.00	\$228.55	\$914.44	\$1,124.54	\$1,005.09
G 101-21715 MSRS Employee	(\$2,263.75)	\$390.74	\$390.74	\$1,995.03	\$1,995.03	(\$2,263.75)
G 101-21716 Health Insurance	(\$2,085.06)	\$516.00	\$238.20	\$1,634.00	\$1,277.00	(\$1,728.06)
G 101-21717 MNBA Life Ins.	(\$140.98)	\$0.00	\$30.72	\$122.86	\$153.60	(\$171.72)
G 101-21719 ING Employee	\$951.42	\$923.00	\$923.00	\$4,615.00	\$4,615.00	\$951.42
G 101-21721 Child Support	(\$228.57)	\$400.00	\$400.00	\$2,000.00	\$2,000.00	(\$228.57)
G 101-21722 Cobra Payment	(\$16.50)	\$996.00	\$0.00	\$2,988.00	\$2,490.00	\$481.50
G 101-22100 Escrow	(\$5,500.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$5,500.00)
G 101-22200 Deferred Revenues	(\$108,942.13)	\$0.00	\$0.00	\$0.00	\$0.00	(\$108,942.13)
<b>Total Liability</b>	(\$189,470.58)	\$22,024.42	\$21,059.03	\$123,462.48	\$123,544.44	(\$189,552.54)
<b>Equity</b>						
G 101-25300 Unreserved Fund Balance	(\$1,915,677.27)	\$99,760.88	\$3,073.47	\$500,325.78	\$133,636.23	(\$1,548,987.72)
<b>Total Equity</b>	(\$1,915,677.27)	\$99,760.88	\$3,073.47	\$500,325.78	\$133,636.23	(\$1,548,987.72)
<b>Total 101 GENERAL FUND</b>	\$0.00	\$124,858.77	\$124,858.77	\$759,914.49	\$759,914.49	\$0.00



# CITY OF NEWPORT

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Current Period: March 2013

FUND 201      PARKS SPECIAL FUND

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 201-10100 Cash	\$28,334.68	\$0.00	\$3,906.05	\$79.39	\$3,906.05	\$24,508.02
<b>Total Asset</b>	\$28,334.68	\$0.00	\$3,906.05	\$79.39	\$3,906.05	\$24,508.02
<b>Equity</b>						
G 201-25300 Unreserved Fund Balance	(\$28,334.68)	\$3,906.05	\$0.00	\$3,906.05	\$79.39	(\$24,508.02)
<b>Total Equity</b>	(\$28,334.68)	\$3,906.05	\$0.00	\$3,906.05	\$79.39	(\$24,508.02)
<b>Total 201 PARKS SPECIAL FUND</b>	\$0.00	\$3,906.05	\$3,906.05	\$3,985.44	\$3,985.44	\$0.00



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Current Period: March 2013

FUND 204	HERITAGE PRESERVATION COMM	March 2013					
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>							
	G 204-10100 Cash	\$2,339.31	\$0.00	\$0.00	\$0.21	\$1,000.00	\$1,339.52
	<b>Total Asset</b>	\$2,339.31	\$0.00	\$0.00	\$0.21	\$1,000.00	\$1,339.52
<b>Equity</b>							
	G 204-25300 Unreserved Fund Balance	(\$2,339.31)	\$0.00	\$0.00	\$1,000.00	\$0.21	(\$1,339.52)
	<b>Total Equity</b>	(\$2,339.31)	\$0.00	\$0.00	\$1,000.00	\$0.21	(\$1,339.52)
<b>Total 204 HERITAGE PRESERVATION COMM</b>		\$0.00	\$0.00	\$0.00	\$1,000.21	\$1,000.21	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: March 2013

FUND 205 RECYCLING

March 2013

		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>							
	G 205-10100 Cash	\$24,492.39	\$0.00	\$1,044.47	\$3.78	\$1,044.47	\$23,451.70
	<b>Total Asset</b>	\$24,492.39	\$0.00	\$1,044.47	\$3.78	\$1,044.47	\$23,451.70
<b>Equity</b>							
	G 205-25300 Unreserved Fund Balance	(\$24,492.39)	\$1,044.47	\$0.00	\$1,044.47	\$3.78	(\$23,451.70)
	<b>Total Equity</b>	(\$24,492.39)	\$1,044.47	\$0.00	\$1,044.47	\$3.78	(\$23,451.70)
<b>Total 205 RECYCLING</b>		\$0.00	\$1,044.47	\$1,044.47	\$1,048.25	\$1,048.25	\$0.00





# CITY OF NEWPORT

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Current Period: March 2013

FUND 208 BUY FORFEITURE

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 208-10100 Cash	\$1,303.02	\$0.00	\$0.00	\$0.20	\$0.00	\$1,303.22
<b>Total Asset</b>	\$1,303.02	\$0.00	\$0.00	\$0.20	\$0.00	\$1,303.22
<b>Equity</b>						
G 208-25300 Unreserved Fund Balance	(\$1,303.02)	\$0.00	\$0.00	\$0.00	\$0.20	(\$1,303.22)
<b>Total Equity</b>	(\$1,303.02)	\$0.00	\$0.00	\$0.00	\$0.20	(\$1,303.22)
<b>Total 208 BUY FORFEITURE</b>	\$0.00	\$0.00	\$0.00	\$0.20	\$0.20	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: March 2013

FUND 225 PIONEER DAYS

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 225-10100 Cash	\$18,304.13	\$0.00	\$0.00	\$2.82	\$0.00	\$18,306.95
<b>Total Asset</b>	\$18,304.13	\$0.00	\$0.00	\$2.82	\$0.00	\$18,306.95
<b>Liability</b>						
G 225-20200 Accounts Payable	\$0.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.03
<b>Total Liability</b>	\$0.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.03
<b>Equity</b>						
G 225-25300 Unreserved Fund Balance	(\$18,304.16)	\$0.00	\$0.00	\$0.00	\$2.82	(\$18,306.98)
<b>Total Equity</b>	(\$18,304.16)	\$0.00	\$0.00	\$0.00	\$2.82	(\$18,306.98)
<b>Total 225 PIONEER DAYS</b>	\$0.00	\$0.00	\$0.00	\$2.82	\$2.82	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: March 2013

FUND 270      EDA

**March 2013**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 270-10100 Cash	\$569,896.12	\$40.34	\$6,182.48	\$1,787.68	\$14,882.89	\$556,800.91
G 270-10500 Taxes Receivable-Current	\$305,806.00	\$0.00	\$0.00	\$0.00	\$0.00	\$305,806.00
<b>Total Asset</b>	\$875,702.12	\$40.34	\$6,182.48	\$1,787.68	\$14,882.89	\$862,606.91
<b>Liability</b>						
G 270-20200 Accounts Payable	(\$7,192.93)	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,192.93)
<b>Total Liability</b>	(\$7,192.93)	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,192.93)
<b>Equity</b>						
G 270-25300 Unreserved Fund Balance	(\$868,509.19)	\$6,182.48	\$40.34	\$14,882.89	\$1,787.68	(\$855,413.98)
<b>Total Equity</b>	(\$868,509.19)	\$6,182.48	\$40.34	\$14,882.89	\$1,787.68	(\$855,413.98)
<b>Total 270 EDA</b>	\$0.00	\$6,222.82	\$6,222.82	\$16,670.57	\$16,670.57	\$0.00



# CITY OF NEWPORT

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Current Period: March 2013

FUND 301	G.O. CAPITAL IMP. PLAN 2010A	March 2013					
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>							
	G 301-10100 Cash	(\$119,972.42)	\$0.00	\$0.00	\$0.00	\$4,486.25	(\$124,458.67)
	<b>Total Asset</b>	(\$119,972.42)	\$0.00	\$0.00	\$0.00	\$4,486.25	(\$124,458.67)
<b>Equity</b>							
	G 301-25300 Unreserved Fund Balance	\$119,972.42	\$0.00	\$0.00	\$4,486.25	\$0.00	\$124,458.67
	<b>Total Equity</b>	\$119,972.42	\$0.00	\$0.00	\$4,486.25	\$0.00	\$124,458.67
<b>Total 301 G.O. CAPITAL IMP. PLAN 2010A</b>		\$0.00	\$0.00	\$0.00	\$4,486.25	\$4,486.25	\$0.00











# CITY OF NEWPORT

## GL Yearly

Current Period: March 2013

FUND 315 \$690,000 BOND 2002A

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 315-10100 Cash	(\$46,381.69)	\$0.00	\$431.25	\$1,742.31	\$89,457.50	(\$134,096.88)
<b>Total Asset</b>	(\$46,381.69)	\$0.00	\$431.25	\$1,742.31	\$89,457.50	(\$134,096.88)
<b>Equity</b>						
G 315-25300 Unreserved Fund Balance	\$46,381.69	\$431.25	\$0.00	\$89,457.50	\$1,742.31	\$134,096.88
<b>Total Equity</b>	\$46,381.69	\$431.25	\$0.00	\$89,457.50	\$1,742.31	\$134,096.88
<b>Total 315 \$690,000 BOND 2002A</b>	\$0.00	\$431.25	\$431.25	\$91,199.81	\$91,199.81	\$0.00



# CITY OF NEWPORT

## GL Yearly

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Current Period: March 2013

FUND 316 PFA/TRLF REVENUE NOTE

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 316-10100 Cash	\$336,560.03	\$0.00	\$0.00	\$6,046.07	\$2,522.85	\$340,083.25
G 316-12100 SA Recievable -Current	\$11,472.28	\$0.00	\$0.00	\$0.00	\$0.00	\$11,472.28
G 316-12200 Special Assess Rec-Delinque	\$18,061.12	\$0.00	\$0.00	\$0.00	\$0.00	\$18,061.12
G 316-12300 Special Assess Rec-Deferred	\$446,334.68	\$0.00	\$0.00	\$0.00	\$0.00	\$446,334.68
<b>Total Asset</b>	\$812,428.11	\$0.00	\$0.00	\$6,046.07	\$2,522.85	\$815,951.33
<b>Liability</b>						
G 316-22200 Deferred Revenues	(\$464,395.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$464,395.80)
<b>Total Liability</b>	(\$464,395.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$464,395.80)
<b>Equity</b>						
G 316-25300 Unreserved Fund Balance	(\$348,032.31)	\$0.00	\$0.00	\$2,522.85	\$6,046.07	(\$351,555.53)
<b>Total Equity</b>	(\$348,032.31)	\$0.00	\$0.00	\$2,522.85	\$6,046.07	(\$351,555.53)
<b>Total 316 PFA/TRLF REVENUE NOTE</b>	\$0.00	\$0.00	\$0.00	\$8,568.92	\$8,568.92	\$0.00



# CITY OF NEWPORT GL Yearly

Current Period: March 2013

FUND 321 EQUIP CERTIFICATE 2006A

March 2013

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



# CITY OF NEWPORT

## GL Yearly

Current Period: March 2013

FUND 322 GO BONDS OF 2011A

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 322-10100 Cash	(\$14,424.81)	\$0.00	\$0.00	\$0.00	\$94,142.50	(\$108,567.31)
<b>Total Asset</b>	(\$14,424.81)	\$0.00	\$0.00	\$0.00	\$94,142.50	(\$108,567.31)
<b>Equity</b>						
G 322-25300 Unreserved Fund Balance	\$14,424.81	\$0.00	\$0.00	\$94,142.50	\$0.00	\$108,567.31
<b>Total Equity</b>	\$14,424.81	\$0.00	\$0.00	\$94,142.50	\$0.00	\$108,567.31
<b>Total 322 GO BONDS OF 2011A</b>	\$0.00	\$0.00	\$0.00	\$94,142.50	\$94,142.50	\$0.00



**CITY OF NEWPORT**  
**GL Yearly**

Current Period: March 2013

FUND 401 GENERAL CAPITAL PROJECTS	March 2013						Balance
	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits		
<b>Asset</b>							
G 401-10100 Cash	\$209,657.85	\$0.00	\$0.00	\$32.36	\$0.00	\$209,690.21	
<b>Total Asset</b>	\$209,657.85	\$0.00	\$0.00	\$32.36	\$0.00	\$209,690.21	
<b>Equity</b>							
G 401-25300 Unreserved Fund Balance	(\$209,657.85)	\$0.00	\$0.00	\$0.00	\$32.36	(\$209,690.21)	
<b>Total Equity</b>	(\$209,657.85)	\$0.00	\$0.00	\$0.00	\$32.36	(\$209,690.21)	
<b>Total 401 GENERAL CAPITAL PROJECTS</b>	\$0.00	\$0.00	\$0.00	\$32.36	\$32.36	\$0.00	





**CITY OF NEWPORT**  
**GL Yearly**

Current Period: March 2013

FUND 405 T.H. HWY 61

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 405-10100 Cash	\$243,199.16	\$0.00	\$0.00	\$36.93	\$8,005.22	\$235,230.87
G 405-13200 Due From Other Government	(\$62,221.18)	\$0.00	\$0.00	\$0.00	\$0.00	(\$62,221.18)
<b>Total Asset</b>	\$180,977.98	\$0.00	\$0.00	\$36.93	\$8,005.22	\$173,009.69
<b>Equity</b>						
G 405-25300 Unreserved Fund Balance	(\$180,977.98)	\$0.00	\$0.00	\$8,005.22	\$36.93	(\$173,009.69)
<b>Total Equity</b>	(\$180,977.98)	\$0.00	\$0.00	\$8,005.22	\$36.93	(\$173,009.69)
<b>Total 405 T.H. HWY 61</b>	\$0.00	\$0.00	\$0.00	\$8,042.15	\$8,042.15	\$0.00



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Current Period: March 2013

**FUND 409 STREET RECONSTRUCTION**

**March 2013**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 409-10100 Cash	\$40,937.78	\$0.00	\$12,500.00	\$6.32	\$12,500.00	\$28,444.10
<b>Total Asset</b>	\$40,937.78	\$0.00	\$12,500.00	\$6.32	\$12,500.00	\$28,444.10
<b>Equity</b>						
G 409-25300 Unreserved Fund Balance	(\$40,937.78)	\$12,500.00	\$0.00	\$12,500.00	\$6.32	(\$28,444.10)
<b>Total Equity</b>	(\$40,937.78)	\$12,500.00	\$0.00	\$12,500.00	\$6.32	(\$28,444.10)
<b>Total 409 STREET RECONSTRUCTION</b>	\$0.00	\$12,500.00	\$12,500.00	\$12,506.32	\$12,506.32	\$0.00





**CITY OF NEWPORT**  
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Current Period: March 2013

FUND 416 4TH AVENUE RAVINE

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 416-10100 Cash	\$12,746.76	\$0.00	\$0.00	\$1.97	\$0.00	\$12,748.73
G 416-13200 Due From Other Government	\$12,776.47	\$0.00	\$0.00	\$0.00	\$0.00	\$12,776.47
<b>Total Asset</b>	\$25,523.23	\$0.00	\$0.00	\$1.97	\$0.00	\$25,525.20
<b>Liability</b>						
G 416-20700 Due to Other Funds	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
<b>Total Liability</b>	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
<b>Equity</b>						
G 416-25300 Unreserved Fund Balance	(\$25,523.48)	\$0.00	\$0.00	\$0.00	\$1.97	(\$25,525.45)
<b>Total Equity</b>	(\$25,523.48)	\$0.00	\$0.00	\$0.00	\$1.97	(\$25,525.45)
<b>Total 416 4TH AVENUE RAVINE</b>	\$0.00	\$0.00	\$0.00	\$1.97	\$1.97	\$0.00



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Current Period: March 2013

FUND 417 NORTH RAVINE

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 417-10100 Cash	\$8,339.89	\$0.00	\$0.00	\$1.00	\$1,866.31	\$6,474.58
G 417-13200 Due From Other Government	\$61,176.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61,176.00
<b>Total Asset</b>	\$69,515.89	\$0.00	\$0.00	\$1.00	\$1,866.31	\$67,650.58
<b>Liability</b>						
G 417-20200 Accounts Payable	(\$1,846.82)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,846.82)
G 417-20700 Due to Other Funds	(\$4,235.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,235.00)
<b>Total Liability</b>	(\$6,081.82)	\$0.00	\$0.00	\$0.00	\$0.00	(\$6,081.82)
<b>Equity</b>						
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	(\$63,434.32)	\$0.00	\$0.00	\$1,866.31	\$1.00	(\$61,569.01)
<b>Total Equity</b>	(\$63,434.07)	\$0.00	\$0.00	\$1,866.31	\$1.00	(\$61,568.76)
<b>Total 417 NORTH RAVINE</b>	\$0.00	\$0.00	\$0.00	\$1,867.31	\$1,867.31	\$0.00





# CITY OF NEWPORT

## GL Yearly

Current Period: March 2013

FUND 423      2011A EQUIPMENT CAPITAL	March 2013					
	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 423-10100 Cash	\$494,389.05	\$0.00	\$0.00	\$61.59	\$197,393.83	\$297,056.81
<b>Total Asset</b>	\$494,389.05	\$0.00	\$0.00	\$61.59	\$197,393.83	\$297,056.81
<b>Equity</b>						
G 423-25300 Unreserved Fund Balance	(\$494,389.05)	\$0.00	\$0.00	\$197,393.83	\$61.59	(\$297,056.81)
<b>Total Equity</b>	(\$494,389.05)	\$0.00	\$0.00	\$197,393.83	\$61.59	(\$297,056.81)
<b>Total 423 2011A EQUIPMENT CAPITAL</b>	\$0.00	\$0.00	\$0.00	\$197,455.42	\$197,455.42	\$0.00



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Current Period: March 2013

FUND 601 WATER FUND

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 601-10100 Cash	\$463,307.17	\$15,584.21	\$7,151.07	\$36,100.08	\$48,259.58	\$451,147.67
G 601-11500 Accounts Receivable	\$46,422.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,422.00
G 601-12300 Special Assess Rec-Deferred	\$10,844.38	\$0.00	\$0.00	\$0.00	\$0.00	\$10,844.38
G 601-15500 Prepaid Items	\$1,167.13	\$0.00	\$0.00	\$0.00	\$0.00	\$1,167.13
G 601-16100 Land	(\$0.50)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.50)
G 601-16200 Building and Improvements	\$123,291.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123,291.00
G 601-16300 Improvements other building	\$2,942,727.40	\$0.00	\$0.00	\$0.00	\$0.00	\$2,942,727.40
G 601-16400 Equipment	\$294,264.08	\$0.00	\$0.00	\$0.00	\$0.00	\$294,264.08
G 601-16410 Accumulated dep. Equip.	(\$1,648,638.19)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,648,638.19)
G 601-21720 Online fees payable	(\$31.90)	\$0.00	\$0.00	\$128.57	\$98.67	(\$2.00)
G 601-26100 Contributions From City	(\$858,692.15)	\$0.00	\$0.00	\$0.00	\$0.00	(\$858,692.15)
<b>Total Asset</b>	\$1,374,660.42	\$15,584.21	\$7,151.07	\$36,228.65	\$48,358.25	\$1,362,530.82
<b>Liability</b>						
G 601-20200 Accounts Payable	(\$7,293.33)	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,293.33)
G 601-21500 Accrued Interest Payable	(\$3,945.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,945.00)
G 601-21600 Accrued Wages & Salaries P	(\$1,385.09)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,385.09)
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	(\$237,993.12)	\$0.00	\$0.00	\$0.00	\$0.00	(\$237,993.12)
G 601-22510 General Obligation Bonds Pa	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-99999 Utility Overpayments	\$16,151.54	\$55.83	\$14.25	\$1,611.99	\$1,138.55	\$16,624.98
<b>Total Liability</b>	(\$234,465.61)	\$55.83	\$14.25	\$1,611.99	\$1,138.55	(\$233,992.17)
<b>Equity</b>						
G 601-25300 Unreserved Fund Balance	(\$1,140,194.81)	\$7,095.24	\$15,569.96	\$46,519.02	\$34,862.86	(\$1,128,538.65)
<b>Total Equity</b>	(\$1,140,194.81)	\$7,095.24	\$15,569.96	\$46,519.02	\$34,862.86	(\$1,128,538.65)
<b>Total 601 WATER FUND</b>	\$0.00	\$22,735.28	\$22,735.28	\$84,359.66	\$84,359.66	\$0.00



# CITY OF NEWPORT

## GL Yearly

03/18/13 3:44 PM

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Current Period: March 2013

FUND 602 SEWER FUND

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 602-10100 Cash	\$678,510.46	\$24,872.25	\$22,210.22	\$57,378.02	\$74,852.17	\$661,036.31
G 602-11500 Accounts Receivable	\$66,867.40	\$0.00	\$0.00	\$0.00	\$0.00	\$66,867.40
G 602-12300 Special Assess Rec-Deferred	\$15,533.30	\$0.00	\$0.00	\$0.00	\$0.00	\$15,533.30
G 602-13100 Due From Other Funds	\$523.29	\$0.00	\$0.00	\$0.00	\$0.00	\$523.29
G 602-15500 Prepaid Items	\$1,367.13	\$0.00	\$0.00	\$0.00	\$0.00	\$1,367.13
G 602-16100 Land	\$0.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.50
G 602-16200 Building and Improvements	\$360,863.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360,863.00
G 602-16300 Improvements other building	\$1,365,822.15	\$0.00	\$0.00	\$0.00	\$0.00	\$1,365,822.15
G 602-16400 Equipment	\$56,342.75	\$0.00	\$0.00	\$0.00	\$0.00	\$56,342.75
G 602-16410 Accumulated dep. Equip.	(\$1,104,888.22)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,104,888.22)
G 602-16500 Construction in Progress	\$15,083.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,083.00
G 602-26100 Contributions From City	(\$632,448.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$632,448.36)
<b>Total Asset</b>	\$823,576.40	\$24,872.25	\$22,210.22	\$57,378.02	\$74,852.17	\$806,102.25
<b>Liability</b>						
G 602-20200 Accounts Payable	(\$5,165.70)	\$0.00	\$0.00	\$0.00	\$0.00	(\$5,165.70)
G 602-21500 Accrued Interest Payable	(\$3,945.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,945.00)
G 602-21600 Accrued Wages & Salaries P	(\$1,374.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,374.24)
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	(\$304,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$304,000.00)
<b>Total Liability</b>	(\$314,484.88)	\$0.00	\$0.00	\$0.00	\$0.00	(\$314,484.88)
<b>Equity</b>						
G 602-25300 Unreserved Fund Balance	(\$509,091.52)	\$22,210.22	\$24,872.25	\$74,852.17	\$57,378.02	(\$491,617.37)
<b>Total Equity</b>	(\$509,091.52)	\$22,210.22	\$24,872.25	\$74,852.17	\$57,378.02	(\$491,617.37)
<b>Total 602 SEWER FUND</b>	\$0.00	\$47,082.47	\$47,082.47	\$132,230.19	\$132,230.19	\$0.00



**CITY OF NEWPORT**  
**GL Yearly**

Current Period: March 2013

**FUND 603 STREET LIGHT FUND**

**March 2013**

	<b>Begin Yr</b>	<b>MTD Debits</b>	<b>MTD Credits</b>	<b>YTD Debits</b>	<b>YTD Credits</b>	<b>Balance</b>
<b>Asset</b>						
G 603-10100 Cash	\$13,831.13	\$3,781.60	\$3,135.89	\$7,866.99	\$12,242.41	\$9,455.71
G 603-11500 Accounts Receivable	\$5,120.47	\$0.00	\$0.00	\$0.00	\$0.00	\$5,120.47
G 603-12200 Special Assess Rec-Delinque	\$1,786.76	\$0.00	\$0.00	\$0.00	\$0.00	\$1,786.76
<b>Total Asset</b>	\$20,738.36	\$3,781.60	\$3,135.89	\$7,866.99	\$12,242.41	\$16,362.94
<b>Liability</b>						
G 603-20200 Accounts Payable	(\$4,560.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,560.24)
G 603-20700 Due to Other Funds	(\$523.48)	\$0.00	\$0.00	\$0.00	\$0.00	(\$523.48)
<b>Total Liability</b>	(\$5,083.72)	\$0.00	\$0.00	\$0.00	\$0.00	(\$5,083.72)
<b>Equity</b>						
G 603-25300 Unreserved Fund Balance	(\$15,654.64)	\$3,135.89	\$3,781.60	\$12,242.41	\$7,866.99	(\$11,279.22)
<b>Total Equity</b>	(\$15,654.64)	\$3,135.89	\$3,781.60	\$12,242.41	\$7,866.99	(\$11,279.22)
<b>Total 603 STREET LIGHT FUND</b>	\$0.00	\$6,917.49	\$6,917.49	\$20,109.40	\$20,109.40	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: March 2013

FUND 604 STORM WATER FUND

March 2013

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 604-10100 Cash	\$16,241.08	\$1,663.28	\$7.56	\$2,686.49	\$280.06	\$18,647.51
G 604-11500 Accounts Receivable	(\$1,155.20)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,155.20)
G 604-12100 SA Recievable -Current	(\$0.07)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.07)
G 604-12200 Special Assess Rec-Delinque	\$2,136.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,136.00
<b>Total Asset</b>	\$17,221.81	\$1,663.28	\$7.56	\$2,686.49	\$280.06	\$19,628.24
<b>Liability</b>						
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
<b>Total Liability</b>	\$0.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.19
<b>Equity</b>						
G 604-25300 Unreserved Fund Balance	(\$17,222.00)	\$7.56	\$1,663.28	\$280.06	\$2,686.49	(\$19,628.43)
<b>Total Equity</b>	(\$17,222.00)	\$7.56	\$1,663.28	\$280.06	\$2,686.49	(\$19,628.43)
<b>Total 604 STORM WATER FUND</b>	\$0.00	\$1,670.84	\$1,670.84	\$2,966.55	\$2,966.55	\$0.00
<b>Report Total</b>	\$0.00	\$227,369.44	\$227,369.44	\$1,440,590.79	\$1,440,590.79	\$0.00



# MEMO

TO: Mayor and City Council  
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: March 13, 2013

SUBJECT: Liquor License for Newport Liquors

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The owners of the Newport Liquor Store, 1638 Hastings Avenue, recently sold their store to JMD Liquors, Inc. The off-sale liquor license that was issued to the Newport Liquor Store is non-transferable and as such JMD Liquors needs to receive a new off-sale liquor license from the City and State of Minnesota. Please find attached the off-sale liquor license application for JMD Liquors. It is recommended the City Council approve it.



Minnesota Department of Public Safety  
**ALCOHOL AND GAMBLING ENFORCEMENT DIVISION**  
 444 Cedar St., Suite 222, St. Paul, MN 55101-5133  
 (651) 201-7507 FAX (651)297-5259 TTY(651)282-6555  
 WWW.DPS.STATE.MN.US



**APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE**

**No license will be approved or released until the \$20 Retailer ID Card fee is received**

Workers compensation insurance company. Name Minnesota Employers Policy # 41WE 05061H-001  
 Licensee's MN Sales and Use Tax ID # 2904639 To apply for a MN sales and use tax ID #, call (651) 296-6181  
 Licensee's Federal Tax ID # 46-2062451

**If a corporation, an officer shall execute this application If a partnership, a partner shall execute this application.**

Licensee Name (Individual, Corporation, Partnership, LLC) <u>JMD LIQUORS, INC</u>	Social Security #	Trade Name or DBA <u>NEWPORT LIQUOR</u>
License Location (Street Address & Block No.) <u>1638 HASTINGS AVENUE</u>	License Period From To	Applicant's Home Phone # [REDACTED]
City <u>NEWPORT</u>	County <u>WASHINGTON</u> State <u>MN</u>	Zip Code <u>55055</u>
Name of Store Manager <u>JOSEPH DAHDAH</u>	Business Phone Number [REDACTED]	DOB (Individual Applicant) [REDACTED]

**If a corporation or LLC state name, date of birth, Social Security # address, title, and shares held by each officer. If a partnership, state names, address and date of birth of each partner.**

Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
<u>JOSEPH DAHDAH</u>	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code

- If a corporation, date of incorporation 2-17-2013, state incorporated in Minnesota, amount paid in capital \_\_\_\_\_. If a subsidiary of any other corporation, so state \_\_\_\_\_ and give purpose of corporation \_\_\_\_\_. If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota?  Yes  No
- Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state.  
entire building
- Is establishment located near any state university, state hospital, training school, reformatory or prison?  Yes  No If yes state approximate distance. \_\_\_\_\_
- Name and address of building owner: Mary & Dave North  
1644 Hastings Ave, Newport, MN 55055  
Has owner of building any connection, directly or indirectly, with applicant?  Yes  No
- Is applicant or any of the associates in this application, a member of the governing body of the municipality in which this license is to be issued?  Yes  No If yes, in what capacity? \_\_\_\_\_
- State whether any person other than applicants has any right, title or interest in the furniture, fixtures or equipment for which license is applied and if so, give name and details. NO
- Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?  
 Yes  No If yes, give name and address of establishment. \_\_\_\_\_

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5. Is/are applicant(s), a member of the governing body of the municipality in which this license is to be issued?  
 Yes  No If Yes, in what capacity? \_\_\_\_\_
6. Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?  Yes  No If yes, give name and address of establishment. \_\_\_\_\_
7. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment?  Yes  No
8. State whether applicant has or will be granted, an On Sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises.  Yes  No  Will be granted
9. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License.  Yes  No  Will be granted
10. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality.  
 \_\_\_\_\_
11. If this license is being issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)? \_\_\_\_\_
12. If this license is being issued by a County Board, is it located in an organized township?  
**If so, attach township approval.**

**Violations**

1. Has applicant(s) had a liquor license revoked in the last 5 years;  Yes  No If so, give dates and details.  
 \_\_\_\_\_
2. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere?  Yes  No  
 If yes, give dates, charges and final outcome. \_\_\_\_\_  
 \_\_\_\_\_
3. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802.  Yes  No If yes, attach a copy of the summons.

**REPORT BY POLICE/SHERIFF'S DEPARTMENT**

This is to certify that the applicant and the associates named herein have not been convicted within the past five years for any felonies or municipal ordinances relating to intoxicating liquor except as follows:

\_\_\_\_\_

Newport Police Dept  
 Police/Sheriff's Department

Investigator  
 Title

[Signature]  
 Signature

\_\_\_\_\_  
 County Attorney's Signature

**Insurance (ATTACH CERTIFICATE OF INSURANCE TO THIS FORM)**

Licensee must obtain one of the following PER Minnesota Statute 340A.409:

Check one:

- A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.

**Please review Insurance Certificate before submitting:**

- Must be Certificate of Insurance (Declarations or Binders not accepted)
- Licensee name on this application and the Insurance Certificate must match EXACTLY.
- Must provide physical address of licensed location (No PO Boxes accepted)
- Dates of coverage must cover the entire license period.

or

- B. A surety bond from a surety company with minimum coverage as specified in A.

or

- C. A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry. A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

Workers compensation insurance company: Name \_\_\_\_\_

Policy # \_\_\_\_\_ Number of employees: \_\_\_\_\_

**I certify that I have read the above questions and that the answers are true and correct of my own knowledge.**

Print name of applicant & title

JOSEPH Dahdah -owner

Signature of Applicant

Joseph Dahdah

Date

7-25-2013



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/22/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Minnesota Employers Ins. Svcs. Josh Anderson 2091 E County Rd D, Suite B-100 Maplewood, MN 55109 Josh Anderson	Phone: 651-756-1483 Fax: 651-340-5721	CONTACT NAME: Josh P. Anderson PHONE (A/C No. Ext): 651-756-1483 FAX (A/C No.): 651-340-5721 E-MAIL ADDRESS: joshanderson@mnels.com
	INSURER(S) AFFORDING COVERAGE INSURER A: Wilson Mutual Company INSURER B: The Hartford INSURER C: INSURER D: INSURER E: INSURER F:	
<b>INSURED</b> JMD Liquors Inc. DBA: Newport Liquor 1638 Hastings Avenue Newport, MN 55055	NAIC # 19950	

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			QBP242383	02/25/2013	02/25/2014	EACH OCCURRENCE	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							DAMAGE TO RENTED PREMISES (Ea occurrence)
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ 4,000,000
							PRODUCTS - COM/POP AGG	\$ 4,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS			QBP242383	02/25/2013	02/25/2014	COMBINED SINGLE LIMIT (Per accident)	\$ 1,000,000
	<input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS							BODILY INJURY (Per person)
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
								\$
								\$
B	UMBRELLA LIAB EXCESS LIAB DED    RETENTION \$						EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE							AGGREGATE
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			41WE0506LH-001	02/25/2013	02/25/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
	Y/N    N/A							E.L. EACH ACCIDENT
							E.L. DISEASE - EA EMPLOYEE	\$ 100,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
A	Liquor Liability			QBP242383	02/25/2013	02/25/2014	Aggregate	1,000,000
							Per Occur	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

<b>CERTIFICATE HOLDER</b>  NEWPORT  City of Newport 596 7th Avenue Newport, MN 55055	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Josh Anderson
--	---



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

## Memorandum

<b>To:</b>	Newport City Council	<b>Reference:</b>	Newport Transit Station— Development Agreement and Revised Plans
<b>Copies To:</b>	Deb Hill, Administrator	<b>Project No.:</b>	15140.002
	John Stewart, Engineer		
	Fritz Knaak, Attorney		
	Renee Helm, Executive Analyst		
	Andy Gitzlaff, Washington County		
<b>From:</b>	Sherri Buss, Planner	<b>Routing:</b>	
<b>Date:</b>	March 14, 2013		

### BACKGROUND

On November 15, 2012, the Newport City Council approved permits for the Newport Transit Station. The Conditional Use Permit approval was based on the plans submitted to the City in September, 2012, and included the following condition:

- The Applicant shall submit a Final Plat that is substantially in conformance with the Preliminary Plans dated September 17, 2012. All elements of the Final Plans must meet the requirements of the zoning ordinance.

The approved Station Area Plan included the following condition:

- The Applicant shall coordinate with the Chicago Milwaukee Saint Paul Railroad company to address the issue of uncontrolled access along the mainline trackage. The applicant shall address securing the access to mainline trackage at the point where the spur track turns off the main line.

The Washington County Regional Rail Authority is finalizing the construction plans and cost estimates for the project. They are proposing some plan modifications based on budget constraints and long-term maintenance concerns. The proposed changes are described in the memo and plan materials from Andy Gitzlaff, attached.

Staff request that the Council review the proposed changes and the information provided in this memo, and discuss the Authority's request at the Council meeting on March 21. Staff have requested that the Authority's staff attend the meeting.

## REVISED PLANS

The Authority is proposing the following revisions to the Transit Station plan:

- Reduce the size of the building canopy at its west end by 19 feet.
- Replace the colored concrete bands in the passenger plaza areas with concrete bands that are the same color as the other concrete.
- Reduce the plaza area by 10%.
- Remove the car bumper overhang maintenance strip in the parking lot, and replace it with sod. The Authority will be responsible for parking lot area maintenance.
- Reduce the numbers of trees throughout the site by 24 trees.
- Remove the amenities on Lot 2 (outside the transit site), including the seating wall and plantings
- Reduce the topsoil depth to 4". The Authority will be responsible for maintaining the seeded area.
- Reduce the size of the entry monument sign from 30 feet to 24 feet.

Authority staff met with City staff on February 20. At that time, the Authority's staff had proposed additional changes, including changing some concrete pavement areas in the roadway to bituminous pavement, removal of all seating walls and replacing the walls with shrubs, elimination of the monument sign, and other changes. Staff provided feedback on the proposed changes, and noted that the proposed amenities outside the Transit Station site (those on the lots proposed for future development) were a lower priority than the elements that are part of the Transit Station site. The changes proposed in the memo and plans dated March 11 have generally responded to the staff comments and concerns expressed at the meeting on February 20.

City staff noted at the meeting on February 20 that this project is very important to the City, and will be a critical element of the redevelopment of the Red Rock Gateway Area. We expressed concerns that the potential for revising the plans was not discussed during the review process with the Planning Commission and Council, so that the City could have commented on priorities during the initial review, and understood that the plans that were approved had not been based on cost accurate estimates. Staff recommended that the proposed changes be presented to the Council and Planning Commission. Staff have also requested that the City Attorney provide direction on whether a CUP amendment is required to accept changes to the plans, or whether this can be done by resolution.

Staff suggest that if the Council is willing to revise the permits to approve the plans, this should be subject to the Authority providing a full set of plans to City staff for review.

## FENCING ALONG THE RAILROAD MAINLINE TRACK

The Authority memo notes that it does not want to replace the existing fence along the railroad right-of-way with a new fence. The memo notes the following:

- Other adjacent properties are not fenced. If the Authority replaces the fence, there will be gaps in other areas along the track, and access will not be controlled.
- Fencing the spur track is unnecessary due to the limited amount of traffic and low travel speeds.



The City Attorney and Engineer recommended that the fence be replaced. The Attorney noted the following in an email to staff on March 13:

- It remains my view that the City should insist on a hold-harmless agreement from the County indemnifying the City from any liability found to be the result in the absence of that fencing next to the rail right-of-way.

Staff suggest that the Council discuss this condition with the Authority staff at the meeting on March 21, to determine whether the City is willing to revise or remove the condition related to the fence from the approved permit.

## **REQUEST**

Staff request that the Council review the proposed changes in the plans for the Transit Station site, and determine the following:

- If the changes are acceptable to the City.
- If the City will require the replacement of the fence along the rail right-of-way.
- What process should be used to approve any changes to the plans or conditions of the permits? Amendment to the CUP (requires another public hearing, Planning Commission and Council approval) or approval by the Council?



---

## **MEMORANDUM**

**Date:** March 11, 2013

**To:** Deb Hill, City of Newport Administrator

**From:** Andy Gitzlaff, Senior Planner, Washington County

**Re:** **Newport Transit Station – Development Agreement and Revised Construction Plan**

### **BACKGROUND**

On November 15, 2013 the Washington County Regional Railroad Authority “the Authority” received permitting approval from the Newport City Council to construct the Newport Transit Station on land owned by the Authority at 2222 Maxwell Avenue and to subdivide for future development. Permit approval included site plan, station area plan, conditional use permit (CUP), variance and major subdivision approval.

### **DEVELOPERS AGREEMENT**

As part of the major subdivision approval the Authority is required to enter into a Development Agreement with the City of Newport. The latest version of the Development Agreement has been attached for review and approval by the City.

### **PLAN MODIFICATIONS**

The Authority is also in the process of preparing final construction plans and detailed cost estimates. The Authority is proposing minor plan modifications to bring the costs in line with the project budget and address long-term maintenance concerns. The plan modifications will still meet the intent of the zoning ordinance and previous approvals and all applicable code sections.

The Authority would like to move ahead as soon as possible with preparing the final plans for bid that include the plan modifications below: This will allow is to stay on schedule for 2013 construction.

#### **Item 1: Reduce Transit Station Canopy by One Bay**

**Description:** Shorten the overall length of the building canopy by 18-‘9” on the western end of the building, eliminating one bay of columns (new length = 93’-9”). The reduction will preserve the original character of the building (see attached exterior elevation plan).

**Item 2:** Modify decorative concrete plazas

Description: Replace two-foot wide integrally colored concrete bands in passenger plaza areas with sandblasted finish concrete bands. Both types of concrete bands would serve their intended purpose of making the plaza area more aesthetically pleasing by providing variations in the concrete design.

**Item 3:** Reduce concrete plaza area by 10%

Description: Provide less concrete paving and enlarge green space areas north of the parking lot. This will preserve the open space and reduce the amount of impervious surface on the site.

**Item 4:** Remove the car bumper overhang maintenance strip

Description: Remove the two-foot wide strip of concrete paving running along the back of curb in the park and ride parking lot that is intended to reduce trimming/mowing and replace it with sod. The Authority will be responsible for maintaining the parking lot area.

**Item 5:** Provide 24 fewer trees

Description: Selectively reduce the number of trees provided throughout the parking lot, in the green space north of the parking lot, and in the bus turnaround island. The remaining number of trees will still exceed City requirements.

**Item 6:** Remove the seat wall and plantings on Lot 2, closest to Maxwell Avenue

Description: The previously proposed 44-foot long precast concrete seat wall on Lot 2, near the entry monument, would be removed. The native grass plantings on Lot 2 would also be removed. The seat wall could be constructed and the plantings installed at a later date when Lot 2 is developed.

**Item 7:** Reduce topsoil depth on Lot 2 and Outlot

Description: This would reduce the depth of topsoil that is respread on Lot 2 and the Outlot from six-inches to four-inches. This area will be seeded as well. The Authority will be responsible for maintaining Lot 2 and the Outlot until they are sold for future development.

**Item 8:** Reduce height of entry monument sign

Description: The proposed entry monument sign would be reduced from 30 feet to 24 feet. This would keep the scale of the monument sign consistent with the scale of the building canopy. The sign would still serve its primary purpose of an identifier for the transit station and creating a sense of place for the station area.

**OTHER ITEMS**

**Item 9:** Railroad Access

Description: At the November Council Meeting a condition of approval was added to the approval resolution for the station area plan stating that “the Applicant shall coordinate with the Chicago Milwaukee Saint Paul Railroad company to address the issue of uncontrolled access along the mainline trackage. The applicant shall address securing the access to mainline trackage at the point where the spur track turns of the main line.”

We could only attempt to secure access across property we own, since there are other nearby locations adjacent to the mainline trackage that are also not secured even if we put a fence up there will be gaps and it will not prevent uncontrolled access to the mainline. We also feel that fencing the spur track is unnecessary due to limited amount of traffic and low travel speeds and the relatively low risk of people cutting across the tracks.

The Authority would strongly prefer to continue with current plans to remove the existing fence and not construct a new fence. We would be open to reevaluate securing access to the mainline trackage in the future if passenger rail access is contemplated from the site.

If you have any questions or need additional information to process this request please contact me at 651-430-4338 or [andy.gitzlaff@co.washington.mn.us](mailto:andy.gitzlaff@co.washington.mn.us).

**ATTACHMENTS**

Revised Site Plan, Plaza Enlargement Plan, Planting Plan  
Revised Exterior Elevations  
Revised Monument Sign  
Draft Developer Agreement



Stantec

2335 Highway 36 W  
St. Paul, MN 55113  
Ph: 651-636-4600  
Fax: 651-636-1311  
www.stantec.com  
© STANTEC 2012

JULIE SNOW ARCHITECTS INC.  
2400 RAND TOWER  
227 MARQUETTE AVE  
MPLS MN 55402  
TEL 612 359 9400  
FAX 612 359 9530

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT  
WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION  
AND THAT I AM A DULY LICENSED  
UNDER THE LAWS OF THE STATE OF MINNESOTA  
PRINT NAME: MATTHEW KREIDT  
SIGNATURE: \_\_\_\_\_ LIC. NO. 45716  
DATE: \_\_\_\_\_

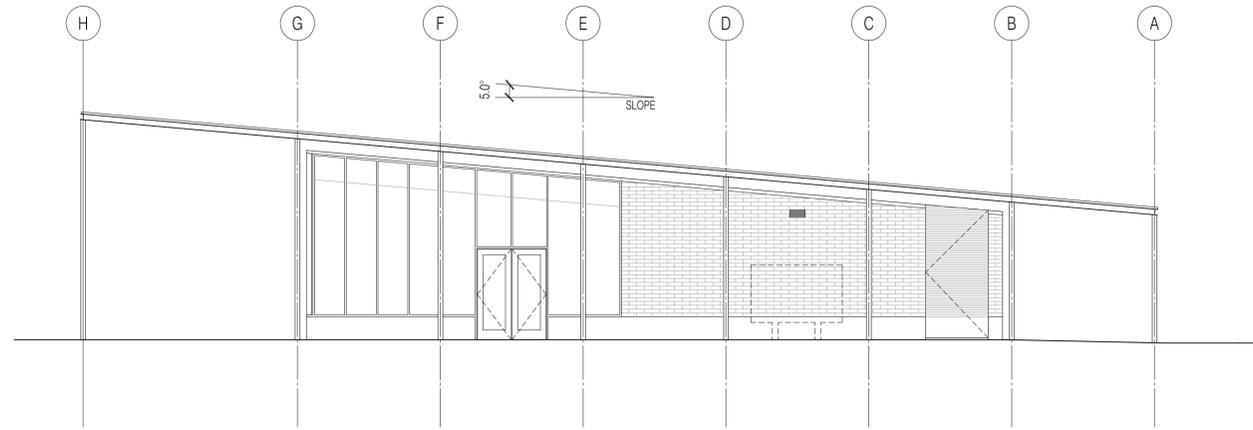
WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY  
NEWPORT TRANSIT STATION  
EXTERIOR ELEVATIONS

NO. REVISION DATE

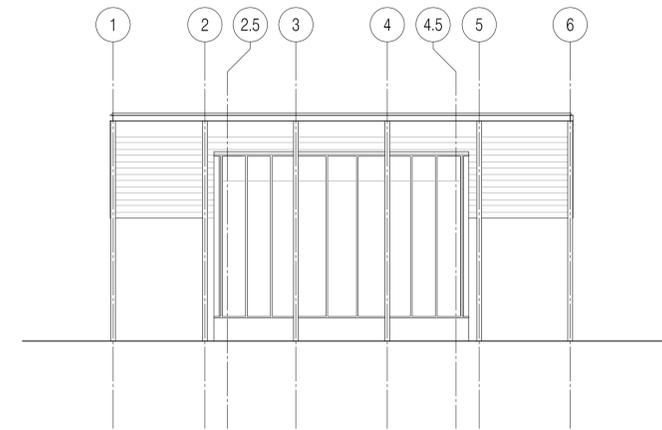
NO.	REVISION	DATE

SURVEY  
DRAWN  
DESIGNED  
APPROVED  
PROJ. NO. 193802205

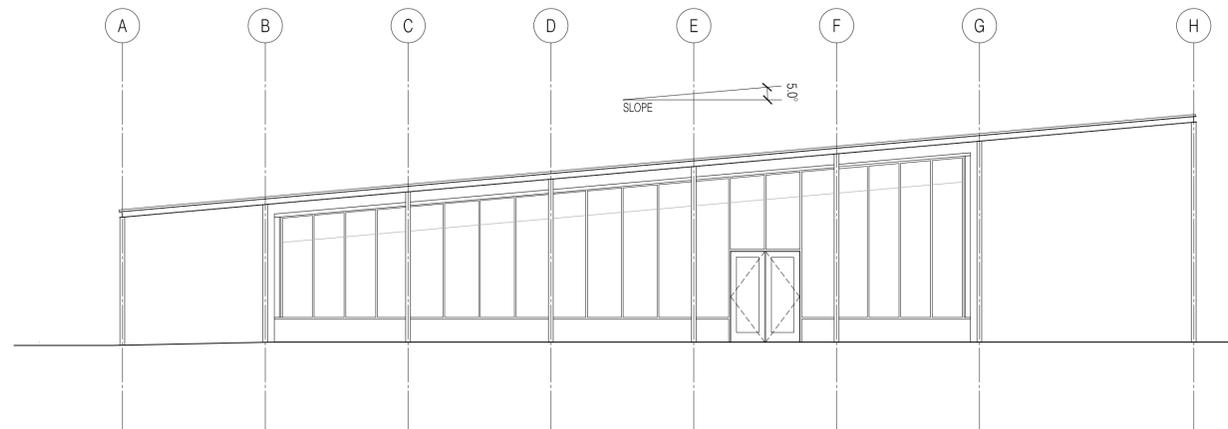
SHEET NUMBER  
**A4.0**



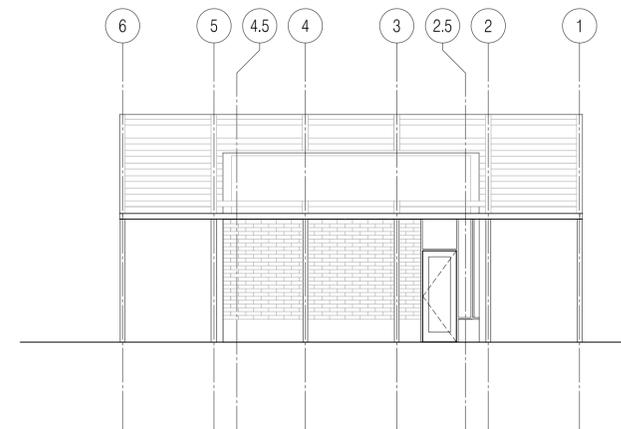
4 NORTH ELEVATION  
A4.0 SCALE: 1/8" = 1'-0"



3 EAST ELEVATION  
A4.0 SCALE: 1/8" = 1'-0"



2 SOUTH ELEVATION  
A4.0 SCALE: 1/8" = 1'-0"

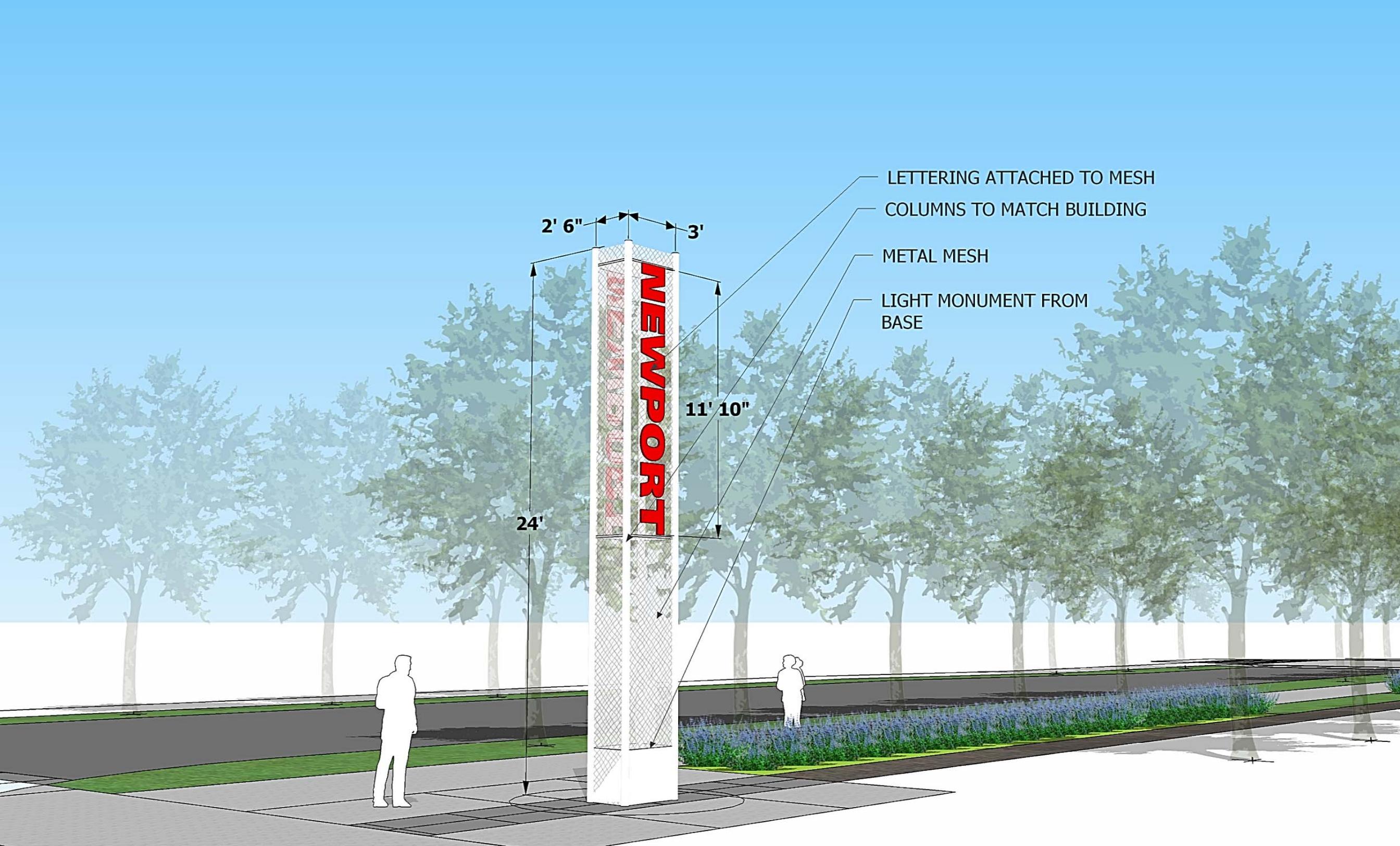


1 WEST ELEVATION  
A4.0 SCALE: 1/8" = 1'-0"









2' 6" 3'

11' 10"

24'

**NEWPORT**

LETTERING ATTACHED TO MESH

COLUMNS TO MATCH BUILDING

METAL MESH

LIGHT MONUMENT FROM BASE



# RESOLUTION 2013-10

## A RESOLUTION OF THE CITY OF NEWPORT, MINNESOTA, APPROVING AND AUTHORIZING THE EXECUTION OF A CERTAIN DEVELOPMENT AGREEMENT WITH THE WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY FOR THE DEVELOPMENT OF THE RED ROCK TRANSIT STATION LOCATION

**WHEREAS**, the City of Newport (hereinafter, “the City”), on or about November 15, approved the Preliminary and Final Plant for a major subdivision to be known as Newport Station Addition by Resolution Number 2012-40; and

**WHEREAS**, the Washington County Transit Authority (hereinafter “the Authority”) intends to build a transit site at the aforesaid location, which construction is intended to include a transit station building and 200-stall parking lot, as well as do additional site preparation and construct a new public street; and

**WHEREAS**, the City and the Authority wish to enter into a Development Agreement that will set forth their respective rights and obligations in the development and construction of the foregoing project.

**NOW, THEREFORE, BE IT RESOLVED** That the Mayor and City Administrator are expressly authorized to execute, on behalf of the City, a Development Agreement, attached hereto and incorporated by reference, for the above-noted purposes.

Adopted this 21st day of March 2013, by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

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

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator

**DEVELOPMENT AGREEMENT BETWEEN  
THE CITY OF NEWPORT AND THE WASHINGTON COUNTY  
REGIONAL RAILROAD AUTHORITY FOR THE  
THE NEWPORT TRANSIT STATION PROJECT**

WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY	
CONTRACT NO.	_____
DEPT.	PUBLIC WORKS
DIVISION	TRANSPORTATION
TERM	_____

**THIS AGREEMENT**, by and between the City of Newport, a municipal corporation, herein after referred to as the "City", and Washington County Regional Railroad Authority, a political subdivision of the State of Minnesota, hereinafter referred to as the "Authority".

**WITNESSETH:**

WHEREAS, the Newport City Council has by **Resolution Number 2012-40** on **November 15, 2012**, approved the Preliminary and Final Plat for a major subdivision as proposed by the Authority to be known as Newport Station Addition; and

WHEREAS, the Authority intends to build a transit station building and 200-stall parking area on Lot 1 of the subdivision, conduct site preparation work on Lot 2 and Outlot A, and construct a new public street to serve the development herein after referred to as the "Project"; and

WHEREAS, the parties hereto desire to set forth their respective rights and obligations of the parties to this agreement.

**NOW THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:**

**A. MAINTENANCE/OWNERSHIP**

1. Upon completion of the Project, the City shall own and maintain the right-of-way for the new City street to be known as "Red Rock Crossing" constructed as part of the Project: City maintenance responsibilities shall include but are not limited to the following:
  - a. Major and routine maintenance within the City right-of-way for Red Rock Crossing including snow removal and litter cleanup expect for maintaining the public sidewalk free of ice and snow which is the responsibility of the adjacent property owners as defined by City Code.
  - b. The watermain and sanitary sewer located within the City right-of-way except for service connection which are maintained by the adjacent property owners as defined by City Code
  - c. All major and routine maintenance of storm water drainage infrastructure located within City right-of-way.
  - d. Plantings and landscaping amenities installed within the right-of-way for Red Rock Crossing.
  - e. All permanent roadway signs on Red Rock Crossing.
  
2. Upon completion of the Project, the Authority shall own and maintain the Transit Station building and all site improvement on Lot 1 constructed as part of the Project together with Lot 2 and Outlot A until future development occurs on said parcels: Authority maintenance responsibilities shall include but are not limited to the following.
  - a. Maintaining the transit station building and parking area including snow removal and litter cleanup.
  - b. Perform all major and routine maintenance of storm water drainage infrastructure located within Lot 1, Lot 2 and Outlot A.
  - c. Establishment and mowing of seeded areas as necessary within Lot 1, Lot 2 and Outlot A
  - d. Establishment and maintenance of landscaped areas in accordance with the approved landscape plan





# MEMO

TO: Mayor and City Council  
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: March 18, 2013

SUBJECT: Update on Cedar Lane Properties

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## BACKGROUND

Staff has identified several properties along Cedar Lane as part of the uncertified levy area. It is anticipated that these properties would be purchased and turned into a park as part of the Red Rock Gateway. In 2009, the City purchased 1645 Cedar Lane at a cost of \$220,000, with the City paying \$120,000 and in 2012, the City purchased 1605 Cedar Lane at a cost of approximately \$90,000, with the City paying \$45,000. As such there are six remaining properties to purchase.

At the February 21, 2013 City Council workshop, the City Council requested that Administrator Hill begin discussions with the property owners of 1629 Cedar Lane, which was for sale for \$141,900. Administrator Hill offered \$125,000 and the property owners countered at \$135,000. Administrator Hill contacted the property owners again to see if they would accept \$125,000. It is anticipated that the City will receive a response later this week.

Recently, 1625 Cedar Lane was foreclosed on and is now for sale. The City has contacted the realtor to express its interest in purchasing the property and offered \$70,000. The property is listed for a total cost of \$80,000, which is \$64,300 below market value. This property is located south of 1629 Cedar Lane. Attached is the 2012 tax information and assessed value for 1625 Cedar Lane.

The Department of Natural Resources is willing to pay for half of the costs associated with acquiring this property.

## DISCUSSION

The City Council will need to discuss whether or not it would like to move forward with entering into a purchase agreement for 1629 Cedar Lane and at what price. Additionally, it will need to discuss if it would like to move forward with acquiring 1625 Cedar Lane. If so, City staff will begin the process. Funds for both acquisitions would be split between the North Ravine Fund and the EDA Fund.

## RECOMMENDATION

It is recommended that the City Council provide staff with direction on both properties. If the City Council would like to move forward with the purchase agreement for 1629 Cedar Lane, it is recommended that it approve Resolution No. 2013-11.

# RESOLUTION NO. 2013-11

**A RESOLUTION AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE A PURCHASE AGREEMENT ON BEHALF OF THE CITY FOR PROPERTY LOCATED AT 1629 CEDAR LANE AND TO SUBMIT A GRANT APPLICATION TO THE DEPARTMENT OF NATURAL RESOURCES FOR THE FLOOD DAMAGE REDUCTION GRANT ASSISTANCE PROGRAM**

**WHEREAS**, The City Council has expressed interest in the potential purchase and investigation of the availability of certain real estate within the City of Newport, especially in the flood prone area of the uncertified levy along the Mississippi River, in order to mitigate the damages a future Mississippi River flood and its effects on the uncertified levy could have on the area; and

**WHEREAS**, City staff has been in discussions with the property owner of 1629 Cedar Lane; and

**WHEREAS**, the property owner of 1629 Cedar Lane is willing to sell the property to the City at a cost of \$\_\_\_\_\_; and

**WHEREAS**, the total cost of the acquisition and demolition will be approximately \$\_\_\_\_\_; and

**WHEREAS**, the City will submit a grant to the Department of Natural Resources for 50% of the total costs to help with the cost of acquiring the property; and

**NOW, THEREFORE, BE IT RESOLVED** That the Newport City Council Hereby authorizes the Mayor and City Administrator to execute a Purchase Agreement on behalf of the City for property located at 1629 Cedar Lane at a cost of \$\_\_\_\_\_ and to submit a grant application for 50% of the total cost, which is \$\_\_\_\_\_, to the Department of Natural Resources.

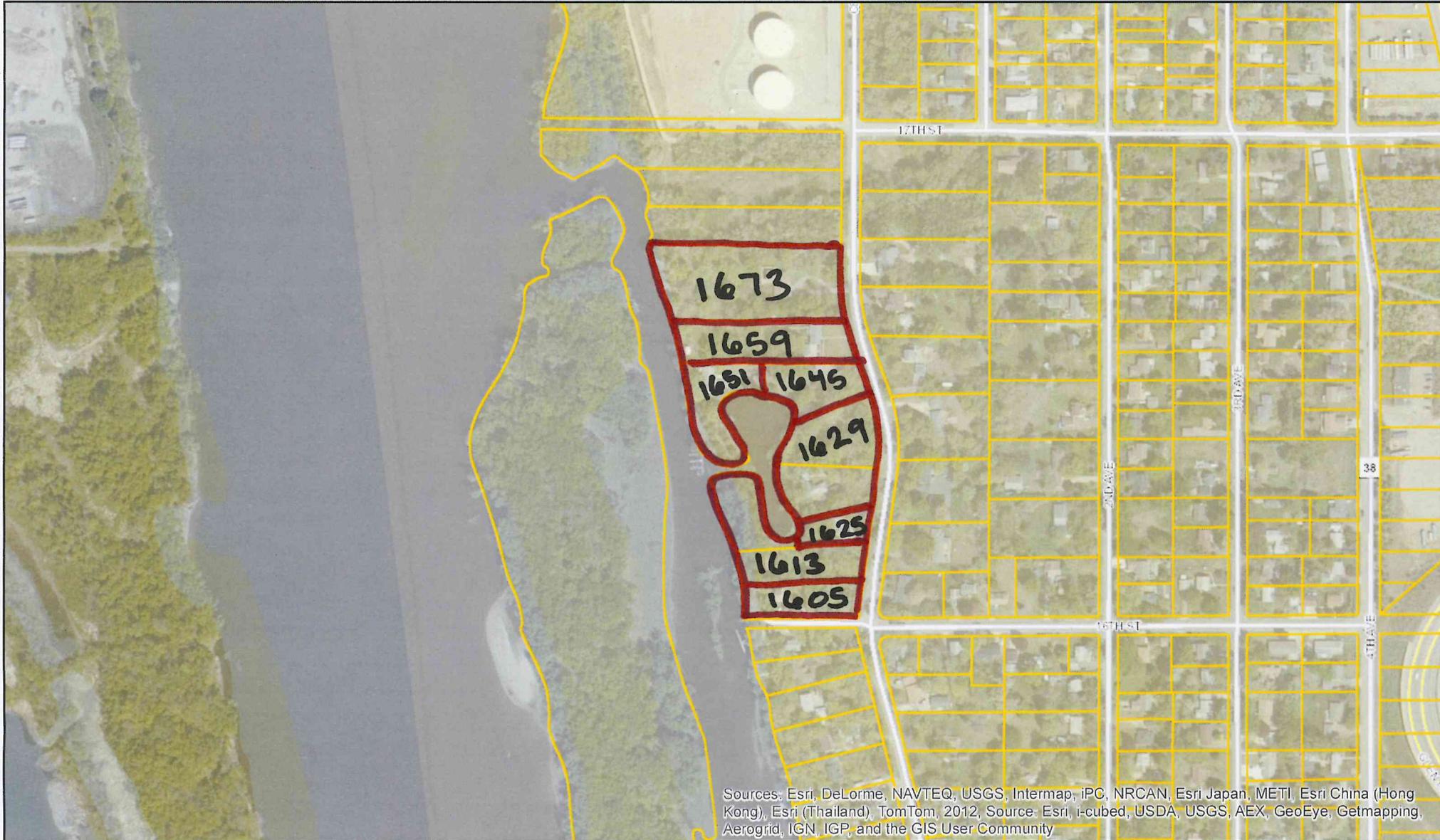
Adopted this 21st day of March 2013, by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

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

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator



**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.



Department of Property Records  
and Taxpayer Services

14949 62<sup>nd</sup> Street North PO Box 200  
Stillwater, MN 55082-0200  
(651) 430-6175  
www.co.washington.mn.us

# Property Tax Statement for Taxes Payable in 2012

Save for future reference



REFUNDS?

You may be eligible for one or even two  
refunds to reduce your property tax.  
Read the back of this statement to find  
out how to apply.

Property ID: 35.028.22.12.0010

Bill#: 26745

**Taxpayer:** RONDA A WALTHER  
1625 CEDAR LN  
NEWPORT MN 55055-1047



**Desc:** RIVERWOOD ACRES NO.3 Lot 44 PT LOT 44 LYING ELY OF FOLLOWING  
DESC LINE COM AT SE COR OF SD LOT 44 THN WLY ALONG SLY LINE OF LOT 44  
DIST OF 183FT TO PT OF BEG OF LINE TO BE DESC THN DEFL TO RIGHT  
81DEG00'00" DIST OF 26.39FT M/L TO SHORE LINE OF MISSISSIPPI RIVER LAGOON  
THN CONT NLY

**Property Address:** 1625 CEDAR LN  
NEWPORT MN 55055

Taxes Payable Year:	2011	2012
Estimated Market Value:	166,100	163,000
Homestead Exclusion:		22,600
Taxable Market Value:	166,100	140,400
New Improvements/ Expired Exclusions:		
Property Classification:	Res Hstd	Res Hstd

1. Use this amount on Form M1PR to see if you are eligible for a property tax refund. File by August 15. If this box is checked, you owe delinquent taxes and are not eligible. <input type="checkbox"/>		\$2,288.34
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.		\$2,285.38
<b>Property Tax and Credits</b>		
3. Property taxes before credits		\$2,285.38
4. Credits that reduce property taxes		
A. Agricultural market value credit	0.00	0.00
B. Other Credits	0.00	0.00
<b>5. Property taxes after credits</b>	\$2,285.38	\$2,288.34
<b>Property Tax by Jurisdiction</b>		
6. County	A. WASHINGTON COUNTY B. COUNTY REGIONAL RAIL AUTHORITY	443.20 2.92
7. City or Town	CITY OF NEWPORT	897.58
8. State General Tax		0.00
9. School District	ISD 833 SOUTH WASHINGTON	679.42
10. Special Taxing Districts	A. Voter approved levies B. Other Local Levies C. Fiscal Disparities D. Tax Increment Financing Dists	661.69 195.40 41.88 27.30 0.00 0.00
11. Non-school voter approved referenda levies		3.80
12. Total property tax before special assessments		2,285.38
<b>Special Assessments on Your Property</b>		
13. Special assessments	Interest: Principal: 39.66 SWSW STORMWATER UTILITY-PAY 2012 36.66 COUNTY ENVIRONMENTAL CHARGE PHE DEPT 3.00	38.62 39.66
<b>14. YOUR TOTAL PROPERTY TAX AND SPECIAL ASSESSMENTS</b>		<b>\$2,324.00</b> <b>\$2,328.00</b>

FIRST HALF DUE  
SECOND HALF DUE

May 15  
October 15

\$1,164.00  
\$1,164.00

## PAYABLE 2012 2<sup>nd</sup> HALF PAYMENT STUB

Detach at perforation & mail this stub with your 2<sup>nd</sup> half payment in the enclosed green envelope

TO AVOID PENALTY PAY ON OR BEFORE: October 15

Property ID: 35.028.22.12.0010

Bill #: 26745

**Taxpayer:**  
RONDA A WALTHER  
1625 CEDAR LN  
NEWPORT MN 55055-1047

**\*\*ESCROW NOTE\*\*** Your taxes have been sent to escrow agent FLAGSTAR BANK. If you do not escrow your taxes, please pay the amount indicated in the box.

SECOND HALF TAX AMT  
**1,164.00**

MAKE CHECKS PAYABLE TO:  
Washington County  
P.O. Box 200  
Stillwater MN 55082-0200

CHECK  
 CASH

No Receipt sent. Your cancelled check is proof of payment. Do not send postdated checks.

3502822120010 2 00000000116400 1

## PAYABLE 2012 1<sup>st</sup> HALF PAYMENT STUB

Detach at perforation & mail this stub with your 1<sup>st</sup> half payment in the enclosed green envelope

TO AVOID PENALTY PAY ON OR BEFORE: May 15

Property ID: 35.028.22.12.0010

Bill #: 26745

**Taxpayer:**  
RONDA A WALTHER  
1625 CEDAR LN  
NEWPORT MN 55055-1047

**\*\*ESCROW NOTE\*\*** Your taxes have been sent to escrow agent FLAGSTAR BANK. If you do not escrow your taxes, please pay the amount indicated in the box.

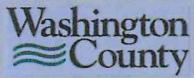
FIRST HALF TAX AMT  
**1,164.00**

MAKE CHECKS PAYABLE TO:  
Washington County  
P.O. Box 200  
Stillwater MN 55082-0200

CHECK  
 CASH

No Receipt sent. Your cancelled check is proof of payment. Do not send postdated checks.

3502822120010 1 00000000116400 3



Hosted by  
Vanguard Assessors, Inc.

**Parcel Number:** 35.028.22.12.0010  
**Property Address:** 1625 CEDAR LN  
 NEWPORT, MN 55055 [MAP THIS ADDRESS](#)

**Class:** RESIDENTIAL

**Legal Description:**

PT LOT 44 LYING ELY OF FOLLOWING DESC LINE COM AT SE COR OF SD LOT 44 THN WLY ALONG SLY LINE OF LOT 44 DIST OF 183FT TO PT OF BEG OF LINE TO BE DESC THN DEFL TO RIGHT 81DEG00'00" DIST OF 26.39FT M/L TO SHORE LINE OF MISSISSIPPI RIVER LAGOON THN CONT NLY & NELY ALONG SD SHORELINE TO BOUNDARY LINE BETWEEN LOTS 43 & 44 OF SD RIVERWOOD ACRES #3 SUBDIVISIONNAME RIVERWOOD ACRES NO.3 LOT 44 SUBDIVISIONCD 55347

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2013	\$59,000	\$85,300	\$0	\$144,300
2012	\$65,000	\$87,500	\$0	\$152,500
▲ More Years...				
2011	\$75,000	\$88,000	\$0	\$163,000
2010	\$81,300	\$84,800	\$0	\$166,100
2009	\$83,000	\$96,600	\$0	\$179,600
2008	\$85,100	\$111,600	\$0	\$196,700
2007	\$77,400	\$114,000	\$0	\$191,400
2006	\$77,400	\$114,000	\$0	\$191,400
2005	\$60,800	\$121,900	\$0	\$182,700
2004	\$60,800	\$112,200	\$0	\$173,000

Lot Type	Square Feet	Acres
Lump Sum	15,682	0.360

Occupancy	Style	Year Built	Total Living Area
▼ Single-Family / Owner Occupied	Split Level Frame	1971	1,438

Sale Date	Amount	Recording
09/30/2010	\$120,000	

Date	Number	Amount	Reason
08/11/1992	8-92	400	Siding

**City of Newport**  
**HSEM Hazard Mitigation Grant Program Assessment**

Resident's Name	Address	1st Floor Elevation	2013		Costs					Total
			Market-value	Demolition	Legal/Title	Closing	Permits	Admin		
Thomas Donovan	1613 Cedar Ln	697.40	\$ 191,200	\$ 9,560	\$ 2,000	\$ 2,000	\$ 500	\$ 500	\$ 205,760	
Flagstar Bank	1625 Cedar Ln	705.40	144,300	7,215	2,000	2,000	500	500	156,515	
Citi Mortgage	1629 Cedar Ln	703.40	237,300	11,865	2,000	2,000	500	500	254,165	
Steven Svoboda	1651 Cedar Ln	704.40	184,900	9,245	2,000	2,000	500	500	199,145	
Bruce Bilderback	1659 Cedar Ln	704.20	209,700	10,485	2,000	2,000	500	500	225,185	
John Rose	1673 Cedar Ln	700.58	279,700	13,985	2,000	2,000	500	500	298,685	
<b>Total</b>			<b>\$ 1,247,100</b>	<b>\$ 62,355</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 1,339,455</b>	
			\$ 1,247,100	\$ 62,355			\$ 3,500		<b>\$ 1,312,955</b> <b>Total Cost</b>	
									<b>\$ 656,478</b> <b>City Portion</b>	



# MEMO

TO: Mayor and City Council  
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: March 18, 2013

SUBJECT: Historic Quilt

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## **BACKGROUND**

Recently, City staff painted the walls of the City Council Chambers and as such rearranged some décor. One of the items was the historic quilt that was donated in 2003. The quilt has been relocated to Administrator Hill's office. Pauline Schottmuller, who donated the frame for the quilt, recently requested that the quilt be placed back in the Council Chambers or be given back to her.

## **DISCUSSION**

Attached for your review is a letter that was sent to Ms. Schottmuller stating that it would be transferred to the Library for permanent display. Besides this letter, City staff could not find documentation regarding the location of the quilt. The City Council will need to provide direction on whether or not the quilt should be placed back in the Council Chambers or given back to Ms. Schottmuller.

## **RECOMMENDATION**

It is recommended that the City Council provide direction on the historic quilt.

April 7, 2003

Ms. Pauline Schottmuller  
97 10<sup>th</sup> St.  
Newport, MN. 55055

Re: Donation

Dear Mr. Schottmuller;

On behalf of the City of Newport I wish to thank you for the generous donation in the amount of \$1,104.32 for framing of the "Newport Historical Block Quilt." The quilt is presently on display at City Hall, but soon will be transferred to our historic public library.

Once again on behalf of the City, thank you.

Sincerely,

Larry Bodahl  
Newport City Administrator

Cc file

February 2013

Newport Police Department  
Activity Report

		Monthly Total	Yearly Total
ACCIDENTS		18	33
ADMINISTRATIVE		86	157
ALARMS		4	15
ANIMAL CALLS		5	20
ARRESTS	Felony	3	5
	Misdemeanor	7	16
	Gross Misd.	2	5
ASSAULTS	Aggravated		
	Simple		2
ASSIST OTHER DEPT/OFFICER		69	127
ASSIST PUBLIC		145	313
AUTO THEFT			
	Attempted		
BURGLARY		3	4
	Attempted		
CHILD ABUSE/NEGLECT			6
CIVIL DISPUTES		6	12
CRIMINAL SEXUAL CONDUCT		1	3
CURFEW			2
DAMAGE TO PROPERTY		5	9
DEATH INV.			3
DISORDER CONDUCT		1	1
DOMESTICS		10	21
DRIVING COMPLAINT		2	10
DRUGS/PARAPHERNALIA		4	6
DRUNKS/DETOX		5	5
D.W.I.		6	10
FIRECALLS		4	10
FORGERY			1
FOUND PROPERTY			2
HAR/COMM		3	4
HANG UPS (911)		1	4
JUVENILE PETTY CITATIONS		1	3
JUVENILE PROBLEMS		5	9
LOCK-OUTS		3	7
MEDICAL CALLS		19	38
MISSING PERSONS			
ORDINANCE VIOLATIONS		4	10
ORDINANCE WINTER PARK		44	80
PROWLERS			
ROBBERY			
	Attempted		1
RUN-AWAY		4	7
STOLEN AUTOS RECOVERED			4
SUSPICIOUS ACTIVITY		13	23
THEFT		8	24
	Attempted		
CITATIONS		114	197
TRAFFIC WARNINGS		88	158
		Monthly Total	Yearly Total
Overall Grand Total All Events		693	1367



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# MEMO

**To:** Deb Hill, City Administrator – City Council City of Newport

**From:** Jim Stremel, P.E., Assistant City Engineer

**Subject:** 2013-15 Street Improvement Project – Assessment Rates & Public Hearing

**Date:** March 15, 2013

## INTRODUCTION:

We have been continuing the planning process for the City’s CIP Pavement Management Plan and recently held a work session with City Council to review the Special Benefits Valuation provided by BRKW and the proposed assessment rate structure moving forward. In addition, the City held three neighborhood meetings on March 19<sup>th</sup>. This memorandum will summarize the following items.

1. Assessment Policy Updates (Local Improvement Policy)
2. Special Benefits Valuation Report (Benefits Appraisal)
3. Proposed Per Unit Assessment Rates
4. Neighborhood Meeting Comments & Discussion
5. 1st Public Hearing (Improvement Hearing)

## 1. ASSESSMENT POLICY (LOCAL IMPROVEMENT GUIDE)

See attached draft (with redlines) was updated to reflect the discussion at the work session with Council. The purpose of the meeting was to review the results from the Special Benefits Valuation, review the concept of a Unit Assessment, and give the opportunity for Council to review and determine appropriate unit assessment rates based on the information provided. The discussion below was presented at the work session and includes notes (in blue italics) from that meeting.

- ❖ General statement that “new Construction” is paid for up to 100% by developer.  
*A new street would be treated like Class B assessments. (100% of cost of the new street on a front foot basis). A new utility (Sewer and/or Water) would be treated like Class B assessments. (100% of the cost of the new utility would be treated like Class B assessments.)*  
*Council agreed this was to be included.*
- ❖ General Statement  
*It is important to recognize that the actual cost of extending an improvement past a particular parcel is not the controlling factor in determining the amount to be assessed. However, in most cases the method for assigning the value of the benefit received by the improvement, and therefore the amount to be assessed, is the cost of providing the improvement. This shall be true provided the cost does not demonstrably exceed the increase in the market value of the property*

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*being assessed. The entire project shall be considered as a whole for the purpose of calculating and computing an assessment rate. In the event City staff has doubt as to whether or not the costs of the project may exceed the special benefits to the property, the City Council may obtain such appraisals as may be necessary to support the proposed assessment.*

- ❖ Review concept of UNIT ASSESSMENT for residential properties.  
*The Special Benefit Valuation was reviewed and discussion occurred as to the extent construction types and pertinent unit assessments.*
- ❖ Review making a preliminary determination of assessment amounts per construction type; Full Street Reconstruction (FSR), Full Depth Reclamation (FDR) with Curb, FDR only, Overlay only, Overlay with Curb, Mill and Overlay, Mill and Overlay with Curb.  
*Council agreed this was to be included.*
- ❖ How do we handle sewer service line replacements; all properties newer than 1993; or all services; or a property owner may opt out by providing a video showing good condition of sewer service between wye and property line?  
*Based on discussion and input from City staff, it was concluded that the City would provide matching funds of 50% up to \$100 to the property owner for televising the service line to determine deficiencies. From this video provided by the property owner, the City would make a determination as to whether the service lateral requires replacement. Televising shall be completed in all cases unless inspected and verified by City staff within the last five years.*

The Appraiser does not evaluate any “benefit” for either new service or new main. Do we spell out a policy that home owner can have City pay cost of service replacement and add this cost to County tax bill 2 times per year?

*Council agreed this was to be included. Service replacements to occur as a part of a street reconstruction would only be completed up to the property line (street right-of-way). Additional work beyond that point would be above and beyond the requirements of this policy and left up to the property owner.*

- ❖ Extra ordinary maintenance; do we assess?  
~~*Class E. Class E improvements include extraordinary maintenance activities which, in some part, benefit the property abutting or in the area of the improvement, including, overlay or partial reconstruction and patching of thoroughfares or alleys and sidewalks, where said facilities are in a distressed condition such that extraordinary maintenance such as seal coating, patching, or overlaying with a new bituminous mat or concrete side walk, or slip lining sewer and water mains will extend the usable life of the Utility by more than 10 years, as certified by the City Engineer.*~~  
*Council asked that this section be deleted.*
- ❖ What if Public works has been having “problems” with main line sewer or water do we make a statement the costs incurred with repair or replacement may include assessments, enterprise funds or GO taxes?

*Any such improvements shall be financed from general City Enterprise Funds and not from special assessments.*

- ❖ Then there are the same issues for COMMERCIAL Industrial and Multi-family Properties. Other cities have made multi-family units equal to a portion of an Equivalent Residential Unit (ERU) say .33, or .5, or .75 e.g.

*Subd. 11. Multi-Family Unit. A multi-family unit shall be each separate dwelling unit or apartment having discrete floor areas dedicated to cooking and toilet facilities which are located on a multi-family property.*

*Each multi-family unit shall be equivalent to 50% of an existing residential unit.*

- ❖ Commercial & industrial properties we could make equal to a ERU based on frontage: Equivalent Residential Unit. *An equivalent residential unit shall mean any residential building lot, or in the instance of non-residential property which consisting of 120 linear feet or less of frontage on a Class D, or E improvement project. In the instance where the frontage of non-residential property exceeds multiples of 120 foot of frontage, additional or multiple thereof, a graduation equivalent residential unit shall be assigned as follows; for footage in excess of 120 feet or multiples thereof .25 of an Equivalent Residential Unit if the exceedance is 15 feet or greater but less than 51 feet; .50 of an Equivalent Residential Unit if the exceedance is 51 feet or greater but less than 86 feet; .75 of an Equivalent Residential Unit if the exceedance is 86 feet or greater but less than 120 feet . .*

*Council determined that commercial/industrial properties shall be assessed by 2 times the residential ERU or the determination above statement, whichever is greater.*

- ❖ Corner lots. How many ERU's e.g.  
*Corner lots with side yards abutting local, collector, or arterial streets shall be assessed one hundred percent (100%) of the per unit cost of local, non -collector or non-arterial street reconstruction as determined on a per unit basis. If only one side of the corner lot is improved the side improved shall be assessed 100% of the per unit charge. If the second side of the corner lot is improved within the greater of 15 years from certification of the assessment roll or within the payment period of the assessment the second side shall be assessed 0% of the per unit charge as calculated for the latter project. In the event that an unimproved abutting side of the corner lot is improved after 15 year of certification of the assessment or after the payment period of the assessment has expired on the improved side the City Council may elect to reassess the lot.*

*Council agreed this was to be included.*

- ❖ Discuss SECTION 11 DEFERMENTS OF SPECIAL ASSESSMENTS.

## **2. SPECIAL BENEFITS VALUATION REPORT (BENEFITS ANALYSIS)**

At the work session, the Council reviewed the Special Benefit Valuation report completed by BRKW. See attached excerpt from the report.

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Mr. Gleason's report indicates a Per Unit Cost as follows:

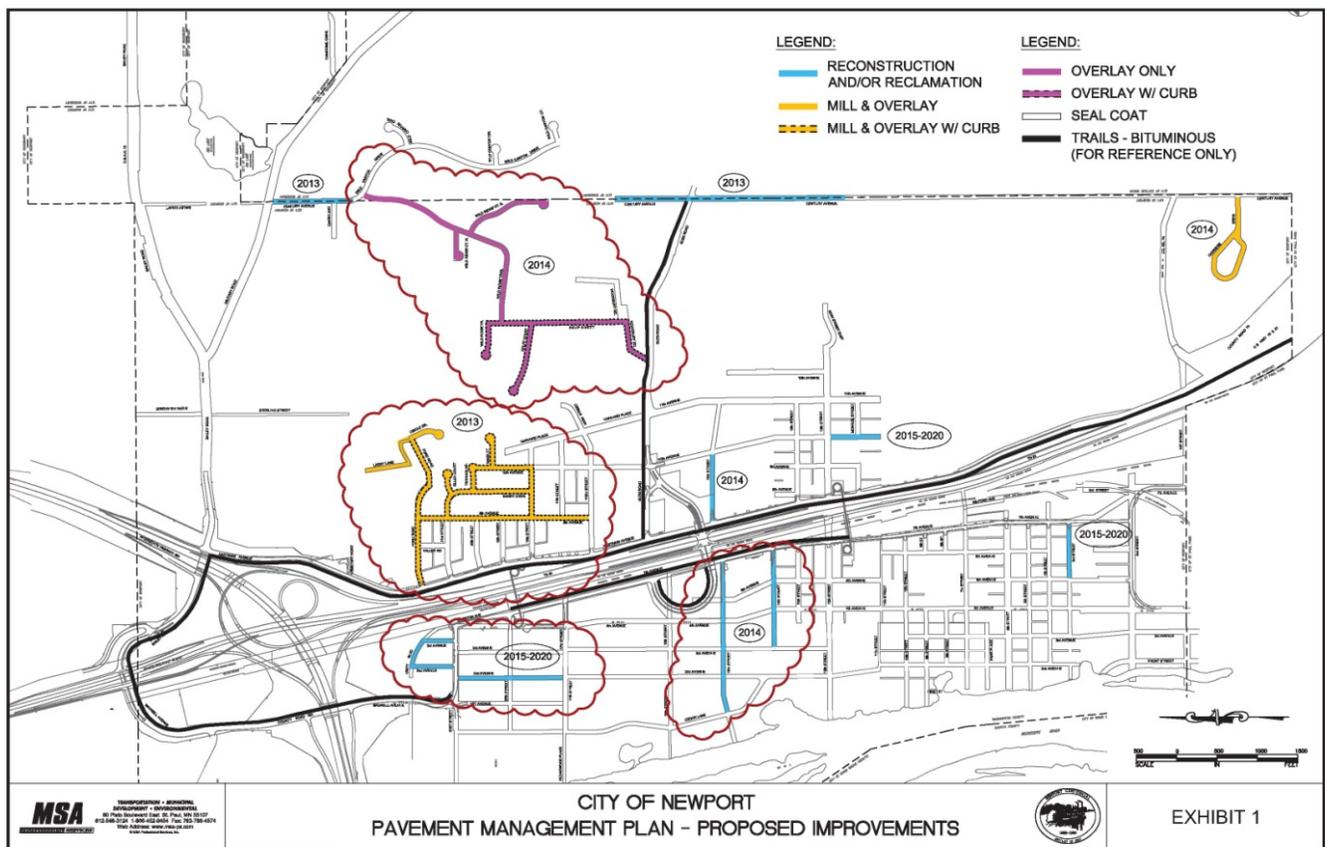
City of Newport 2013 Street Improvement Project				
Value Benefit Conclusions				
Property	Tax Parcel I.D. No.	Opinion Of Special Benefit		
		Street	Curb	Total
1. All-Rite Towing (Cmcl prop. - reconstruction)	26-028-22-41-0010	\$ 5,600	\$ 500	\$ 6,100
2. SF Home - 1827 2nd Ave. (Urban lot - reconstruction)	26-028-22-44-0078	\$ 2,300	\$ 200	\$ 2,500
3. SF Home - 1555 Century Ave. (Rural estate lot - reclamation)	36-028-22-14-0006	\$ 6,800	\$ -	\$ 6,800
4. Martin Joseph Design & Construction (Cmcl prop. - mill and overlay)	25-028-22-32-0012	\$ 5,000	\$ 800	\$ 5,800
5. SF Home - 1890 Barry Dr. (Urban lot - mill and overlay)	25-028-22-34-0034	\$ 1,300	\$ 200	\$ 1,500
6. SF Home - 2150 Circle Dr. (Urban lot - mill and overlay)	25-028-22-31-0040	\$ 3,400	\$ -	\$ 3,400
7. 96-Unit Apartment Property (Multifam. lot - mill and overlay)	25-028-22-34-0053	\$ 12,021	\$ 1,968	
	25-028-22-34-0065	\$ 363	\$ 59	
	25-028-22-34-0052	\$ 2,098	\$ 343	
	25-028-22-34-0051	\$ 2,030	\$ 332	
	25-028-22-34-0050	\$ 1,747	\$ 286	
	25-028-22-34-0049	\$ 1,618	\$ 265	
	25-028-22-34-0048	\$ 1,544	\$ 253	
	25-028-22-34-0044	\$ 898	\$ 147	
	25-028-22-34-0064	\$ 541	\$ 89	
	25-028-22-34-0043	\$ 16,240	\$ 2,658	
Total Property		\$ 39,100	\$ 6,400	\$ 45,500
8. SF Home - 1260 Kolff Ct. (Rural estate lot - mill & overlay and overlay only)*	25-028-22-43-0015	\$ 4,600	\$ 800	\$ 5,400

\* For Property 8 analysis, mill and overlay and overlay only improvements are concluded to result in the same level of special benefit.

**3. PROPOSED PER UNIT ASSESSMENT RATES**

As provided in the feasibility report, we concluded the following ranges of per unit assessment for the following construction types.

Proposed Assessment Rate Structure			
Improvement Category	Assessed Cost (Low)	Assessed Cost (High)	Notes
Street - Overlay Only	\$1,300	\$4,600	No aprons or curb
Street - Overlay With Curb	\$1,500	\$5,400	No aprons
Street - Mill & Overlay	\$1,300	\$4,600	No aprons or curb
Street - Mill & Overlay With Curb	\$1,500	\$5,400	No aprons
Street - Full Depth Reclamation	\$2,300	\$6,800	No aprons or curb
Street - Full Street Reconstruction	\$2,500	\$6,800	Includes concrete curb/gutter, concrete aprons, includes utilities



- ❖ The report identifies the street and pavement improvements show above. These improvements are identified as the street component of the City's capital improvement plan and have been incorporated into financing and bonding as provided by Ehlers & Associates.
- ❖ Although all the streets identified in the Feasibility Study are estimated to total \$4.5M in the study. The schedule shown by the plan stretches through 2020 in those streets impacted by the Red Rock redevelopment. The Old Chicago area will be development driven and 2<sup>nd</sup> street is included because sewer and water improvements are needed on the Transit station site to accommodate the added population.

Based on discussion from the work session, we recommend the Council consider the following per unit assessment rates for each improvement category. These assessment rates provide an approximate total assessment cost of 23% for the three projects considered.

<b>Assessment Rate Structure (Council Consideration)</b>		
Improvement Category	Per Unit Assessments	Notes
Street - Overlay Only	\$2,200	No aprons or curb
Street - Overlay With Curb	\$2,700	No aprons
Street - Mill & Overlay	\$2,200	No aprons or curb
Street - Mill & Overlay With Curb	\$2,700	No aprons
Street - Full Depth Reclamation	\$4,000	No aprons or curb
Street - Full Street Reconstruction	\$5,200	Includes concrete curb/gutter, concrete aprons, includes utilities

<b>Estimated Financing Costs (Project Grouping)</b>					
Project	Equiv. Assessable Units	Project Cost	Total Assessment (Council)	Percentage of Cost	City Bond or Fund Contribution
2013	163	\$1,158,250	\$ 436,300	38%	\$ 721,950
2014	85	\$1,745,117	\$ 278,000	16%	\$1,467,117
2015	62	\$1,555,602	\$ 322,400	21%	\$1,233,202
<b>Total</b>	<b>310</b>	<b>\$4,458,970</b>	<b>\$ 1,036,700</b>	<b>23%</b>	<b>\$3,422,270</b>

#### 4. NEIGHBORHOOD MEETINGS

On March 19<sup>th</sup>, the City held three neighborhood meetings as follows. The presentation occurred after this memo was written, but prior to the Council meeting. The Council, City Staff, or the Engineer may have discussion points to consider from the minutes of the meetings.

##### Red Colored Improvements

**5:30 PM:** Woodbury Drive, Kolff Street, Kolff Court, Wild Ridge Trail, Wild Ridge Court N, Wild Ridge Court S, and Century Avenue.

##### Orange Colored Improvements

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**6:30 PM:** Ford Road, 8<sup>th</sup> Avenue, Barry Drive, 10<sup>th</sup> Avenue, Ellen Court, Terrace Road, Mark Court, Larry Lane, Circle Drive, and Oakridge Drive.

**Blue Colored Improvements**

**7:30 PM:** 2<sup>nd</sup> Avenue, 3<sup>rd</sup> Avenue, Unity Boulevard, 15<sup>th</sup> Street, 14<sup>th</sup> Street, 3<sup>rd</sup> Street, and 10<sup>th</sup> Avenue.

Among other project related items including the type of construction proposed and project costs, the intent of the meetings is to provide a presentation that reflects how the City Council may ultimately finance and assess for these projects. The work session conducted on March 14<sup>th</sup> was an important step in determining how the new Local Improvement Policy will look and what the Council is considering for the per unit assessment rates.

**5. PUBLIC IMPROVEMENT HEARING**

The next course of action as noted on the project schedule is to hold the first public hearing. The Improvement Hearing, sometimes referred to as the “feasibility” hearing, is conducted to provide official account of the information provided in the feasibility report and allow residents and affected property owners to publically comment on the project.

We ask that the Council consider the scope of the 2013 Street Improvement Project and schedule the Improvement Hearing(s) for April 16, 2013.

**ATTACHMENT(S):**

- ❖ Updated Local Improvement Policy (LIP)
- ❖ Draft resolution receiving and adopting the Local Improvement Policy
- ❖ Draft resolution ordering the public hearing

**ACTION(S) RECOMMENDED:**

- ❖ Consider the draft resolution receiving and adopting the Local Improvement Policy.
- ❖ Consider the draft resolution ordering the Improvement Hearing

**LOCAL IMPROVEMENT POLICY**

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**LOCAL IMPROVEMENT POLICY  
CITY OF NEWPORT**

**The City Council of the City of Newport, Minnesota hereby adopts the following policy relating to Local Improvements. Said policy superseding and replacing any and all previous versions:**

**INTRODUCTION:**

The City of Newport has implemented a local improvement policy to provide a guide to the City Council for determining how assessments are to be allocated to properties benefitting from local improvement projects. The improvement policy has been in effect since 1999, and has been amended several times to reflect changes in state law and City policies.

The City, recognizing the reduction in property values, has amended the improvement guide to require at least a 20% contribution to reconstruction project costs through assessments, providing said assessments do not exceed the benefits accrued to properties. The City has implemented a per unit assessment approach to reconstruction projects, and has recognized the need for a separate unit assessment to reflect benefits received from several types of street improvement projects.

**SECTION 1 GENERAL POLICY STATEMENT**

The purpose of this policy is to establish a fair and equitable manner of assessing the increase in market value (special benefit) associated with public improvement. The procedures used by the City for levying special assessments are those specified by Minnesota Statutes Chapter 429 which provides that all or a part of the cost of improvements may be assessed against benefiting properties.

Three basic criteria must be satisfied before a particular parcel can be assessed. The criteria are as follows:

1. The land must have received special benefit from the improvement.
2. The amount of the assessment must not exceed the special benefit.
3. The assessment must be uniform in relation to the same class of property within the assessment area.

It is important to recognize that the actual cost of extending an improvement past a particular parcel is not the controlling factor in determining the amount to be assessed. However, in most cases the method for assigning the value of the benefit received by the improvement, and therefore the amount to be assessed, is the cost of providing the improvement. This shall be true provided the cost does not demonstrably exceed the increase in the market value of

## LOCAL IMPROVEMENT POLICY

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the property being assessed. The entire project shall be considered as a whole for the purpose of calculating and computing an assessment rate. In the event City staff has doubt as to whether or not the costs of the project may exceed the special benefits to the property, the City Council may obtain such appraisals as may be necessary to support the proposed assessment.

The assessment policy is intended to serve as a guide for a systematic assessment process in the City. There may be exceptions to the policy, unique circumstances, or situations which may require special consideration and discretion by City staff and the City Council

**DEFINITIONS.** For the purposes of this policy, the words below shall have the meanings given to them in this section.

- Subd. 1. Assessable Front Footage Cost. The assessable front footage cost for properties benefiting from Class B improvements shall be the Total Project Cost, divided by the Total Front Footage. The total number of assessable units shall be the sum of: Residential Building Lots, Existing Residential Units, and Equivalent Residential Unit that are located in a Class C ~~or, D, or E~~ improvement. The determination of the total assessable units on a Class C, ~~D or, or E~~ improvement shall be at the discretion of the City Council.
- Subd. 2. Assessable Unit. An assessable unit shall be a lot located in a residential area which meets the requirement of a residential building lot, a tax lot of record the primary use of which is a single family residence, multifamily property, or equivalent residential unit having frontage on a Class B, C, ~~or D, or E~~ improvement modified as described in Subd. 11.
- Subd. 3. Construction of Served Properties. Construction of served properties shall mean a public improvement on land which has existing bituminous or concrete streets, and/or, existing City owned sewer and water utility services.
- Subd. 4. Corner Lot. A lot situated at the intersection of two or more streets, or bounded on two or more adjacent sides by a public right-of-way containing a public street or planned for a public street.
- Subd. 5. Cost per Assessable Front Foot. The cost per assessable front foot shall be the cost of a Class B improvement which shall equal to the Total Project Cost divided by the number of Total Assessable Front Footage.
- Subd. 6. Equivalent Residential Unit. An equivalent residential unit shall mean any residential building lot, or in the instance of non-residential property which consisting of 120 linear feet or less of frontage on a Class D, ~~or E~~ improvement project. In the instance where the frontage of non-residential property exceeds multiples of 120 foot of frontage, additional or multiple thereof, a graduation equivalent residential unit shall be assigned as follows; for footage in excess of

## LOCAL IMPROVEMENT POLICY

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120 feet or multiples thereof .25 of an Equivalent Residential Unit if the exceedance is 15 feet or greater but less than 51 feet; .50 of an Equivalent Residential Unit if the exceedance is 51 feet or greater but less than 86 feet; .75 of an Equivalent Residential Unit if the exceedance is 86 feet or greater but less than 120 feet . As modified herein each, corner lot, multifamily or nonresidential property, shall be adjusted by the appropriate factor to calculate the number of equivalent residential units attributable to a property. (e.g. a multifamily property containing six multifamily units shall be considered as 3 equivalent residential units).

- Subd.7. Existing Residential Unit. An existing residential unit shall mean any property or combination of properties with a separate Washington County PIN or combination of properties which by restrictive codicil recorded with the Washington County Register of Deeds is limited to a single family residential use.
- Subd. 8. Local Improvements. Local improvement shall mean a public improvement such as new construction or reconstruction of streets including, storm sewers, curb and gutters, construction or reconstruction of collector, non-collector or non-arterial streets, the construction or reconstruction of water mains, the construction of sanitary sewers, overlaying of bituminous pavement, slip-lining of water and sewer mains, and other similar projects.
- Subd. 9. Lot Double Frontage. Double frontage lot shall mean a lot where opposite lot lines abut two public or private roadway right-of-ways, which do not intersect at a corner of the lot, and in both instances the lot meets minimum frontage requirement in the zoning district the lot is located. Where a lot line abuts and/or straddles two zoning districts the most restrictive frontage requirement shall be applied.
- Subd. 10. Multi-family Property. A multi-family property shall be a property with a single P.I.N. as defined by the Washington County tax roll, the primary use of which is residential with more than one dwelling or apartment on the property.
- Subd. 11. Multi-Family Unit. A multi-family unit shall be each separate dwelling unit or apartment having discrete floor areas dedicated to cooking and toilet facilities which are located on a multi-family property. Each multi-family unit shall be equivalent to 50% of an existing residential unit.
- Subd. 12. New Construction. New construction shall mean a public improvement project where City streets and/or utilities are installed on land without existing bituminous or concrete streets or City owned sewer and water utility services.
- | Subd. 13. Per Unit Charge. The per unit cost of a Class C, ~~or D D, or E~~ improvement shall equal the total project cost divided by the number of total assessable units. (Also referred to as Basis).

## LOCAL IMPROVEMENT POLICY

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- Subd. 14. Per Unit Cost. The per unit cost shall be determined by the City Council and shall not be less than 20% of the per unit charge, or more than the amount of benefit to that Class of property as determined in the appraisal report.
- Subd. 15. Petition. Petition shall mean a written document presented to the City Council for purposes related to a local improvement. A petition shall contain a clear statement of its purposes on the top of each page upon which signatures appear purporting to validate the same. All signatures shall be accompanied by the address of the signator, the date of the signature and a printing of the signator's name.
- Subd. 16. Reconstruction. Reconstruction shall mean a public improvement on land which has existing City infrastructure, bituminous or concrete streets, and existing City owned sewer and water utility services that are deteriorated and require replacement to adequately service properties on the land to be improved.
- Subd. 17. Residential Building Lot. A residential building lot shall be any developed or undeveloped property which meets the City's requirements for issuance of a building permit for construction of a single family residence.
- Subd. 18. Total Front Footage. The total front footage on a Class B improvement shall be the sum of assessable footage for properties abutting or benefiting from the improvement.
- Subd. 19. Total Project Cost. The total project cost shall be the sum of all improvement costs including, costs of all items comprising the construction cost, engineering costs, legal costs, bonding costs, interest costs during construction, contingency costs, and other overhead, costs and fees which are directly attributable to completion of an improvement project. The total project cost shall be determined by the City Engineer.
- Subd. 20. Trunk or Arterial Roadway. A trunk or arterial roadway shall mean a roadway designed to provide access to local roadways. Trunk or arterial roadways shall be designed to have a width greater than 36 feet and shall be capable of sustaining traffic having an axel load of nine tons per axel or greater on a year round basis. Trunk or arterial roadways may be under the jurisdiction and/or ownership of City, County, State or Federal agencies.
- Subd. 21. Utility Assessment Rate. The utility assessment rate shall be established by the City Council but shall not be more than the amount of benefit to that Class of property as determined in the appraisal report.

### SECTION 2 INITIATION OF IMPROVEMENTS.

## LOCAL IMPROVEMENT POLICY

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- Subd. 1. Petition. A local improvement may be initiated by a petition of at least thirty-five percent (35%) of the benefited property owners. A benefited parcel can have only one signature. The petition shall be presented to the Clerk who shall place it on the agenda at the next available City Council meeting for its consideration. The City Council shall review the petition, as to its adequacy under this policy. If the City Council finds that it meets the criteria herein, it may adopt a resolution by affirmative vote of the majority of all City Council members to undertake the project.
- Subd. 2. Petition by 100% of Owners. A local improvement may be initiated by a petition of 100% of the benefited property owners. The benefited parcel can have only one signature. The petition shall be presented to the clerk, who shall place it on the agenda at the next available City Council meeting for its consideration. The City Council shall review the petition as to its adequacy under this policy. If the council finds that it meets the criteria herein, it may adopt a resolution by the affirmative vote of the City Council to undertake the project. The resolution ordering any improvements initiated by all owners of abutting property and assessing the entire cost against their property may be adopted without a public hearing.
- Subd. 3. City Council Resolution. As an alternative to the method prescribed in Subdivision 1 above, a local improvement may be initiated by a resolution adopted by a 4/5 affirmative vote of all City Council members being at least 4 of 5 in favor, and a statement of need from the City Engineer.
- Subd. 4. Report of City Engineer. When local improvements are initiated pursuant to either Subdivision 1, 2 or Subdivision 3 above, the City Council shall direct the City Engineer to undertake a study and make a report outlining the nature, scope and feasibility of the proposed improvements, a cost estimate, a recommendation regarding benefited property and any other information deemed necessary or appropriate by the City Council.
- Subd. 5. Report of Appraiser. Minn. Stat. §429.051 APPORTIONMENT OF COST states *“The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received”*. To assist the City Council to determine the value of benefits that are received, the City Council shall direct an appraisal report of estimated benefits to be undertaken by an accredited real estate professional. The report shall: include the professional’s opinion of the benefit the land receives from the improvement, and whether the assessment as proposed by the City Council for properties as a class, exceeds the special benefit measured by the increase in market value due to the improvement, and that the assessment is uniform as applied to all properties of the same Class. The accredited real estate professional who prepares the report shall present written or oral testimony at the assessment hearings on the increase in market value by Class as a result of the proposed improvements.

## LOCAL IMPROVEMENT POLICY

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Subd. 6. Hearing Regarding Proposed Improvements. Following receipt by the City Council of the Engineer's report described in Subdivision 3 above, the City Council shall set a public hearing on the proposed improvements in accordance with *Minnesota Statutes, Section 429.031*. A public hearing is not needed if one hundred percent (100%) of the affected property owners sign the petition requesting the improvement.

Subd. 7. Ordering Improvements and Advertising for Bids. At any time within six months following the hearing described in Subdivision 4 above, the City Council may by resolution order the improvements. If the improvements were initiated by petition, a majority vote of all council members to order the improvements is needed. In the absence of a petition containing at least 35% of the owners of benefiting property, a 4/5 majority vote of all council members is required to order the improvements.

When the proposed improvement is ordered by the City Council, the City Council may at any time within one year following the ordering of the improvement, let the contract for all or part of the work in accordance with *Minnesota Statutes, Section 429.041*, unless a different time limit is specifically stated in the Resolution ordering the improvement.

SECTION 3 APPORTIONMENT OF COST. The cost of improvements may be assessed where appropriate upon property benefited by the improvement, based upon benefits received, whether or not the property abuts the improvement, and whether or not any part of the cost of the improvement is funded by the City of Newport, Washington County funds, State Aid Highway Fund, Municipal State Aid Street Fund, or State or Federal Highway Funds in accordance with the rules described in Sections 5 through 14 of this policy.

SECTION 4 ASSESSMENT PROCEDURE. The City Council shall establish the interest rate and period of time over which the special assessment shall be paid. In general the interest rate shall be 1.25% higher than that of the funding bond issue. In addition to the provisions of this policy, assessments shall be made in compliance with the assessment procedures described in *Minnesota Statutes, Section 429.061* relating to the notice and conduct of assessment hearings, the adoption of proposed assessments, the transmission of certified assessment rolls to the County Auditor and other related matters.

SECTION 5 CLASSIFICATION OF LOCAL IMPROVEMENT PROJECTS.

In General, local improvements are divided into the five classes specified in the following subdivisions according to their respective benefits to the City as a whole and to property specially served by the improvement:

## LOCAL IMPROVEMENT POLICY

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Class A. Class A improvements are those which are of general benefit to the City at-large, including, by way of illustration, (1) public buildings, except a building which is part of an improvement described in one of the following subdivisions; (2) public parks, playgrounds, or recreational facilities; (3) street lighting systems; (4) any improvement not described in *Minnesota Statutes, Section 429.021, Subdivision 1*; and (5) off-street parking facilities. Any such improvements shall be financed from general City funds and not from special assessments.

Class B. Class B improvements are those which are of both general benefit to the City at-large as well as special benefit to the abutting or nearby property. Class B improvements include new construction of water mains, sanitary sewer mains, collector, arterial or other local streets, storm sewers, and alleys. New construction; benefitting properties shall be assessed 100% of the total project cost.

Class C. Class C improvements are those which, in some part, benefit the property abutting or in the area of the improvement, said properties having some level of existing City infrastructure including improvement of properties which have existing bituminous or concrete streets, storm sewers, alleys and/or, existing City owned sewer and water utility services.

Class D. Class D improvements are those which, in some part, benefit the property abutting or in the area of the improvement, including, (1) the reconstruction of streets including storm sewers and curb and gutters; (2) the reconstruction of water mains; (3) the reconstruction of sanitary sewer mains; (4) the reconstruction of collector arterial or local streets or alleys; and

~~Class E. Class E improvements include extraordinary maintenance activities which, in some part, benefit the property abutting or in the area of the improvement, including, overlay or partial reconstruction and patching of thoroughfares or alleys and sidewalks, where said facilities are in a distressed condition such that extraordinary maintenance such as seal coating, patching, or overlaying with a new bituminous mat or concrete side walk, or slip lining sewer and water mains will extend the usable life of the Utility by more than 10 years, as certified by the City Engineer.~~

SECTION 6 FINANCING CLASS B, C, D AND E IMPROVEMENTS. It is the policy of the City of Newport to finance Class B, C, D and E improvements by the methods prescribed in Sections 7, 8, and 9 below. The apportionment of the cost between benefited property and the City at-large and the method of levying assessments prescribed in those Sections shall be followed in each case unless the City Council, by Resolution, finds that because of special circumstances stated in the Resolution, a different apportionment is necessary or desirable in the particular case. Any local improvement described in *Minnesota Statutes, Chapter 429* and not placed in Class A, B, C, or D ~~or E~~ by Section 5 above, shall be financed as the City

## LOCAL IMPROVEMENT POLICY

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Council determines to be most feasible and equitable in each case. In each case, the City Council shall examine the assessment roll before approval and adjust any assessment which exceeds the benefit received by the Class of property assessed, as determined by the Appraisers' evaluation of benefit.

### SECTION 7 ASSESSMENT RULES FOR CLASS B IMPROVEMENTS.

Subd. 1. Assessment for Class B new construction of properties fronting on Non-collector Streets. Properties with frontage on new non-collector streets shall be assessed on a frontage basis. The costs to be assessed shall be determined by the City Engineer and shall not exceed 100% of the amount sufficient to construct the non-collector Street. Assessments shall be based upon the front footage cost times the footage of the property benefiting from the Class B improvements. Corner Lots shall be addressed as described in Subd. 2.

Subd. 2. Collector and Arterial Street Construction or Reconstruction. When a new arterial street, including any curb and gutter, sidewalk or new storm sewer is constructed, benefited property shall be assessed at a rate not to exceed 100% of the amount sufficient to construct a non-collector or non-arterial street which would include curb and gutter, sidewalk or new storm sewer as determined by the City Engineer and the assessed amount shall be calculated based on the basis of abutting frontage. Any improvement cost in excess of the amount sufficient to construct a non-collector or non-arterial street, if any, shall be paid from the general City funds. However, properties fronting on arterial or collector streets receiving benefit from the construction of city utilities shall be assessed for the costs of utility improvements as described in Subdivision 3 below. As to properties not fronting on collector or arterial streets, the costs of construction or reconstruction may be assessed on the basis of frontage on streets in the benefited area. The benefited area shall be defined by the City Engineer. Property containing multi-family residences shall be assessed at a rate one times the rate assessed single family residential property per multi family unit. Commercial property shall be assessed at residential rate per assessable footage. Corner lots with side yards abutting collector or arterial streets shall be assessed one hundred percent (100%) of the costs of collector or arterial street construction or reconstruction as determined on a linear foot basis measured against the abutting side yard. Corner lots with two sides abutting new construction shall be assessed one hundred and fifty percent of the costs of collector or arterial street construction, as determined on a linear foot basis measured against the *longest* side, irrespective of which side of the property is improved. In the event that an unimproved abutting side of the corner lot is improved after the greater of 15 years or the assessment period on the improved

## LOCAL IMPROVEMENT POLICY

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side the City council may elect to reassess the lot to recover any benefit accrued from the secondary improvement.

- Subd. 3. Water Mains and Sanitary Sewers and Trunk Facilities. One hundred percent (100%) of the cost of lateral water mains not exceeding six inches in diameter and of lateral sewer mains not exceeding eight inches in diameter shall be assessed against the abutting property on the basis of frontage. The cost of water mains includes hydrants and valves and any required appurtenances. The cost of sewer mains includes manholes and any required appurtenances. In the case of an assessment for a lateral water or sewer main, corner lots shall be assessed for the footage along the longest side of the lot. When new construction of water or sewer main is laid across or adjacent to a platted property, the City shall not defer the assessment against the unplatted property if the assessment would be made for such improvement in the case of platted property, but the City shall make the assessment at the time the assessment against other property is made, apportioning the assessment against the unplatted property on the basis of area. When a trunk sewer or water main is constructed and is to serve also as a lateral sewer or water main for abutting property, the abutting property shall be assessed for 100% of the total project cost of constructing a lateral eight inch sewer main or six inch water main, and equivalently sized appurtenances, plus the costs of its proportionate share of the cost of the excess capacity. Other property benefited by the trunk water or sewer main but unable to utilize it until a lateral connected to the trunk sewer or water main has been built to serve the property shall not be assessed for its portion of the cost of the trunk sewer or water main until the lateral is built. The assessment for the lateral shall then include the property's share of the trunk water or sewer main. The cost of the trunk sewer or water main in excess of the lateral assessment shall be assessed on the basis of area against all properties benefited as determined by the City Engineer. The cost of a lift station shall be assessed on the basis of design flow served against that flow generated by the property as determined by the City Engineer.

### SECTION 8 ASSESSMENT RULES FOR CLASS C IMPROVEMENTS.

Assessment of Class C improvements shall be as follows; new construction shall be assessed 100% of the street and or utility construction. Reconstruction of a street or utility included along with new construction shall be assessed as proscribed for Class D improvements.

There are basically three items that would be assessed in the condition where either Street, water or Sewer exists and moves the project from a Class B (all new construction) to a Class C (existence of at least one of three City owned facilities exist; (bituminous or concrete Street, Sewer, Water), for example:

## LOCAL IMPROVEMENT POLICY

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- i. A **new street** would be treated like **Class B** assessments. (**100%** of cost of the new street on a **front foot basis**). A **new utility** (Sewer and/or Water) would be treated like **Class B** assessments. (**100%** of the cost of the new utility would be treated like **Class B** assessments.)
- ii. Any existing facilities would be treated like Class D improvements (a 20% per unit cost for street reconstruction and/or Utility Assessment of established as \$500 per unit for the 2012 Street Improvements to upgrade or replace existing utilities like Class D.)
- iii. If a bituminous or concrete City Street exists and the petitioners want to reconstruct the existing street the assessment would be treated like a Class D improvement (a 20% per unit cost for street reconstruction.)
- iv. If there has never been a street but there is water and sewer then the street is assessed 100% and water and sewer would be assessed a utility assessment. If there is no water and sewer but the street is reconstructed then water and sewer is assessed at 100% and the street is assessed at as proscribed for Class D improvements.

### SECTION 9 ASSESSMENT RULES FOR CLASS D, & E, IMPROVEMENTS.

Subd. 1. Collector and Arterial Street Construction or Reconstruction. When a collector or arterial street, curb and gutter, sidewalk or new storm sewer is reconstructed, benefited property shall be assessed at a rate determined by the City Council. The rate shall not be less than 20% of the per unit charge (of an amount sufficient to construct a non-collector or non-arterial street), nor more than the benefit to that Class of property as determined in the appraisal report. The total project cost sufficient to construct a non-collector or non-arterial street shall be as determined by the City Engineer.

When a local street or alley is reconstructed the rate shall not be less than 20% of the per unit charges, or more than the benefit to that Class of property as determined in the appraisal report.

Sewer and water reconstruction may be financed in part by utility assessments.

All remaining costs of the improvements, if any, shall be paid from the general City funds or revenues from City Enterprise funds. However, properties fronting on

## LOCAL IMPROVEMENT POLICY

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arterial or collector streets shall be assessed for the costs of improvements as described in Subdivision 3 below.

As to properties not fronting on reconstructed collector, arterial streets, local streets or alleys, assessments shall be equal **to 20% of the per unit charge times the number of possible assessable units on that property.** The number of possible assessable units shall be defined by the City Engineer.

Corner lots with side yards abutting local, collector, or arterial streets shall be assessed one hundred percent (100%) of the per unit cost of local, non-collector or non-arterial street reconstruction as determined on a per unit basis. If only one side of the corner lot is improved the side improved shall be assessed 100% of the per unit charge. If the second side of the corner lot is improved within the greater of 15 years from certification of the assessment roll or within the payment period of the assessment the second side shall be assessed 0% of the per unit charge as calculated for the latter project. In the event that an unimproved abutting side of the corner lot is improved after 15 year of certification of the assessment or after the payment period of the assessment has expired on the improved side the City Council may elect to reassess the lot.

- Subd. 2. Assessment for re-construction improvements benefiting properties fronting on arterial or Collector Streets shall be assessed on a **per unit** basis of a local, non-collector, Non-arterial Street. The per unit costs to be assessed shall be determined by the City Council, based upon input from the City engineer.
- Subd. 3. **Trunk Water Mains and Sanitary Sewers.** When reconstruction of water or sewer main is laid across or adjacent to a unplatted property, the City shall not defer the assessment against the unplatted property, but the City shall make the assessment at the time the property is developed, apportioning the assessment against the unplatted property on the basis of an estimate of benefiting units resulting from the development. When a trunk sewer or water main is constructed and is to serve also as a lateral sewer or water main for abutting property, the abutting property shall be cost equivalent to the cost of constructing an eight inch lateral sewer or an eight inch water main. Other property benefited by the trunk water or sewer main but unable to utilize it until a lateral is connected to the trunk sewer or water main has been built to serve the property shall not be assessed for its portion of the cost of the trunk sewer or water main until the lateral is built. The assessment for the lateral shall then include the property's share of the trunk water or sewer main. The cost of the trunk sewer or water main in excess of the lateral assessment shall be assessed on the basis of area served against all properties benefited as determined by the City Engineer. The cost of a lift station shall be assessed on the basis of area

## **LOCAL IMPROVEMENT POLICY**

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served against that property actually benefited by the lift station. Multi-unit residential property shall be assessed 50% of the single family residential rate per unit, times the number of multi -family units. Commercial property shall be assessed at the single family residential rate times the number of equivalent assessable units on the property.

- Subd. 4. Utility Assessment Rates. Properties benefiting from reconstruction of sewer or watermains shall be assessed based upon a per unit utility assessment rate times the number of assessable units attributed to the property. The per unit utility assessment rate shall be determined by the City Council after consideration of the costs of utility reconstruction and the appraiser's opinion of benefit. The per unit utility is an amount determined by the City Council which shall be less than or equal to the estimated benefit accruing from upgrade or replacement of the utility.

SECTION 10 FEDERAL, STATE AND COUNTY AID USE. If the City participates in a project which receives financial assistance from the Federal, State or County governments to defray a portion of the cost of a local improvement project, such aid shall be used first to reduce the share of the project cost which would be met from general City funds according to the assessment formula contained in this policy. If such aid is more than the amount of the improvement cost to be borne by the City, the remainder of the aid so received shall be used to reduce each individual assessment proportionately.

### SECTION 11 DEFERMENT OF SPECIAL ASSESSMENTS.

Subd.1. The Council may defer the payment of any special assessment on homestead property owned by a person who is 65 years of age or older, or who is retired by virtue of permanent and total disability, and the City Clerk is hereby authorized to record the deferment of special assessments where the following conditions are met:

1. The applicant must apply for the deferment not later than 90 days after the assessment is adopted by the City Council.
2. The applicant must be 65 years of age or older or retired by virtue of permanent and total disability.
3. The applicant must be the owner of the property.
4. The applicant must occupy the property as his principal place of residence.
5. The average annual payment for assessments levied against the subject property exceeds one percent (1%) of the adjusted gross income of the applicant as evidenced by the applicant's most recent federal income tax

## LOCAL IMPROVEMENT POLICY

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return. The average annual payment of an assessment shall be the total cost of the assessment divided by the number of years over which it is spread.

Subd. 2. The deferment shall be granted for as long a period of time as the hardship exists and the conditions aforementioned have been met. However, it shall be the duty of the applicant to notify the City Clerk of any change in his status that would affect eligibility for deferment.

Subd. 3. The entire amount of deferred special assessments shall be due within sixty (60) days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Clerk shall add thereto interest at a per annum interest rate of two percent (2%) above the bond interest rate, and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the Council, that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty (60) days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to-date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

Subd. 4. The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following:

1. The death of the owner when there is no spouse who is eligible for deferment.
2. The sale, transfer or subdivision of all or any part of the property.
3. Loss of homestead status on the property.
4. Determination by the Council for any reason that immediate or partial payment would impose no hardship.

**SECTION 12 DEFERRALS FOR GREEN ACRES.** That “green acres” law requires deferrals for certain agricultural or specialized use property (such as a nursery or greenhouse). To defer these assessments on agricultural property, the City must file a certificate with the County Recorder stating the legal description of the property, subject to deferred assessments in the amount of the deferred assessment. Such property must meet strict requirements to qualify for tax benefits as agricultural property. All deferrals shall be made pursuant to Minn. Stat. § 273.111, Subds. 3, 6, and 11, and Chapter 429 of Minnesota Statutes.

## LOCAL IMPROVEMENT POLICY

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SECTION 13 PARTIAL PREPAYMENT. After the adoption by the City Council of the assessment roll in any local improvement proceeding, the owner of any property specially assessed in the proceeding may, prior to the certification of the assessment of the first installment to the County Auditor, pay the City Treasurer any portion of the assessment not less than \$500.00, or the property owner may pay the entire amount. The remaining unpaid balance shall be spread over the period of time established by the City Council for installment payment of the assessment.

SECTION 14 CERTIFICATION OF ASSESSMENTS. After adoption of any special assessment by the City Council, the Clerk shall transmit a certified duplicate or the assessment roll with each installment, including interest, set forth separately to the County Auditor to be extended on the proper tax lists of the County. The assessment may be paid without interest within thirty (30) days after the adoption of the assessment policy, or until the assessment is filed at with the County Auditor.

SECTION 15 ABANDONED IMPROVEMENTS. If the City abandons a local improvement project before completion, the City must notify the County Auditor. Upon notification, the Auditor shall cancel collection of all payments of interest not already collected or in the process of collection. Once the City decides to abandon an improvement project, the City Clerk must notify all affected citizens of that fact. The notice shall describe the local improvement state that it has been abandoned and may provide information on refunds.

SECTION 16 TAX EXEMPT PROPERTY. The City shall mail notice to the owners of tax exempt or railroad property, so long as the property benefits from the improvement. The notice shall specify the amount payable under the assessment and the conditions for payment, including the number and the amount of each installment, and the rate of interest on the penalty for default. Interest does not accrue until thirty (30) days after mailed notice is given. If the assessment is not paid in a single installment, the City shall annually mail a payment reminder to the tax exempt owners. Such owners include railroads, utility right-of-way owner, or another governmental unit.

**LOCAL IMPROVEMENT POLICY**

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**This Local Improvement Policy was adopted by Resolution of the City Council of the City of Newport on the \_\_\_\_\_ day of \_\_\_\_\_, 2013.**

Signed: \_\_\_\_\_ Timothy Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_, City Clerk/Treasurer

City Seal

# RESOLUTION NO. 2013-12

## A RESOLUTION RECEIVING AND ADOPTING THE LOCAL IMPROVEMENT POLICY

**WHEREAS**, on December 20, 2012 the City Council directed the City Engineer, Mr. John Stewart, to provide a draft Local Improvement Policy for consideration by City Council and City Staff, and

**WHEREAS**, on January 1, 2013, the City Council received a draft Local Improvement Policy and provided guidance for changes to the report during a Council work session on March 14, 2013, and

**WHEREAS**, the City Council has received and reviewed the report completed by BRKW Real Estate Valuation Services, and has resolved consider the special value benefits opined in the report in order to calculate the proposed assessment basis for the 2013-15 Street Improvement Project, and

**WHEREAS**, a final draft of the Local Improvement Policy has been provided to the City Council for review at the March 21, 2013 Council Meeting, which reflects recommended changes provided at the March 14, 2013 Council work session.

### **NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEWPORT MINNESOTA:**

1. The City Council has received and reviewed the final draft of the Local Improvement Policy, will adopt the report in its entirety, and record as an official policy of the City of Newport.
2. Said policy shall be marked as:

This policy shall be effective as of march 21, 2013. Modifications of the policy shall be effective on the date said modifications are approved by City Council resolution.

Adopted this 21st day of March 2013, by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

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

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator

# RESOLUTION NO. 2013-13

## A RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT

**WHEREAS**, pursuant to resolution of the council adopted January 17, 2013 a report has been prepared by John B Stewart P.E., Newport City Engineer, with reference to proposed Improvement No. 2013-01, the improvement of the streets included with the City's Capital Improvement Plan for the years 2013, 2014, and 2015 as shown in "Exhibit 1" of the feasibility report by regrading and improving the road surfaces, watermain, sanitary sewer, and stormwater conveyance system, and this report was received by the council on March 5, 2013, and

**WHEREAS**, the report divides the proposed improvements into three (3) separate project groupings as follows:

Project 1 – 2013: Century Avenue, Ford Rd/8<sup>th</sup> Avenue areas, Oakridge Drive  
Project 2 – 2014: Wild Ridge/Kolff St areas, 14<sup>th</sup> & 15<sup>th</sup> Streets  
Project 3 – 2015: Unity Blvd, 2<sup>nd</sup> & 3<sup>rd</sup> Avenues, 10<sup>th</sup> Avenue, 3<sup>rd</sup> Street

**WHEREAS**, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate the individual assessments for affected parcels.

### NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEWPORT MINNESOTA:

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$4,458,970.
2. A public hearing shall be held on such proposed improvements separately for each project grouping, in the Council Chambers of City Hall as follows:

Project 1 – 2013: On the 16<sup>th</sup> of April, 2013 at 5:30 PM  
Project 2 – 2014: On the 16<sup>th</sup> of April, 2013 at 6:30 PM  
Project 3 – 2015: On the 16<sup>th</sup> of April, 2013 at 7:30 PM

and the City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

Adopted this 21st day of March 2013, by the Newport City Council.

Motion by: \_\_\_\_\_, Seconded by: \_\_\_\_\_

VOTE: Geraghty \_\_\_\_\_  
Ingemann \_\_\_\_\_  
Sumner \_\_\_\_\_  
Gallagher \_\_\_\_\_  
Rahm \_\_\_\_\_

Signed: \_\_\_\_\_  
Tim Geraghty, Mayor

ATTEST: \_\_\_\_\_  
Deb Hill, City Administrator