



**CITY OF NEWPORT  
REGULAR COUNCIL MEETING  
NEWPORT CITY HALL  
JUNE 18, 2015 – 5:30 P.M.**

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

City Administrator: Deb Hill  
Supt. of Public Works: Bruce Hanson  
Chief of Police: Curt Montgomery  
Fire Chief: Steven Wiley  
Executive Analyst: Renee Eisenbeisz

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
  - A. Minutes of the June 4, 2015 Regular City Council Meeting
  - B. List of Bills in the Amount of \$209,890.82
  - C. Liquor License for Pioneer Day
  - D. **Resolution No. 2015-11** - Accepting Donations for the Period of May 5 - June 14, 2015
  - E. **Resolution No. 2015-12** - Identifying the Need for Livable Communities Demonstration Account Funding and Authorizing Applications for Grant Funds
  - F. Solicitor's Permit
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
  - A. **Public Hearing** - To consider and possibly approve a Street Vacation for 9th Street between the Mississippi River and 2nd Avenue
    1. **Resolution No. 2015-13** - Approving a Street Vacation
  - B. **Resolution No. 2015-14** - Approving an Extension of the Variance Granted to Mark Gergen for Property Located at 1825 4th Avenue
  - C. **Ordinance No. 2015-4** - Approving Amendments to Section 811.07, Section 1330, and Section 1390
  - D. **Ordinance No. 2015-5** - Amending Chapter 7 to add Section 780, Social Host
10. ATTORNEY'S REPORT

Agenda for 06-18-15

11. POLICE CHIEF'S REPORT

12. FIRE CHIEF'S REPORT

13. ENGINEER'S REPORT

A. Partial Payment #1 - SCADA Improvements

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

15. NEW / OLD BUSINESS

16. ADJOURNMENT

Upcoming Meetings and Events:

- |  |                  |           |
|--|------------------|-----------|
| 1. Park Board Meeting                                | June 25, 2015    | 6:30 p.m. |
| 2. City Offices Closed due to 4th of July<br>Holiday | July 3 - 4, 2015 |           |
| 3. 62nd Annual Booya                                 | July 12, 2015    |           |
| 4. City Council Meeting                              | July 16, 2015    | 5:30 p.m. |



**City of Newport  
City Council Minutes  
June 4, 2015**

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL -**

**Council Present** – Tim Geraghty; Tom Ingemann; Bill Sumner; Tracy Rahm; Dan Lund

**Council Absent** –

**Staff Present** – Deb Hill, City Administrator; Bruce Hanson, Supt. of Public Works; Curt Montgomery, Police Chief; Steve Wiley, Fire Chief; Renee Eisenbeisz, Executive Analyst; Fritz Knaak, City Attorney; Jon Herdegen, City Engineer;

**Staff Absent** –

**4. ADOPT AGENDA**

**Admin. Hill** - I'd like to move the Strategic Initiatives to right after the Consent Agenda.

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

**5. ADOPT CONSENT AGENDA**

**Councilman Rahm** - I'd like to pull the List of Bills for a discussion.

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

- A. Minutes of the May 21, 2015 Regular City Council Meeting
- B. Minutes of the May 21, 2015 City Council Workshop Meeting
- D. Liquor License for Booya

**With 5 Ayes, 0 Nays, the motion carried.**

**C. List of Bills in the Amount of \$138,128.68**

**Councilman Rahm** - I was looking at the list and I have a question. On the Recurring bills, we have a check for the Youth Service Bureau for \$250 and then another check to them under the Non-Recurring bills for the same amount, is that a mistake? If it's paying for the year we didn't, I'm ok with that.

**Admin. Hill** - I'll take a look, it's probably a mistake.

**Motion by Geraghty, seconded by Rahm, to approve the List of Bills in the amended amount of \$137,878.68. With 5 Ayes, 0 Nays, the motion carried.**

**9.A - Approval of City's Strategic Initiatives**

Dave Unmacht, Springsted, presented on this item as outlined in the June 4, 2015 City Council packet.

**Councilman Rahm** - Where do you we have this on our website? I've seen it before but I can't find it now.

**Admin. Hill** - I'll find out where that is.

**Motion by Geraghty, seconded by Ingemann, to approve the Strategic Initiatives as presented. With 5 Ayes, 0 Nays, the motion carried.**

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

**Tami and Dennis Mitchell, 925 Ellen Court** - When Ford Road was reconstructed last year, the street lighting was changed and now the street light shines into our master bedroom and kitchen, as well as our backyard and deck so we cannot enjoy a bonfire or sitting on our deck in the evening. On a nice evening, we cannot even enjoy having our windows open more than one inch because light shines on our bed, making sleep very difficult, if not impossible. Because of a power pole and lines in our backyard, we cannot plant anything tall enough to block the light. At this time, we feel we cannot use our property as we would like to and we also have a street light in our front yard. How would you feel if this was your property. We are asking if this light can be moved so it will not be so intrusive or excessive on our property or us.

**Mayor Geraghty** - I was up at the property and was wondering, did they change the number of lights and locations?

**Councilman Ingemann** - Yes, they replaced two with one.

**Mayor Geraghty** - Can they move it to the north side of the road.

**Supt. Hanson** - I met with Xcel Energy on Tuesday and they were going to try to rotate it to the east, there's not a whole lot of room on the pole.

**Councilman Ingemann** - Why don't they put it on my pole?

**Supt. Hanson** - The purpose of that light is to light up the curve.

**Councilman Ingemann** - There used to be two there.

**Supt. Hanson** - I understand that but I don't think doubling it will cure the problem. Xcel was going to try to rotate it and put a two-three degree upslope which would hopefully take away some of the backlight.

**Mayor Geraghty** - It looks like they could have put one right at the curve.

**Supt. Hanson** - They are lighting specialists. They did the placement.

**Mayor Geraghty** - Were all the wires crossing over the road there before?

**Mrs. Mitchell** - No it wasn't. It zig-zags now.

**Councilman Rahm** - Are you telling us that moving it is not an option right now?

**Supt. Hanson** - It looks that way from Xcel. We talked about removing it and don't believe that's a safe solution.

**Councilman Ingemann** - I have a tough time with Xcel saying they can't move the light or change the fixture.

**Mayor Geraghty** - They can try rotating it but if that doesn't work, they'll need to change something. I haven't been up there at night but it seems like it would shine right through.

**Mr. Mitchell** - Have they tried moving it already? Some guy was out there on Tuesday when it was raining and he moved the angle but it's not working, the light is still coming down into our backyard. Can they change the fixture of that light to add a shield? We also asked Xcel about that pole and they didn't want to put the light there because there was so much on that pole already. You look around the City, the arms bend down or are at 90 degrees and ours shoots up. We would like to have it moved or removed. You can remove it on a trial basis. Further down on Ford Road, there aren't any lights, the people would have to drive slower to come up the curve. I understand why there's a light but if we get a choice, it's either move it or remove it.

**Mrs. Mitchell** - We're not interested in any light honestly. There were two lights before, one at the beginning of the curve and one at the end and they seemed to do the job. We did talk with the Outdoor Lighting at Xcel, they answered all of our questions and said what Dennis had said about putting the light there. The light that is on there right now, they don't shield that type. They said the City made that choice. They told us "the City lets us know where they want the light and they pay for that light."

**Councilman Rahm** - We need to find that out because if it's our choice, we can have them put it somewhere else.

**Engineer Herdegen** - I think that means that we choose which pole to put it on it doesn't mean we can move the pole.

**Councilman Rahm** - So we should find a different pole.

**Mayor Geraghty** - I think we need to have some more discussions with Xcel, Bruce and the Mitchell's to find a solution.

**Councilman Ingemann** - No light is not a solution because of security-wise.

**Mrs. Mitchell** - I understand that but I'm losing a lot of sleep because of it and starting to experience other problems.

**Councilman Rahm** - Are there two other poles there that were in the same spot?

**Mrs. Mitchell** - Pretty close.

**Councilman Rahm** - I think there are options here.

**Councilman Lund** - There aren't any different lights to pick from? The lens on that light is a diffusion light and spreads light 360 degrees and it seems to have a purpose to spread the light as far as possible. Can they put a different light on there?

**Supt. Hanson** - Xcel told me that that's the only light and style that could go there.

**Mayor Geraghty** - Then they should move the pole. Let's talk to them.

**Councilman Ingemann** - They can move it to my pole, it'll light up the end of the curve.

**Mrs. Mitchell** - There's a lot of light from it.

**Councilman Sumner** - I went up there at 10:00 p.m. at night on the deck and it gives an accurate ability to judge

how much light is coming in.

**Councilman Rahm** - I went there as well.

**Mr. Mitchell** - Also, the well has been done. We got the bill, not happy with it because it went from \$7,000 to \$11,000.

**Mrs. Mitchell** - The well went from 181 feet to 282 feet deep and when they filled it up, it went sideways and had to add cement and pearock. The guy from the State told them to put in 10 feet of pearock before grout, which is \$75 per yard and the pearock is \$80 per yard. We only have \$4,000 in grant so the rest is on our dime.

**Councilman Rahm** - Is there any more grant money?

**Admin. Hill** - Not that I know of.

**Mrs. Mitchell** - We're working with the company to see what we can work out with them.

## **7. MAYOR'S REPORT –**

**Mayor Geraghty** - As many of you know, Imperial Campers is under new ownership and they'll be having an open house this Saturday all day. We want to wish them well and hope they do a good job.

## **8. COUNCIL REPORTS –**

**Councilman Lund** - Nothing to report.

**Councilman Sumner** - Nothing to report.

**Councilman Ingemann** - Nothing to report.

**Councilman Rahm** - Nothing to report.

## **9. ADMINISTRATOR'S REPORT –**

### **B. Public Hearing - To consider, and possibly adopt, amendments to Chapter 5, Alcoholic Beverages**

Admin. Hill presented on this item as outlined in the June 4, 2015 City Council packet.

**Councilman Sumner** - I was asked by the owner to state the fact that they would appreciate the earlier opening and that other areas can. I saw a note that other cities don't.

**Executive Analyst Eisenbeisz** - They haven't yet, it's per city ordinance.

**Councilman Sumner** - Let's set the standard and approve it. If we do, will it become effective immediately? They'd like to start serving on Sunday.

**Executive Analyst Eisenbeisz** - Yes, I'll let her know tomorrow.

**The Public Hearing opened at 5:56 p.m.**

**The Public Hearing closed at 5:57 p.m.**

**Motion by Sumner, seconded by Ingemann, to approve Ordinance No. 2015-3 as presented. With 5 Ayes, 0 Nays, the motion carried.**

**C. Building Inspections Agreement with Cottage Grove**

Admin. Hill presented on this item as outlined in the June 4, 2015 City Council packet.

**Councilman Ingemann** - I'd like to move it to a workshop for a discussion, the reason is related to fire inspections. We have people that are very qualified to do this. The City can keep the entire amount of the inspection fee because it would be under the fire payroll.

**Councilman Lund** - I'd second but do we have to table the entire thing?

**Councilman Ingemann** - If we can just remove item #13 that'd be fine.

**Councilman Lund** - I think there's advantages to having our fire department do the inspections for fire response.

**Councilman Ingemann** - It means more to the residents that your department is taking care of it then someone from a different city. There's credibility factors.

**Councilman Rahm** - Have we had any complaints of the current inspection system?

**Admin. Hill** - No.

**Councilman Rahm** - I have over time, heard that people have issues with the system. The main thing is a cost issue and then inspectors would come in for a preliminary inspection and a secondary inspection and would address different issues at the secondary inspection. They felt they were getting jerked around.

**Admin. Hill** - There are different inspections like rebar.

**Councilman Rahm** - These are things like electrical and standards that weren't pointed out in the first inspection. We can bring these things up at the workshop.

**Mayor Geraghty** - If we don't take any action, they'll continue to do the inspections right?

**Admin. Hill** - Yes.

**Motion by Ingemann, seconded by Lund, to table this item until the July 16, 2015 City Council Workshop. With 5 Ayes, 0 Nays, the motion carried.**

**Mayor Geraghty** - We won't have the first meeting in July, July 2nd.

**D. Firefighter Minimum Wage Compliance**

Admin. Hill presented on this item as outlined in the June 4, 2015 City Council packet.

**Councilman Lund** - Currently, it looks like we're paying them \$2 under minimum wage? And we have pay rates of \$6, \$7, and \$8 so it seems likely that we'll move it to \$8, \$9, and \$10, can we do that now?

**Mayor Geraghty** - No, I think we should discuss that.

**Councilman Rahm** - And we're only going back two years because that's when it changed?

**Admin. Hill** - Yes and the State recommended that because it was unintentional.

**Mayor Geraghty** - This brings everyone up to \$7.25?

**Admin. Hill** - Yes, the next increase is August 1, 2015.

**Councilman Lund** - We're bringing them up to \$8.

**Admin. Hill** - It's \$8 and will go to \$9 in August I believe. We'll do some projections with budgeting as well.

**Attorney Knaak** - I don't want the Council to think there has been any type of violation on the part of the City. There has not, this has been an analysis of staff indicating that there might be a conflict and is intended to anticipate that possibility. It's important to emphasize that.

**Councilman Lund** - What's the difference between a volunteer and paid-on-call department?

**Councilman Ingemann** - Volunteer doesn't get any pay.

**Councilman Lund** - So any level of pay is a paid-on-call department?

**Admin. Hill** - Yes and we'll change the verbiage on our website too.

**Councilman Ingemann** - I'm in favor of it but I can't vote for it.

**Motion by Sumner, seconded by Geraghty, to make the adjustment to correct the wages for firefighters and back pay for two years. With 4 Ayes, 0 Nays, Ingemann Abstaining, the motion carried.**

**Admin. Hill** - The library lockers will be out of commission starting next week and will be at the transit station beginning June 15th.

**Councilman Sumner** - Will they be monitored there?

**Councilman Rahm** - When will we get our next update from the County on usage?

**Executive Analyst Eisenbeisz** - I gave a report to the Library Advisory Committee in January that I can send you through 2014.

**10. ATTORNEY'S REPORT** - Nothing to report.

**11. POLICE CHIEF'S REPORT** - Nothing to report.

**12. FIRE CHIEF'S REPORT** - Nothing to report.

**13. ENGINEER'S REPORT** - Nothing to report.

**14. SUPERINTENDENT OF PUBLIC WORKS REPORT -**

**A. Public Hearing - To Receive Public Opinion on the Adequacy and Effectiveness of the Storm Water Pollution Prevention Program**

**The Public Hearing opened at 6:14 p.m.**

Engineer Herdegen presented on this item as outlined in the June 4, 2015 City Council packet.

**The Public Hearing closed at 6:21 p.m.**

**Councilman Lund** - I have a quick comment and I don't think this is a problem to Newport. My yard backs up to the River and I see a ton of garbage floating in the River from the storm sewers in Minneapolis and St. Paul. It's not coming from people throwing it into the River. Are you aware of any attempt to catch garbage from the streets?

**Engineer Herdegen** - That's part of being a MS4 City, to have those bays and catch areas where you catch the garbage first. Retrofitting is the hardest part and a lot of those in St. Paul comes in under the water level and gets pulled in.

**Councilman Lund** - So St. Paul may not be in compliance? I'm not blaming us, we have a very clean city. It's a serious problem though.

**Councilman Sumner** - I have a question about the hydraulic fluid we see from trash pick-up companies. Is that ever monitored? Can we ask you to watch for it, is it citizen reporting, is it difficult to do anything about?

**Supt. Hanson** - It's difficult to monitor small leaks. We watch any excessive leaks that may flow into the River. That's a Department of Transportation thing.

**Councilman Sumner** - Who decides on sending out our sweeper?

**Supt. Hanson** - I do.

**Councilman Sumner** - What's involved in that decision?

**Supt. Hanson** - Timing and personnel. We've already cleaned catch basins three or four times this year. Essentially after every big rain, you'll need to clean catch basins throughout the City. They'll be plugged up with debris. That's an educational thing too that if you see some garbage or leaves, pick them up.

**Councilman Sumner** - Do we have bags down here if residents want to pick up trash?

**Mayor Geraghty** - We have a number of volunteers that adopt an area.

**Motion by Ingemann, seconded by Rahm, to accept the 2014 Report. With 5 Ayes, 0 Nays, the motion carried.**

## **B. Update Lift Stations 2, 3, and 4**

Supt. Hanson presented on this item as outlined in the attached documents. Supt. Hanson is recommending that the City Council approve the quote from Quality Flow at a cost of \$52,000. Quality Flow is the company that is installing the SCADA system and can move right into these upgrades. The SCADA project has been going very well and is up and running.

**Mayor Geraghty** - There's a big difference. Are they bidding the same pumps?

**Supt. Hanson** - They're quoting different pumps. One is not a better pump.

**Councilman Lund** - This will help with the higher cost for the SCADA system.

**Mayor Geraghty** - What did we quote for this project?

**Supt. Hanson** - \$75,000.

**Motion by Geraghty, seconded by Ingemann, to approve the quote from Quality Flow Systems for \$52,000. With 5 Ayes, 0 Nays, the motion carried.**

**15. NEW/OLD BUSINESS**

**Councilman Lund** - I have a couple things. One, I'd like to congratulate Deb for completing the FEMA grant application. Second, I'd like to start the clock on possibly allowing Sunday growler sales, that's another thing the Legislature just passed.

**Executive Analyst Eisenbeisz** - We can take a look at that.

**16. ADJOURNMENT**

**Motion by Rahm, seconded by Geraghty, to adjourn the regular Council Meeting at 6:30 P.M. With 5 Ayes, 0 Nays, the motion carried.**

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

Tim Geraghty, Mayor

Respectfully Submitted,

Renee Eisenbeisz  
Executive Analyst



CITY OF NEWPORT  
596 7<sup>TH</sup> AVENUE  
NEWPORT, MN 55055  
(651) 459-5677  
FAX: (651) 459-9883

May 26, 2015

Email Only: [bill@qfsi.net](mailto:bill@qfsi.net)

Bill Toennes  
Quality Control & Integration, Inc.  
800 6th Street NW  
New Prague, MN 56071

RE: Request for Proposals, City of Newport  
Dry Pit Submersible Pump Replacement – Lift Stations No. 2, No. 3 & No. 4

Dear Mr. Toennes,

The City of Newport is accepting sealed proposals for the conversion of three sanitary sewer lift stations. The stations will be converted to "Dry Pit Submersibles Pumps" replacing the existing vertical Chicago pumps as per the Technical Specifications enclosed with this letter. A complete bid shall include all work, materials, and equipment necessary to remove the existing equipment, install, start-up and test the new submersible dry pit pumps.

The City is in the process upgrading and expanding the existing SCADA system that manages the water and the sewer facilities. The Owner and SCADA contractor, Quality Integration and Control, will be furnishing and installing new control panels and devices at the lift stations. The responsive bidder will include all work and materials to coordinate the connection the new pumps to the new control panels.

Sealed proposals will be accepted at 1100 Bailey Road, Newport, MN 55055 or [brhanson@mninter.net](mailto:brhanson@mninter.net) until 10:00 am on Wednesday, June 3, 2015. Prospective bidders are strongly encouraged to conduct a site visit and thorough inspection of lift station. Appointment are available upon request by calling (651) 459-2475. Thank you in advance for your time and consideration.

Sincerely,  
City of Newport

Bruce Hanson  
Superintendent of Public Works

Enc.

## Technical Specification

The contractor shall install submersible non-clog sewage pumps manufactured by ABS, Flygt, KSB or equal (manufacturer to select appropriate pump model) capable of passing a 3" diameter solid sphere. The pumps shall operate at 1,800 rpm or less. The motors shall be non-overloading at any point on the pump curve. The motors shall be rated as explosion proof. The operating conditions are as follows:

	<u>L.S. No. 2</u>	<u>L.S. No. 3</u>	<u>L.S. No. 4</u>
Number of pumps:	2	2	2
Pump Application:		Submersible Dry Pit	
Design flow, gpm:	150	150	150
Total dynamic head, feet:	108	76	22
Minimum efficiency %:	45	45	45
Discharge diameter, inches:	4	4	4
Existing Pump		Chicago Pump Model LLC4	
Nominal Motor HP:	15	10	10
Voltage VAC:		230 VAC/3-Phase	
Speed:		1800 RPM Maximum	

Pumps and motors shall be rated for operation in dry well without cooling jacket. Pumps shall be provided with hardened hydraulics parts including the impeller and wear rings. Each Pump shall be provided with the following:

- Vertical Dry Pit Stand
- Suction Elbow
- Hardware, gaskets, and accessories
- Eccentric Reducer
- Gate Valve
- Spring arm check valve
- Concentric reducer
- Qualified labor to remove the pumps, piping, and appurtenances.
- Qualified labor to install the pumps, piping, and appurtenances.

Motor shaft and housing are to be isolated from the impeller by two independent mechanical shaft seals with an oil reservoir between them. The lower mechanical shaft seal, between the impeller and the oil reservoir, shall have lapped seal faces of tungsten carbide or silicon carbide. The upper seal shall be of carbon ceramic or better construction. Each seal interface shall be held in contact by its own spring system.

The integral motor and pump shaft shall be constructed of stainless steel. It shall be supported or completely sleeved by permanently lubricated upper and lower bearings. The upper bearings shall be ball bearings and the lower bearings shall be angular contact thrust bearings. The bearing shall have a B-10 bearing life of 40,000 hours minimum. The shaft diameter shall equal or exceed that of comparable KSB pump.

The pump rotating assembly shall be statically and dynamically balanced. The impeller shall be of gray cast iron, Class 30 or 40B, dynamically balanced, double shrouded non-clogging design having a long thrulet without acute turns. The impeller shall be capable of handling solids, fibrous materials, heavy

sludge and other matter found in normal sewage applications. The impeller shall be single or double vane design. The impeller shall be capable of passing spheres of 3" in diameter. The fit between the impeller and the shaft shall be a sliding fit with one key.

To insure maximum pump life and continuing high efficiencies, both pump casing and impeller shall be supplied with sewage pump standard, replaceable, hard metal wear rings. Soft metals with Brinell hardness ratings of less than 200 or elastomers are not acceptable.

The volute shall be of single piece design and shall have smooth fluid passages. The volute bottom shall be of a suction bell design. The volute, motor housing, and other major components shall be of gray cast iron, class 30, with smooth surfaces devoid of blow holes and other irregularities. The pump exterior shall be epoxy paint finish. All fasteners shall be 304 stainless steel.

All mating surfaces where watertight sealing is required shall be machined and fitted with nitrile rubber o-rings. The cable entry shall consist of a single cylindrical elastomer grommet, flanked by washers, all having close tolerance fit against the cable outside diameter to insure that no entry of moisture to the pump is possible even if the cable is damaged or severed below water level. The assembly shall provide ease of changing the cable when necessary using the same entry seal.

The motor shall be squirrel cage, induction, NEMA Design B type. The stator windings and leads shall be insulated with moisture resistant Class F insulation. The motor shall be designed for continuous operation in totally, partially, or non-submerged conditions. The pump shall be capable of sustaining a minimum of ten starts per hour.

The motor stator shall be held in place with a removable end ring so that it can be removed for repair in the field without heating the outer shell or using a press. The upper bearing housing shall be cast into the motor casing and not otherwise supported from the seal housing. The pump leads shall be terminated in a junction box on the top of the pump casing which is sealed on top and bottom.

Each phase of the motor shall contain a bimetallic temperature monitor in the upper portion of the stator windings. The monitors shall be connected in series and shall be coupled to the motor contractor coil such that any one switch opening will shut down the motor. It shall automatically reset once the stator temperature returns to normal.

An electrical probe shall be provided in the oil chamber for detecting the presence of water. A solid state device mounted in the pump control panel or in a separate enclosure shall send a low voltage, low amperage signal to the probe. If water enters the oil chamber, the probe shall close an electrical circuit and energize a warning light on the face of the control panel.

The pump motor cable and over temperature/moisture sensor cable shall be suitable for submersible pump application with P122-MSHA approval. It shall be at least as rugged as SO cable. The cable type and approval shall be permanently embossed on the cable jacket. The cables shall extend continuously from the pumps to the control panel.

# QUALITY FLOW SYSTEMS, INC.

800 6<sup>th</sup> Street NW  
New Prague, MN 56071

Phone(952)758-9445  
Fax(952)758-9661

June 1, 2015

TO: City of Newport, MN  
Mr. Bruce Hanson  
Superintendent of Public Works

Subject: Dry Pit Submersible Pump Replacement - LS 2, 3, and 4

Dear Bruce;

Please find below a proposal for pump and valve replacement at the three lift stations. We are using KSB dry-pit submersibles for the project.

## Lift Station 2:

- Two (2) "KSB" Model KRT F80-250/74XKG-S, 230/3, 10 hp, heavy duty dry-pit submersible pump capable of pumping 150 gpm @ 108' TDH. To include:
- 40' of power cord
  - 4" suction elbow with clean-out
  - 4" discharge
  - 10 hp, 230/3, 1750 rpm, explosion-proof motor
  - 4" X 8" concentric reducer
  - Close looped glycol cooling system
  - Seal/ overtemp sensors in pump
  - Lifting handle
- One (1) Miscellaneous pipe fittings and materials to fit the new pumps
- Two (2) Spring arm Check valves (4")
- Two (2) Gate valve (4")
- One (1) Required flange accessory kits (flange bolts and gaskets) as required
- One (1) Labor to install the above pumps and associated valves and fittings for a complete and operational station.
- One (1) Start-up and training.
- One (1) Freight to the jobsite

**Lift Station 2 – Total Delivered Sell Price \$17,300.00 (+ tax)**  
**(freight allowed to the jobsite)**

## Lift Station 3:

- Two (2) "KSB" Model KRT E80-251/74XKG-S, 230/3, 10 hp, heavy duty dry-pit submersible pump capable of pumping 150 gpm @ 76' TDH. To include:
- 40' of power cord
  - 4" suction elbow with clean-out
  - 4" discharge
  - 10 hp, 230/3, 1750 rpm, explosion-proof motor
  - 4" X 8" concentric reducer
  - Close looped glycol cooling system
  - Seal/ overtemp sensors in pump
  - Lifting handle
- One (1) Miscellaneous pipe fittings and materials to fit the new pumps
- Two (2) Spring arm Check valves (4")
- Two (2) Gate valve (4")
- One (1) Required flange accessory kits (flange bolts and gaskets) as required
- One (1) Labor to install the above pumps and associated valves and fittings for a complete and operational station.
- One (1) Start-up and training.
- One (1) Freight to the jobsite

**Lift Station 3 – Total Delivered Sell Price \$17,900.00 (+ tax)**  
**(freight allowed to the jobsite)**

**Lift Station 4:**

- |     |     |   |
|-----|-----|---|
| Two | (2) | "KSB" Model KRT F80-250/46KG-S, 460/3, 10 hp, heavy duty dry-pit submersible pump capable of pumping 150 gpm @ 22' TDH. To include: <ul style="list-style-type: none"><li>- 40' of power cord</li><li>- 4" suction elbow with clean-out</li><li>- 4" discharge</li><li>- 6.5 hp, 230/3, 1160 rpm, explosion-proof motor</li><li>- 4" X 8" concentric reducer</li><li>- Close looped glycol cooling system</li><li>- Seal/ overtemp sensors in pump</li><li>- Lifting handle</li></ul> |
| One | (1) | Miscellaneous pipe fittings and materials to fit the new pumps  |
| Two | (2) | Spring arm Check valves (4")  |
| Two | (2) | Gate valve (4")   |
| One | (1) | Required flange accessory kits (flange bolts and gaskets) as required   |
| One | (1) | Labor to install the above pumps and associated valves and fittings for a complete and operational station.   |
| One | (1) | Start-up and training.  |
| One | (1) | Freight to the jobsite  |

**Lift Station 4 – Total Delivered Sell Price \$16,800.00 (+ tax)**  
**(freight allowed to the jobsite)**

**Total Materials and Labor for Three Lift Stations - \$52,000.00 (+ tax)**

If you have questions or require this to be quoted different, please give me a call.

Sincerely,

*Patrick Malay*

Patrick Malay



CITY OF NEWPORT  
596 7<sup>TH</sup> AVENUE  
NEWPORT, MN 55055  
(651) 459-5677  
FAX: (651) 459-9883

May 26, 2015

Email Only: [tj@minnesotapumpworks.com](mailto:tj@minnesotapumpworks.com)

Tammy Jo Riebe  
Sales Account Manager  
Minnesota Pump Works  
9140 Baltimore St. NE, Suite 1408  
Blaine, MN 55449

RE: Request for Proposals, City of Newport  
Dry Pit Submersible Pump Replacement – Lift Stations No. 2, No. 3 & No. 4

Dear Ms. Riebe,

The City of Newport is accepting sealed proposals for the conversion of three sanitary sewer lift stations. The stations will be converted to "Dry Pit Submersibles Pumps" replacing the existing vertical Chicago pumps as per the Technical Specifications enclosed with this letter. A complete bid shall include all work, materials, and equipment necessary to remove the existing equipment, install, start-up and test the new submersible dry pit pumps.

The City is in the process upgrading and expanding the existing SCADA system that manages the water and the sewer facilities. The Owner and SCADA contractor, Quality Integration and Control, will be furnishing and installing new control panels and devices at the lift stations. The responsive bidder will include all work and materials to coordinate the connection the new pumps to the new control panels.

Sealed proposals will be accepted at 1100 Bailey Road, Newport, MN 55055 or [brhanson@mninter.net](mailto:brhanson@mninter.net) until 10:00 am on Wednesday, June 3, 2015. Prospective bidders are strongly encouraged to conduct a site visit and thorough inspection of lift station. Appointment are available upon request by calling (651) 459-2475. Thank you in advance for your time and consideration.

Sincerely,  
City of Newport

Bruce Hanson  
Superintendent of Public Works

Enc.

## Technical Specification

The contractor shall install submersible non-clog sewage pumps manufactured by ABS, Flygt, KSB or equal (manufacturer to select appropriate pump model) capable of passing a 3" diameter solid sphere. The pumps shall operate at 1,800 rpm or less. The motors shall be non-overloading at any point on the pump curve. The motors shall be rated as explosion proof. The operating conditions are as follows:

	<u>L.S. No. 2</u>	<u>L.S. No. 3</u>	<u>L.S. No. 4</u>
Number of pumps:	2	2	2
Pump Application:		Submersible Dry Pit	
Design flow, gpm:	150	150	150
Total dynamic head, feet:	108	76	22
Minimum efficiency %:	45	45	45
Discharge diameter, inches:	4	4	4
Existing Pump		Chicago Pump Model LLC4	
Nominal Motor HP:	15	10	10
Voltage VAC:		230 VAC/3-Phase	
Speed:		1800 RPM Maximum	

Pumps and motors shall be rated for operation in dry well without cooling jacket. Pumps shall be provided with hardened hydraulics parts including the impeller and wear rings. Each Pump shall be provided with the following:

- Vertical Dry Pit Stand
- Suction Elbow
- Hardware, gaskets, and accessories
- Eccentric Reducer
- Gate Valve
- Spring arm check valve
- Concentric reducer
- Qualified labor to remove the pumps, piping, and appurtenances.
- Qualified labor to install the pumps, piping, and appurtenances.

Motor shaft and housing are to be isolated from the impeller by two independent mechanical shaft seals with an oil reservoir between them. The lower mechanical shaft seal, between the impeller and the oil reservoir, shall have lapped seal faces of tungsten carbide or silicon carbide. The upper seal shall be of carbon ceramic or better construction. Each seal interface shall be held in contact by its own spring system.

The integral motor and pump shaft shall be constructed of stainless steel. It shall be supported or completely sleeved by permanently lubricated upper and lower bearings. The upper bearings shall be ball bearings and the lower bearings shall be angular contact thrust bearings. The bearing shall have a B-10 bearing life of 40,000 hours minimum. The shaft diameter shall equal or exceed that of comparable KSB pump.

The pump rotating assembly shall be statically and dynamically balanced. The impeller shall be of gray cast iron, Class 30 or 40B, dynamically balanced, double shrouded non-clogging design having a long thrulet without acute turns. The impeller shall be capable of handling solids, fibrous materials, heavy

sludge and other matter found in normal sewage applications. The impeller shall be single or double vane design. The impeller shall be capable of passing spheres of 3" in diameter. The fit between the impeller and the shaft shall be a sliding fit with one key.

To insure maximum pump life and continuing high efficiencies, both pump casing and impeller shall be supplied with sewage pump standard, replaceable, hard metal wear rings. Soft metals with Brinell hardness ratings of less than 200 or elastomers are not acceptable.

The volute shall be of single piece design and shall have smooth fluid passages. The volute bottom shall be of a suction bell design. The volute, motor housing, and other major components shall be of gray cast iron, class 30, with smooth surfaces devoid of blow holes and other irregularities. The pump exterior shall be epoxy paint finish. All fasteners shall be 304 stainless steel.

All mating surfaces where watertight sealing is required shall be machined and fitted with nitrile rubber o-rings. The cable entry shall consist of a single cylindrical elastomer grommet, flanked by washers, all having close tolerance fit against the cable outside diameter to insure that no entry of moisture to the pump is possible even if the cable is damaged or severed below water level. The assembly shall provide ease of changing the cable when necessary using the same entry seal.

The motor shall be squirrel cage, induction, NEMA Design B type. The stator windings and leads shall be insulated with moisture resistant Class F insulation. The motor shall be designed for continuous operation in totally, partially, or non-submerged conditions. The pump shall be capable of sustaining a minimum of ten starts per hour.

The motor stator shall be held in place with a removable end ring so that it can be removed for repair in the field without heating the outer shell or using a press. The upper bearing housing shall be cast into the motor casing and not otherwise supported from the seal housing. The pump leads shall be terminated in a junction box on the top of the pump casing which is sealed on top and bottom.

Each phase of the motor shall contain a bimetallic temperature monitor in the upper portion of the stator windings. The monitors shall be connected in series and shall be coupled to the motor contractor coil such that any one switch opening will shut down the motor. It shall automatically reset once the stator temperature returns to normal.

An electrical probe shall be provided in the oil chamber for detecting the presence of water. A solid state device mounted in the pump control panel or in a separate enclosure shall send a low voltage, low amperage signal to the probe. If water enters the oil chamber, the probe shall close an electrical circuit and energize a warning light on the face of the control panel.

The pump motor cable and over temperature/moisture sensor cable shall be suitable for submersible pump application with P122-MSHA approval. It shall be at least as rugged as SO cable. The cable type and approval shall be permanently embossed on the cable jacket. The cables shall extend continuously from the pumps to the control panel.



1 CANNON ST W  
 DUNDAS, MN 55019  
 Phone: 507-645-8004  
 email: info@minnesotapumpworks.com

# Estimate

Date	Estimate No.
6/3/2015	2590

<b>Name/Address</b>
Newport, MN City of Bruce Hanson 596 - 7th Avenue Newport, MN 55055

<b>Project</b>
5th Street Lift Station

Description	Qty
5TH STREET LIFT STATION LIFT STATION #3	
XFP100E CB1.1 PE105/4 14HP/3PHASE **VERIFY VOLTAGE	2
HARDENING HYDRAULICS - LEADING EDGE OF IMPELLER & WEAR PLATE	2
ABS 41826089 VERTICAL DRY PIT STAND	2
ABS 62306219 HARDWARE KIT (PUMP TO STAND)	2
ABS 40536011 SUCTION ELBOW 4" W/ CLEANOUT	2
ABS 62306272 HARDWARE KIT (SUCTION ELBOW TO PUMP)	2
4"X6" ECCENTRIC REDUCER - FLXFL	2
4" GATE VALVE	2
4" BOLT & GASKET KIT	2
6" GATE VALVE	2
6" BOLT & GASKET KIT	2
4" SPRING ARM CHECK VALVE	2
4" BOLT & GASKET KIT	2
4"X6' DIP FLXFL	1
CONFINED SPACE ENTRY	1
ON-SITE SERVICE LABOR - 2 GUYS @ 16HRS EACH	32
SERVICE DRIVE TIME	1
SERVICE TRUCK MILEAGE	60
FREIGHT IN - APPROX.	1
<b>BYPASS BY OTHERS</b>	
Sales Tax	

<b>Total</b>	<b>\$31,518.00</b>
--------------	--------------------



1 CANNON ST W  
 DUNDAS, MN 55019  
 Phone: 507-645-8004  
 email: info@minnesotapumpworks.com

# Estimate

Date	Estimate No.
6/3/2015	2591

Name/Address
Newport, MN City of Bruce Hanson 596 - 7th Avenue Newport, MN 55055

Project
12th Street Lift Station

Description	Qty
12TH STREET LIFT STATION - LIFT STATION #2	
XFP100E CB1.1 PE105/4 14HP/3PHASE **VERIFY VOLTAGE	2
HARDENING HYDRAULICS - LEADING EDGE OF IMPELLER & WEAR PLATE	2
ABS 41826089 VERTICAL DRY PIT STAND	2
ABS 62306219 HARDWARE KIT (PUMP TO STAND)	2
ABS 40536011 SUCTION ELBOW 4" W/ CLEANOUT	2
ABS 62306272 HARDWARE KIT (SUCTION ELBOW TO PUMP)	2
4"X6" ECCENTRIC REDUCER - FLXFL	2
4" GATE VALVE	2
4" BOLT & GASKET KIT	2
6" GATE VALVE	2
6" BOLT & GASKET KIT	2
4" SPRING ARM CHECK VALVE	2
4" BOLT & GASKET KIT	2
4"X6" DIP FLXFL	1
CONFINED SPACE ENTRY	1
ON-SITE SERVICE LABOR - 2 GUYS @ 16HRS EACH	32
SERVICE DRIVE TIME	1
SERVICE TRUCK MILEAGE	60
FREIGHT IN - APPROX.	1
BYPASS BY OTHERS	
Sales Tax	

<b>Total</b>	<b>\$31,518.00</b>
--------------	--------------------



# Estimate

1 CANNON ST W  
 DUNDAS, MN 55019  
 Phone: 507-645-8004  
 email: info@minnesotapumpworks.com

Date	Estimate No.
6/3/2015	2592

Name/Address
Newport, MN City of Bruce Hanson 596 - 7th Avenue Newport, MN 55055

Project
17th Street Lift Station

Description	Qty
17TH STREET LIFT STATION - LIFT STATION #4	
XFP100E CB1.1 PE105/4 14HP/3PHASE **VERIFY VOLTAGE	2
HARDENING HYDRAULICS - LEADING EDGE OF IMPELLER & WEAR PLATE	2
ABS 41826089 VERTICAL DRY PIT STAND	2
ABS 62306219 HARDWARE KIT (PUMP TO STAND)	2
ABS 40536011 SUCTION ELBOW 4" W/ CLEANOUT	2
ABS 62306272 HARDWARE KIT (SUCTION ELBOW TO PUMP)	2
4"X6" ECCENTRIC REDUCER - FLXFL	2
4" GATE VALVE	2
4" BOLT & GASKET KIT	2
6" GATE VALVE	2
6" BOLT & GASKET KIT	2
4" SPRING ARM CHECK VALVE	2
4" BOLT & GASKET KIT	2
4"X6' DIP FLXFL	1
CONFINED SPACE ENTRY	1
ON-SITE SERVICE LABOR - 2 GUYS @ 16HRS EACH	32
SERVICE DRIVE TIME	1
SERVICE TRUCK MILEAGE	60
FREIGHT IN - APPROX.	1
BYPASS BY OTHERS	
Sales Tax	

<b>Total</b>	<b>\$31,518.00</b>
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## Recurring

Paid Chk# 000466E	FEDERAL TAXES	6/8/2015	\$3,391.75 Fica, Med, & SS
Paid Chk# 000467E	MN REVENUE	6/8/2015	\$59.69 State taxes
Paid Chk# 000468E	FEDERAL TAXES	6/11/2015	\$785.42 SS and Medicare
Paid Chk# 000469E	FEDERAL TAXES	6/11/2015	\$9,424.96 SS, Med, and Federal
Paid Chk# 000470E	MN REVENUE	6/11/2015	\$1,880.16 State taxes
Paid Chk# 000471E	MSRS	6/11/2015	\$2,675.06 MSRS< HCSP & Vol. Retirement
Paid Chk# 000472E	PSN	6/11/2015	\$111.62 Electronic payment fees
Paid Chk# 000473E	SELECTACCOUNT	6/11/2015	\$1,062.40 HSPA
Paid Chk# 000474E	SELECTACCOUNT	6/11/2015	\$35.87 Monthly fee
Paid Chk# 017535	ATOMIC-COLO, LLC	6/3/2015	\$2,059.69
Paid Chk# 017536	Jeremy Brodin	6/3/2015	\$224.48 Towards xero death conference
Paid Chk# 017537	COMCAST	6/3/2015	\$138.03
Paid Chk# 017538	Metropolitan Council	6/3/2015	\$17,175.25
Paid Chk# 017539	ON SITE SANITATION	6/3/2015	\$350.00 Port o potty
Paid Chk# 017540	SW/WC SERVICES COOPERATIVES	6/3/2015	\$15,559.00
Paid Chk# 017541	TENNIS SANITATION LLC	6/3/2015	\$49.40 Garbage city hall and pw garag
Paid Chk# 017542	CENTURY LINK	6/11/2015	\$111.02 Telephone lines
Paid Chk# 017543	COMCAST	6/11/2015	\$308.11
Paid Chk# 017544	ING LIFE INSURANCE & ANNUITY	6/11/2015	\$150.00
Paid Chk# 017545	INTERNATIONAL UNION OF OP. ENG	6/11/2015	\$132.00
Paid Chk# 017546	DAN KELLER	6/11/2015	\$291.03 Travel to Fire School
Paid Chk# 017547	PERA	6/11/2015	\$8,912.75
Paid Chk# 017548	NATE PETERSON	6/11/2015	\$726.36 PW Certificate class reimburse
	Staff		\$54,201.85

## Non-recurring

Paid Chk# 017549	ACTION HEATING & AIR CONDITION	6/18/2015	\$189.00 Cit Hall air conditioner
Paid Chk# 017550	AGGREGATE INDUSTRIES MIDWEST	6/18/2015	\$242.46 Ball diamond gravel
Paid Chk# 017551	ALEXANDRIA TECH. & COMM. COLL.	6/18/2015	\$550.00 Trainering
Paid Chk# 017552	ARAMARK REFRESHMENT SERV.	6/18/2015	\$115.49
Paid Chk# 017553	ATOMIC-COLO, LLC	6/18/2015	\$25.00
Paid Chk# 017554	BOND TRUST SERVICES CORP.	6/18/2015	\$66,453.75 2013 & 2014 Go Bonds
Paid Chk# 017555	Cardmember Services	6/18/2015	\$1,729.27 Visa bill
Paid Chk# 017556	DIETRICH ELECTRIC, INC	6/18/2015	\$28.88 Electrical inspections
Paid Chk# 017557	FERGUSON WATERWORKS #2516	6/18/2015	\$29.76 Hydrant
Paid Chk# 017558	FLEET ONE LLC	6/18/2015	\$1,355.52 Petrol
Paid Chk# 017559	G & K SERVICES	6/18/2015	\$225.04
Paid Chk# 017560	GARY W. HERMES	6/18/2015	\$138.67 Deposition PW superintendent
Paid Chk# 017561	GOPHER STATE ONE-CALL	6/18/2015	\$133.40
Paid Chk# 017562	GRAINGER PARTS	6/18/2015	\$103.13 Emergency light
Paid Chk# 017563	GREEN LEAF TREE SERVICE	6/18/2015	\$625.00 Grind and remove trees and stu
Paid Chk# 017564	INSTRUMENTAL RESEARCH, INC.	6/18/2015	\$36.00 Coliform bacteria
Paid Chk# 017565	INVER GROVE FORD	6/18/2015	\$35.37 Squad
Paid Chk# 017566	LIBERTY NAPA OF NEWPORT	6/18/2015	\$286.66 PW vehicle repairs
Paid Chk# 017567	MENARDS - COTTAGE GROVE	6/18/2015	\$146.59 Supplies
Paid Chk# 017568	MCMA	6/18/2015	\$107.00 Membership
Paid Chk# 017569	MN BUREAU OF CRIMINAL APP.	6/18/2015	\$75.00 Training

Paid Chk# 017570	MN DEPT OF LABOR AND INDUSTRY	6/18/2015	\$30.00
Paid Chk# 017571	OXYGEN SERVICE CO.	6/18/2015	\$43.40 Oxygen
Paid Chk# 017572	PATHFINDER CRM, LLC	6/18/2015	\$600.00 Brown House survey project
Paid Chk# 017573	RIVERTOWN MULTIMEDIA	6/18/2015	\$1,073.92 Notices, hearings and zoning
Paid Chk# 017574	CITY OF SAINT PAUL	6/18/2015	\$6,462.29 2-repair broken water mains
Paid Chk# 017575	SPRINGSTEAD INCORPORATED	6/18/2015	\$2,000.00 Council work session startegic
Paid Chk# 017576	ST. PAUL PARK REFINING CO. LLC	6/18/2015	\$1,468.82
Paid Chk# 017577	STREICHERS	6/18/2015	\$34.99 Uniforms
Paid Chk# 017578	TKDA	6/18/2015	\$4,382.34 City planning
Paid Chk# 017579	TRUGREEN-CHEMLAWN	6/18/2015	\$1,076.25 Lawn service
Paid Chk# 017580	UNIFORMS UNLIMITED, INC.	6/18/2015	\$271.92 Uniforms
			<b>\$209,890.82</b>

## Cardmember Services

### Jun-15

Hanson	Cummins Npower	Supplies	\$ 15.65	yes
	Lowe's	Building supplies	\$ 897.05	yes
	Norton NP	Norton subscription	\$ 123.19	yes
	Best Buy	Memory cards	\$ 50.97	yes
Montgomery	Cabela's	Ammunition	\$ 110.30	yes
Eisenbeisz	Best Buy	Purchase and return product	\$ -	yes
	Fred Pryor Career Track	Training	\$ 149.00	yes
	Comcast Upware	Library Norton antivirus	\$ 5.30	yes
Hill	Amazon	NetGear Wifi adapters for Library	\$ 51.09	yes
Yokiel	Norther Power and Tool	Supplies	\$ 26.73	yes
Wiley	Thomas Tools	Recipricating saw	\$ 299.99	yes



# City of Newport, MN

## Financial Status Report

Period ended May 31, 2015

(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.



**NEWPORT, MN**

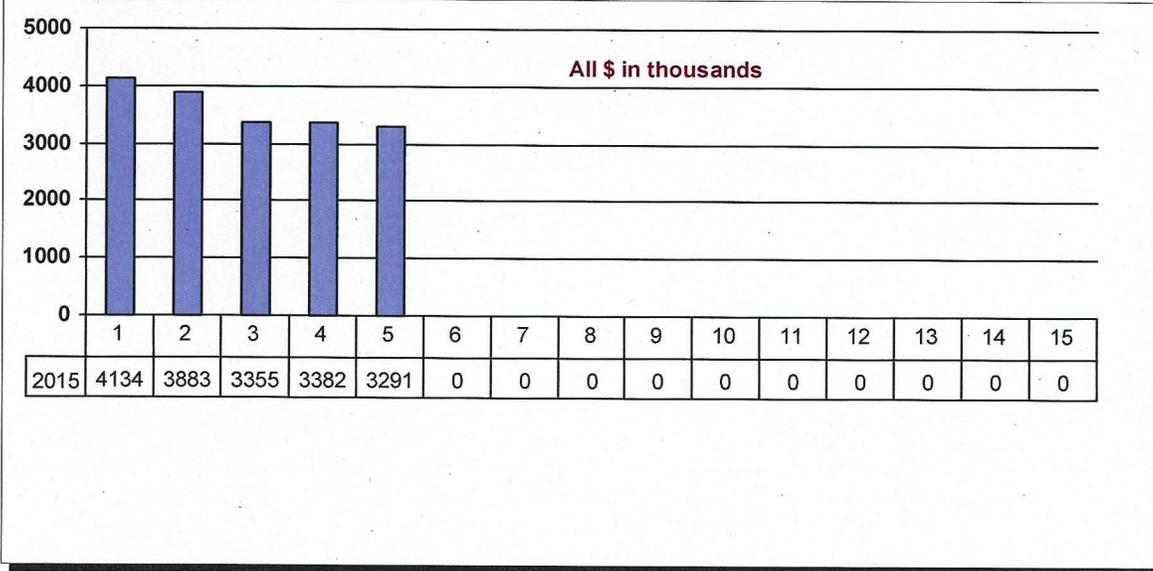
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Page 1

**\*Check Reconciliation©**

**Central Bank  
10100 CASH**

**May 2015**



**Account Summary**

Beginning Balance on 5/1/2015	\$3,402,435.76	Cleared	\$3,316,795.99
+ Receipts/Deposits	\$159,546.36	Statement	\$3,316,795.99
- Payments (Checks and Withdrawals)	\$245,186.13	Difference	\$0.00
Ending Balance as of 5/28/2015	\$3,316,795.99		

**Check Book Balance**

Active	G 101-10100	GENERAL FUND	-\$351,995.44
Active	G 201-10100	PARKS SPECIAL FUND	\$62,900.25
Active	G 204-10100	HERITAGE PRESERVATIO	\$2,535.54
Active	G 205-10100	RECYCLING	\$13,699.96
Active	G 206-10100	FIRE ENGINE	\$0.00
Active	G 208-10100	BUY FORFEITURE	\$1,307.42
Active	G 225-10100	PIONEER DAY	\$20,563.89
Active	G 270-10100	EDA	\$827,950.37
Active	G 301-10100	2010A G.O. CAPITAL IMP.	\$14,450.94
Active	G 303-10100	2012 STREET NORTH RAV	\$3,268.87
Active	G 305-10100	2013 STREET ASSESSME	\$16,821.31
Active	G 306-10100	2014 STREET ASSESSME	\$398,278.83
Active	G 307-10100	GO TIF 1994B	\$0.00
Active	G 308-10100	CERIFICATES OF INDEBT	\$0.00
Active	G 313-10100	2000B GO IMP BOND	\$0.00
Active	G 315-10100	2002A \$690,000 BOND	\$0.00
Active	G 316-10100	PFA/TRLF REVENUE NOT	\$104,862.69
Active	G 321-10100	2006A EQUIP CERTIFICAT	\$0.00
Active	G 322-10100	2011A GO BONDS	\$103,251.52

Active	G 401-10100	EQUIPMENT REVOLVING	\$285,042.16
Active	G 402-10100	TAX INC DIST 1	\$0.00
Active	G 405-10100	T.H. HWY 61	\$148,988.01
Active	G 409-10100	2013 STREET RECON.	\$94,828.54
Active	G 410-10100	2014 STREET RECON.	\$106,548.45
Active	G 411-10100	BUILDING FUND	\$138,031.96
Active	G 416-10100	4TH AVENUE RAVINE	\$12,774.79
Active	G 417-10100	NORTH RAVINE	\$53,782.28
Active	G 422-10100	2011A UTILITY CAPITAL	\$0.00
Active	G 423-10100	2011A EQUIPMENT CAPIT	\$0.00
Active	G 601-10100	WATER FUND	\$458,929.39
Active	G 602-10100	SEWER FUND	\$713,398.74
Active	G 603-10100	STREET LIGHT FUND	\$34,548.84
Active	G 604-10100	STORM WATER FUND	\$26,410.49
		Cash Balance	\$3,291,179.80

Beginng Balance	\$3,402,435.76	
+ Total Deposits	\$159,596.36	
- Checks Written	\$290,369.05	
		Check Book Balance
		\$3,271,663.07
		Difference
		(\$19,516.73)

**City of Newport**  
**INVESTMENTS**  
*May-15*

<u>TYPE</u>	<u>BOUGHT DATE</u>	<u>MATURITY DATE</u>	<u># OF DAYS</u>	<u>COST</u>	<u>RATE</u>	<u>GASB #40 Value</u>	
<b>MORGAN STANLEY</b>							
BMW CD	6/28/2013	6/29/2015	728	120,000	0.75%	120,039.60	
BANK BARODA	3/20/2015	6/22/2015	92	65,000	0.30%	65,005.20	
FIRST BANK	12/9/2014	12/11/2015	366	100,000	0.55%	100,100.00	
AMEX Cent.	7/5/2013	7/5/2016	1,092	120,000	1.10%	120,570.00	
GOLDMAN SACHS	3/18/2015	3/20/2017	730	90,000	0.95%	90,264.60	
BMW CD	6/28/2013	6/28/2017	1,456	125,000	1.30%	125,761.25	
GOLDMAN SACHS	3/18/2015	3/19/2018	1,093	90,000	1.30%	90,490.50	
AMEX Cent.	7/5/2013	7/5/2018	1,820	125,000	1.71%	125,371.25	
SALLIE MAE BANK	11/5/2014	11/5/2018	1,456	129,000	1.85%	130,003.62	
BARCLAYS BANK	7/6/2014	7/23/2019	1,820	125,000	2.11%	126,423.75	
Wells Fargo BK	4/8/2014	4/16/2021	2,548	120,000	1.29%	121,058.40	
Accrued Interest	all CDs above						6,331.55
Sub-total Investments GASB 40						<u>1,221,419.72</u>	
<b>CENTRAL BANK</b>							
Checking						<u>3,316,795.99</u>	
Total Cash, Investments and CD's						<u>4,538,215.71</u>	

## Section 2 – Budget Control Summary

**Purpose:**

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



**NEWPORT, MN**

**\*Budget Control Summary**

Current Period: May 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Varianc	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 Est to Complete
<b>FUND 101 GENERAL FUND</b>									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$2,344,147.00	\$397,010.66	\$1,947,136.34	83.06%	\$0.00	\$2,344,147.00	-\$2,344,147.00	0.57	0.32
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	\$392.78	-\$392.78	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
<b>Total Revenue Accounts</b>	<b>\$2,344,147.00</b>	<b>\$397,403.44</b>	<b>\$1,946,743.56</b>	<b>83.05%</b>	<b>\$0.00</b>	<b>\$2,344,147.00</b>	<b>-\$2,344,147.00</b>	<b>0.55</b>	<b>0.31</b>
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$560,000.00	\$440,919.51	\$119,080.49	21.26%	\$0.00	\$560,000.00	-\$560,000.00	0.40	-0.11
DEPT 41000 Administration (GENERAL)	\$269,730.00	\$100,683.68	\$169,046.32	62.67%	\$0.00	\$269,730.00	-\$269,730.00	0.26	-0.50
DEPT 41110 Mayor and Council	\$22,822.00	\$10,434.36	\$12,387.64	54.28%	\$0.00	\$22,822.00	-\$22,822.00	0.40	-0.32
DEPT 41410 Elections	\$1,750.00	\$300.00	\$1,450.00	82.86%	\$0.00	\$1,750.00	-\$1,750.00	0.12	-0.48
DEPT 41600 Professional Services	\$315,500.00	\$154,669.36	\$160,830.64	50.98%	\$0.00	\$315,500.00	-\$315,500.00	0.33	-0.47
DEPT 41910 Planning and Zoning	\$35,438.00	\$7,547.52	\$27,890.48	78.70%	\$0.00	\$35,438.00	-\$35,438.00	0.02	-0.32
DEPT 41940 City Hall Bldg	\$17,350.00	\$11,894.08	\$5,455.92	31.45%	\$0.00	\$17,350.00	-\$17,350.00	0.75	-0.25
DEPT 42000 Police Department(GENERAL)	\$856,400.00	\$336,420.40	\$519,979.60	60.72%	\$0.00	\$856,400.00	-\$856,400.00	0.29	-0.53
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	\$183,436.00	\$19,849.31	\$163,586.69	89.18%	\$0.00	\$183,436.00	-\$183,436.00	0.18	-0.59
DEPT 42280 Fire Stations No. 1	\$10,200.00	\$3,669.72	\$6,530.28	64.02%	\$0.00	\$10,200.00	-\$10,200.00	0.23	-0.78
DEPT 42290 Fire Station No. 2	\$3,000.00	\$928.02	\$2,071.98	69.07%	\$0.00	\$3,000.00	-\$3,000.00	0.09	-0.66
DEPT 43000 PW Street (GENERAL)	\$385,395.00	\$112,994.94	\$272,400.06	70.68%	\$0.00	\$385,395.00	-\$385,395.00	0.19	-0.57
DEPT 43100 Public Works Garage	\$17,200.00	\$7,585.16	\$9,614.84	55.90%	\$0.00	\$17,200.00	-\$17,200.00	0.29	-0.71
DEPT 43160 Street Lighting	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 43260 Composting	\$5,620.00	\$1,268.55	\$4,351.45	77.43%	\$0.00	\$5,620.00	-\$5,620.00	0.12	-0.55
DEPT 45000 Parks (GENERAL)	\$332,800.00	\$159,250.83	\$173,549.17	52.15%	\$0.00	\$332,800.00	-\$332,800.00	0.25	-0.43
DEPT 45100 Recreation (GENERAL)	\$3,200.00	\$0.00	\$3,200.00	100.00%	\$0.00	\$3,200.00	-\$3,200.00	0.00	-0.44
DEPT 45206 Parks Bldgs. & Warming Houses	\$14,280.00	\$9,273.80	\$5,006.20	35.06%	\$0.00	\$14,280.00	-\$14,280.00	0.45	-0.43
DEPT 45501 Library Bldg	\$24,200.00	\$8,185.07	\$16,014.93	66.18%	\$0.00	\$24,200.00	-\$24,200.00	0.33	-0.67
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	\$800.00	\$119.70	\$680.30	85.04%	\$0.00	\$800.00	-\$800.00	0.05	-0.45
DEPT 49985 Special Contributions	\$750.00	\$82.50	\$667.50	89.00%	\$0.00	\$750.00	-\$750.00	0.11	-0.89
DEPT 49995 Miscellaneous Contingency	\$10,000.00	\$3,503.01	\$6,496.99	64.97%	\$0.00	\$10,000.00	-\$10,000.00	0.18	-0.33
<b>Total Expenditure Accounts</b>	<b>\$3,069,871.00</b>	<b>\$1,389,579.52</b>	<b>\$1,680,291.48</b>	<b>54.73%</b>	<b>\$0.00</b>	<b>\$3,069,871.00</b>	<b>-\$3,069,871.00</b>	<b>0.22</b>	<b>-0.49</b>
<b>Total FUND 101 GENERAL FUND</b>	<b>-\$725,724.00</b>	<b>-\$992,176.08</b>	<b>\$266,452.08</b>	<b>-36.72%</b>	<b>\$0.00</b>	<b>-\$725,724.00</b>	<b>\$725,724.00</b>		





**NEWPORT, MN**

**\*Budget Control Summary**

Current Period: May 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Varianc	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 Est to Complete
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$2,329.00	-\$2,329.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$2,329.00	\$2,329.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 205 RECYCLING	\$0.00	-\$11,356.99	\$11,356.99	0.00%	\$0.00	\$0.00	\$0.00		
FUND 206 FIRE ENGINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 206 FIRE ENGINE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 208 BUY FORFEITURE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$2.02	-\$2.02	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$2.02	-\$2.02	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 208 BUY FORFEITURE	\$0.00	\$2.02	-\$2.02	0.00%	\$0.00	\$0.00	\$0.00		
FUND 225 PIONEER DAY									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$496.16	-\$496.16	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$496.16	-\$496.16	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$300.00	-\$300.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$300.00	\$300.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 225 PIONEER DAY	\$0.00	\$196.16	-\$196.16	0.00%	\$0.00	\$0.00	\$0.00		





**NEWPORT, MN**

**\*Budget Control Summary**

Current Period: May 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Variance	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 Est to Complete
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$68,724.64	-\$68,724.64	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$68,724.64	-\$68,724.64	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$91,891.25	-\$91,891.25	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$91,891.25	\$91,891.25	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 305 2013 STREET ASSESSMENT	\$0.00	-\$23,166.61	\$23,166.61	0.00%	\$0.00	\$0.00	\$0.00		
FUND 306 2014 STREET ASSESSMENT									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$10,267.73	-\$10,267.73	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$10,267.73	-\$10,267.73	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$450.00	-\$450.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$450.00	\$450.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 306 2014 STREET ASSESSMENT	\$0.00	\$9,817.73	-\$9,817.73	0.00%	\$0.00	\$0.00	\$0.00		
FUND 307 GO TIF 1994B									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
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



NEWPORT, MN

\*Budget Control Summary

Current Period: May 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Variance	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 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 308 CERIFICATES OF INDEBTEDNES	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 313 2000B GO IMP BOND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 313 2000B GO IMP BOND	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 315 2002A \$690,000 BOND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$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	\$0.49	-\$0.49	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.49	\$0.49	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 315 2002A \$690,000 BOND	\$0.00	-\$0.49	\$0.49	0.00%	\$0.00	\$0.00	\$0.00		
FUND 316 PFA/TRLF REVENUE NOTE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$420.41	-\$420.41	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



**NEWPORT, MN**

**\*Budget Control Summary**

Current Period: May 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Varianc	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 Est to Complete
Total Revenue Accounts	\$0.00	\$420.41	-\$420.41	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$854.85	-\$854.85	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$854.85	\$854.85	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 316 PFA/TRLF REVENUE NOTE	\$0.00	-\$434.44	\$434.44	0.00%	\$0.00	\$0.00	\$0.00		
FUND 321 2006A EQUIP CERTIFICATE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 321 2006A EQUIP CERTIFICATE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 322 2011A GO BONDS									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$87,534.36	-\$87,534.36	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$87,534.36	-\$87,534.36	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$70,435.00	-\$70,435.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$70,435.00	\$70,435.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 322 2011A GO BONDS	\$0.00	\$17,099.36	-\$17,099.36	0.00%	\$0.00	\$0.00	\$0.00		
FUND 401 EQUIPMENT REVOLVING									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$42,604.76	-\$42,604.76	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



NEWPORT, MN

\*Budget Control Summary

Current Period: May 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Varianc	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 Est to Complete
Total Revenue Accounts	\$0.00	\$42,604.76	-\$42,604.76	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$15,925.00	-\$15,925.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$15,925.00	\$15,925.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 401 EQUIPMENT REVOLVING	\$0.00	\$26,679.76	-\$26,679.76	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	-\$0.23	\$0.23	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	-\$0.23	-\$0.23	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 402 TAX INC DIST 1	\$0.00	\$0.23	-\$0.23	0.00%	\$0.00	\$0.00	\$0.00		
FUND 405 T.H. HWY 61									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$56.08	-\$56.08	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$56.08	-\$56.08	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 405 T.H. HWY 61	\$0.00	\$56.08	-\$56.08	0.00%	\$0.00	\$0.00	\$0.00		
FUND 409 2013 STREET RECON.									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$14.54	-\$14.54	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



**NEWPORT, MN**

**\*Budget Control Summary**

Current Period: May 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Varianc	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 Est to Complete
Total Revenue Accounts	\$0.00	\$14.54	-\$14.54	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$55.00	-\$55.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$55.00	\$55.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 409 2013 STREET RECON.	\$0.00	-\$40.46	\$40.46	0.00%	\$0.00	\$0.00	\$0.00		
FUND 410 2014 STREET RECON.									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$139.32	-\$139.32	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$139.32	-\$139.32	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$43,099.62	-\$43,099.62	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$43,099.62	\$43,099.62	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 410 2014 STREET RECON.	\$0.00	-\$42,960.30	\$42,960.30	0.00%	\$0.00	\$0.00	\$0.00		
FUND 411 BUILDING FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$32,547.31	-\$32,547.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$32,547.31	-\$32,547.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	-\$0.24	\$0.24	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	-\$0.24	-\$0.24	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 411 BUILDING FUND	\$0.00	\$32,547.55	-\$32,547.55	0.00%	\$0.00	\$0.00	\$0.00		
FUND 416 4TH AVENUE RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$4.81	-\$4.81	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



**NEWPORT, MN**

**\*Budget Control Summary**

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Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Variance	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 Est to Complete
Total Revenue Accounts	\$0.00	\$4.81	-\$4.81	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 416 4TH AVENUE RAVINE	\$0.00	\$4.81	-\$4.81	0.00%	\$0.00	\$0.00	\$0.00		
FUND 417 NORTH RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$20.25	-\$20.25	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$20.25	-\$20.25	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 417 NORTH RAVINE	\$0.00	\$20.25	-\$20.25	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	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00





**NEWPORT, MN**

**\*Budget Control Summary**

Current Period: May 2015

Account Descr	2015 Cumulative Budget	2015 Cumulative Actuals	2015 Cumulative Variance	2015 % Variance	2015 Adopted Budget	2015 Forecast	Variance at Completion	2015 YTD Perf	2015 Est to Complete
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$11.94	-\$11.94	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 43160 Street Lighting	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49470 Street Lights	\$72,765.00	\$28,924.42	\$43,840.58	60.25%	\$0.00	\$72,765.00	-\$72,765.00	0.13	-0.20
<b>Total Revenue Accounts</b>	<b>\$72,765.00</b>	<b>\$28,936.36</b>	<b>\$43,828.64</b>	<b>60.23%</b>	<b>\$0.00</b>	<b>\$72,765.00</b>	<b>-\$72,765.00</b>	<b>0.04</b>	<b>-0.06</b>
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	\$56,452.00	\$18,049.50	\$38,402.50	68.03%	\$0.00	\$56,452.00	-\$56,452.00	0.37	-0.49
<b>Total Expenditure Accounts</b>	<b>\$56,452.00</b>	<b>\$18,049.50</b>	<b>-\$38,402.50</b>	<b>68.03%</b>	<b>\$0.00</b>	<b>\$56,452.00</b>	<b>-\$56,452.00</b>	<b>0.32</b>	<b>-0.43</b>
<b>Total FUND 603 STREET LIGHT FUND</b>	<b>\$16,313.00</b>	<b>\$10,886.86</b>	<b>\$5,426.14</b>	<b>33.26%</b>	<b>\$0.00</b>	<b>\$16,313.00</b>	<b>-\$16,313.00</b>		
FUND 604 STORM WATER FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$6.95	-\$6.95	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$62,175.00	\$19,905.06	\$42,269.94	67.99%	\$0.00	\$62,175.00	-\$62,175.00	0.06	-0.14
<b>Total Revenue Accounts</b>	<b>\$62,175.00</b>	<b>\$19,912.01</b>	<b>\$42,262.99</b>	<b>67.97%</b>	<b>\$0.00</b>	<b>\$62,175.00</b>	<b>-\$62,175.00</b>	<b>0.04</b>	<b>-0.09</b>
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	\$20,642.00	\$8,679.98	\$11,962.02	57.95%	\$0.00	\$20,642.00	-\$20,642.00	0.16	-0.50
<b>Total Expenditure Accounts</b>	<b>\$20,642.00</b>	<b>\$8,679.98</b>	<b>-\$11,962.02</b>	<b>57.95%</b>	<b>\$0.00</b>	<b>\$20,642.00</b>	<b>-\$20,642.00</b>	<b>0.15</b>	<b>-0.47</b>
<b>Total FUND 604 STORM WATER FUND</b>	<b>\$41,533.00</b>	<b>\$11,232.03</b>	<b>\$30,300.97</b>	<b>72.96%</b>	<b>\$0.00</b>	<b>\$41,533.00</b>	<b>-\$41,533.00</b>		
	<b>-\$752,046.00</b>	<b>-\$530,427.89</b>	<b>-\$221,618.11</b>	<b>29.47%</b>	<b>\$0.00</b>	<b>-\$752,046.00</b>	<b>\$752,046.00</b>		

FILTER: None

## Section 3 – Cash Balances

**Purpose:**

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



**NEWPORT, MN**  
**\*Cash Balances**

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Current Period May 2015

Fund	2015 Begin Balance	Receipts	Disbursements	-----Transfers-----		JE Payroll	Balance	
				Rec/Disb	Journal Entry			
<b>10100 Central Bank</b>								
101 GENERAL FUND	\$948,686.08	\$409,610.92	\$1,043,792.41	\$0.00	(\$429,684.91)	(\$234,441.28)	(\$349,621.60)	In Bal
201 PARKS SPECIAL F	\$42,456.78	\$545.68	\$102.21	\$0.00	\$20,000.00	\$0.00	\$62,900.25	In Bal
204 HERITAGE PRESE	\$6,583.63	\$0.90	\$13,048.99	\$0.00	\$9,000.00	\$0.00	\$2,535.54	In Bal
205 RECYCLING	\$25,056.95	\$2,011.37	\$2,329.00	\$0.00	(\$11,039.36)	\$0.00	\$13,699.96	In Bal
206 FIRE ENGINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
208 BUY FORFEITURE	\$1,305.40	\$2.02	\$0.00	\$0.00	\$0.00	\$0.00	\$1,307.42	In Bal
225 PIONEER DAY	\$20,467.73	\$496.16	\$300.00	\$0.00	\$0.00	\$0.00	\$20,663.89	In Bal
270 EDA	\$457,092.66	\$207,780.83	\$17,423.12	\$0.00	\$180,500.00	\$0.00	\$827,950.37	In Bal
301 2010A G.O. CAPIT	\$17,008.72	\$2.22	\$2,560.00	\$0.00	\$0.00	\$0.00	\$14,450.94	In Bal
303 2012 STREET NO	\$3,224.20	\$44.67	\$0.00	\$0.00	\$0.00	\$0.00	\$3,268.87	In Bal
305 2013 STREET ASS	(\$20,316.12)	\$60,321.76	\$91,891.25	\$0.00	\$68,706.92	\$0.00	\$16,821.31	In Bal
306 2014 STREET ASS	\$388,461.10	\$10,267.73	\$37,719.26	\$0.00	\$37,269.26	\$0.00	\$398,278.83	In Bal
307 GO TIF 1994B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
308 CERIFICATES OF I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
313 2000B GO IMP BO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
315 2002A \$690,000 B	\$0.49	\$0.00	\$0.00	\$0.00	(\$0.49)	\$0.00	\$0.00	In Bal
316 PFA/TRLF REVEN	\$105,297.13	\$420.41	\$854.85	\$0.00	\$0.00	\$0.00	\$104,862.69	In Bal
321 2006A EQUIP CER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
322 2011A GO BONDS	\$86,152.16	\$16.86	\$70,435.00	\$0.00	\$87,517.50	\$0.00	\$103,251.52	In Bal
401 EQUIPMENT REV	\$258,362.40	\$104.76	\$15,925.00	\$0.00	\$42,500.00	\$0.00	\$285,042.16	In Bal
402 TAX INC DIST 1	(\$0.23)	\$0.00	\$0.00	\$0.00	\$0.23	\$0.00	\$0.00	In Bal
405 T.H. HWY 61	\$148,931.93	\$56.08	\$0.00	\$0.00	\$0.00	\$0.00	\$148,988.01	In Bal
409 2013 STREET REC	\$95,247.00	\$14.54	\$433.00	\$0.00	\$0.00	\$0.00	\$94,828.54	In Bal
410 2014 STREET REC	\$249,521.75	\$139.32	\$105,843.36	\$0.00	(\$37,269.26)	\$0.00	\$106,548.45	In Bal
411 BUILDING FUND	\$110,114.41	\$47.31	\$4,629.76	\$0.00	\$32,500.00	\$0.00	\$138,031.96	In Bal
416 4TH AVENUE RAV	\$12,769.98	\$4.81	\$0.00	\$0.00	\$0.00	\$0.00	\$12,774.79	In Bal
417 NORTH RAVINE	\$53,762.03	\$20.25	\$0.00	\$0.00	\$0.00	\$0.00	\$53,782.28	In Bal
422 2011A UTILITY CA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
423 2011A EQUIPMEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
601 WATER FUND	\$473,464.74	\$113,741.27	\$86,571.95	\$0.00	\$0.00	(\$41,618.00)	\$459,016.06	In Bal
602 SEWER FUND	\$712,740.83	\$228,380.76	\$183,711.54	\$0.00	\$0.00	(\$41,443.31)	\$715,966.74	In Bal
603 STREET LIGHT FU	\$27,562.77	\$28,936.36	\$18,669.19	\$0.00	\$0.00	(\$3,272.31)	\$34,557.63	In Bal
604 STORM WATER F	\$15,042.34	\$19,912.01	\$5,264.84	\$0.00	\$0.00	(\$3,272.14)	\$26,417.37	In Bal
	\$4,238,996.86	\$1,082,879.00	\$1,701,504.73	\$0.00	(\$0.11)	(\$324,047.04)	\$3,296,323.98	

## Section 4 – Revenue Summary

**Purpose:**

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



# NEWPORT, MN

## \*Revenue Summary

FUND	Description	2015 YTD Budget	May 2015 Amt	2015 YTD Amt	YTD Balance	% of YTD Budget
101	GENERAL FUND	\$2,344,147.00	\$35,436.51	\$397,403.44	\$1,946,743.56	16.95%
201	PARKS SPECIAL FUND	\$0.00	\$454.73	\$20,545.68	-\$20,545.68	0.00%
202	POLICE FORFEITURE FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$0.19	\$9,000.90	-\$9,000.90	0.00%
205	RECYCLING	\$0.00	\$1.03	-\$9,027.99	\$9,027.99	0.00%
206	FIRE ENGINE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
208	BUY FORFEITURE	\$0.00	\$0.10	\$2.02	-\$2.02	0.00%
225	PIONEER DAY	\$0.00	\$291.54	\$496.16	-\$496.16	0.00%
270	EDA	\$0.00	\$48,504.06	\$388,280.83	-\$388,280.83	0.00%
301	2010A G.O. CAPITAL IMP. PLA	\$0.00	\$1.09	\$2.22	-\$2.22	0.00%
303	2012 STREET NORTH RAVINE	\$0.00	\$0.25	\$44.67	-\$44.67	0.00%
305	2013 STREET ASSESSMENT	\$0.00	\$1.26	\$68,724.64	-\$68,724.64	0.00%
306	2014 STREET ASSESSMENT	\$0.00	\$5,071.11	\$10,267.73	-\$10,267.73	0.00%
307	GO TIF 1994B	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
308	CERIFICATES OF INDEBTEDN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
313	2000B GO IMP BOND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	2002A \$690,000 BOND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$7.88	\$420.41	-\$420.41	0.00%
321	2006A EQUIP CERTIFICATE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	2011A GO BONDS	\$0.00	\$7.76	\$87,534.36	-\$87,534.36	0.00%
401	EQUIPMENT REVOLVING	\$0.00	\$21.41	\$42,604.76	-\$42,604.76	0.00%
402	TAX INC DIST 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405	T.H. HWY 61	\$0.00	\$11.19	\$56.08	-\$56.08	0.00%
409	2013 STREET RECON.	\$0.00	\$7.12	\$14.54	-\$14.54	0.00%
410	2014 STREET RECON.	\$0.00	\$8.00	\$139.32	-\$139.32	0.00%
411	BUILDING FUND	\$0.00	\$10.37	\$32,547.31	-\$32,547.31	0.00%
416	4TH AVENUE RAVINE	\$0.00	\$0.96	\$4.81	-\$4.81	0.00%
417	NORTH RAVINE	\$0.00	\$4.04	\$20.25	-\$20.25	0.00%
422	2011A UTILITY CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
423	2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601	WATER FUND	\$250,385.00	\$21,027.84	\$112,210.38	\$138,174.62	44.82%
602	SEWER FUND	\$404,478.00	\$37,464.91	\$228,380.76	\$176,097.24	56.46%
603	STREET LIGHT FUND	\$72,765.00	\$5,489.61	\$28,936.36	\$43,828.64	39.77%
604	STORM WATER FUND	\$62,175.00	\$2,989.31	\$19,912.01	\$42,262.99	32.03%
		\$3,133,950.00	\$156,812.27	\$1,438,521.65	\$1,695,428.35	45.90%

FILTER: None

## Section 5 – Expenditure Summary

**Purpose:**

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



# NEWPORT, MN

## \*Expenditure Summary

FUND	Description	2015 YTD Budget	May 2015 Amt	2015 YTD Amt	Enc Current	YTD Balance	% YTD Budget
101	GENERAL FUND	\$3,069,871.00	\$187,842.19	\$1,389,579.52	\$0.00	\$1,680,291.48	45.27%
201	PARKS SPECIAL FUND	\$0.00	\$0.00	\$0.21	\$0.00	-\$0.21	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$1,275.00	\$13,048.99	\$0.00	-\$13,048.99	0.00%
205	RECYCLING	\$0.00	\$0.00	\$2,329.00	\$0.00	-\$2,329.00	0.00%
208	BUY FORFEITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
225	PIONEER DAY	\$0.00	\$0.00	\$300.00	\$0.00	-\$300.00	0.00%
270	EDA	\$0.00	\$360.97	\$16,312.12	\$0.00	-\$16,312.12	0.00%
301	2010A G.O. CAPITAL IMP. PLA	\$0.00	\$0.00	\$2,560.00	\$0.00	-\$2,560.00	0.00%
303	2012 STREET NORTH RAVINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
305	2013 STREET ASSESSMENT	\$0.00	\$0.00	\$91,891.25	\$0.00	-\$91,891.25	0.00%
306	2014 STREET ASSESSMENT	\$0.00	\$0.00	\$450.00	\$0.00	-\$450.00	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	2000B GO IMP BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
315	2002A \$690,000 BOND	\$0.00	\$0.00	\$0.49	\$0.00	-\$0.49	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$0.00	\$854.85	\$0.00	-\$854.85	0.00%
321	2006A EQUIP CERTIFICATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	2011A GO BONDS	\$0.00	\$0.00	\$70,435.00	\$0.00	-\$70,435.00	0.00%
401	EQUIPMENT REVOLVING	\$0.00	\$0.00	\$15,925.00	\$0.00	-\$15,925.00	0.00%
402	TAX INC DIST 1	\$0.00	\$0.00	-\$0.23	\$0.00	\$0.23	0.00%
405	T.H. HWY 61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
409	2013 STREET RECON.	\$0.00	\$0.00	\$55.00	\$0.00	-\$55.00	0.00%
410	2014 STREET RECON.	\$0.00	\$0.00	\$43,099.62	\$0.00	-\$43,099.62	0.00%
411	BUILDING FUND	\$0.00	\$0.00	-\$0.24	\$0.00	\$0.24	0.00%
416	4TH AVENUE RAVINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
417	NORTH RAVINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
422	2011A UTILITY CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
423	2011A EQUIPMENT CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
601	WATER FUND	\$299,717.00	\$21,576.66	\$111,890.63	\$0.00	\$187,826.37	37.33%
602	SEWER FUND	\$439,314.00	\$29,599.59	\$183,488.85	\$0.00	\$255,825.15	41.77%
603	STREET LIGHT FUND	\$56,452.00	\$4,127.91	\$18,049.50	\$0.00	\$38,402.50	31.97%
604	STORM WATER FUND	\$20,642.00	\$1,298.49	\$8,679.98	\$0.00	\$11,962.02	42.05%
		<b>\$3,885,996.00</b>	<b>\$246,080.81</b>	<b>\$1,968,949.54</b>	<b>\$0.00</b>	<b>\$1,917,046.46</b>	<b>50.67%</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:

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



# NEWPORT, MN

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## GL Yearly

Current Period: May 2015

FUND 101 GENERAL FUND

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 101-10100 Cash	\$948,686.08	\$43,332.49	\$191,990.32	\$430,634.15	\$1,728,941.83	(\$349,621.60)
G 101-10200 Petty Cash	\$74.73	\$0.00	\$0.00	\$0.00	\$0.00	\$74.73
G 101-10300 Bond Street Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-10400 Investments	(\$0.48)	\$0.00	\$0.00	\$240,000.00	\$0.00	\$239,999.52
G 101-10401 Northland Securities	\$240,660.26	\$0.00	\$0.00	\$0.00	\$0.00	\$240,660.26
G 101-10402 CDARS/Central Bank	\$0.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.07
G 101-10406 Smith Barney	\$958,241.27	\$0.00	\$0.00	\$0.00	\$0.00	\$958,241.27
G 101-10410 Smith Barney MM	\$1,833.17	\$0.00	\$0.00	\$0.00	\$0.00	\$1,833.17
G 101-10450 Interest Receivable	\$5,312.28	\$0.00	\$0.00	\$0.00	\$0.00	\$5,312.28
G 101-10500 Taxes Receivable-Current	\$13,398.41	\$0.00	\$0.00	\$0.00	\$0.00	\$13,398.41
G 101-10700 Taxes Receivable-Delinquent	\$85,275.12	\$0.00	\$0.00	\$0.00	\$0.00	\$85,275.12
G 101-12300 Special Assess Rec-Deferred	\$622.00	\$0.00	\$0.00	\$0.00	\$0.00	\$622.00
G 101-13100 Due From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-13200 Due From Other Government	\$3,033.76	\$0.00	\$0.00	\$0.00	\$0.00	\$3,033.76
G 101-15500 Prepaid Items	\$14,769.42	\$0.00	\$0.00	\$0.00	\$14,769.00	\$0.42
<b>Total Asset</b>	\$2,271,906.09	\$43,332.49	\$191,990.32	\$670,634.15	\$1,743,710.83	\$1,198,829.41
<b>Liability</b>						
G 101-20200 Accounts Payable	(\$57,350.25)	\$0.00	\$0.00	\$57,350.00	\$3,731.00	(\$3,731.25)
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	(\$29,642.21)	\$0.00	\$0.00	\$29,642.00	\$0.00	(\$0.21)
G 101-21701 Federal W/H Payable	(\$1,519.71)	\$8,803.11	\$8,803.11	\$50,244.86	\$50,244.86	(\$1,519.71)
G 101-21702 State Withholding Payable	(\$0.45)	\$3,554.94	\$3,554.94	\$20,492.54	\$20,492.54	(\$0.45)
G 101-21703 FICA Tax Withholding	(\$0.47)	\$6,297.50	\$6,297.50	\$38,257.72	\$37,327.72	\$929.53
G 101-21704 PERA	(\$3,323.88)	\$17,118.57	\$17,084.96	\$100,415.90	\$97,091.88	\$0.14
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	(\$418.33)	\$320.00	\$400.00	\$1,976.00	\$2,164.50	(\$606.83)
G 101-21708 United Way	(\$0.45)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.45)
G 101-21709 Medicare	(\$428.48)	\$2,553.18	\$2,553.18	\$15,344.40	\$14,915.40	\$0.52
G 101-21710 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21711 NPERS - Life	(\$0.50)	\$126.62	\$163.70	\$1,186.26	\$930.69	\$255.07
G 101-21712 HSA Employee	(\$0.12)	\$1,698.14	\$1,698.14	\$16,743.60	\$16,743.60	(\$0.12)
G 101-21713 Dental Family	(\$301.12)	\$0.00	\$235.72	\$1,659.86	\$1,585.60	(\$226.86)
G 101-21714 LTD Employee	\$0.02	\$324.44	\$335.42	\$2,081.44	\$1,768.93	\$312.53
G 101-21715 MSRS Employee	\$0.24	\$809.98	\$809.98	\$4,629.70	\$4,629.70	\$0.24
G 101-21716 Health Insurance	(\$0.03)	\$738.99	\$552.24	\$4,484.05	\$3,364.46	\$1,119.56
G 101-21717 MNBA Life Ins.	\$0.42	\$0.00	\$0.00	\$344.76	\$430.95	(\$85.77)
G 101-21719 ING Employee	\$0.42	\$2,476.14	\$2,476.14	\$14,468.77	\$14,468.77	\$0.42
G 101-21720 Online fee payable	\$179.40	\$0.00	\$0.00	\$0.00	\$0.00	\$179.40
G 101-21721 Child Support	\$0.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.43
G 101-21722 Cobra Payment	\$0.34	\$2,126.60	\$1,732.40	\$12,019.20	\$11,998.64	\$20.90
G 101-21723 Insurance Recovery	\$0.00	\$0.00	\$3,989.63	\$0.00	\$8,014.79	(\$8,014.79)
G 101-21724 Roth Vol. Ret.-Employee	\$0.00	\$2,524.00	\$2,524.00	\$13,882.00	\$13,882.00	\$0.00
G 101-22100 Escrow	(\$0.47)	\$0.00	\$0.00	\$1,924.71	\$2,425.00	(\$500.76)
G 101-22101 Library Sales	(\$353.23)	\$0.00	\$9.00	\$58.36	\$94.50	(\$389.37)
G 101-22200 Deferred Revenues	(\$85,897.13)	\$0.00	\$0.00	\$0.00	\$0.00	(\$85,897.13)
<b>Total Liability</b>	(\$179,055.16)	\$49,472.21	\$53,220.06	\$387,206.13	\$306,305.53	(\$98,154.56)
<b>Equity</b>						
G 101-25300 Unreserved Fund Balance	(\$2,092,850.93)	\$190,007.14	\$37,601.46	\$1,491,912.80	\$499,736.72	(\$1,100,674.85)



# NEWPORT, MN

## GL Yearly

Current Period: May 2015

FUND 101 GENERAL FUND

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Total Equity</b>	(\$2,092,850.93)	\$190,007.14	\$37,601.46	\$1,491,912.80	\$499,736.72	(\$1,100,674.85)
<b>Total 101 GENERAL FUND</b>	\$0.00	\$282,811.84	\$282,811.84	\$2,549,753.08	\$2,549,753.08	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 201 PARKS SPECIAL FUND

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 201-10100 Cash	\$42,456.78	\$454.73	\$0.00	\$20,545.68	\$102.21	\$62,900.25
<b>Total Asset</b>	\$42,456.78	\$454.73	\$0.00	\$20,545.68	\$102.21	\$62,900.25
<b>Liability</b>						
G 201-20200 Accounts Payable	(\$102.00)	\$0.00	\$0.00	\$102.00	\$0.00	\$0.00
<b>Total Liability</b>	(\$102.00)	\$0.00	\$0.00	\$102.00	\$0.00	\$0.00
<b>Equity</b>						
G 201-25300 Unreserved Fund Balance	(\$42,354.78)	\$0.00	\$454.73	\$102.21	\$20,647.68	(\$62,900.25)
<b>Total Equity</b>	(\$42,354.78)	\$0.00	\$454.73	\$102.21	\$20,647.68	(\$62,900.25)
<b>Total 201 PARKS SPECIAL FUND</b>	\$0.00	\$454.73	\$454.73	\$20,749.89	\$20,749.89	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 204	HERITAGE PRESERVATION COMM	May 2015					Balance
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	
<b>Asset</b>							
	G 204-10100 Cash	\$6,583.63	\$0.19	\$1,275.00	\$9,000.90	\$13,048.99	\$2,535.54
	<b>Total Asset</b>	\$6,583.63	\$0.19	\$1,275.00	\$9,000.90	\$13,048.99	\$2,535.54
<b>Equity</b>							
	G 204-25300 Unreserved Fund Balance	(\$6,583.63)	\$1,275.00	\$0.19	\$13,048.99	\$9,000.90	(\$2,535.54)
	<b>Total Equity</b>	(\$6,583.63)	\$1,275.00	\$0.19	\$13,048.99	\$9,000.90	(\$2,535.54)
<b>Total 204 HERITAGE PRESERVATION COMM</b>		\$0.00	\$1,275.19	\$1,275.19	\$22,049.89	\$22,049.89	\$0.00



# NEWPORT, MN

## GL Yearly

Current Period: May 2015

FUND 205 RECYCLING

### May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 205-10100 Cash	\$25,056.95	\$1.03	\$0.00	\$2,011.37	\$13,368.36	\$13,699.96
<b>Total Asset</b>	\$25,056.95	\$1.03	\$0.00	\$2,011.37	\$13,368.36	\$13,699.96
<b>Equity</b>						
G 205-25300 Unreserved Fund Balance	(\$25,056.95)	\$0.00	\$1.03	\$13,368.36	\$2,011.37	(\$13,699.96)
<b>Total Equity</b>	(\$25,056.95)	\$0.00	\$1.03	\$13,368.36	\$2,011.37	(\$13,699.96)
<b>Total 205 RECYCLING</b>	\$0.00	\$1.03	\$1.03	\$15,379.73	\$15,379.73	\$0.00





# NEWPORT, MN

## GL Yearly

Current Period: May 2015

FUND 208 BUY FORFEITURE

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 208-10100 Cash	\$1,305.40	\$0.10	\$0.00	\$2.02	\$0.00	\$1,307.42
<b>Total Asset</b>	\$1,305.40	\$0.10	\$0.00	\$2.02	\$0.00	\$1,307.42
<b>Equity</b>						
G 208-25300 Unreserved Fund Balance	(\$1,305.40)	\$0.00	\$0.10	\$0.00	\$2.02	(\$1,307.42)
<b>Total Equity</b>	(\$1,305.40)	\$0.00	\$0.10	\$0.00	\$2.02	(\$1,307.42)
<b>Total 208 BUY FORFEITURE</b>	\$0.00	\$0.10	\$0.10	\$2.02	\$2.02	\$0.00



# NEWPORT, MN

## GL Yearly

Current Period: May 2015

FUND 225 PIONEER DAY

### May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 225-10100 Cash	\$20,467.73	\$291.54	\$0.00	\$496.16	\$300.00	\$20,663.89
<b>Total Asset</b>	\$20,467.73	\$291.54	\$0.00	\$496.16	\$300.00	\$20,663.89
<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	(\$20,467.76)	\$0.00	\$291.54	\$300.00	\$496.16	(\$20,663.92)
<b>Total Equity</b>	(\$20,467.76)	\$0.00	\$291.54	\$300.00	\$496.16	(\$20,663.92)
<b>Total 225 PIONEER DAY</b>	\$0.00	\$291.54	\$291.54	\$796.16	\$796.16	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 270 EDA

**May 2015**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 270-10100 Cash	\$457,092.66	\$48,504.06	\$360.97	\$388,382.99	\$17,525.28	\$827,950.37
G 270-10500 Taxes Receivable-Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Asset</b>	\$457,092.66	\$48,504.06	\$360.97	\$388,382.99	\$17,525.28	\$827,950.37
<b>Liability</b>						
G 270-20200 Accounts Payable	(\$1,110.93)	\$0.00	\$0.00	\$1,111.00	\$0.00	\$0.07
<b>Total Liability</b>	(\$1,110.93)	\$0.00	\$0.00	\$1,111.00	\$0.00	\$0.07
<b>Equity</b>						
G 270-25300 Unreserved Fund Balance	(\$455,981.73)	\$360.97	\$48,504.06	\$17,525.28	\$389,493.99	(\$827,950.44)
<b>Total Equity</b>	(\$455,981.73)	\$360.97	\$48,504.06	\$17,525.28	\$389,493.99	(\$827,950.44)
<b>Total 270 EDA</b>	\$0.00	\$48,865.03	\$48,865.03	\$407,019.27	\$407,019.27	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 301 2010A G.O. CAPITAL IMP. PLAN	May 2015					
	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 301-10100 Cash	\$17,008.72	\$1.09	\$0.00	\$2.22	\$2,560.00	\$14,450.94
G 301-10500 Taxes Receivable-Current	\$864.00	\$0.00	\$0.00	\$0.00	\$0.00	\$864.00
<b>Total Asset</b>	\$17,872.72	\$1.09	\$0.00	\$2.22	\$2,560.00	\$15,314.94
<b>Equity</b>						
G 301-25300 Unreserved Fund Balance	(\$17,872.72)	\$0.00	\$1.09	\$2,560.00	\$2.22	(\$15,314.94)
<b>Total Equity</b>	(\$17,872.72)	\$0.00	\$1.09	\$2,560.00	\$2.22	(\$15,314.94)
<b>Total 301 2010A G.O. CAPITAL IMP. PLAN</b>	\$0.00	\$1.09	\$1.09	\$2,562.22	\$2,562.22	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 303 2012 STREET NORTH RAVINE

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 303-10100 Cash	\$3,224.20	\$0.25	\$0.00	\$44.67	\$0.00	\$3,268.87
G 303-10400 Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 303-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Asset</b>	\$3,224.20	\$0.25	\$0.00	\$44.67	\$0.00	\$3,268.87
<b>Equity</b>						
G 303-25300 Unreserved Fund Balance	(\$3,224.20)	\$0.00	\$0.25	\$0.00	\$44.67	(\$3,268.87)
<b>Total Equity</b>	(\$3,224.20)	\$0.00	\$0.25	\$0.00	\$44.67	(\$3,268.87)
<b>Total 303 2012 STREET NORTH RAVINE</b>	\$0.00	\$0.25	\$0.25	\$44.67	\$44.67	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 305 2013 STREET ASSESSMENT

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 305-10100 Cash	(\$20,316.12)	\$1.26	\$0.00	\$129,028.68	\$91,891.25	\$16,821.31
G 305-10400 Investments	\$60,240.00	\$0.00	\$0.00	\$0.00	\$60,000.00	\$240.00
G 305-10450 Interest Receivable	(\$0.19)	\$0.00	\$0.00	\$0.00	\$304.04	(\$304.23)
<b>Total Asset</b>	\$39,923.69	\$1.26	\$0.00	\$129,028.68	\$152,195.29	\$16,757.08
<b>Liability</b>						
G 305-22200 Deferred Revenues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Liability</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Equity</b>						
G 305-25300 Unreserved Fund Balance	(\$39,923.69)	\$0.00	\$1.26	\$91,891.25	\$68,724.64	(\$16,757.08)
<b>Total Equity</b>	(\$39,923.69)	\$0.00	\$1.26	\$91,891.25	\$68,724.64	(\$16,757.08)
<b>Total 305 2013 STREET ASSESSMENT</b>	\$0.00	\$1.26	\$1.26	\$220,919.93	\$220,919.93	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 306 2014 STREET ASSESSMENT

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 306-10100 Cash	\$388,461.10	\$5,071.11	\$0.00	\$133,983.87	\$124,166.14	\$398,278.83
G 306-10400 Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 306-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 306-10500 Taxes Receivable-Current	(\$504.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$504.00)
G 306-12300 Special Assess Rec-Deferred	\$699,623.00	\$0.00	\$0.00	\$0.00	\$0.00	\$699,623.00
<b>Total Asset</b>	\$1,087,580.10	\$5,071.11	\$0.00	\$133,983.87	\$124,166.14	\$1,097,397.83
<b>Liability</b>						
G 306-22200 Deferred Revenues	(\$699,623.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$699,623.00)
<b>Total Liability</b>	(\$699,623.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$699,623.00)
<b>Equity</b>						
G 306-25300 Unreserved Fund Balance	(\$387,957.10)	\$0.00	\$5,071.11	\$124,166.14	\$133,983.87	(\$397,774.83)
<b>Total Equity</b>	(\$387,957.10)	\$0.00	\$5,071.11	\$124,166.14	\$133,983.87	(\$397,774.83)
<b>Total 306 2014 STREET ASSESSMENT</b>	\$0.00	\$5,071.11	\$5,071.11	\$258,150.01	\$258,150.01	\$0.00









**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 315 2002A \$690,000 BOND

**May 2015**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 315-10100 Cash	\$0.49	\$0.00	\$0.00	\$0.00	\$0.49	\$0.00
<b>Total Asset</b>	\$0.49	\$0.00	\$0.00	\$0.00	\$0.49	\$0.00
<b>Equity</b>						
G 315-25300 Unreserved Fund Balance	(\$0.49)	\$0.00	\$0.00	\$0.49	\$0.00	\$0.00
<b>Total Equity</b>	(\$0.49)	\$0.00	\$0.00	\$0.49	\$0.00	\$0.00
<b>Total 315 2002A \$690,000 BOND</b>	\$0.00	\$0.00	\$0.00	\$0.49	\$0.49	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 316 PFA/TRLF REVENUE NOTE

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 316-10100 Cash	\$105,297.13	\$7.88	\$0.00	\$420.41	\$854.85	\$104,862.69
G 316-12100 SA Recievable -Current	\$582.28	\$0.00	\$0.00	\$0.00	\$0.00	\$582.28
G 316-12200 Special Assess Rec-Delinque	\$11,812.12	\$0.00	\$0.00	\$0.00	\$0.00	\$11,812.12
G 316-12300 Special Assess Rec-Deferred	\$18,059.68	\$0.00	\$0.00	\$0.00	\$0.00	\$18,059.68
<b>Total Asset</b>	\$135,751.21	\$7.88	\$0.00	\$420.41	\$854.85	\$135,316.77
<b>Liability</b>						
G 316-22200 Deferred Revenues	(\$29,871.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$29,871.80)
<b>Total Liability</b>	(\$29,871.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$29,871.80)
<b>Equity</b>						
G 316-25300 Unreserved Fund Balance	(\$105,879.41)	\$0.00	\$7.88	\$854.85	\$420.41	(\$105,444.97)
<b>Total Equity</b>	(\$105,879.41)	\$0.00	\$7.88	\$854.85	\$420.41	(\$105,444.97)
<b>Total 316 PFA/TRLF REVENUE NOTE</b>	\$0.00	\$7.88	\$7.88	\$1,275.26	\$1,275.26	\$0.00



# NEWPORT, MN

## GL Yearly

Current Period: May 2015

FUND 321 2006A EQUIP CERTIFICATE

May 2015

	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 2006A EQUIP CERTIFICATE</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 322 2011A GO BONDS

**May 2015**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 322-10100 Cash	\$86,152.16	\$7.76	\$0.00	\$87,534.36	\$70,435.00	\$103,251.52
G 322-10500 Taxes Receivable-Current	\$616.00	\$0.00	\$0.00	\$0.00	\$0.00	\$616.00
<b>Total Asset</b>	\$86,768.16	\$7.76	\$0.00	\$87,534.36	\$70,435.00	\$103,867.52
<b>Equity</b>						
G 322-25300 Unreserved Fund Balance	(\$86,768.16)	\$0.00	\$7.76	\$70,435.00	\$87,534.36	(\$103,867.52)
<b>Total Equity</b>	(\$86,768.16)	\$0.00	\$7.76	\$70,435.00	\$87,534.36	(\$103,867.52)
<b>Total 322 2011A GO BONDS</b>	\$0.00	\$7.76	\$7.76	\$157,969.36	\$157,969.36	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 401 EQUIPMENT REVOLVING

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 401-10100 Cash	\$258,362.40	\$21.41	\$0.00	\$42,604.76	\$15,925.00	\$285,042.16
<b>Total Asset</b>	\$258,362.40	\$21.41	\$0.00	\$42,604.76	\$15,925.00	\$285,042.16
<b>Equity</b>						
G 401-25300 Unreserved Fund Balance	(\$258,362.40)	\$0.00	\$21.41	\$15,925.00	\$42,604.76	(\$285,042.16)
<b>Total Equity</b>	(\$258,362.40)	\$0.00	\$21.41	\$15,925.00	\$42,604.76	(\$285,042.16)
<b>Total 401 EQUIPMENT REVOLVING</b>	\$0.00	\$21.41	\$21.41	\$58,529.76	\$58,529.76	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 402 TAX INC DIST 1

**May 2015**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 402-10100 Cash	(\$0.23)	\$0.00	\$0.00	\$0.23	\$0.00	\$0.00
G 402-10500 Taxes Receivable-Current	\$0.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.44
G 402-10700 Taxes Receivable-Delinquent	\$0.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.02
G 402-12100 SA Recievable -Current	\$0.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.07
G 402-12200 Special Assess Rec-Delinque	\$0.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.06
<b>Total Asset</b>	\$0.36	\$0.00	\$0.00	\$0.23	\$0.00	\$0.59
<b>Liability</b>						
G 402-22200 Deferred Revenues	(\$0.02)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.02)
<b>Total Liability</b>	(\$0.02)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.02)
<b>Equity</b>						
G 402-25300 Unreserved Fund Balance	(\$0.34)	\$0.00	\$0.00	\$0.00	\$0.23	(\$0.57)
<b>Total Equity</b>	(\$0.34)	\$0.00	\$0.00	\$0.00	\$0.23	(\$0.57)
<b>Total 402 TAX INC DIST 1</b>	\$0.00	\$0.00	\$0.00	\$0.23	\$0.23	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 405 T.H. HWY 61

**May 2015**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 405-10100 Cash	\$148,931.93	\$11.19	\$0.00	\$56.08	\$0.00	\$148,988.01
G 405-13200 Due From Other Government	(\$0.18)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.18)
<b>Total Asset</b>	\$148,931.75	\$11.19	\$0.00	\$56.08	\$0.00	\$148,987.83
<b>Equity</b>						
G 405-25300 Unreserved Fund Balance	(\$148,931.75)	\$0.00	\$11.19	\$0.00	\$56.08	(\$148,987.83)
<b>Total Equity</b>	(\$148,931.75)	\$0.00	\$11.19	\$0.00	\$56.08	(\$148,987.83)
<b>Total 405 T.H. HWY 61</b>	\$0.00	\$11.19	\$11.19	\$56.08	\$56.08	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 409 2013 STREET RECON.

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 409-10100 Cash	\$95,247.00	\$7.12	\$0.00	\$14.54	\$433.00	\$94,828.54
G 409-10400 Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 409-10406 Smith Barney	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 409-10450 Interest Receivable	(\$913.55)	\$0.00	\$0.00	\$0.00	\$0.00	(\$913.55)
G 409-12300 Special Assess Rec-Deferred	\$249,717.00	\$0.00	\$0.00	\$0.00	\$0.00	\$249,717.00
<b>Total Asset</b>	\$344,050.45	\$7.12	\$0.00	\$14.54	\$433.00	\$343,631.99
<b>Liability</b>						
G 409-20200 Accounts Payable	(\$378.00)	\$0.00	\$0.00	\$378.00	\$0.00	\$0.00
G 409-22200 Deferred Revenues	(\$249,717.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$249,717.00)
<b>Total Liability</b>	(\$250,095.00)	\$0.00	\$0.00	\$378.00	\$0.00	(\$249,717.00)
<b>Equity</b>						
G 409-25300 Unreserved Fund Balance	(\$93,955.45)	\$0.00	\$7.12	\$433.00	\$392.54	(\$93,914.99)
<b>Total Equity</b>	(\$93,955.45)	\$0.00	\$7.12	\$433.00	\$392.54	(\$93,914.99)
<b>Total 409 2013 STREET RECON.</b>	\$0.00	\$7.12	\$7.12	\$825.54	\$825.54	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 410 2014 STREET RECON.

**May 2015**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 410-10100 Cash	\$249,521.75	\$8.00	\$0.00	\$53,801.12	\$196,774.42	\$106,548.45
G 410-10400 Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 410-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Asset</b>	\$249,521.75	\$8.00	\$0.00	\$53,801.12	\$196,774.42	\$106,548.45
<b>Liability</b>						
G 410-20200 Accounts Payable	(\$100,013.00)	\$0.00	\$0.00	\$100,013.00	\$0.00	\$0.00
<b>Total Liability</b>	(\$100,013.00)	\$0.00	\$0.00	\$100,013.00	\$0.00	\$0.00
<b>Equity</b>						
G 410-25300 Unreserved Fund Balance	(\$149,508.75)	\$0.00	\$8.00	\$196,774.42	\$153,814.12	(\$106,548.45)
<b>Total Equity</b>	(\$149,508.75)	\$0.00	\$8.00	\$196,774.42	\$153,814.12	(\$106,548.45)
<b>Total 410 2014 STREET RECON.</b>	\$0.00	\$8.00	\$8.00	\$350,588.54	\$350,588.54	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 411 BUILDING FUND

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 411-10100 Cash	\$110,114.41	\$10.37	\$0.00	\$32,547.31	\$4,629.76	\$138,031.96
<b>Total Asset</b>	\$110,114.41	\$10.37	\$0.00	\$32,547.31	\$4,629.76	\$138,031.96
<b>Liability</b>						
G 411-20200 Accounts Payable	(\$4,630.00)	\$0.00	\$0.00	\$4,630.00	\$0.00	\$0.00
<b>Total Liability</b>	(\$4,630.00)	\$0.00	\$0.00	\$4,630.00	\$0.00	\$0.00
<b>Equity</b>						
G 411-25300 Unreserved Fund Balance	(\$105,484.41)	\$0.00	\$10.37	\$4,629.76	\$37,177.31	(\$138,031.96)
<b>Total Equity</b>	(\$105,484.41)	\$0.00	\$10.37	\$4,629.76	\$37,177.31	(\$138,031.96)
<b>Total 411 BUILDING FUND</b>	\$0.00	\$10.37	\$10.37	\$41,807.07	\$41,807.07	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 416 4TH AVENUE RAVINE

**May 2015**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 416-10100 Cash	\$12,769.98	\$0.96	\$0.00	\$4.81	\$0.00	\$12,774.79
G 416-13200 Due From Other Government	\$0.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.47
<b>Total Asset</b>	\$12,770.45	\$0.96	\$0.00	\$4.81	\$0.00	\$12,775.26
<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	(\$12,770.70)	\$0.00	\$0.96	\$0.00	\$4.81	(\$12,775.51)
<b>Total Equity</b>	(\$12,770.70)	\$0.00	\$0.96	\$0.00	\$4.81	(\$12,775.51)
<b>Total 416 4TH AVENUE RAVINE</b>	\$0.00	\$0.96	\$0.96	\$4.81	\$4.81	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 417 NORTH RAVINE

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 417-10100 Cash	\$53,762.03	\$4.04	\$0.00	\$20.25	\$0.00	\$53,782.28
G 417-12300 Special Assess Rec-Deferred	\$18,762.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,762.00
G 417-13200 Due From Other Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Asset</b>	\$72,524.03	\$4.04	\$0.00	\$20.25	\$0.00	\$72,544.28
<b>Liability</b>						
G 417-20200 Accounts Payable	\$0.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.18
G 417-20700 Due to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 417-22200 Deferred Revenues	(\$18,762.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$18,762.00)
<b>Total Liability</b>	(\$18,761.82)	\$0.00	\$0.00	\$0.00	\$0.00	(\$18,761.82)
<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	(\$53,762.46)	\$0.00	\$4.04	\$0.00	\$20.25	(\$53,782.71)
<b>Total Equity</b>	(\$53,762.21)	\$0.00	\$4.04	\$0.00	\$20.25	(\$53,782.46)
<b>Total 417 NORTH RAVINE</b>	\$0.00	\$4.04	\$4.04	\$20.25	\$20.25	\$0.00





**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

FUND 423 2011A EQUIPMENT CAPITAL

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 423-10100 Cash	\$0.00	\$0.00	\$0.00	\$15,925.00	\$15,925.00	\$0.00
<b>Total Asset</b>	\$0.00	\$0.00	\$0.00	\$15,925.00	\$15,925.00	\$0.00
<b>Equity</b>						
G 423-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$15,925.00	\$15,925.00	\$0.00
<b>Total Equity</b>	\$0.00	\$0.00	\$0.00	\$15,925.00	\$15,925.00	\$0.00
<b>Total 423 2011A EQUIPMENT CAPITAL</b>	\$0.00	\$0.00	\$0.00	\$31,850.00	\$31,850.00	\$0.00



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## GL Yearly

Current Period: May 2015

FUND 601 WATER FUND

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 601-10100 Cash	\$473,464.74	\$21,466.61	\$21,853.38	\$120,914.64	\$135,363.32	\$459,016.06
G 601-11500 Accounts Receivable	\$58,158.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58,158.00
G 601-12300 Special Assess Rec-Deferred	\$868.38	\$0.00	\$0.00	\$0.00	\$0.00	\$868.38
G 601-15500 Prepaid Items	\$774.13	\$0.00	\$0.00	\$0.00	\$774.00	\$0.13
G 601-16100 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-16200 Building and Improvements	\$123,291.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123,291.00
G 601-16300 Improvements other building	\$2,962,267.40	\$0.00	\$0.00	\$0.00	\$0.00	\$2,962,267.40
G 601-16400 Equipment	\$294,264.08	\$0.00	\$0.00	\$0.00	\$0.00	\$294,264.08
G 601-16410 Accumulated dep. Equip.	(\$1,864,487.19)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,864,487.19)
G 601-16500 Construction in Progress	\$282,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$282,000.00
G 601-21720 Online fee payable	(\$253.71)	\$152.49	\$104.65	\$624.91	\$627.90	(\$256.70)
G 601-26100 Contributions From City	(\$0.15)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.15)
<b>Total Asset</b>	\$2,330,346.68	\$21,619.10	\$21,958.03	\$121,539.55	\$136,765.22	\$2,315,121.01
<b>Liability</b>						
G 601-20200 Accounts Payable	(\$13,345.33)	\$0.00	\$0.00	\$13,345.00	\$0.00	(\$0.33)
G 601-21500 Accrued Interest Payable	(\$5,855.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$5,855.00)
G 601-21600 Accrued Wages & Salaries P	(\$13,902.09)	\$0.00	\$0.00	\$2,807.00	\$0.00	(\$11,095.09)
G 601-21701 Federal W/H Payable	(\$0.22)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.22)
G 601-21702 State Withholding Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-21703 FICA Tax Withholding	(\$204.28)	\$0.00	\$0.00	\$204.00	\$0.00	(\$0.28)
G 601-21704 PERA	(\$173.92)	\$0.00	\$0.00	\$174.00	\$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	(\$40.78)	\$0.00	\$0.00	\$41.00	\$0.00	\$0.22
G 601-21711 NPERS - Life	(\$0.30)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.30)
G 601-21712 HSA Employee	(\$0.11)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.11)
G 601-21714 LTD Employee	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
G 601-21715 MSRS Employee	(\$0.08)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.08)
G 601-21718 Water sales tax payable	(\$302.12)	\$0.00	\$0.00	\$0.00	\$0.00	(\$302.12)
G 601-22510 General Obligation Bonds Pa	(\$502,600.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$502,600.00)
G 601-99999 Utility Overpayments	\$0.21	\$124.23	\$334.12	\$1,898.44	\$2,924.02	(\$1,025.37)
<b>Total Liability</b>	(\$536,423.94)	\$124.23	\$334.12	\$18,469.44	\$2,924.02	(\$520,878.52)
<b>Equity</b>						
G 601-25300 Unreserved Fund Balance	(\$1,793,922.74)	\$21,576.66	\$21,027.84	\$133,613.97	\$133,933.72	(\$1,794,242.49)
<b>Total Equity</b>	(\$1,793,922.74)	\$21,576.66	\$21,027.84	\$133,613.97	\$133,933.72	(\$1,794,242.49)
<b>Total 601 WATER FUND</b>	\$0.00	\$43,319.99	\$43,319.99	\$273,622.96	\$273,622.96	\$0.00



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## GL Yearly

Current Period: May 2015

FUND 602 SEWER FUND

May 2015

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 602-10100 Cash	\$712,740.83	\$37,464.91	\$29,599.59	\$237,514.85	\$234,288.94	\$715,966.74
G 602-11500 Accounts Receivable	\$92,956.40	\$0.00	\$0.00	\$0.00	\$0.00	\$92,956.40
G 602-12300 Special Assess Rec-Deferred	\$868.30	\$0.00	\$0.00	\$0.00	\$0.00	\$868.30
G 602-13100 Due From Other Funds	\$0.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.29
G 602-15500 Prepaid Items	\$774.13	\$0.00	\$0.00	\$0.00	\$774.00	\$0.13
G 602-16100 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 602-16200 Building and Improvements	\$417,170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$417,170.00
G 602-16300 Improvements other building	\$1,950,830.15	\$0.00	\$0.00	\$0.00	\$0.00	\$1,950,830.15
G 602-16400 Equipment	\$56,342.75	\$0.00	\$0.00	\$0.00	\$0.00	\$56,342.75
G 602-16410 Accumulated dep. Equip.	(\$1,266,438.22)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,266,438.22)
G 602-16500 Construction in Progress	\$470,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$470,000.00
G 602-26100 Contributions From City	(\$0.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)
<b>Total Asset</b>	\$2,435,244.27	\$37,464.91	\$29,599.59	\$237,514.85	\$235,062.94	\$2,437,696.18
<b>Liability</b>						
G 602-20200 Accounts Payable	(\$39,092.70)	\$0.00	\$0.00	\$39,093.00	\$0.00	\$0.30
G 602-21500 Accrued Interest Payable	(\$8,467.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$8,467.00)
G 602-21600 Accrued Wages & Salaries P	(\$14,008.24)	\$0.00	\$0.00	\$2,913.00	\$0.00	(\$11,095.24)
G 602-21701 Federal W/H Payable	\$0.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.08
G 602-21702 State Withholding Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 602-21703 FICA Tax Withholding	(\$181.28)	\$0.00	\$0.00	\$181.00	\$0.00	(\$0.28)
G 602-21704 PERA	(\$211.00)	\$0.00	\$0.00	\$211.00	\$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	(\$41.75)	\$0.00	\$0.00	\$42.00	\$0.00	\$0.25
G 602-21711 NPERS - Life	(\$0.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.28)
G 602-21712 HSA Employee	\$0.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.47
G 602-21714 LTD Employee	(\$0.35)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.35)
G 602-21715 MSRS Employee	(\$0.08)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.08)
G 602-22510 General Obligation Bonds Pa	(\$754,400.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$754,400.00)
<b>Total Liability</b>	(\$816,401.88)	\$0.00	\$0.00	\$42,440.00	\$0.00	(\$773,961.88)
<b>Equity</b>						
G 602-25300 Unreserved Fund Balance	(\$1,618,842.39)	\$29,599.59	\$37,464.91	\$235,062.94	\$279,954.85	(\$1,663,734.30)
<b>Total Equity</b>	(\$1,618,842.39)	\$29,599.59	\$37,464.91	\$235,062.94	\$279,954.85	(\$1,663,734.30)
<b>Total 602 SEWER FUND</b>	\$0.00	\$67,064.50	\$67,064.50	\$515,017.79	\$515,017.79	\$0.00



**NEWPORT, MN**  
**GL Yearly**

Current Period: May 2015

**FUND 603 STREET LIGHT FUND**

**May 2015**

	<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	\$27,562.77	\$5,489.61	\$4,127.91	\$29,076.20	\$22,081.34	\$34,557.63
G 603-11500 Accounts Receivable	\$15,580.47	\$0.00	\$0.00	\$0.00	\$0.00	\$15,580.47
G 603-12200 Special Assess Rec-Delinque	(\$0.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.24)
G 603-15500 Prepaid Items	\$77.00	\$0.00	\$0.00	\$0.00	\$77.00	\$0.00
<b>Total Asset</b>	<b>\$43,220.00</b>	<b>\$5,489.61</b>	<b>\$4,127.91</b>	<b>\$29,076.20</b>	<b>\$22,158.34</b>	<b>\$50,137.86</b>
<b>Liability</b>						
G 603-20200 Accounts Payable	(\$3,969.24)	\$0.00	\$0.00	\$3,969.00	\$0.00	(\$0.24)
G 603-20700 Due to Other Funds	(\$0.48)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.48)
<b>Total Liability</b>	<b>(\$3,969.72)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,969.00</b>	<b>\$0.00</b>	<b>(\$0.72)</b>
<b>Equity</b>						
G 603-25300 Unreserved Fund Balance	(\$39,250.28)	\$4,127.91	\$5,489.61	\$22,158.34	\$33,045.20	(\$50,137.14)
<b>Total Equity</b>	<b>(\$39,250.28)</b>	<b>\$4,127.91</b>	<b>\$5,489.61</b>	<b>\$22,158.34</b>	<b>\$33,045.20</b>	<b>(\$50,137.14)</b>
<b>Total 603 STREET LIGHT FUND</b>	<b>\$0.00</b>	<b>\$9,617.52</b>	<b>\$9,617.52</b>	<b>\$55,203.54</b>	<b>\$55,203.54</b>	<b>\$0.00</b>



# NEWPORT, MN

## GL Yearly

Current Period: May 2015

**FUND 604 STORM WATER FUND**

**May 2015**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 604-10100 Cash	\$15,042.34	\$2,989.31	\$1,298.49	\$23,229.68	\$11,854.65	\$26,417.37
G 604-11500 Accounts Receivable	\$8,712.80	\$0.00	\$0.00	\$0.00	\$0.00	\$8,712.80
G 604-12100 SA Recievable -Current	(\$0.07)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.07)
G 604-12200 Special Assess Rec-Delinque	\$31,448.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,448.00
G 604-15500 Prepaid Items	\$143.00	\$0.00	\$0.00	\$0.00	\$143.00	\$0.00
G 604-16500 Construction in Progress	\$188,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$188,000.00
<b>Total Asset</b>	\$243,346.07	\$2,989.31	\$1,298.49	\$23,229.68	\$11,997.65	\$254,578.10
<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
G 604-21500 Accrued Interest Payable	(\$1,717.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,717.00)
G 604-22510 General Obligation Bonds Pa	(\$188,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$188,000.00)
<b>Total Liability</b>	(\$189,716.81)	\$0.00	\$0.00	\$0.00	\$0.00	(\$189,716.81)
<b>Equity</b>						
G 604-25300 Unreserved Fund Balance	(\$53,629.26)	\$1,298.49	\$2,989.31	\$11,997.65	\$23,229.68	(\$64,861.29)
<b>Total Equity</b>	(\$53,629.26)	\$1,298.49	\$2,989.31	\$11,997.65	\$23,229.68	(\$64,861.29)
<b>Total 604 STORM WATER FUND</b>	\$0.00	\$4,287.80	\$4,287.80	\$35,227.33	\$35,227.33	\$0.00
<b>Report Total</b>	\$0.00	\$463,141.71	\$463,141.71	\$5,019,425.88	\$5,019,425.88	\$0.00



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 444 Cedar Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>ST PAUL PARK-NEWPORT LIONS CLUB</b>		Date organized <b>10-01-1955</b>	Tax exempt number <b>41-1339903</b>
Address <b>321 BROADWAY AVE</b>		City <b>ST PAUL PARK</b>	State <b>Minnesota</b>
		Zip Code <b>55071</b>	
Name of person making application <b>ANDY FUENFFINGER</b>		Business phone	Home phone <b>651-459-7530</b>
Date set ups will be sold <b>08-09-15</b>		Type of organization <input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit	
Organization officer's name <b>ARLO ARLANDSON-PRESIDENT</b>		City <b>ST PAUL PARK</b>	State <b>Minnesota</b>
		Zip <b>55071</b>	

Add New Office **55071**  
 Location where permit will be used. If an outdoor area, describe.  
*Pioneer Park, Corner of 4<sup>th</sup> Ave, 6<sup>th</sup> Street*

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

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

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

City/County	Date Approved
City Fee Amount	Permit Date
Date Fee Paid	

Signature City Clerk or County Official \_\_\_\_\_ Approved Director Alcohol and Gambling Enforcement \_\_\_\_\_

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

# INSURED MEMBER GENERAL LIABILITY DECLARATIONS CERTIFICATE

Insurance Company: GREAT AMERICAN E&S INSURANCE COMPANY

Address: RICHMOND, VA

Policy Number: PL 1944671

Certificate Number: 0525-UU

Policyholder: Sports And Special Event Risk Purchasing Group, Inc. A Risk Retention  
Purchasing Group Filed Under The Risk Retention Purchasing Group Act  
Of 1986.

Address: P.O. Box 1250, Midlothian, VA 23113-1250

## INSURED MEMBER AND ADDRESS

Lions Club of MN/ St. Paul Park-Newport Lions Club  
c/o The Christensen Group  
11100 Bren Road West  
Minnetonka, MN 55343

Coverage Effective Date: 10/31/14  
Coverage Expiration Date: 10/31/15  
Both At 12:01 AM At The Address Of  
The Insured Member.

Insured Operations: Fraternal Meetings

Location: Various

\$2,000,000	General Aggregate Per Participating Member
\$2,000,000	Products-Completed Operations Aggregate Limit
\$1,000,000	Each Occurrence Limit
\$1,000,000	Personal And Advertising Injury Liability Limit
\$ 100,000	Damage to Rented Premises
\$ 5,000	Medical Expense Limit Any One Person
\$ 0	Deductible Each Claim
\$1,000,000	Liquor Legal - \$1,000,000 OCC/\$2,000,000 AGG

The Coverage Afforded Is Subject To Policy Limits, Terms And Conditions. The Above Is A Recitation, And Does Not Provide Separate, Increased Or Additional Limits. This Certificate Evidences That Coverage Exists For The Insured Operations.

**Additional Insured: City of Newport**  
**596 7<sup>th</sup> Ave.**  
**Newport, MN 55055**

This Endorsement/Certificate Is Issued At The Request Of: USG Insurance Service, Inc.

Dated At Richmond, Virginia  
10/31/2014

*John W. Frazier*

John W. Frazier, Authorized Representative

SSERPG-01-GL (01/05)

Page 1 of 2

**RESOLUTION NO. 2015-11**

**A RESOLUTION ACCEPTING DONATIONS FOR THE PERIOD OF MAY 5 - JUNE 14, 2015**

**WHEREAS**, The City of Newport, Minnesota is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

**WHEREAS**, The following persons and entities have offered to contribute the items set forth below to the City:

<b>Individual/Business</b>	<b>Donated Item</b>	<b>Donated Amount</b>	<b>Donated Date</b>
Brianna Stenvick	Books for the Library and Community Center	Estimated - \$50	04/26/2015
St. Paul Park-Newport Lions Club	10% for April Event	\$155.15	05/11/2015
Charles Kaiser	Books for the Library and Community Center	Estimated - \$50	05/16/2015
Roscher Dental	Monetary - Pioneer Day	\$50.00	05/18/2015
Newport Drug/North Pole Restaurant	Gift Cards - Pioneer Day Raffle	\$60.00	05/19/2015
Climb Theatre	10% for April 2015	\$30.53	06/01/2015
Johnson Auto Body	Monetary - Pioneer Day	\$100.00	06/03/2015

**WHEREAS**, The City Council finds that it is appropriate to accept the donations offered.

**NOW, THEREFORE, BE IT RESOLVED**, That the Newport City Council hereby accepts the above donations and directs staff to write a letter of appreciation to each donor.

Adopted by this council this 18th day of June, 2015 by the Newport City Council.

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

VOTE:

Geraghty	_____
Ingemann	_____
Sumner	_____
Rahm	_____
Lund	_____

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

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

**RESOLUTION NO. 2015-12**

**RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING APPLICATIONS FOR GRANT FUNDS**

**WHEREAS**, the City of Newport is a participant in the Livable Communities Act’s on behalf of cities participating in the Livable Communities Act’s Housing Incentives Program for 2015 as determined by the Metropolitan Council and is therefore eligible to apply for Livable Communities Demonstration Account funds (the “LCDA Funds”); and

**WHEREAS**, the Washington County Housing and Redevelopment Authority (the “Authority”) has identified proposed projects within the City of Newport that meet the Demonstration Account’s purposes and criteria and are consistent with and promote the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council’s adopted metropolitan development guide; and

**WHEREAS**, the Authority has the institutional, managerial and financial capability to ensure adequate project administration; and

**WHEREAS**, the Authority certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

**WHEREAS**, the Authority agrees to act as legal sponsor for the projects contained in the grant applications submitted on July 1, 2015;

**WHEREAS**, the Authority acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed projects or key components of the proposed projects can be replicated in other metropolitan-area communities; and

**WHEREAS**, only a limited amount of grant funding is available through the Metropolitan Council’s Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding.

**THEREFORE**, the City of Newport ratifies its’ support of the Authority’s application for Metropolitan Council Livable Communities Demonstration Account grant funds for the project components identified in the application.

Adopted this 18th day of June, 2015 by the Newport City Council.

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

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

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

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

City of NEWPORT

APPLICATION FOR SOLICITOR'S - PEDDLER'S - TRANSIENT MERCHANT'S

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

Application Date: 6-11-15

Applicant Information

Applicant's Full Name: Loren Anton Herbes Applicant's Telephone: [REDACTED]

Other Names the Applicant Goes By: [REDACTED] Applicant's Cell Phone: [REDACTED]

Applicant's Permanent Address: 3340 Spruce Cir SW

City/State/Zip: Prior Lake, MN, 55372

Applicant's Temporary Address: [REDACTED]

City/State/Zip: [REDACTED]

Type of Photo ID: DL ID #: [REDACTED]

Physical Description of Applicant:

Date of Birth: [REDACTED] Height: 6-0 Hair Color: Brown Eye Color: HZL

Have you ever been convicted of any crime, misdemeanor, or violation of any municipal ordinance, other than traffic violations: Yes No (If Yes, explain below)

Nothing more than petty misdemeanors

Call me if needed  
Loren 612-636-0330

Business Information

Description of Business: Door to Door Sales

Employer's Name: Back four LTD.

Employer's Address: Belle Plaine

Employer's Phone #: [REDACTED] Contact Name: Val

Type of Permit: (Check One)

- [X] Solicitor's Day (\$50/day) [ ] Transient Merchant's Day (\$100/day) [ ] Peddler/Hawker/Wagon Peddler's Day (\$50/day)
[ ] Solicitor's Year (\$300) [ ] Transient Merchant's Year (\$300) [ ] Peddler/Hawker/Wagon Peddler's Year (\$250)

Dates and Times of Business:

Dates: From 7-9 To 7-10 Hours: From NOON To 8 PM

From To Hours: From To

From To Hours: From To

From To Hours: From To

Products Being Sold: trash service!

Source of Supply of Goods: \_\_\_\_\_

Company Name and Address: TrojES Trash Igh.

If Transient Merchant: \_\_\_\_\_

Location of Where Business will be Set Up: \_\_\_\_\_

Last three municipalities in which you carried on this business:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Vehicle Information**

Description of Vehicle(s): \_\_\_\_\_

Year: 07 Model: Saturn Color: Silver License Plate #: 687-NJ9

Year: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ License Plate #: \_\_\_\_\_

Year: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ License Plate #: \_\_\_\_\_

**Miscellaneous Information**

Names of at least two property owners of Washington County, Minnesota, who will certify as to the applicant's good character and business respectability.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Applicant Statement and Acknowledgements**

The undersigned applicant makes this application pursuant to all laws of the State of Minnesota and such rules and regulations as the City of Newport may from time to time prescribe.

Applicant/Agent Printed Name: Loren Anton Herbst Signature: [Signature]

For Office Use

Investigation Fee \$ --- Permit Fee \$ 100 Receipt # \_\_\_\_\_ Date Paid \_\_\_\_\_

Provide Copy of: \_\_\_\_\_ County \_\_\_\_\_ License Photograph \_\_\_\_\_ Written Permission from Property Owner  
(Transient Merchant's Only)

Investigation Completed By: Scott Freemaner

Date: 04/16/15 Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Reasons: Misd. Traffic citation  
A Council approved Solicitor's Permit for Loren 05/07/15 for 2 days in May



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

## Memorandum

<b>To:</b>	Newport City Council	<b>Reference:</b>	Proposed 9 <sup>th</sup> Street Vacation— Public Hearing on June 18
<b>Copies To:</b>	Deb Hill, Administrator		
	Renee Eisenbeisz, Executive Analyst		
	Fritz Knaak, City Attorney		
	Bruce Hanson, Public Works Director		
<b>From:</b>	Sherri Buss, RLA AICP, Planner	<b>Project No.:</b>	15743.000
<b>Date:</b>	June 11, 2015	<b>Routing:</b>	

### Background

The City is proposing to vacate 9<sup>th</sup> Street west of 2<sup>nd</sup> Avenue. The Council will hold a public hearing on the proposed vacation at its meeting on June 18.

Minn. Statute 412.851 prescribes the process for vacation of streets. The steps include the following:

- The City must adopt a resolution to vacate the street with a four-fifths vote of all members of the Council.
- The vacation must be in the public interest. A public hearing must be held. The hearing notice must be published and posted for a minimum of two weeks.
- The City must provide written notice of the vacation to each property owner that would be affected by the proposed vacation at least 10 days before the hearing.
- The City must notify the Commissioner of the Minnesota DNR about the proposed vacation at least 60 days before the hearing. The City must consult with the DNR at least 15 days prior to the hearing to review the proposed vacation. The DNR Commissioner cannot intervene in the vacation, but may provide comments or recommendations regarding the following:
  - The potential public benefits of the proposed street vacation;
  - The present and potential use of the land for access to public waters;
  - How the vacation may impact the conservation of natural resources

The City has complied with the required process for street vacation. The public hearing was noticed as required. A letter was sent to DNR Commissioner Tom Landwehr on April 15, 2015 to notify the DNR about the proposed vacation and to request comments. City Administrator Deb Hill met with the DNR to review the 9<sup>th</sup> Street area and discuss issue related to the vacation

and existing and potential options for public access to the Mississippi River. The public hearing on June 18 will complete the statutory requirements for the vacation of 9<sup>th</sup> Street.

### **Public Interest in the Vacation of 9<sup>th</sup> Street**

The City discussed the public interest in the vacation of 9<sup>th</sup> Street in the letter that was sent to the DNR Commissioner on April 15. The letter noted the following:

- The public currently receives no benefit from 9<sup>th</sup> Street west of 2<sup>nd</sup> Avenue. There is no public street or use in the area, and the City has no foreseeable intent or need to develop a street in that location in the future.
- The City believes it will be a public benefit to return the area of 9<sup>th</sup> Street to adjacent properties and the public tax rolls.
- Due to the bluffs and steep slopes adjacent to 9<sup>th</sup> Street to the west and south, it is not possible to access the Mississippi River from 9<sup>th</sup> Street. Development of a street or creation of a public access or overlook could have negative impacts to natural resources, because it could require extensive modification of slopes and loss of existing vegetation to create either a physical or visual access to the river.
- The City has 3 existing overlooks that provide access to the Mississippi River near 9<sup>th</sup> Street. The addition of a 9<sup>th</sup> Street access would duplicate these facilities.

### **DNR Comments on the Proposed Street Vacation**

The DNR comment letter on the proposed 9<sup>th</sup> Street vacation is attached.

- The DNR agreed with the city's assessment that development in the area could negatively impact natural resources, including the bluffs on the Mississippi River.
- The DNR suggested that some public access to the river be provided from the intersection of 9<sup>th</sup> Street and 2<sup>nd</sup> Avenue, for example, by retaining a strip of land in public ownership that abuts the streets or reserving an easement that could provide public access to the Mill Pond area. (The City may consider this if easements are required for stormwater facilities in the area.)
- The DNR recommended that the city encourage adjacent landowners to adopt shoreline best management practices.

The comments are advisory, and do not contest the vacation of 9<sup>th</sup> Street west of 2<sup>nd</sup> Avenue.

### **Request for Council Action**

Staff request that the Council hold the public hearing on June 18, consider the DNR and public comments, and make a decision on the resolution for vacation of 9<sup>th</sup> Street.





MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
CENTRAL REGION  
1200 WARNER ROAD  
SAINT PAUL, MN 55106  
651-259-5800

June 4, 2015

Deb Hill  
City Administrator  
596 7<sup>th</sup> Avenue  
Newport, MN 55055

Re: Proposed Vacation of 9<sup>th</sup> Street at Mississippi River

Dear Ms. Hill:

Thank you for seeking input from the Department of Natural Resources regarding your proposal to vacate the portion of 9<sup>th</sup> Street between 2<sup>nd</sup> Avenue and the Mississippi River. Your letter, with enclosures, was forwarded to me to review as required by M.S. 412.851.

M.S. 412.851 indicates that *"No vacation shall be made unless it appears in the interest of the public to do so."* In response, *"The commissioner must evaluate:*

- (1) the proposed vacation and the public benefits to do so;*
- (2) the present and potential use of the land for access to public waters; and*
- (3) how the vacation would impact conservation of natural resources."*

The Department of Natural Resources has evaluated the proposed road vacation and offers the following comments for your consideration.

- We agree with the city's assessment that extensive development in this area could negatively impact natural resources, including bluffs along the Mississippi River. We support the city's efforts to protect natural and cultural resources in the Mill Pond area.
- We recommend the city ensure continued public access to this area from the intersection of 9<sup>th</sup> Street and 2<sup>nd</sup> Avenue. This could be accomplished by retaining a strip of land in public ownership that abuts these streets, or by reserving an easement across lands which are divested.
- For this and any future vacations, we recommend the city invest in the long-term health of the Mississippi River by encouraging adjacent landowners to adopt shoreline best practices. Many resources on shoreland management can be found on the DNR website at <http://www.dnr.state.mn.us/shorelandmgmt/index.html>.

Thank you for the opportunity to review the proposed vacation. DNR does not oppose the vacation and does not plan to attend the public hearing. Please send us the results of the hearing and the city's final decision on this road vacation.

[mndnr.gov](http://mndnr.gov)



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MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
CENTRAL REGION  
1200 WARNER ROAD  
SAINT PAUL, MN 55106  
651-259-5800

If you have any questions or concerns about this letter, please contact Darin Newman, recreation and land planner with DNR Parks and Trails Division, at [darin.newman@state.mn.us](mailto:darin.newman@state.mn.us). You may contact him by phone at 651-259-5611. Thank you.

Sincerely,

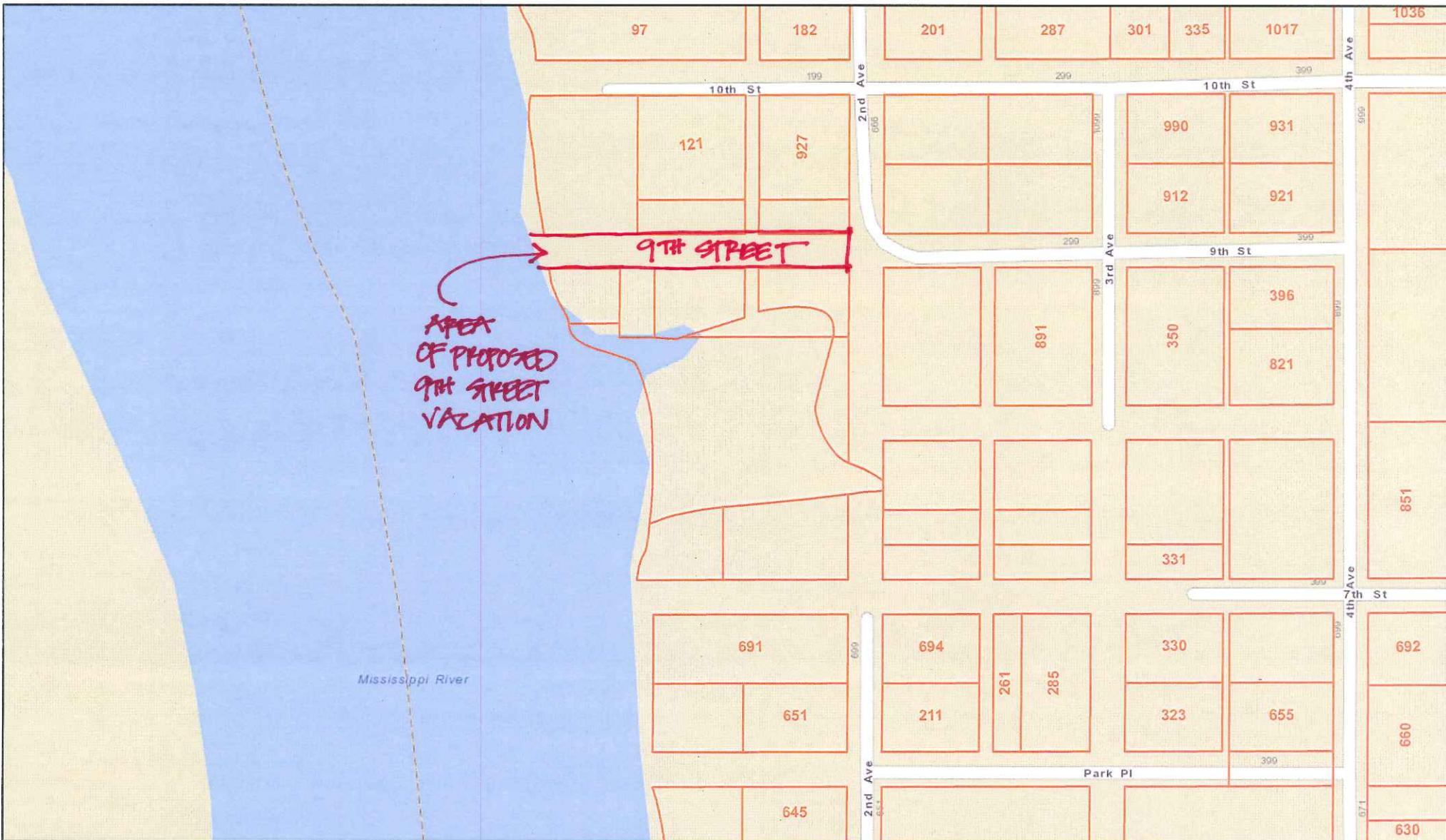
Keith Parker  
Central Region Director

cc: Darin Newman

[mndnr.gov](http://mndnr.gov)

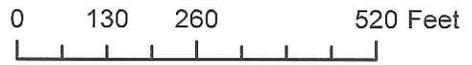


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AN EQUAL OPPORTUNITY EMPLOYER.



AREA  
OF PROPOSED  
9TH STREET  
VARIATION

9TH STREET



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.

**RESOLUTION NO. 2015-13**

**A RESOLUTION AUTHORIZING THE VACATION OF 9<sup>TH</sup> STREET BETWEEN 2<sup>ND</sup> AVENUE AND THE MISSISSIPPI RIVER**

**WHEREAS**, the Newport City Council has proposed that the City vacate 9<sup>th</sup> Street between 2<sup>nd</sup> Avenue and the Mississippi River; and

**WHEREAS**, the City posted the notice and mailed a notice of the street vacation request and public hearing to each property owner affected by the proposed vacation as required by Minnesota Statutes 412.851, and held a public hearing regarding the proposed vacation on June 18, 2015, at which hearing all interested parties were heard; and

**WHEREAS, FOLLOWING THE PUBLIC HEARING, THE** City determined that vacation of the City’s interests in 9<sup>th</sup> Street between 2<sup>nd</sup> Avenue and the Mississippi River is in the public interest for several reasons, as follows:

- 9<sup>th</sup> Street has not been developed as a street, and the City has no foreseeable intent or need to develop the street in the future. Adequate street access is available for properties in the area;
- The public receives no current benefit or foreseeable future benefit from 9<sup>th</sup> Street. The vacation of the street and allocation of the area to adjacent parcels may benefit adjacent parcels and create additional taxable land;
- Due to the location of bluffs, steep slopes, and woodlands, it is not possible to develop public access to the Mississippi River from 9<sup>th</sup> Street without negative impacts to natural resources;
- The City has created existing public accesses to the Mississippi River at 6<sup>th</sup> Street, the Oliver Overlook, and the Riverwood Boulevard Overlook near 9<sup>th</sup> Street, and an additional access at 9<sup>th</sup> Street would duplicate public access facilities that the City provides; and

**WHEREAS**, the City has provided written notice of the request to vacate 9<sup>th</sup> Street to the Commissioner of Natural Resources, consulted with DNR prior to the public hearing, and considered the DNR’s comments provided in a letter to the City dated June 4 as required by Minnesota Statutes 412.851,; and

**NOW, THEREFORE, BE IT RESOLVED** that the Newport City Council hereby authorizes vacation of 9<sup>th</sup> Street between 2<sup>nd</sup> Avenue and the Mississippi River, and authorizes the City Administrator or her designee to direct and to prepare and to present to the Washington County Auditor a notice that the City has completed these proceedings and record same with the Washington County Recorder.

Adopted this 18th day of June, 2015 by the Newport City Council.

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

VOTE:

Geraghty	_____
Ingemann	_____
Sumner	_____
Rahm	_____
Lund	_____

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

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



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

## Memorandum

<b>To:</b>	<u>Newport City Council</u>	<b>Reference:</b>	<u>Gergen Variance Extension</u>
<b>Copies To:</b>	<u>Deb Hill, City Administrator</u>		
	<u>Renee Eisenbeisz, Executive Analyst</u>		
	<u>Mark Gergen, applicant</u>	<b>Project No.:</b>	<u>15742.002</u>
<b>From:</b>	<u>Sherri Buss, RLA AICP, City Planner</u>	<b>Routing:</b>	
<b>Date:</b>	<u>June 1, 2015</u>		

### Background

In May 2014, the City approved a variance request from Mark Gergen. He was granted a variance from the lot size requirements and lot coverage requirements in the ordinance to permit the creation of 4 parcels and 4 homes in an area south of 20<sup>th</sup> Street and west of 4<sup>th</sup> Avenue (see attachment).

Mr. Gergen has submitted a request to the City to extend the variance for two additional years.

### Ordinance Requirements for Variance Extensions

Applicants must begin construction or implementation of the project for which a variance was granted within one year of the approval date, or the variance is no longer valid. If the applicant wants an extension of the variance, the Zoning Ordinance requires that he/she send a petition to extend the time of the variance in writing to the Zoning Administrator (City Administrator). The letter needs to state the facts about why the extension is needed, show a good faith attempt to use the variance, and state the additional time that is needed to complete construction. The request for a variance extension is processed through the Planning Commission and Council.

The city may use a variety of factors to determine whether the applicant made a good faith attempt to use the variance, including factors related to the project design, size, expense, and type of the proposed construction.

The ordinance permits the City to grant up to a two-year extension of the variance, but the approval period cannot be extended further after a two-year extension.

### Applicant's Request

The applicant's letter requesting an extension of the variance is attached. His rationale includes the following:

- The recording of the administrative lot line adjustment that was part of the variance approval took four months. (Washington County records lot line adjustments.)
- The applicant could not obtain an approved building permit until after the lot line adjustment was recorded by the County.
- The applicant selected a new builder for the homes that will be built on the lots for which the variance was approved.
- The four homes will be built in two phases, based on market conditions.

### **Planning Commission Recommendations and Request for Council Action**

The applicant has made a good faith attempt to use the variance by filing the required lot line adjustment at the County and applying for building permits. He has also hired a new builder for the four homes. He has requested a two-year variance extension, the maximum time permitted. It is not likely that the City will change the ordinance standards that affect the proposed project during the next two years in a way that would require changes to the project, so there is no reason from a zoning perspective to deny the request.

Mr. Gergen noted at the Planning Commission meeting that he has obtained a building permit for one of the homes, and has begun tree clearing at the site. His builder is ready to stake the location and begin excavation for the first home. He expects to obtain a permit for the 2<sup>nd</sup> lot by the end of July.

The Planning Commission reviewed Mr. Gergen's request at their meeting on June 11th and recommended that the Council approve the variance extension for the development of the 4 parcels south of 20<sup>th</sup> Street and West of 4<sup>th</sup> Avenue. The variance approval would be extended to May 15, 2017.

The Planner noted that many cities grant noncontroversial extensions to variances through an administrative request to the Zoning Administrator (City Administrator). An administrative approval would reduce the cost and time for applicants. Newport could consider amending its zoning ordinance to utilize an administrative approval for such requests. The Planning Commission concurred that the City should amend its ordinance to permit administrative approval of variance extensions.



April 23, 2015

City of Newport  
596 7th Avenue  
Newport, MN 55055

Re: Variance Extension Request 1825 4th Avenue

To whom it may concern:

On May 15, 2014 a variance was approved under Resolution 2014-23 that reduced the front yard setback to 20 feet and allowed for a 30% lot coverage on a property located at 1825 4th Avenue. At this time as owner of the lot, I am requesting an extension of the variance for a period of two years for the following reasons.

I own this lot along with three other lots on 4th Avenue and at the time of the variance approval, an administrative lot split was also completed to reconfigure the four lots making three of the four lots conforming when previously all four lots were non-conforming. Due to the recording of the administrative lot split taking approximately four months after the variance approval, we were unable to receive a building permit since the lot split had to be recorded first. During this time the builder situation changed and we now have a new builder who is going to build homes on the four lots. Currently building permits have been applied for on the two lots north of 1825 4th Avenue and after those homes sell the builder is going to apply for a building permit on this 1825 4th Avenue.

Since the plan is still to build the homes that were originally designed for the lots, I am asking for an extension of two years for the variance to allow for the home to be built when we have the other two homes sold.

Thanks for your consideration.

Sincerely,

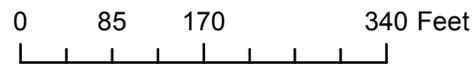
A handwritten signature in black ink, appearing to read "Mark Gergen", written in a cursive style.

Mark Gergen



**Parcel ID:** 2602822440143

**Parcel Address:**  
1825 4TH AVE, CITY OF NEWPORT



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

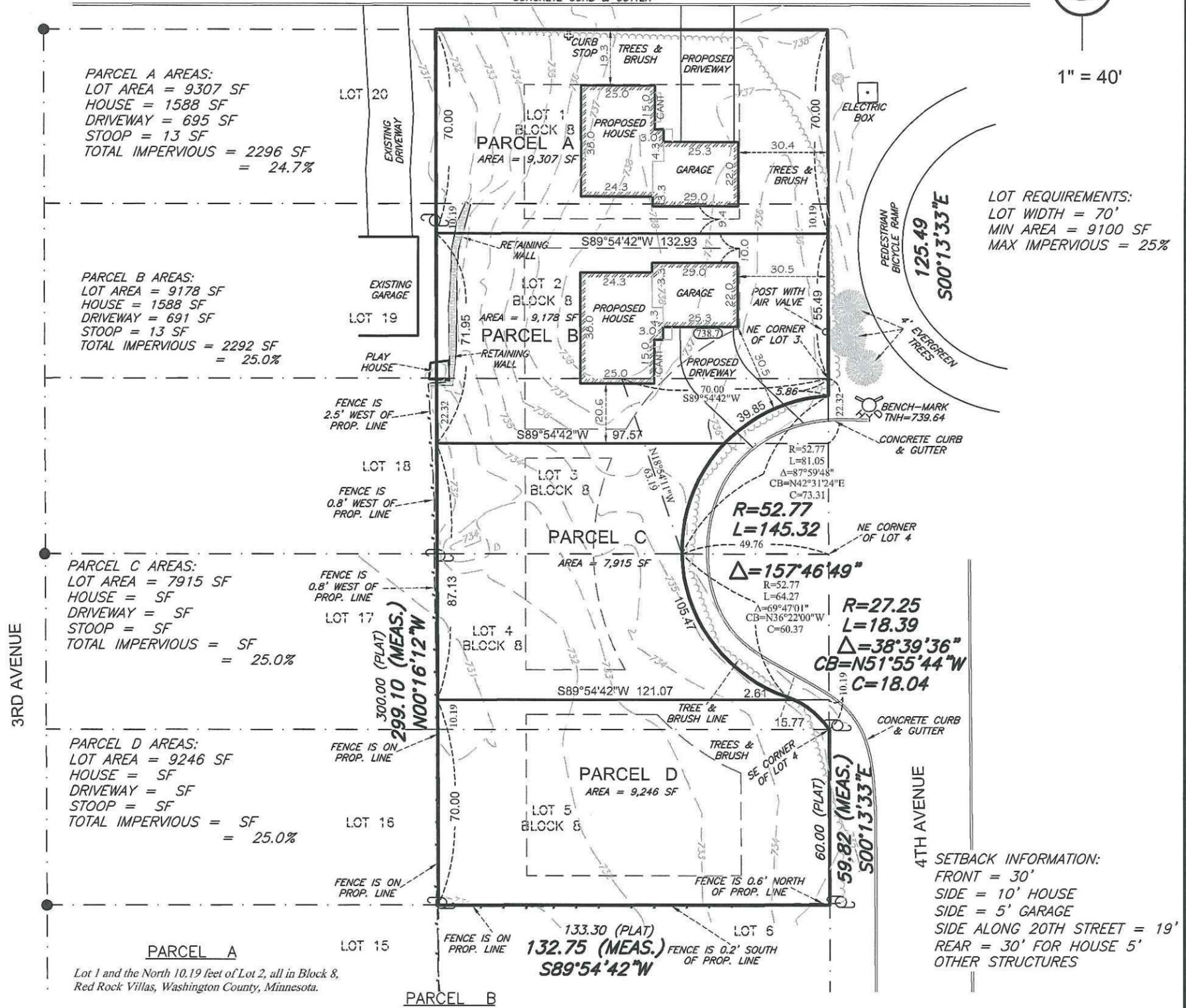
# CERTIFICATE OF SURVEY

FOR  
**MARK GERGEN**

20TH STREET  
133.30 (PLAT)  
132.98 S89°54'42"W  
CONCRETE CURB & GUTTER



1" = 40'



**PARCEL A AREAS:**  
LOT AREA = 9307 SF  
HOUSE = 1588 SF  
DRIVEWAY = 695 SF  
STOOP = 13 SF  
TOTAL IMPERVIOUS = 2296 SF  
= 24.7%

**PARCEL B AREAS:**  
LOT AREA = 9178 SF  
HOUSE = 1588 SF  
DRIVEWAY = 691 SF  
STOOP = 13 SF  
TOTAL IMPERVIOUS = 2292 SF  
= 25.0%

**PARCEL C AREAS:**  
LOT AREA = 7915 SF  
HOUSE = SF  
DRIVEWAY = SF  
STOOP = SF  
TOTAL IMPERVIOUS = SF  
= 25.0%

**PARCEL D AREAS:**  
LOT AREA = 9246 SF  
HOUSE = SF  
DRIVEWAY = SF  
STOOP = SF  
TOTAL IMPERVIOUS = SF  
= 25.0%

**LOT REQUIREMENTS:**  
LOT WIDTH = 70'  
MIN AREA = 9100 SF  
MAX IMPERVIOUS = 25%

**SETBACK INFORMATION:**  
FRONT = 30'  
SIDE = 10' HOUSE  
SIDE = 5' GARAGE  
SIDE ALONG 20TH STREET = 19'  
REAR = 30' FOR HOUSE 5'  
OTHER STRUCTURES

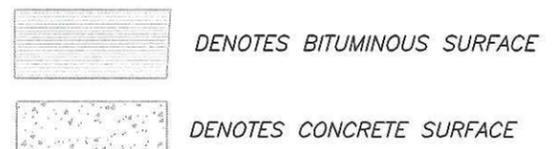
That part of Lot 2 lying southerly of the North 10.19 feet of said Lot 2 and that part of the North 22.32 feet of Lot 3, all in Block 8, Red Rock Villas, Washington County, Minnesota lying northwesterly of the following described line: Commencing at the northeast corner of said Lot 3; thence S89°54'42"W, along the north line of said Lot 3, a distance of 70.00 feet; thence S18°54'11"E, a distance of 63.19 feet to a point on the south line of said Lot 3 distant 49.76 feet westerly of the southeast corner of said Lot 3 and the point of beginning of the line to be described; thence Northeasterly, along a non-tangential curve, concave to the southeast, having a radius of 52.77 feet, a central angle of 87°59'48", a chord bearing of N42°31'24"E, a chord distance of 73.31 feet, an arc distance of 81.05 feet to a point on the east line of said Lot 3 distant 5.86 feet southerly of the northeast corner of said Lot 3 and there terminating.

**PARCEL C**

That part of Lot 3, Block 8, Red Rock Villas, Washington County, Minnesota lying southerly of the North 22.32 feet of said Lot 3 and lying westerly of the following described line: Commencing at the northeast corner of said Lot 3; thence S89°54'42"W, along the north line of said Lot 3, a distance of 70.00 feet; thence S18°54'11"E, a distance of 63.19 feet to a point on the south line of said Lot 3 distant 49.76 feet westerly of the southeast corner of said Lot 3 and the point of beginning of the line to be described; thence Northeasterly, along a non-tangential curve, concave to the southeast, having a radius of 52.77 feet, a central angle of 87°59'48", a chord bearing of N42°31'24"E, a chord distance of 73.31 feet, an arc distance of 81.05 feet to a point on the east line of said Lot 3 distant 5.86 feet southerly of the northeast corner of said Lot 3 and there terminating. And that part of Lot 4, Block 8, Red Rock Villas, Washington County, Minnesota lying northerly of the South 10.19 feet of said Lot 4 and lying westerly of the following described lines: Commencing at the northeast corner of said Lot 4; thence southerly along the east line of said Lot 4 to the southeast corner of said Lot 4 and the point of beginning of the lines to be described; thence northwesterly, along a curve concave to the southwest, having a radius of 27.25 feet, a central angle of 38°39'36", a chord bearing of N51°55'44"W, a chord distance of 18.04 feet, an arc distance of 18.39 feet; thence northwesterly along a reverse curve, concave to the northeast, having a radius of 52.77 feet, a central angle of 69°47'01", an arc distance of 64.27 feet to a point on the north line of said Lot 4, said point being 49.76 feet westerly of the northeast corner of said Lot 4 and there terminating.

**PARCEL D**

Lot 5 and that part of the South 10.19 feet of Lot 4, all in Block 8, Red Rock Villas, Washington County, Minnesota lying westerly of the following described lines: Commencing at the northeast corner of said Lot 4; thence southerly along the east line of said Lot 4 to the southeast corner of said Lot 4 and the point of beginning of the lines to be described; thence northwesterly, along a non-tangential curve concave to the southwest, having a radius of 27.25 feet, a central angle of 38°39'36", a chord bearing of N51°55'44"W, a chord distance of 18.04 feet, an arc distance of 18.39 feet; thence northwesterly along a reverse curve, concave to the northeast, having a radius of 52.77 feet, a central angle of 69°47'01", an arc distance of 64.27 feet to a point on the north line of said Lot 4, said point being 49.76 feet westerly of the northeast corner of said Lot 4 and there terminating.



**NOTE:**  
WE HAVE PRORATED THE LOTS IN THIS BLOCK BASED UPON EXISTING MONUMENTATION BEING ON A PRORATED BASIS.

**EXISTING PROPERTY DESCRIPTION**

Lots One (1), Two (2), Three (3), Four (4) and Five (5), Block Eight (8), Red Rock Villas EXCEPTING;  
That part of Lots 3 and 4, Block 8, Red Rock Villas, described as follows: Beginning at the northeast corner of said lot 3; thence southerly along the east line of said Lots 3 and 4 to the southeast corner of said Lot 4; thence northwesterly, along a curve concave to the southwest, having a radius of 27.25 feet and a chord with a length of 18.04 feet and a bearing of North 51 degrees 25 minutes 38 seconds West; thence northwesterly along a curve, concave to the northeast, having a radius of 52.77 feet and a chord with a length of 60.47 feet and a bearing of North 35 degrees 48 minutes 32 seconds West; to a point on the south line of said Lot 3, said point being 49.76 feet westerly of the southeast corner of said Lot 3; thence North 18 degrees 22 minutes 16 seconds West to a point on the north line of said Lot 3, said point being 70.00 feet westerly of the northeast corner of said Lot 3; thence easterly along the north line of said Lot 3 to the point of beginning, Washington County, Minnesota.

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 4-8-2014

**Thomas J. O'Meara**  
THOMAS J. O'MEARA, LAND SURVEYOR  
MINNESOTA LICENSE NO. 46167

**Bohlen**  
**Surveying & Associates**

31432 Foliage Avenue  
Northfield, MN 55057

1584 Cliff Road E.  
Burnsville, MN 55337

Phone: (507) 645-7768  
tomeara@bohlersurveying.com

Phone: (952) 895-9212  
Fax: (952) 895-9259



- x — DENOTES FENCE
- 000 — DENOTES EXISTING CONTOUR LINE
- DENOTES SET IRON PIPE MONUMENT
- DENOTES FOUND IRON PIPE MONUMENT
- ← DENOTES PROPOSED DRAINAGE DIRECTION
- ⊕ DENOTES SERVICE LOCATION
- DENOTES WOOD HUB
- 000.0 DENOTES EXISTING ELEVATION
- 000.0 DENOTES PROPOSED ELEVATION
- HE=000.0 DENOTES HUB ELEVATION
- ☀ DENOTES LIGHT POLE
- ⊙ DENOTES GUY WIRE
- ⚡ DENOTES POWER POLE

## **RESOLUTION NO. 2015-14**

### **A RESOLUTION APPROVING AN EXTENSION OF THE VARIANCE GRANTED TO MARK GERGEN, 3600 AMERICAN BLVD, SUITE 130, BLOOMINGTON, MN 55431 FOR PROPERTY LOCATED AT 1825 4TH AVENUE, NEWPORT, MN 55055**

**WHEREAS**, the City Council approved a Variance for Mark Gergen on May 15, 2014 to permit the applicant to create and develop a parcel that is 7,915 square feet in size, with a lot coverage up to 30%, and a front setback of 20 feet by Resolution No. 2014-23; and

**WHEREAS**, the property is located at 1825 4th Avenue and is more fully legally described as follows:

**PID# 26.028.22.44.0143** - That part of Lot 3, Block 8, Red Rock Villas, Washington County, Minnesota described as follows: Beginning at the northeast corner of said Lot 3; thence S89°54'42"W, along the north line of said Lot 3, a distance of 70.00 feet; thence S18°54'11"E, a distance of 63.19 feet to a point on the south line of said Lot 3 distant 49.76 feet westerly of the southeast corner of said Lot 3; thence Northeasterly, along a non-tangential curve, concave to the southeast, having a radius of 52.77 feet, a central angle of 87°59'48", a chord bearing of N42°31'24"E, a chord distance of 73.31 feet, an arc distance of 81.05 feet to a point on the east line of said Lot 3 distant 5.86 feet southerly of the northeast corner of said Lot 3; thence N00°13'33"W, along said east line, a distance of 5.86 feet to the point of the beginning.

**WHEREAS**, The described property is zoned Low Density Single Family Residential (R-1); and

**WHEREAS**, Mark Gergen, 3600 American Blvd, Suite 130, Bloomington, MN 55431, has submitted a request for a 24-month extension of the Variance; and

**WHEREAS**, Following publication, posted, and mailed notice thereof, the Newport Planning Commission held a Public Hearing on June 11, 2015; and

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

1. The petition for extension was filed during the time period required.
2. The applicant is working to use the variance, including completing the recording of the administrative lot line adjustment that was required for the variance approval, applying for the required building permits, and hiring a new builder for the homes. The several months needed to record the lot line adjustment were created by Washington County, and were beyond the applicant's control. The applicant could not obtain an approved building permit until the lot line adjustment was accepted by Washington County.
3. The extension is needed to permit construction of the new homes in phases, based on market conditions; and

**WHEREAS**, The Planning Commission recommended Council approval of the extension through Resolution No. P.C. 2015-4.

**NOW, THEREFORE, BE IT RESOLVED That the Newport City Council Approves** a 24-month extension to the Variance to Permit the Applicant to Create and Develop a Parcel that is 7,915 Square Feet in Size, with a Lot Coverage up to 30%, and a Front Setback of 20 Feet with the following conditions:

1. The Applicant shall obtain building permits for development of the proposed homes and structures on each parcel. All structures on Parcels A, B and D shall meet the dimensional standards, lot coverage standard, and other requirements of the Zoning Ordinance.
2. The Applicant shall obtain approval of a lot line adjustment for the four parcels, and shall file the approval with at Washington County within 180 days of the approval and prior to development of the parcels.
3. The Applicant shall obtain an approved Design Permit from the City.
4. The property owner shall obtain any necessary permits from the South Washington Watershed District prior to the start of construction activities.

5. Any necessary work performed on existing City streets or utilities shall be completed in accordance with the City of Newport standards, including conformance with Minnesota Department of Transportation (MnDOT) and City Engineers' Association of Minnesota (CEAM) Standards, latest additions.
6. The property owner shall contact the City's Public Works Department for the location of existing utility stub(s) for each proposed lot. Connection to City utilities shall be prohibited without written agreement with the City.
7. The property owners shall provide the City of Newport the appropriate construction application fees, which shall be based on the contracted construction amount.
8. The property owner shall contact Gopher State One Call prior to initiating any construction activities.
9. Erosion and sedimentation Best Management Practices (BMP's) shall be in place prior to commencing any construction activities.
10. The applicant shall pay all fees and escrow associated with this application.

Adopted this 18th day of June, 2015 by the Newport City Council.

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

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

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

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



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

## Memorandum

<b>To:</b>	Newport City Council	<b>Reference:</b>	Parking Ordinance Amendment – June 18, 2015
<b>Copies To:</b>	Deb Hill, City Administrator		
	Renee Eisenbeisz, Executive Analyst		
<b>From:</b>	Sherri Buss, RLA AICP, City Planner	<b>Project No.:</b>	15743.000
<b>Date:</b>	June 15, 2015	<b>Routing:</b>	

### Zoning Ordinance Amendment - Paving Requirements for Parking Areas

Paving requirements for parking areas are addressed in three sections of the Zoning Ordinance and in the Nuisance Ordinance (Chapter 8 of the City’s ordinances) that were adopted at different times. The issue is of current concern because the City has adopted a policy that requires driveway paving when residential property ownership changes, and residents are seeking clarification of the paving requirements. City staff requested that the Planning Commission review ordinance requirements for paving so that the requirements, particularly for single-family homes, could be clarified and consistent.

The Planning Commission worked on amendments to the parking sections of the ordinance at the April, May and June meetings. The Commission received recommendations from the City Engineer and Public Works Director and reviewed the parking ordinances of surrounding communities to consider options to update the ordinance and eliminate conflicting requirements.

The Planning Commission recommended an amended ordinance to the Council at their meeting on June 15. A copy of the amended ordinance is attached. Key changes to the ordinance include the following:

- All parking requirements have been consolidated in Section 1330.06 of the Zoning Ordinance. City staff will need to update the Nuisance Ordinance to be consistent with the standards adopted in the Zoning Ordinance.
- Section 1330.06 clarifies the requirements for paving parking areas in residential and nonresidential districts, and eliminated the conflicting requirements in the existing ordinance. The standards are consistent with the paving requirements in Chapter 8 of the City’s ordinances.
- Paving must meet the requirements of the City’s Public Works Design Manual.
- In the R-1 and R-1A Districts, the combined area of driveways and parking areas may not exceed 35% of the front yard.
- Options for shared parking have been added.

## 1330.05 Performance Standards

**Subd. 1 Intent.** It shall be the intent of this section to promote high standards of design and construction in the City. These standards are set forth in order to enhance the visual appearance of the built environment within the City, to preserve the taxable value, to implement the goals and policies of the Comprehensive Plan and to promote the public health, safety, and welfare of the general public.

**Subd. 2 General Scope—Performance Standards for Non-Residential Districts.** Except in the RE, R-1, and R-1A districts, any construction or alteration of buildings, structures, property or exterior equipment in the City which requires a building permit under the provisions of this Chapter shall be reviewed by the Zoning Administrator and shall comply with the standards set in Subds. 33-15 and 17 through 19 inclusive. Subd. 165 includes performance standards for Fences in all districts.

If the Zoning Administrator determines that the plans comply with the intent and standards contained herein, a building permit may be issued. All decisions of the Zoning Administrator may be appealed to the City Council as provided for in this Chapter.

**Subd. 3 Building Materials.** Exterior building materials of all structures shall be one of, or a combination of, the following materials:

A. Permitted materials:

- 1) Face brick, stone, or glass;
- 2) Decorative concrete block with a color and texture theme that is directly related to the building material, if not more than 50% of the building elevation faces any public roadway. Plain, flat unpainted concrete block is not allowed, nor is any type of painted concrete block;
- 3) Architecturally treated concrete or cast-in-place or precast concrete panels;
- 4) Stucco or other cement like coating applied in a manner so as to create a harmonious design with other exterior materials;
- 5) Metal panels with interlocking, concealed, or tongue-and-groove seams, and concealed fasteners, if the exterior surface finish is warranted by the manufacturer for twenty years against blistering, peeling, cracking, flaking, checking, or chipping, if not more than 50% of the building elevation faces any public roadway;
- 6) Wood, wood siding, metal siding, or vinyl siding, but only may be utilized as building materials in the R-2, and R-3, and MX districts for residential construction, and only on buildings with eight (8) or fewer units. These materials shall not be used for commercial or industrial buildings, except as approved by the City.

B. Conditional materials. Other exterior building materials may be approved by Conditional Use Permit, if it is determined that:

- 1) The materials are similar to or better than the permitted materials listed above;
- 2) The materials are high quality, long-lasting, attractive, reasonably maintenance-free, and;
- 3) The materials are integrated harmoniously into the building design and with neighboring uses.
- 4) The materials are approved by the building official.

**Subd. 4 Additions, Alterations, and Accessory Structures.** All subsequent additions, exterior alterations, and accessory structures, built after the construction of the original building or buildings shall be of the same materials as those used in the original building and shall be designed to conform to the original architectural concept and general appearance. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion project. Such alterations shall also maintain the appearance of the building exterior due to fading, cracking, peeling, rotting, or other degradations or inconsistencies, particularly where signage, equipment, fixtures, or other features may have been removed, revealing an inconsistent color or condition of materials.

**Subd. 5 Other Structures—Garages and Walls.** Garages, screen walls, and other areas of exposed permanent materials shall be of a similar type, quality and appearance as the principal structure. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion project. Exposed areas of retaining walls shall be of high quality durable materials compatible with the overall design of the site plan and structures.

**Subd. 6 Outside Storage.** All outside storage of equipment, materials, or vehicles shall be completely screened from the eye-level view of adjacent residential property and public streets, and from the public front and office sides of business and industrial uses, subject to the following conditions and exceptions:

- A. Temporary, daily parking of vehicles, for a period of no more than forty-eight (48) consecutive hours, for employees or patrons of a business, need not be screened in side and rear yards adjacent to other business or industrial uses, but shall be completely screened from residential uses. In front yards, all such vehicles need to be screened to a height of three (3) feet. Any vehicle parked for more than forty-eight (48) consecutive hours shall be completely screened from the eye-level view of adjacent residential property and public streets, and from the public front and office sides of business and industrial uses.
- B. Any outside storage or display of vehicles for sale, rent, or lease shall be by Conditional Use Permit only as governed by this Chapter, and shall include only operable new vehicles or operable used vehicles in good working order and of good appearance.
- C. Open storage of any kind shall be prohibited in any required front, side or rear yard setback.

- D. Overnight storage of perishable goods shall be allowed only within a completely enclosed permanent structure.

~~**Subd. 7 Paving and Curbing.** All parking areas and drives shall be constructed of concrete, blacktop, or similar durable hard surface free of dust. The periphery of all parking areas and drives shall be constructed with poured in place concrete curbing unless otherwise approved by the City.~~

**Subd. 8-7 Utility Equipment.** All utility equipment, such as heating and ventilating equipment, meters and other devices shall be completely screened from eye-level view of adjacent properties and streets. Equipment shall be screened with a screen wall, berm, or landscaping if located on the ground. If on the roof, the equipment shall be screened with a parapet or screen wall of materials compatible with the principal structure. Vertical or horizontal wood slats, fencing or similar materials are not acceptable screening material.

**Subd. 9-8 Utilities Location.** When practical and feasible, all utilities shall be placed underground. All groundwork shall be completed prior to street surfacing. All utility lines for telephone and electrical service shall be placed in rear line easements when carried on overhead poles.

**Subd. 10-9 Loading and Service Areas.** All loading and service areas shall be completely screened from eye-level view of adjacent residential uses, adjacent public streets, and the public front and office sides of business and industrial uses, except at driveway access points. Exterior loading docks or other provisions for handling materials brought to or removed from the site shall be on those sides of buildings, which do not face any roadway or proposed roadway.

**Subd. 11-10 Trash Handling.** Dumpsters, trash, trash handling equipment, and recycling equipment shall be stored within a principal structure or within an accessory structure of the same materials as the principal structure which is enclosed by walls 6' in height and with doors that close.

**Subd. 12-11 Screening.** The screening required by this section for any purpose may be accomplished by:

- A. Existing vegetation, topography, or other site feature;
- B. Placement of the building on the lot or of a building on an adjacent lot;
- C. Berming or landscaping which is at least eighty (80) percent opaque at maturity. Planting screens shall consist of healthy, fully hardy plant materials, at least six (6) feet in height. Such plantings shall be maintained in a neat and healthy condition. Plant materials that have died shall be promptly replaced;
- D. Screen walls, provided they are maintained in good repair at all times.

**Subd. 13-12 Outdoor Electronic Speakers.** Outdoor electronic speakers, and other sound-making devices, such as automobile service order devices, drive-in car speakers, outdoor sound systems, and similar instruments shall be screened, baffled, or located in such a manner that they do not transmit nuisance noise to adjacent or nearby residential uses.



- 7) Use of mulch material such as rock or wood chips in support of shrubs and foundation plantings.
- E. Slopes and Berms. Final slope grades steeper than the ratio of 3:1 shall not be permitted without special landscaping treatments such as terracing, retaining walls, or ground cover.
- F. Berming used to provide screening of parking lots shall be 3 feet in height and shall have a maximum slope ratio of 3:1.
- G. Parking Lot Landscaping Requirements.
- 1) Parking lots for more than eight (8) cars shall landscape 10 percent of the parking lot surface area. The landscaped area may be in the form of landscape islands, special brick paving or other landscaping as approved by the Zoning Administrator. Landscape islands shall be a minimum width of 16 feet and with a minimum surface area of 250 square feet. The landscaped area shall adhere to the size and material requirements of this Chapter.
  - 2) On a corner lot, and at entrances, nothing shall be placed or allowed to grow in such a manner as to impede vision between a height of 2 ½ and 10 feet above the centerline grades of the intersecting streets within a triangular area 30 feet from the intersecting street right-of-way lines.
- H. Plant Size Requirements. Plant size requirements for landscaping areas shall be as follows:
- 1) Deciduous trees shall be at least 2 ½ inches in diameter.
  - 2) Ornamental trees shall be a minimum of 1 ½ inches in diameter
  - 3) Evergreen trees shall have a minimum height of 6 feet.
  - 4) Potted shrubs shall be in a 5 gallon pot or larger.
  - 5) Evergreen shrubs used for screening purposes shall be at least 3 feet in height at planting. Evergreen shrubs will have a minimum spread of 24 inches.
- I. Landscape plans and screening plantings shall be completed within one year from the date a building permit is issued.

**Subd. ~~16~~ 15 Fences.**

- A. Fences in Business (B) and Industrial (I) Zoning Districts:
- 1) A fence may be placed along a property line provided no physical damage of any kind results to the abutting property.
  - 2) The side of the fence considered the face (the finished side as opposed to the structural supports) shall face the abutting property.

- 3) A fence shall be of one color or pattern, may not contain or support pictures, signage or lettering, and must be maintained in good condition and appearance.
- 4) A fence shall only be constructed of the following materials:
  - a. Treated wood, cedar, or redwood
  - b. Simulated wood
  - c. Decorative brick or stone
  - d. Wrought iron or aluminum designed to simulate wrought iron
  - e. Coated or non-coated chain link
  - f. Split rail
  - g. Barbed wire. Barbed wire may be used for top fencing only around Business and Industrial uses where the base fence is at least six (6) feet in height. The barbed wire portion of the fence may not exceed three (3) strands, and shall have arms projecting into the applicant's property on which the barbed wire shall be fastened. The minimum height to the bottom strand of the barbed wire shall not be less than six (6) feet from finished grade.
- 5) A fence may be no more than twelve (12) feet in height.
- 6) A fence shall not visually screen or interfere with streets, sidewalks, or vehicular traffic. No fence shall be closer than one (1) foot from a public walkway.
- 7) In the I-S district, a fence at least six (6) feet in height shall be required around all storage tanks.
- 8) No fence shall be constructed on public rights-of-way.

B. Fences in the Residential (R) and Mixed Use (MX) Zoning Districts:

- 1) A fence may be placed along a property line provided no physical damage of any kind results to the abutting property.
- 2) That side of the fence considered being the face (the finished side as opposed to the structural supports) shall face the abutting property.
- 3) A fence in the front yard shall be of one color or pattern, and may not contain or support pictures, signage or lettering visible to a public street or to adjacent properties.
- 4) A fence may be no more than four (4) feet in height in the front yard.
- 5) A fence may be no more than six (6) feet in height in a side or rear yard, unless the side or rear lot line is common with the front yard of an abutting lot, in which

case the portion of the side or rear lot line equal to the required front yard of the abutting lot may have a fence no more than four (4) feet in height.

- 6) Except in the RE district, electric fences may not be used.
- 7) A fence shall not visually screen or interfere with streets, sidewalks, or vehicular traffic. No fence may be closer than one (1) foot from a public walkway.
- 8) All fences shall be maintained in good condition and appearance.
- 9) A fence shall only be constructed of the following materials:
  - a. Treated wood, cedar, or redwood
  - b. Simulated wood
  - c. Decorative brick or stone
  - d. Wrought iron or aluminum designed to simulate wrought iron
  - e. Coated or non-coated chain link
  - f. Split rail
  - g. Other materials or fence types as approved by the Zoning Administrator.
- 10) Barbed wire fence material may be used for security purposes on the side and rear of non-residential buildings in the MX Districts with the approval of an Administrative Permit by the Zoning Administrator. The barbed wire portion of the fence shall not be placed in the front yard. Barbed wire may be used for top fencing only where the base fence is at least six (6) feet in height. The barbed wire portion of the fence may not exceed three (3) strands, and shall have arms projecting into the applicant's property on which the barbed wire must be fastened. The minimum height to the bottom strand of the barbed wire shall not be less than six (6) feet from finished grade.
- 11) Except in the RE District, welded wire shall not used for fences on property boundaries.
- 12) Welded wire may be used in the RE District for fences on property boundaries of rear yards.
- 13) Welded wire may only be used for small enclosures in all districts to protect vegetation such as trees, gardens, plants, and bushes.
- 14) Except in the RE District, snow fences may not be used for fences.
- 15) Snow fences may be erected in the RE District for controlling snow between November 1 and April 15. All snow fences must be removed by April 16.
- 16) No fence shall be constructed on public rights-of-way.

**Subd. ~~17-16~~ Noxious Matter.** The emission of noxious matter shall be controlled so that no such emission crosses the lot line of the property from which it originates. Noxious matter shall mean any solid, liquid or gaseous material, including but not limited to gases, vapors, odor, dusts, fumes, mists, or combinations thereof, the emission of which is detrimental to or endangers the public health, safety, comfort or general welfare, or causes damage to property. The operator of the facility shall comply with a regular inspection schedule as approved by the City and shall submit reports of such inspections to the City.

**Subd. ~~18-17~~ Restricted Operations.** Uses which because of the nature of their operation are accompanied by an excess of noise, vibration, dust, dirt, smoke, odor, noxious gases, glare or wastes shall not be permitted. Noise, odors, smoke and particulate matter shall not exceed Minnesota Pollution Control Agency standards. Glare, whether direct or reflected, such as from spotlights or high temperature processes, as differentiated from general illumination, shall not be visible beyond the lot line of the property from which it originates.

**Subd. ~~19-18~~ Explosives.** Any use requiring the storage, use or manufacturing of explosives, or other products which could decompose by detonation, shall not be located less than four hundred (400) feet from any residential use or residentially zoned area. This provision shall not apply to the storage or use of liquefied petroleum or natural gas for normal residential or business purposes, nor to the storage and distribution for retail sale of gasoline and other motor fuels if properly stored and handled according to applicable safety regulations.

**Subd. ~~20-19~~ Exceptions for Legal Non-Conforming Structures.** The standards in this section do not apply to legal non-conforming single family residential structures and properties in Business and Industrial districts, provided they are continuously used for residential purposes only, and provided any additions or alterations to these structures meet the standards of the R-1 district and other applicable zoning and building code standards. For legal non-conforming non-residential structures in the Business and Industrial districts or for existing non-residential development on properties that are rezoned to a Business or Industrial zoning district, the following exceptions shall apply:

- A. New construction projects for repairs, remodeling, or additions to a structure do not need to meet the standards in this section if the construction increases the size of the building by less than ten (10) percent, or if it increases the assessor's market value by less than twenty (20) percent.
- B. Construction projects involving a building expansion between ten (10) and fifty (50) percent of the size of the building or an increase in assessor's market value between twenty (20) and fifty (50) percent of its value need not meet all the standards of this section, but shall be required to meet a reasonable proportion of the requirements of this section as determined by the Planning Commission, upon the advice of the Zoning Administrator. If two or more smaller projects, over a period of five years or less, together exceed the percentage thresholds in this paragraph, the property shall then meet a reasonable proportion of the requirements as determined by the Zoning Administrator.
- C. Construction projects involving a building expansion over fifty (50) percent of the size of the building or an increase in assessor's market value over fifty (50) percent of its value shall be required to meet all the standards of this section. If two or more smaller projects, over a period of five years or less, together exceed the percentage

threshold in this paragraph, the property shall then meet all the standards of this section.

- D. For the purposes of determining compliance with the standards in this section, site work not involving the structures on site shall be considered separately from work on the structures.
  - 1) For legal non-conforming uses, new construction projects for repairs, remodeling, or additions to the parking lot, outdoor spaces, landscaping, or other exterior features do not need to meet the standards in this section if the construction increases the size of these areas by less than ten (10) percent.
  - 2) Construction projects involving an expansion of exterior space between ten (10) and fifty (50) percent of the size of the parking lot or other outdoor space need not meet all the standards of this section, but shall be required to meet a reasonable proportion of the requirements as determined by the Planning Commission, upon the advice of the Zoning Administrator.
  - 3) For the purposes of this section, adding one inch or more of new material to an existing parking lot surface shall be considered an increase of one hundred (100) percent of the area involved.

**Subd. ~~21-20~~ Subdivisions ~~210-243~~ -- Performance Standards in RE, R-1, and R-1A districts.** All construction or alteration of buildings, structures, or property in the RE, R-1, and R-1A districts shall comply with the standards set in Subds. ~~21-20~~ through 23 inclusive, as interpreted by the Zoning Administrator. Building Materials and Fences in Residential Districts shall comply with the standards included in Subd 3 and 165 of this Section, respectively. All decisions of the Zoning Administrator may be appealed to the City Council as provided for elsewhere in this Code.

**Subd. ~~22-21~~ Exterior Storage and Screening in RE, R-1, and R-1A districts.**

- A. All waste, refuse, garbage and containers shall be kept in a building or in a fully screened area, except as allowed before a scheduled collection.
- B. All non-operating vehicles or equipment shall be kept within a fully enclosed building.
- C. No exterior storage shall be allowed in the front yard, except parking of operable vehicles, subject to the following conditions and exceptions:
  - 1) All vehicles parked in the front yard shall be on concrete, blacktop, or similar durable hard surface free of dust.
  - ~~2)~~ No more than three (3) vehicles may be parked in the front yard at any one time, only one of which may be over six thousand (6,000) pounds gross vehicle weight or over twenty (20) feet in length.
  - ~~2)3)~~ Additional operable vehicles above the limit of three (3) may be parked in the front yard on a temporary basis, for no more than forty-eight (48) consecutive hours.

- D. All exterior storage in the street side yard of a corner lot shall be fully screened from the street and adjacent properties.

**Subd. ~~23~~22 Lighting in the RE, R-1, and R-1A districts.** Lighting used to illuminate any exterior area or structure shall be arranged so as to direct the light away from any adjoining property or from the public street.

**Subd. ~~24~~23 Landscaping in the RE, R-1 and R-1A Districts.** All areas of land not covered by structures or pavement shall be landscaped with sod, mulch, or rock materials, and landscaped according to the provisions of this section:

- A. At least one (1) over-story tree shall be provided in the front yard for each fifty (50) feet of lot frontage.
- B. There shall be a minimum of one (1) tree for every one thousand (1,000) square feet of non-impervious surface area on the lot.
- C. All landscape materials shall be appropriate to the physical characteristics of the site in terms of hardiness, salt-tolerance, and sun or shade tolerance.
- D. All areas of land not covered by structures, pavement, or landscaping may be covered by natural characteristics, when appropriate.
- E. All areas not otherwise improved in accordance with approved site plans shall be sodded. Exceptions shall be as follows:
  - 1) Seeding of future expansion areas as shown on approved plans.
  - 2) Undisturbed areas containing existing viable natural vegetation that can be maintained free of foreign and noxious plant material.
  - 3) Areas designated as open space or future expansion areas properly planted and maintained with native prairie grass.
  - 4) Use of mulch material such as rock or wood chips in support of shrubs and foundation plantings.
- F. Slopes and Berms. Final slope grades steeper than the ratio of 3:1 shall not be permitted without special landscaping treatments such as terracing, retaining walls, or ground cover.
- G. Plant Size Requirements. Plant size requirements for landscaping areas shall be as follows:
  - 1) Deciduous trees shall be at least 2 ½ inches in diameter.
  - 2) Ornamental trees shall be a minimum of 1 ½ inches in diameter.
  - 3) Evergreen trees shall have a minimum height of 6 feet.

- 4) Potted shrubs shall be in a 5 gallon pot or larger.
- 5) Evergreen shrubs used for screening purposes shall be at least 3 feet in height at planting. Evergreen shrubs will have a minimum spread of 24 inches.
- 6) Except when a property's topsoil depth is less than 24 inches, the plant size requirement may be reduced by 50% or to 1 ¼ inches and doubling the number of trees.

H. Landscape plans and screening plantings shall be completed within one year from the date a building permit is issued.

**Subd. 25-24 Utilities Location in Residential (R) Districts.** When practical and feasible, all utilities shall be placed underground. All groundwork shall be completed prior to street surfacing. All utility lines for telephone and electrical service shall be placed in rear line easements when carried on overhead poles.

### **1330.06 Off-Street Parking Areas and Driveways**

#### **Subd. 1 General.**

A. Standards-Surfacing. All Off-street parking, areas and driveways, shall be constructed with an improved surface to meet the following requirements:

- 1) In all Non-Residential Districts (MX, B and I Districts) all driveways, parking, loading, and service areas shall be ~~improved~~ constructed with a concrete, asphalt or a similar a durable and dustless surface that meets the City's Public Works Design ~~Standards~~Manual. The periphery of all parking areas and drives in Non-Residential Districts (except parking areas for Single-Family and Two-Family Residential uses in those districts) shall be constructed with poured-in-place concrete curbing, unless otherwise approved by the City.
- 2) In Residential (R) Districts, the first 40 feet of the driveway or the driveway area between the street and garage, whichever is less, shall be paved with concrete, asphalt or an acceptable surface that meets the City's Public Works Design ~~Standards~~Manual, except for properties whose main access is on a non-paved roadway.
- 3) For residential uses, ~~T~~the maximum driveway width shall be 24 feet at the curb line and property line. For commercial, office, or industrial uses, the maximum driveway width shall be 32 feet at the curb line and property line.
- 4) On Residential properties, any parking or driveway surface located in the side or rear yard shall be constructed of one of the following: concrete, asphalt, class V gravel (minimum 6 inches compacted), landscape rock (minimum 6 inches compacted), landscape paver blocks, or brick that meets the standards in City's Public Works Design Manual. All parking surfaces draining to a public paved street shall be paved, unless otherwise approved by the City. The City may exempt a property owner from the paving requirement if the property owner can demonstrate the runoff from the rock surface is solely directed onto his/her property or surface runoff meets the City's Public Works Design Manual.

~~B. Standards-Drainage. and Parking, loading and service areas of commercial and industrial uses shall be graded and drained so as to dispose of all surface water accumulation within the parking areaparcel to meet the City's Public Works Design Manual and other applicable stormwater management requirements. Acceptable surfaces may include crushed rock and similar treatment for parking accessory to single family and duplex residential structures, all other uses shall utilize asphalt, concrete or substitute as approved by the Zoning Administrator.~~ All surfacing shall be completed prior to occupancy of the structure, unless specific approval otherwise has been granted by the City.

~~C. Standards-Maintenance. The City can require the entire or greater portion of driveways that serve commercial and industrial uses or the first forty (40) feet of residential uses to be paved to comply with the City's Public Works Design Manual at the point of property sale. If the pavement surface of a driveway or parking lot has deteriorated beyond maintenance or repair and does not comply with the Public Works Design Manual, the owner shall be required to remove and replace the driveway or off-street parking area pavement at the point of property sale in accordance with this Chapter and the City's Public Works Design Manual. Parking areas for three (3) vehicles or fewer shall be exempt from the requirements of this paragraph.~~

~~C.~~

~~D. Setbacks. All parking areas shall be setback a minimum of five (5) feet from property lines. All driveways shall be setback a minimum of five (5) feet from side and rear property lines. Parking areas and driveways shall meet the standards in Chapter 8, Section 811.07 (E) of the City Code.~~

~~E. Size. In the R-1 and R-1A Districts, the total area of the driveway and parking areas shall not exceed thirty-five (35%) of the front yard area. The lot coverage in the RE and non-residential districts, including off-street parking areas, shall meet the requirements in Section 1350.14 of this Ordinance.~~

~~F. Easements. The parking or driveway surface may not encroach on any drainage and utility easement, except the front yard drainage and utility easement abutting the street.~~

~~D-G. Standard Parking Space Dimensions. Each off-street parking space shall be a minimum of nine (9) feet wide by eighteen (18) feet deep. Access drives and aisles shall be a minimum of twenty-four (24) feet wide for two-way traffic, and eighteen (18) feet wide for one-way traffic. Parking space dimensions for angled parking shall be approved by the Zoning Administrator, based on acceptable planning standards.~~

~~E-H. Compact Car Parking Dimensions. Parking spaces for compact cars may be included within a parking lot plan approved by the Zoning Administrator provided the spaces comprise no more than forty (40) percent of the spaces for the entire use or project, and provided they shall be clearly identified on the site and their location shall be designed carefully into the overall site plan. The spaces shall be a minimum of eight (8) feet wide by sixteen (16) feet deep.~~

~~F.I.~~ Handicapped Parking. Parking for handicapped persons shall be provided in accordance with State and Federal regulations.

J. Access. All off-street parking spaces for commercial and industrial uses shall have access from a private driveway and shall not access directly onto a public street.

K. Location. All parking spaces shall be on the same lot as the principal use for which they are intended, unless the City approves off-site parking for a principal use.

L. Off-Site Parking Location. When required accessory off-street parking facilities are provided elsewhere than on the lot on which the principal use served is located, written authority of the property owner for using the property for off-street parking shall be filed with the City, confirming that the required number of off-street parking spaces will be maintained on the property during the existence of such principal use. No such parking facility shall, at its closest point, be located more than four hundred feet (400') from the principal use or building served.

**Subd. 2 Number of Off-street Parking Spaces.** The minimum number of off-street parking spaces required for uses in the Residential, Non-Residential, and most MX-1 and MX-2 Mixed Use Districts ~~shall be as follows~~ are identified below. Section 1350.19(D) prescribes the number of off-street parking spaces required for uses in the MX-3 District.

A. Parking Requirements for Residential Uses.

1) Single and Two-family Dwellings: Two (2) spaces per unit, at least one of which shall be enclosed.

2) Multifamily Residential Dwellings with up to Eight (8) Units-dwelling units per building per structure: Two (2) spaces per unit, at least one each of which shall be enclosed, plus one half (0.5) space per unit of visitor parking, apart from individual garages or reserved resident spaces, within one hundred (100) feet of the entrance to each private unit entrance or to the building entrance if there is a common entrance. Visitor spaces may be further away if they have enclosed access to the building.

~~3) Multifamily Residential Dwelling with more than Eight (8) Units:~~ One and one-half (1-1/2) spaces per unit for each efficiency or one bedroom unit, at least one each of which shall be enclosed, and two (2) spaces per unit for each unit with two or more bedrooms, at least one each of which shall be enclosed. In addition, there shall be one-half (1/2) space per unit of visitor parking, apart from individual garages or reserved resident spaces, within two hundred (200) feet of the entrance to each private unit entrance or to the building entrance if there is a common entrance. Visitor spaces may be further away if they have enclosed access to the building.

~~4)~~

~~8)~~

~~4)5)~~ Driveway Space: Driveway space immediately in front of a garage door, blocking normal access to the garage, may not be counted as part of the required parking space for any residential use.

**B. Parking Requirements for Non-Residential Uses.**

- ~~5)1)~~ Retail Sales and Service Uses: One (1) space for each two hundred fifty (250) square feet of gross floor area.
- ~~6)2)~~ Hotel or Motel: One (1) space per unit, plus one (1) space per employee on the largest shift.
- ~~7)~~ Medical or Dental Clinic: Six (6) spaces per doctor or dentist.
- ~~8)~~
- ~~3)~~
- 4) Vehicle or Equipment Service and Repair: Two (2) spaces plus three (3) spaces for each service stall
- 5) Restaurants, Taverns, Clubs, and Similar Uses: One (1) space for each two and one half (2.5) seats, based on maximum design capacity.
- 6) Offices, Other than Medical or Dental: One (1) space for each two hundred fifty (250) square feet of gross floor area.
- 7) Churches, Theaters, Auditoriums, Funeral Homes, and Other Places of Assembly.: One (1) space for each three (3) seats or for each five (5) feet of pew or bleacher length, based on the maximum design capacity.
- 8) Warehouse, Storage, Handling of Bulk Goods, Industrial Storage: One (1) space for each two (2) employees on the largest shift, or one (1) space for each two thousand (2,000) square feet of gross floor area, whichever shall be greater.
- 9) Manufacturing, Light Industrial, Processing, and Fabrication: One (1) space per five hundred (500) square feet of gross floor area.
- 10) Uses Not Specifically Mentioned: As shall be determined by the Zoning Administrator.
- 11) The maximum amount of surface parking spaces shall not exceed the specified minimum by more than ten percent, or two spaces, whichever is greater. If additional parking is desired, it must be placed underground, within an enclosed building, or in a tuck-under garage.
- 12) On-street parking located in front of a commercial or mixed-use building may count toward the required number of parking spaces.
- ~~10)13)~~ For retail, medical, service and office uses, if a transit shelter is provided on site or in front of the building, then the minimum required number of parking spaces may be reduced by five percent but not to exceed five parking spaces total.

**Subd. 3 Residential Districts.**

~~A. No more than twenty five (25) percent of the required yard area shall be surfaced or utilized for driveway space or vehicle storage.~~

~~B. All parking spaces shall be on the same lot as the principal use for which they are intended.~~

**Subd. 3 Shared Parking in Non-residential Districts.** The standards for shared parking spaces for uses in all-non-residential districts are as follows:

A. Required parking facilities serving two or more uses may be located on the same lot or in the same structure, provided that the total number of parking spaces furnished shall not be less than the sum of the separate requirements for each use.

B. A shared parking plan for two or more uses involving fewer than the total number of parking spaces required ~~in paragraph (1) above~~ for each use may be approved by Conditional Use Permit, if ~~at least the all of the~~ following conditions ~~shall can~~ be met:

1) No more than fifty (50) percent of the required parking spaces for a given use may be shared with another use.

~~4)2) \_\_\_\_\_~~ For retail, medical, service and office uses, required parking may be reduced by the establishment of a commercial parking district for the purpose of sharing parking with varying peak parking hours or availability of off-street public parking. The establishment of a commercial parking district to allow a reduction in parking required shall be subject to review and approval by the City during the development's initial site plan review or subsequent site plan changes.

5) The City Council may authorize other reduced off-street parking requests though a special agreement. The reduction must be based on proven parking data for a specific development. The applicant shall show that there is no substantial conflict between the principal operating hours of the uses, which will share parking spaces.

6) A properly drawn legal instrument covering access easements, cross parking arrangements, maintenance, or other pertinent issues, executed by the parties involved, and approved by the City Attorney, shall be filed with the City Clerk-Administrator.

7) Proof of available parking can be made available should a more intensive use be proposed for the site at a later time.

**CITY OF NEWPORT  
ORDINANCE 2015-4**

**AN ORDINANCE OF THE CITY OF NEWPORT, MINNESOTA, AMENDING SECTION 811.07, PUBLIC  
NUISANCE DEFINED, 1330, GENERAL DISTRICT REGULATIONS, AND 1390 ALTERNATIVE ENERGY  
STYSEMS**

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

**Section 811 - Building and Property Maintenance**

**811.07 Public Nuisance Defined**

**Special Provision – Parking Maintenance/Driveways**

1. Driveways and parking spaces must meet the following standards:
  - f. Driveways must meet the setback requirements located in Section 1330.06, Subd. 1(D) of the City Code.

**Section 1330 General District Regulations**

**1330.05 Performance Standards**

**Subd. 1 Intent.**

**Subd. 2 General Scope—Performance Standards for Non-Residential Districts.** Except in the RE, R-1, and R-1A districts, any construction or alteration of buildings, structures, property or exterior equipment in the City which requires a building permit under the provisions of this Chapter shall be reviewed by the Zoning Administrator and shall comply with the standards set in Subds. 3-15 and 17-19 inclusive. Subd. 15 includes performance standards for Fences in all districts.

If the Zoning Administrator determines that the plans comply with the intent and standards contained herein, a building permit may be issued. All decisions of the Zoning Administrator may be appealed to the City Council as provided for in this Chapter.

**Subd. 3 Building Materials.** Exterior building materials of all structures shall be one of, or a combination of, the following materials:

A. Permitted materials:

- 6) Wood, wood siding, metal siding, or vinyl siding, may be utilized as building materials in the R-2, R-3, and MX districts for residential construction. These materials shall not be used for commercial or industrial buildings, except as approved by the City.

**Subd. 4 Additions, Alterations, and Accessory Structures.**

**Subd. 5 Other Structures—Garages and Walls.** Garages, screen walls, and other areas of exposed permanent materials shall be of a similar type, quality and appearance as the principal structure. These provisions shall not prevent the upgrading of the quality of materials used in a remodeling or expansion project. Exposed areas of retaining walls shall be of high quality durable materials compatible with the overall design of the site plan and structures.

**Subd. 6 Outside Storage.**

**Subd. 7 Utility Equipment.**

**Subd. 8 Utilities Location.**

**Subd. 9 Loading and Service Areas.**

**Subd. 10 Trash Handling.**

**Subd. 11 Screening.**

**Subd. 12 Outdoor Electronic Speakers.**

**Subd. 13 Lighting.**

**Subd. 14 Landscaping.** All areas of land not covered by structures or pavement shall be landscaped with sod, mulch, or rock materials, and landscaped according to the provisions of this section:

- A. At least one (1) overstory tree shall be provided in the front yard for each fifty (50) feet of lot frontage.
- B. There shall be a minimum of one (1) tree for every one thousand (1,000) square feet of non-impervious surface area on the lot.
- C. All landscape materials shall be appropriate to the physical characteristics of the site in terms of hardiness, salt-tolerance, and sun or shade tolerance. Trees provided shall be at least twenty-five (25) percent overstory deciduous and at least twenty-five (25) percent coniferous. All deciduous trees provided shall be long-lived hardwood species.
- D. All areas not otherwise improved in accordance with approved site plans shall be sodded. Exceptions shall be as follows:
  - 1) Seeding of future expansion areas as shown on approved plans.
  - 2) Undisturbed areas containing existing viable natural vegetation that can be maintained free of foreign and noxious plant material.
  - 3) Areas designated as open space or future expansion areas properly planted and maintained with native prairie grass.
  - 4) Use of mulch material such as rock or wood chips in support of shrubs and foundation plantings.
- E. Slopes and Berms. Final slope grades steeper than the ratio of 3:1 shall not be permitted without special landscaping treatments such as terracing, retaining walls, or ground cover.
- F. Berming used to provide screening of parking lots shall be 3 feet in height and shall have a maximum slope ratio of 3:1.
- G. Parking Lot Landscaping Requirements.
  - 1) Parking lots for more than eight (8) cars shall landscape 10 percent of the parking lot surface area. The landscaped area may be in the form of landscape islands, special brick paving or other landscaping as approved by the Zoning Administrator. Landscape islands shall be a minimum width of 16 feet and with a minimum surface area of 250 square feet. The landscaped area shall adhere to the size and material requirements of this Chapter.
  - 2) On a corner lot, and at entrances, nothing shall be placed or allowed to grow in such a manner as to impede vision between a height of 2 ½ and 10 feet above the centerline grades of the intersecting streets within a triangular area 30 feet from the intersecting street right-of-way lines.
- H. Plant Size Requirements. Plant size requirements for landscaping areas shall be as follows:
  - 1) Deciduous trees shall be at least 2 ½ inches in diameter.

- 2) Ornamental trees shall be a minimum of 1 ½ inches in diameter
- 3) Evergreen trees shall have a minimum height of 6 feet.
- 4) Potted shrubs shall be in a 5 gallon pot or larger.
- 5) Evergreen shrubs used for screening purposes shall be at least 3 feet in height at planting. Evergreen shrubs will have a minimum spread of 24 inches.

I. Landscape plans and screening plantings shall be completed within one year from the date a building permit is issued.

**Subd. 15 Fences.**

**Subd. 16 Noxious Matter.**

**Subd. 17 Restricted Operations.**

**Subd. 18 Explosives.**

**Subd. 19 Exceptions for Legal Non-Conforming Structures.**

**Subd. 20 Subdivisions 20-23 -- Performance Standards in RE, R-1, and R-1A districts.** All construction or alteration of buildings, structures, or property in the RE, R-1, and R-1A districts shall comply with the standards set in Subds. 20 through 23 inclusive, as interpreted by the Zoning Administrator. Building Materials and Fences in Residential Districts shall comply with the standards included in Subd 3 and.15 of this Section, respectively. All decisions of the Zoning Administrator may be appealed to the City Council as provided for elsewhere in this Code.

**Subd. 21 Exterior Storage and Screening in RE, R-1, and R-1A districts.**

**Subd. 22 Lighting in the RE, R-1, and R-1A districts.**

**Subd. 23 Landscaping in the RE, R-1 and R-1A Districts.**

**Subd. 24 Utilities Location in Residential (R) Districts.**

### **1330.06 Off-Street Parking Areas and Driveways**

**Subd. 1 General.**

A. **Standards-Surfacing.** All off-street parking areas and driveways, shall be constructed with an improved surface to meet the following requirements:

- 1) In all Non-Residential Districts (MX, B and I Districts) all driveways, parking, loading, and service areas shall be constructed with a concrete, asphalt or a similar durable and dustless surface that meets the City's Public Works Design Manual. The periphery of all parking areas and drives in Non-Residential Districts (except parking areas for Single-Family and Two-Family Residential uses in those districts) shall be constructed with poured-in-place concrete curbing, unless otherwise approved by the City.
- 2) In Residential (R) Districts, the first 40 feet of the driveway or the driveway area between the street and garage, whichever is less, shall be paved with concrete, asphalt or an acceptable surface that meets the City's Public Works Design Manual, except for properties whose main access is on a non-paved roadway.
- 3) For residential uses, the maximum driveway width shall be 24 feet at the curb line and property line. For commercial, office, or industrial uses, the maximum driveway width shall be 32 feet at the curb line and property line.
- 4) On Residential properties, any parking or driveway surface located in the side or rear yard shall be constructed of one of the following: concrete, asphalt, class V gravel (minimum 6 inches compacted), landscape rock (minimum 6 inches compacted), landscape paver blocks, or brick that meets the standards

in City's Public Works Design Manual. All parking surfaces draining to a public paved street shall be paved, unless otherwise approved by the City. The City may exempt a property owner from the paving requirement if the property owner can demonstrate the runoff from the rock surface is solely directed onto his/her property or surface runoff meets the City's Public Works Design Manual.

- B. **Standards-Drainage.** Parking, loading and service areas of commercial and industrial uses shall be graded and drained so as to dispose of all surface water accumulation within the parcel to meet the City's Public Works Design Manual and other applicable stormwater management requirements. All surfacing shall be completed prior to occupancy of the structure, unless specific approval otherwise has been granted by the City.
- C. **Standards-Maintenance.** The City can require the entire or greater portion of driveways that serve commercial and industrial uses or the first forty (40) feet of residential uses to be paved to comply with the City's Public Works Design Manual at the point of property sale. If the pavement surface of a driveway or parking lot has deteriorated beyond maintenance or repair and does not comply with the Public Works Design Manual, the owner shall be required to remove and replace the driveway or off-street parking area pavement at the point of property sale in accordance with this Chapter and the City's Public Works Design Manual.
- D. **Setbacks.** All parking areas shall be setback a minimum of five (5) feet from property lines. All driveways shall be setback a minimum of five (5) feet from side and rear property lines. Parking areas and driveways shall meet the standards in Chapter 8, Section 811.07 (E) of the City Code.
- E. **Size.** In the R-1 and R-1A Districts, the total area of the driveway and parking areas shall not exceed thirty-five (35%) of the front yard area. The lot coverage in the RE and non-residential districts, including off-street parking areas, shall meet the requirements in Section 1340.03 and Section 1350.14 of this Ordinance.
- F. **Easements.** The parking or driveway surface may not encroach on any drainage and utility easement, except the front yard drainage and utility easement abutting the street.
- G. **Standard Parking Space Dimensions.** Each off-street parking space shall be a minimum of nine (9) feet wide by eighteen (18) feet deep. Access drives and aisles shall be a minimum of twenty-four (24) feet wide for two-way traffic, and eighteen (18) feet wide for one-way traffic. Parking space dimensions for angled parking shall be approved by the Zoning Administrator, based on acceptable planning standards.
- H. **Compact Car Parking Dimensions.** Parking spaces for compact cars may be included within a parking lot plan approved by the Zoning Administrator provided the spaces comprise no more than forty (40) percent of the spaces for the entire use or project, and provided they shall be clearly identified on the site and their location shall be designed carefully into the overall site plan. The spaces shall be a minimum of eight (8) feet wide by sixteen (16) deep.
- I. **Handicapped Parking.** Parking for handicapped persons shall be provided in accordance with State and Federal regulations.
- J. **Access.** All off-street parking spaces for commercial and industrial uses shall have access from a private driveway and shall not access directly onto a public street.
- K. **Location.** All parking spaces shall be on the same lot as the principal use for which they are intended, unless the City approves off-site parking for a principal use.
- L. **Off-Site Parking Location.** When required accessory off-street parking facilities are provided elsewhere than on the lot on which the principal use served is located, written authority of the property owner for using the property for off-street parking shall be filed with the City, confirming that the required number of off-street parking spaces will be maintained on the property during the existence of such principal use. No such

parking facility shall, at its closest point, be located more than four hundred feet (400') from the principal use or building served.

**Subd. 2 Number of Off-street Parking Spaces.** The minimum, number of off-street parking spaces required for uses in the Residential, Non-Residential, and most Mixed Use Districts are identified below. Section 1350.19(D) prescribes the number of off- street parking spaces required for uses in the MX-3 District.

**A. Parking Requirements for Residential Uses.**

- 1) Single and Two-family Dwellings: Two (2) spaces per unit, at least one of which shall be enclosed.
- 2) Multifamily Residential Dwellings with up to eight (8) dwelling units per building: Two (2) spaces per unit, at least one each of which shall be enclosed, plus one half (0.5) space per unit of visitor parking, apart from individual garages or reserved resident spaces, within one hundred (100) feet of the entrance to each private unit entrance or to the building entrance if there is a common entrance. Visitor spaces may be further away if they have enclosed access to the building.
- 3) Multifamily Residential Dwelling with more than eight (8) Units: One and one-half (1-½) spaces per unit for each efficiency or one bedroom unit, at least one each of which shall be enclosed, and two (2) spaces per unit for each unit with two or more bedrooms, at least one each of which shall be enclosed. In addition, there shall be one-half (½) space per unit of visitor parking, apart from individual garages or reserved resident spaces, within two hundred (200) feet of the entrance to each private unit entrance or to the building entrance if there is a common entrance. Visitor spaces may be further away if they have enclosed access to the building.
- 4) Driveway Space: Driveway space immediately in front of a garage door, blocking normal access to the garage, may not be counted as part of the required parking space for any residential use.

**B. Parking Requirements for Non-Residential Uses.**

- 1) Retail Sales and Service Uses: One (1) space for each two hundred fifty (250) square feet of gross floor area.
- 2) Hotel or Motel: One (1) space per unit, plus one (1) space per employee on the largest shift.
- 3) Medical or Dental Clinic: Six (6) spaces per doctor or dentist.
- 4) Vehicle or Equipment Service and Repair: Two (2) spaces plus three (3) spaces for each service stall
- 5) Restaurants, Taverns, Clubs, and Similar Uses: One (1) space for each two and one half (2.5) seats, based on maximum design capacity.
- 6) Offices, Other than Medical or Dental: One (1) space for each two hundred fifty (250) square feet of gross floor area.
- 7) Churches, Theaters, Auditoriums, Funeral Homes, and Other Places of Assembly.: One (1) space for each three (3) seats or for each five (5) feet of pew or bleacher length, based on the maximum design capacity.
- 8) Warehouse, Storage, Handling of Bulk Goods, Industrial Storage: One (1) space for each two (2) employees on the largest shift, or one (1) space for each two thousand (2,000) square feet of gross floor area, whichever shall be greater.
- 9) Manufacturing, Light Industrial, Processing, and Fabrication: One (1) space per five hundred (500) square feet of gross floor area.

- 10) Uses Not Specifically Mentioned: As shall be determined by the Zoning Administrator.
- 11) The maximum amount of surface parking spaces shall not exceed the specified minimum by more than ten percent, or two spaces, whichever is greater. If additional parking is desired, it must be placed underground, within an enclosed building, or in a tuck-under garage.
- 12) On-street parking located in front of a commercial or mixed-use building may count toward the required number of parking spaces.
- 13) For retail, medical, service and office uses, if a transit shelter is provided on site or in front of the building, then the minimum required number of parking spaces may be reduced by five percent but not to exceed five parking spaces total.

**Subd. 3 Shared Parking in Non-residential Districts.** The standards for shared parking spaces for uses in all-non-residential districts are as follows:

- A. Required parking facilities serving two or more uses may be located on the same lot or in the same structure, provided that the total number of parking spaces furnished shall not be less than the sum of the separate requirements for each use.
- B. A shared parking plan for two or more uses involving fewer than the total number of parking spaces required for each use may be approved by Conditional Use Permit, if all of the following conditions can be met:
  - 1) No more than fifty (50) percent of the required parking spaces for a given use may be shared with another use.
  - 2) For retail, medical, service and office uses, required parking may be reduced by the establishment of a commercial parking district for the purpose of sharing parking with varying peak parking hours or availability of off-street public parking. The establishment of a commercial parking district to allow a reduction in parking required shall be subject to review and approval by the City during the development's initial site plan review or subsequent site plan changes.
  - 3) The City Council may authorize other reduced off-street parking requests through a special agreement. The reduction must be based on proven parking data for a specific development. The applicant shall show that there is no substantial conflict between the principal operating hours of the uses, which will share parking spaces.
  - 4) A properly drawn legal instrument covering access easements, cross parking arrangements, maintenance, or other pertinent issues, executed by the parties involved, and approved by the City Attorney, shall be filed with the City Clerk-Administrator.
  - 5) Proof of available parking can be made available should a more intensive use be proposed for the site at a later time.

### **Section 1390 Alternative Energy Systems**

#### **1390.03 Ground source heat pump systems.**

- (a) *Zoning districts.*
- (b) *Standards.*
  - (1) *System requirements.*
  - (2) *Setbacks.*
  - (3) *Easements.*

(4) *Noise*.

(5) *Screening*. Ground source heat pumps are considered mechanical equipment and subject to the requirements of Sections 1330.05 Subd. 7 and Subd. 11.

The foregoing Ordinance was moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_.

The following Councilmembers voted in the affirmative:

The following Councilmembers voted in the negative:

**Effective Date**

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

Adopted by the City Council of the City of Newport, Minnesota on the 18th day of June, 2015.

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

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



# MEMO

TO: Mayor and City Council  
Deb Hill, City Administrator

FROM: Renee Eisenbeisz, Executive Analyst

DATE: June 9, 2015

SUBJECT: Social Host Ordinance

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## BACKGROUND

Recently, Councilman Ingemann attended training for serving alcoholic beverages at Booya and was given information on Social Host ordinances and requested staff to conduct research on a possible ordinance. A Social Host ordinance is intended to discourage underage possession and consumption of alcohol at events or gatherings by holding the host of such event or gathering criminally responsible. Even though giving or furnishing alcohol to an underage person is illegal, it's often difficult to prove so individual cities adopt a Social Host ordinance as another tool to help combat underage drinking.

## DISCUSSION

Please find attached a draft Section 780, Social Host for discussion. Staff created the draft by combining ordinances from Cottage Grove, St. Paul Park, South St. Paul, West St. Paul, and Woodbury. Below is a summary of the draft ordinance and discussion points for the City Council.

- **Section 780.01, Purpose and Findings** - This language was the same in all five ordinances. Cottage Grove does have two additional findings in their ordinance:
  - Events and gatherings held on private or public property where alcohol is consumed by persons under the age of twenty one (21) disturb neighbors, damage property and jeopardize their own or others' safety.
  - Events and gatherings held on private or public property where alcohol is consumed by persons under the age of twenty one (21) are responsible for a disproportionate expenditure of public safety resources which can delay or reduce the ability of the police, fire, or EMS to respond to other emergencies.

The City Council will need to discuss if they would like to add the above findings. Chief Montgomery noted that the second bullet is true for Newport as well.

- **Section 780.02, Definitions** - The definitions for Alcohol, Alcoholic Beverages, Event, Parent, Person, Residence or Premises, and Underage Person were similar in all five ordinances.
  - Woodbury's definition of Host states that the host does not need to be present. The City Council will need to discussion whether or not they would like to add that language to the definition of host. Please note that Section 780.03, Subd. 3 states that a host does not need to be present to be criminally responsible.
  - Woodbury is also the only ordinance that had a definition for Reasonable Steps. The City Council will need to discuss whether or not they would like to keep this definition in the draft. Staff is recommending that it stay.

- **Section 780.03, Prohibited Acts** - This language was the same in all five ordinances. This Section is stating that it is illegal for a person to host or allow an event where alcohol and underage persons are present and the person fails to prevent possession or consumption of the alcohol by the underage person(s).
- **Section 780.04, Exceptions** - The first four subdivisions of this Section were similar in all five ordinances.
  - Cottage Grove is the only ordinance that has the following language in Subd. 3 " but it does apply to a person who hosts a gathering or event at such liquor establishment." The City Council will need to discuss if they would like to keep that language in Subd. 3.
  - Subdivisions 5 through 7 are only included in South St. Paul and West St. Paul's ordinances. The City Council will need to discuss if they would like to keep this Subdivisions.
- **Section 780.05, Severability** - This language was only included in St. Paul Park and Woodbury's ordinances. The City Council will need to discuss if they would like to keep this language.
- **Section 780.06, Penalty** - All five ordinances stated that a violation would be considered a misdemeanor.

### **RECOMMENDATION**

It is recommended that the City Council provide direction on whether or not they would like a Social Host ordinance added to Chapter 7, General Regulations and Offenses. If so, it's recommended the City Council provide direction on the above discussion points.

**CITY OF NEWPORT  
ORDINANCE 2015-5**

**AN ORDINANCE OF THE CITY OF NEWPORT, MINNESOTA, AMENDING THE CITY  
CODE OF ORDINANCES CHAPTER 7 TO ADD SECTION 780, SOCIAL HOST**

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

**Section 780 - Social Host**

**780.01 Purpose and Findings.** The City Council intends to discourage underage possession and consumption of alcohol, even if done within the confines of a private residence, and intends to hold persons criminally responsible who host events or gatherings where persons under 21 years of age possess or consume alcohol regardless of whether the person hosting the event or gathering supplied the alcohol. The City Council finds that:

- A. Events and gatherings held on private or public property where alcohol is possessed or consumed by persons under the age of 21 may be harmful to those persons and constitute a potential threat to public health.
- B. Prohibiting underage consumption protects underage persons, as well as the general public, from injuries related to alcohol consumption, such as alcohol overdose or alcohol-related traffic crashes.
- C. Alcohol is an addictive drug which, if used irresponsibly, could have adverse effects on those who use it as well as those who are affected by the actions of an irresponsible user.
- D. Often, events or gatherings involving underage possession and consumption occur outside the presence of parents. However, there are times when the parent(s) is/are present and, condone the activity, and in some circumstances provide the alcohol.
- E. Even though giving or furnishing alcohol to an underage person is a crime, this ordinance is necessary to help further combat underage consumption.
- F. A deterrent effect will be created by holding a person criminally responsible for hosting an event or gathering where underage possession or consumption occurs.

**780.02 Definitions.** For purposes of this Section, the following terms have the following meanings:

**Subd. 1 Alcohol.** "Alcohol" shall mean ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.

**Subd. 2 Alcoholic Beverage.** "Alcoholic Beverage" shall mean alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, liquor, wine, or beer, and which contains one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.

**Subd. 3 Event or Gathering.** "Event or Gathering" shall mean any group of three or more persons who have assembled or gathered together for a social occasion or other activity.

**Subd. 4 Host.** "Host" shall mean to aid, conduct, allow, entertain, organize, supervise, control, or permit a gathering or event.

**Subd. 5 Parent.** "Parent" shall mean any person having legal custody of a juvenile such as a natural, adoptive parent, or step-parent; a legal guardian; or a person to whom legal custody has been given by order of the court.

**Subd. 6 Person.** "Person" shall mean any individual, partnership, co-partnership, corporation, or any association of one or more individuals. A person does not include any city, county, or state agency.

**Subd. 7 Reasonable Steps.** "Reasonable Steps" shall mean steps taken by a person hosting an event or gathering in order to prevent underage possession or consumption of alcohol or alcoholic beverages. Reasonable steps may include, but are not limited to:

- A. Controlling access to alcohol or alcoholic beverages in such a manner that no underage person has access to the alcohol or alcoholic beverages at the gathering or event;
- B. Directly supervising the activities of underage persons at the gathering or event either in person or through a responsible adult;
- C. Checking the identification of the attendees of the event or gathering in order to determine age; and
- D. Other actions taken by a person hosting an event or gathering in order to prevent underage possession or consumption of alcohol or alcoholic beverages.

**Subd. 8 Residence or Premises.** "Residence or Premise" shall mean any home, yard, farm, field, land, apartment, condominium, hotel or motel room, or other dwelling unit, or a hall or meeting room, park or any other place of assembly, public or private, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically for a party or other social function, and whether owned, leased, rented, or used with or without permission or compensation.

**Subd. 9 Underage Person.** "Underage Personal" shall mean any individual under 21 years of age.

### **780.03 Prohibited Acts.**

**Subd. 1** It is unlawful for any person(s) to host or allow an event or gathering at any residence, premises, or any other private or public property where alcohol or alcoholic beverages are present when the person knows or reasonably should know that an underage person will or does consume or possess any alcohol or alcoholic beverage with the intent to consume it; and the person fails to take reasonable steps to prevent possession or consumption by the underage person(s).

**Subd. 2** A person is criminally responsible for violating subsection (1) above if the person intentionally aids, advises, hires, counsels, or conspires with or otherwise procures another to commit the prohibited act.

**Subd. 3** A person who hosts an event or gathering as described in subsection (1) above does not have to be present at the event or gathering to be criminally responsible.

### **780.04 Exceptions.**

**Subd. 1** This Section does not apply to conduct solely between an underage person and his or her parents while present in the parent's household.

**Subd. 2** This Section does not apply to legally protected religious observances.

**Subd. 3** This Section does not apply to retail intoxicating liquor or 3.2 percent malt liquor licensees, municipal liquor stores, or bottle club permit holders who are regulated by M.S.A. § 340A.503, subdivision 1(a)(1) but it does apply to a person who hosts a gathering or event at such liquor establishment.

**Subd. 4** This Section does not apply to situations where underage persons are lawfully in possession of alcohol or alcoholic beverages during the course and scope of their employment.

**Subd. 5** A landlord, mortgagee, hotel or motel owner or operator who has not actually participated in knowingly furnishing alcohol for an event or gathering.

**Subd. 6** Medical procedures or treatment authorized by a physician.

**Subd. 7** Law enforcement activities supervised by a law enforcement agency.

**780.05 Severability.** If any subsection, sentence, clause, phrase, word, or other portion of this Section is, for any reason, held to be unconstitutional or invalid, in whole, or in part, by any court of competent jurisdiction, such portion shall be deemed severable, and such unconstitutionality or invalidity shall not affect the validity of the remaining portions of this law, which remaining portions shall continue in full force and effect.

**780.06 Penalty.** Any violation of this Section shall be misdemeanor.

The foregoing Ordinance was moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_.

The following Councilmembers voted in the affirmative:

The following Councilmembers voted in the negative:

**Effective Date**

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

Adopted by the City Council of the City of Newport, Minnesota on the 18th day of June, 2015.

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

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

**APPLICATION AND CERTIFICATION FOR PAYMENT**

To: <b>City of Newport</b> 596 7th Avenue Newport, MN 55055	<b>PROJECT:</b> 2015 Utilities Supervisory Control and Data Acquisition (SCADA) Improvement Project	<b>APPLICATION No: FINAL</b>	
From: (Supplier) <b>Quality Flow Systems, Inc.</b> 800 6th Street N.W. New Prague, MN 56071	<b>VIA(ARCHITECT):</b>	<b>PERIOD TO:</b>	<b>OWNER</b>
		<b>ARCHITECT'S NO.</b>	<b>ARCHITECT</b>
		<b>CONTRACT NO.: 10316026</b>	<b>CONTRACTOR</b>

CONTRACT FOR:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner:	Additions	Deductions
<b>Approved this month</b>	<b>Total</b>	
	\$ -	
	\$ -	
<b>Totals</b>	\$ -	\$ -
<b>Net Change by Change Orders</b>	\$ -	

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

<b>1. ORIGINAL CONTRACT SUM</b>	\$ 220,190.00
<b>2. Net change by Change Orders</b>	\$ -
<b>3. CONTRACT SUM TO DATE (Line 1 +/ -2)</b>	\$ 220,190.00
<b>4. TOTAL COMPLETED &amp; STORED TO DATE</b> (Column G on G703)	\$ 220,190.00
<b>5. RETAINAGE</b>	
a. None of Stored Material (Column F on G703)	\$ -
b. 10% of Total Invoice Less Retainage of Stored Material	\$ 22,019.00
<b>Total Retainage ( Line 5a + 5b or (Total in Column I on G703)</b>	<b>\$ 22,019.00</b>
<b>6. TOTAL EARNED LESS RETAINAGE</b> (Line 4 less line 5 Total)	\$ 198,171.00
<b>7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)</b>	\$ -
<b>8. CURRENT PAYMENT DUE</b>	\$ 198,171.00
<b>9. BALANCE TO FINISH, PLUS RETAINAGE</b> (Line 3 less Line 6)	\$ 22,019.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: *[Signature]* Date: 6-11-15

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

State of Minnesota, County of Scott  
 Subscribed and Sworn to before me this: 11<sup>th</sup> day of June, 2015  
 Notary Public: *[Signature]*  
 My Commission expires: Jan. 31, 2018

  
**JONATHAN D. BRANDTNER**  
 NOTARY PUBLIC - MINNESOTA  
 My Commission Expires January 31, 2018

**AMOUNT CERTIFIED**

(Attach explanation if amount differs from that amount applied for.)

**ARCHITECT:** Enginger **DATE:** 6/15/15

BY: *[Signature]*  
 This certificate is not negotiable. THE AMOUNT CERTIFIED is payable only by the Contractor named herein. Issuance, payment and acceptance are without prejudice to any rights of the Owner or Contractor under this Contract.



Quality Flow Systems, Inc.  
 Quality Control & Integration, Inc.  
 800 - 6th Street NW  
 New Prague, MN 56071  
 Phone: (952) 758-9445

# Invoice 30560

Invoice Date	Due Date
6/11/2015	7/11/2015

<b>Bill To</b>
Newport, City of 596 - 7th Avenue Newport, MN 55055

<b>Ship To</b>
Newport, City of 596 - 7th Avenue Newport, MN 55055

P.O. Number	Terms	Rep	Via	F.O.B.	Project
Contract	Net 30				20300 - SCADA Imps.

Ordered	Invoiced	B/O	Item Number	Description	Unit Price	Ext. Price
1	1	0	QCI-SCADA	SCADA Alternate Design Instrumentation and Controls: - Public Works Office Master; PW1-MCP-1; Control Panel - Well No. 1 Remote; W1-LCP-1; Control Panel - Well No. 2 Remote; W2-LCP-1; Control Panel - Hydro-Pneumatic Pressure Tank Remote; HPT-LCP-1; Control Panel - Booster Station Remote; BS-LCP-1; Control Panel - Lift Station No. 1; LS1-LCP-1 (SCADA Upgrades) - Lift Station No. 2; LS2-LCP-1 - Lift Station No. 3; LS3-LCP-1 - Lift Station No. 4; LS4-LCP-1 - Lift Station No. 5; LS5-LCP-1 (SCADA Upgrades) - Lift Station No. 6; LS6-LCP-1 - Lift Station No. 7; LS7-LCP-1 - \$5,000.00 Utility allowance - Stand Pipe / Ground Storage Reservoir Remote; SP-LCP-1; Control Panel - Field Items	220,190.00	220,190.00T
1	1		934	Lot of Electrical Installation Labor (Kriha Electric)	0.00	0.00T
5	5	0	JHK	J-Hook; SS	0.00	0.00T

Thank you for your business.	<b>Subtotal</b>	\$220,190.00
	<b>Sales Tax</b>	\$0.00
	<b>Total</b>	\$220,190.00

Finance charges at a rate of 1.5% per month or 18% annually, will be added to any account that is past due. In addition, the customer is responsible for all costs associated with collections including reasonable attorney fees.

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
 In tabulation below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION #: FINAL  
 APPLICATION DATE: 06/11/15  
 PERIOD TO: 06/11/15  
 ARCHITECT'S PROJ NO: 10316026

A ITEM NO	B DESC. OF WORK	C SCHEDULE OF VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH	I RETAINAGE (% OF G) 10%
			FROM PREVIOUS APPLICATION	THIS PERIOD		% G/C			
1	Field Survey	3,820.00	0.00	3,820.00	0.00	3,820.00	100%	0.00	382.00
2	Public Works Office Master; PW1-MCP-1; Control Panel	34,925.00	0.00	34,925.00	0.00	34,925.00	100%	0.00	3,492.50
3	Well No. 1 Remote; W1-LCP-1; Control Panel	12,920.00	0.00	12,920.00	0.00	12,920.00	100%	0.00	1,292.00
4	Well No. 2 Remote; W2-LCP-1; Control Panel	12,600.00	0.00	12,600.00	0.00	12,600.00	100%	0.00	1,260.00
5	Hydro-Pneumatic Pressure Tank Remote; HPT-LCP-1 ; Control Panel	12,530.00	0.00	12,530.00	0.00	12,530.00	100%	0.00	1,253.00
6	Booster Station Remote; BS-LCP-1; Control Panel	12,465.00	0.00	12,465.00	0.00	12,465.00	100%	0.00	1,246.50
7	Lift Station No. 1; LS1-LCP-1 (SCADA Upgrades)	8,320.00	0.00	8,320.00	0.00	8,320.00	100%	0.00	832.00
8	Lift Station No. 2; LS2-LCP-1	19,550.00	0.00	19,550.00	0.00	19,550.00	100%	0.00	1,955.00
9	Lift Station No. 3; LS3-LCP-1	21,900.00	0.00	21,900.00	0.00	21,900.00	100%	0.00	2,190.00
10	Lift Station No. 4; LS4-LCP-1	19,550.00	0.00	19,550.00	0.00	19,550.00	100%	0.00	1,955.00
11	Lift Station No. 5; LS5-LCP-1 (SCADA Upgrades)	8,500.00	0.00	8,500.00	0.00	8,500.00	100%	0.00	850.00
12	Lift Station No. 6; LS6-LCP-1	19,830.00	0.00	19,830.00	0.00	19,830.00	100%	0.00	1,983.00
13	Lift Station No. 7; LS7-LCP-1	19,830.00	0.00	19,830.00	0.00	19,830.00	100%	0.00	1,983.00
14	Stand Pipe / Ground Storage Reservoir Remote; SP-LCP-1; Control Panel	13,450.00	0.00	13,450.00	0.00	13,450.00	100%	0.00	1,345.00
<b>Total Original Contract</b>		<b>220,190.00</b>	<b>0.00</b>	<b>220,190.00</b>	<b>0.00</b>	<b>220,190.00</b>	<b>100%</b>	<b>-</b>	<b>22,019.00</b>
1									
2									
3									
<b>Total Change Orders</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>		<b>0.00</b>	<b>0.00</b>
<b>TOTAL</b>		<b>220,190.00</b>	<b>0.00</b>	<b>220,190.00</b>	<b>0.00</b>	<b>220,190.00</b>	<b>100%</b>	<b>-</b>	<b>22,019.00</b>

**RECEIPT AND WAIVER OF LIEN and BOND CLAIM RIGHTS**

The undersigned KRIHA ELECTRIC acknowledges receipt of payment from Quality Flow Systems, Inc. or its subcontractor (if applicable) in the amount of \$ 36,855.00 as Partial Final payment for all labor, materials, equipment and services provided by the undersigned through the date hereof for the completion of the project listed:

NEWPORT, MN - 2015 Utilities Supervisory Control and Data Acquisition System (SCADA) Improvements Project

To induce Quality Flow Systems, Inc. or its subcontractor to make this payment, the undersigned represents and warrants to Quality Flow Systems, Inc. and its subcontractor that the undersigned had fully paid any and all of its laborers, suppliers and subcontractors for labor, materials, equipment and services provided for the Project through the date hereof.

In consideration of this payment, the undersigned waives and forever releases (1) any mechanics' or other lien claims it has or may have against Quality Flow Systems, Inc., the Project owner or the property upon which the project is located, and (2) any claim it has or may have against Quality Flow Systems, Inc. and Quality Flow Systems, Inc.'s surety under the labor and material payment bond, if any, provided by Quality Flow Systems, Inc. for the Project. If this is a partial payment only, this waiver release is effective only to the extent of the payment received.

Dated: JUNE 11, 2015  
By: [Signature] OWNER  
Its: \_\_\_\_\_