



**CITY OF NEWPORT  
REGULAR COUNCIL MEETING  
NEWPORT CITY HALL  
SEPTEMBER 18, 2014 – 5:30 P.M.**

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

City Administrator: Deb Hill  
Supt. of Public Works: Bruce Hanson  
Chief of Police: Curt Montgomery  
Fire Chief: Mark Mailand  
Executive Analyst: Renee 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 September 4, 2014 Regular City Council Meeting
  - B. Minutes of the September 4, 2014 City Council Workshop Meeting
  - C. List of Bills in the Amount of \$807,204.51
  - D. **Resolution No. 2014-43** - Approving Statutory Appointments of Elections Judges
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
  - A. **Resolution No. 2014-44** - Approving a Minor Subdivision Requested by William Dalluhn for Property Located at 2769 Bailey Road
  - B. **Ordinance No. 2014-14** - Approving a Zoning Amendment to Section 1350 Non-Residential Districts
  - C. Approval of the City's Response for the Mississippi River Corridor Critical Area Rules
  - D. **Resolution No. 2014-45** - Establishing a Proposed Preliminary Levy Certification for Levy Year 2014, Payable 2015
  - E. **Ordinance No. 2014-15** - Approving a Zoning Amendment to Section 1300 General Zoning
  - F. **Ordinance No. 2014-10** - Approving an Amendment to Section 1140, Housing Standards
  - G. Development Agreement between the City of Newport and Presidential Recovery Services, LLC
10. ATTORNEY'S REPORT

Agenda for 09-18-14

11. POLICE CHIEF'S REPORT

12. FIRE CHIEF'S REPORT

13. ENGINEER'S REPORT

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

15. NEW / OLD BUSINESS

16. CLOSE THE MEETING TO THE PUBLIC FOR DISCIPLINE REVIEW

17. ADJOURNMENT

Upcoming Meetings and Events:

- |  |                    |           |
|--|--------------------|-----------|
| 1. Library Advisory Committee Meeting  | September 24, 2014 | 5:30 p.m. |
| 2. Park Board Workshop Meeting   | September 25, 2014 | 7:00 p.m. |
| 3. Annual Fun Walk - Meet at the<br>West End of the 20th Street<br>Pedestrian Bridge | September 27, 2014 | 9:00 a.m. |
| 4. City Council Meeting  | October 2, 2014    | 5:30 p.m. |



**City of Newport  
City Council Minutes  
September 4, 2014**

**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; Steven Gallagher (called in)

**Council Absent** –

**Staff Present** – Deb Hill, City Administrator; John Neska, Asst. Supt. of Public Works; Curt Montgomery, Police Chief; Mark Mailand, Fire Chief; Renee Eisenbeisz, Executive Analyst; Fritz Knaak, City Attorney; Jon Herdegen, City Engineer; Sherri Buss, TKDA Planner

**Staff Absent** – Bruce Hanson, Supt. of Public Works;

**4. ADOPT AGENDA**

**Mayor Geraghty** - I was going to add one item under the Administrator's Report, Resolution No. 2014-42 and I also wanted to move the Draft Response for the Mississippi Corridor to the Visitor's Presentation after the Wellhead Protection Plan.

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

**5. ADOPT CONSENT AGENDA**

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

- A. Minutes of the August 21, 2014 Regular City Council Meeting
- B. List of Bills in the Amount of \$533,001.01
- C. Employee Personnel Policy
- D. Publication of Ordinance No. 2014-11

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

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

**A. Wellhead Protection Plan Part I**

John Greer, Barr Engineering, presented on this item as outlined in the attached PowerPoint.

**Councilman Rahm** - How are the vulnerability assessments determined because you have green and yellow areas right next to red areas?

**Mr. Greer** - It's based on the underlying geology.

**Councilman Rahm** - Could potential contamination be gas stations?

**Mr. Greer** - It could be gas stations, hazardous waste generators, any type of chemical storage. Wells are also potential contamination sources because they can be a pathway from the surface to the aquifer.

**Councilman Rahm** - Are wells on private property identified?

**Mr. Greer** - Yes.

**Councilman Sumner** - Is this a study that you're going to conduct for the City or for the County?

**Mr. Greer** - It's done for the City. Your City Engineer did Part 2 of the original Plan and we did Part 1 and the Part 1 amendment. You'll provide a copy to the Health Department, Cottage Grove, Woodbury, and the County.

**Councilman Sumner** - Who conducts their studies?

**Mr. Greer** - We did Woodbury's. Every water supplier has a wellhead protection plan.

**Councilman Sumner** - This is an additional charge to be budgeted?

**Engineer Herdegen** - Part 1 was budgeted, I don't know if Part 2 was budgeted.

**Councilman Sumner** - How long do they take?

**Mr. Greer** - Between 6 and 12 months.

**Councilman Rahm** - And there are multiple firms that do this?

**Mr. Greer** - Yes.

**Councilman Sumner** - Have you been selected or are you here to ask that?

**Mr. Greer** - No, I'm just here to present on Part 1.

**Councilman Gallagher** - Deb has this been budgeted?

**Admin. Hill** - It'll come out of our water enterprise fund.

## **B. Draft Response for the Mississippi River Corridor Critical Area Rules**

Sherri Buss, TKDA Planner, presented on this item as outlined in the September 4, 2014 City Council packet.

**Councilman Gallagher** - Has this been distributed to land owners along the Mississippi?

**Ms. Buss** - They've seen the new rules and have been invited to three meetings this summer.

**Mayor Geraghty** - It should be on the website.

**Executive Analyst Eisenbeisz** - It's in the packet and I can also link it to a paragraph that's on the homepage about this.

**Councilman Gallagher** - Can we see any correspondences that come in for it?

**Executive Analyst Eisenbeisz** - Yes.

**Mayor Geraghty** - Is the Planning Commission having a public hearing?

**Ms. Buss** - It's just a public item up for discussion. Based on what's discussed there, we'll bring any changes to you at the next meeting. We'll certainly share any comments with you.

**Councilman Sumner** - So they have two weeks to respond?

**Executive Analyst Eisenbeisz** - Yes and I put it on the website before the Labor Day weekend and it invites residents to come to the meetings to comment or email us their comments.

**Councilman Sumner** - This has an impact to every resident because there's a potential for extremely expensive requirements that would be initiated and taxed against all of us.

**Kay Buetow, 1777 3rd Avenue** - The reason I'm here tonight is that I have some grave concerns regarding the talks about merging our Police Department. I believe that this is a totally wrong issue to be discussing, that our police force is here to protect us. It's your job as elected officials to continue to provide this service to us. We see a police officer at our elementary school every day. Granted, there needs to be budget cuts but there are other ways of cutting money. One of the reasons I'm also concerned is that a decision of this magnitude needs to be presented at a public meeting, not something discussed behind closed doors. We see articles in the newspaper about an investigation, this information to my thoughts, should never have been put in the press without facts. How it got leaked to the press, I can give my opinion but so be it.

**Councilman Rahm** - I would like to know your opinion.

**Mayor Geraghty** - There was a data request from the newspaper.

**Ms. Buetow** - Really. Who released that?

**Councilman Rahm** - We have to release it when they request it.

**Ms. Buetow** - I think it's an inside leak but that's my opinion. Our taxes are one of the highest taxes in the County. I doubt somehow that the money you're talking about saving will reflect on our taxes, I think it'll be used for some other land purchase for some new City Hall that would house an Administrator, maybe a secretary, maybe a part-time secretary. I'm really upset about this. Our police know us, know what to watch for, our Chief just gave a review about the crime increase in our City. Granted some of them weren't crime crimes but they required a police response. I'd really like you to reconsider this.

**Mayor Geraghty** - I believe most of you are here for this issue. The Council is not having closed door meetings, we're looking at options. We've talked about this for years. The previous administrator talked with the County also. As an elected official, I do take public safety very seriously and I'm not going to jeopardize that but I feel an obligation to look at these numbers. We are one of the highest taxed and we're having a budget discussion after this meeting and you're all welcome to stay and tell me where you want us to cut. The point is that it won't jeopardize public safety. We've all talked with the County independent of each other and doing our due diligence and getting the facts. This item is not on the agenda tonight and we're not going to take any action on it. We're going to do a deliberate process and at some point we will take a vote on it. Currently, Washington County is contracting with 14 or 15 other communities and covering about 40,000 residents. I don't think they all feel not safe or are not getting a good response. The fact is that we would have a squad here 24/7 and assigned staff from the County. It would be a consistent group of deputies. Let us do our job and research this, it's a considerable savings, \$200,000-\$300,000.

**Councilman Ingemann** - That's peanuts on our budget.

**Mayor Geraghty** - Then people complain about taxes.

**Councilman Ingemann** - They're willing to spend that money. They're talking about St. Paul Park or Cottage Grove and that's not going to happen.

**Michael Wilson, Corner of 10th Avenue and High Street** - I would ask the panel to take a look at the sign behind you, look at it, none of you are looking. That sign says "City of Newport." Last night, I went to Super America, there was a guy in there that was creeping the manager out, I was there, last night. I asked him to leave, I did. As I was walking home, something told me to go back and I did and saw a meth deal going down in the parking lot, I asked them to leave and they did. Days before that, another manager asked me to stick around. Our police have the quickest response time for our community, Newport. Mayor, you were elected to serve the people of Newport.

**Mayor Geraghty** - That's what I'm doing.

**Mr. Wilson** - I understand that but how can our people be served if our Police Department goes away?

**Mayor Geraghty** - Did you not hear what I just said? You don't think the Sheriff's Department will respond as quickly if they have a squad here?

**Mr. Wilson** - No. We need our Police Department, they know the neighborhoods, the people, what's wrong and what's right. We do not need a merger of Police Departments that have no familiarity with the community. I urge you, I urge the panel to vote no on it when it comes up. I myself have personally been the beneficiary of a gracious landlord, I have vested myself in our community. There is no stronger statement that I can make to the people of Newport, read the Constitution of the U.S. and Minnesota and bring your rights to the table. We do not have to lose our Police Department. They care for us, they are the first responders. You elected them. I will go to jail before our community, would they? Mayor, everybody here listens to you. We want to keep our Police Department. They're good people, dedicated officers, they do their job rightly. Who will we replace them with? People that don't know us? What will we do then? We don't need a consolidation. I have the upmost respect for your office Mayor, have the upmost respect for our Department.

**Mayor Geraghty** - I understand, let us do our work. It's not my decision, it's the Council's decision.

**Councilman Gallagher** - We understand where you're coming from. The discussion here hasn't been about merging departments, it's about dismantling the Police Department and this is where we're having an issue. I'm extremely happy that everyone here showed up and I encourage each and every one of you to come up and say the same thing, that you disagree with this decision or action. We need to hear it.

**Henry Taylor, 1392 4th Avenue** - I've been here for 14 years, I have not yet seen anyone that needs to be arrested in my neighborhood because these officers take care of their job. How many officers are here?

**Mayor Geraghty** - 7.

**Mr. Taylor** - Good, let's not fire them, let's get rid of some of this up here. Are we paying for this Council?

**Councilman Sumner** - What do you think we earn?

**Mr. Taylor** - If we're paying for something we don't really want we could combine two of these jobs into one. Leave the policemen alone and let them do their job. Leave us alone, leave them alone.

**Ron Leisman, 1652 Cedar Lane** - I've had five or six emergencies at my home in the last two years. This Police Department has been the best for response time. These guys are great. If they are disassembled or any of them are lost or replaced with someone else, they won't know the City, the patterns, any of this stuff. These guys are great, they're the best in the world. Whatever you do, please do it right.

**David Eichman, 1868 2nd Avenue** - Simply put, what do you intend to do with these guys and their families when they lose their jobs? Are you going to help them out? They have kids, kids going to college. Any thoughts on that? With a job market where there's 3,000 eligible applicants, including me? Any plans or are you just going to get rid of them?

**Councilman Gallagher** - Tom and I had a meeting with Washington County Sheriff and Deb and we asked that question. The Sheriff said they can apply for a position but wouldn't be granted it.

**Mr. Eichman** - So would I and 300 other applicants. These are good people, if a mistake was made, don't leak it to the press and then bring it up, That's perfect timing, awesome.

**Mayor Geraghty** - It wasn't leaked.

**Mr. Eichman** - That's how it looks. Either way, think about the families. We love our Police Department, they're good guys. Go spend some time at Super America past 10:00 p.m., it's not a joke. That's why our cops are sitting there two hours a night, they're not taking breaks. Take a look for yourselves. You might get your permit to carry after that.

**David Winkler, 1161 4th Avenue** - I've been a resident in Newport since 1975. Just four simple words for those of you who are considering this, what are you thinking?

**Councilman Ingemann** - I'll state my opinion right now, I'm now against merging or disbanding the Police Department for any reason whatsoever, a \$300,000 savings in a City budget is peanuts. The people of Newport are willing to spend the money to have their Police Department. I'll state that today now and I'm glad you all showed up.

**Erica Goebel, 340 15th Street** - I've been a resident for about two months. As a new homeowner, something you look at is a good police department. Don't take it away, you'll lose a big piece in attracting newcomers to your community.

**Kathy Weibusch, 2185 Circle Drive** - I would be devastated if we lost our department. I'm on a dead-end cul-de-sac. If it weren't for the Police, I don't think anyone else would patrol my street. Every day I see at least two patrols at the school watching our kids and making sure it's safe. With the money you're going to spend on the investigation and research, can't you just use that to pay our guys? Save the money on the research, pay our guys.

**Mike Chamberlain, 1275 Kolff Court** - I think losing the Police Department is definitely the wrong thing to do. I personally know several of these guys. I think it would be a better idea to sit down with Bruce Hanson to figure out how we can cut the overhead in the Public Works, I'd rather have a slippery road than slipper safety.

**Anthony Mahmood, 822 High Street** - Everything everyone said, I agree with 100%. When you look at a city, it's supposed to provide protection. If you can't figure out a way to keep our Police Department, then we might as well not be the City of Newport, we might as well be St. Paul Park. There's no point in being a city if you're not going to have your own Police Department.

**Councilman Ingemann** - I'll make a motion to cease any talk with the City of Cottage Grove, St. Paul Park, and Washington County about replacing or merging the Police Department.

**Councilman Gallagher** - I'll second that.

**Mayor Geraghty** - I still want to do the due diligence and go through it. This is happening right with the investigation. They're not linked and I think to make a decision when we're in the midst of it is wrong. I think we need to have a separation. To be honest, this will either be the best thing or the worst thing. It's not going to cost anything.

**Councilman Gallagher** - We don't need to wait for the investigation to come forward, you just said they're separate. If the investigation comes up positive or negative it doesn't matter, we still need to address this. It's either yes or no.

**Mayor Geraghty** - The action of this Council could be changed in January. It's not going to go away. In the end I haven't made up my mind.

**Councilman Gallagher** - The citizens should know who they're voting for and unfortunately there are only two or three people running. It's up to you Tracy.

**Councilman Rahm** - I'll talk about and for full disclosure, I'm running for reelection. I think a police department is one of the most important core services that the city does and is part of the city identity. Having said that, one our jobs as the

Council is that any time someone brings up ideas for cost-savings we have to take them seriously. We are, per capita, the third highest taxing city in Washington County. I get that every day. This is one cost measure. Our City logo says 1889, my job in looking at long-term Newport is to have that same patch in 2089. However, I will link the two things together. We have some things which you have not had the full information on. We might have to do some things, make some changes, or rebuild our Police Department. That does not mean that I encourage or am supporting outsourcing our Police Department and I'll say that publicly. Unfortunately, until all of the information comes out you'll need to be kept in the dark because we've been given instructions not to release information until it's completed. Having said that, when I make a decision, I make one based on what's the best long-term interest for Newport. I do believe as far as having its own police force and its branding strategy. I have little children, have you ever seen that Norman Rockwell picture of a police officer sitting with a child in a diner? I wanted to do that with my son for a marketing thing. I don't want to give that up. These things are not easy decisions. One thing too, and I'm not alleging this, but I will not tolerate corruption from administration or any kind of abuse of power. My libertarian instincts says that that's wrong long-term and for our city. I've made this speech and you can judge me for that when you vote. I've left things open based on the outcome of the investigation.

**Councilman Ingemann** - My comment would be to cease discussions for this year. If after the investigation results are revealed and we need to replace or modify, we do it at that time but right now to calm the citizens down, we should stop talking about it. It's budget time and forget it for this year.

**Councilman Rahm** - Are you modifying?

**Councilman Sumner** - What are you saying?

**Councilman Ingemann** - Stop talking about it this year, it's budget time. If you have a problem, we'll bring it up in January. If there's a concern at that time. Let's put all these rumors to rest, we won't do anything this year and it won't be in next year's budget.

**Councilman Rahm** - But there are things that we might have to do earlier than January based on the investigation.

**Councilman Ingemann** - We won't know.

**Councilman Gallagher** - No one has read the investigation.

**Attorney Knaak** - I would recommend that any comments to any investigation simply not be commented on.

**Councilman Gallagher** - The vote is to stop it?

**Mayor Geraghty** - Yes.

**Motion by Ingemann, seconded by Gallagher to cease discussions with Cottage Grove, St. Paul Park, and Washington County about outsourcing the Police Department until 2015. With 3 Ayes, Geraghty and Sumner Voting Nay, the motion carried.**

**Mr. Taylor** - These guys work 24/7, what are your hours?

**Mayor Geraghty** - It feels like 24/7.

**Councilman Gallagher** - Our phones ring 24/7.

**Mr. Taylor** - You don't work 24/7 so you don't know what these guys are going through and doing for us. If you live in the neighborhood you know. They're out there protecting our lives, they're not protecting St. Paul Park, Cottage Grove, Vadnais Heights, they're here 24/7. Don't take something away from us that we need and respect.

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

## 8. COUNCIL REPORTS –

**Councilman Gallagher** - Nothing to report.

**Councilman Sumner** - Nothing to report.

**Councilman Ingemann** - Nothing to report.

**Councilman Rahm** - Next time someone calls me at 3:00 a.m. maybe I'll tell them that I don't work 24/7. It's by the same gentleman and I've made jokes about it over time. I understand that officers have a difficult time.

## 9. ADMINISTRATOR'S REPORT –

### A. Ordinance No. 2014-13 - Amending Chapter 6, Animals

Executive Analyst Eisenbeisz presented on this item as outlined in the September 4, 2014 City Council packet.

**Councilman Gallagher** - How did you come up with four?

**Executive Analyst Eisenbeisz** - The resident that came at the meeting asked for four. Usually when you have pigeons as a pet you have multiple.

**Councilman Sumner** - I think four is a low number. I think my biggest concern is sanitation and as long as we can enforce that it's fine.

**Executive Analyst Eisenbeisz** - This ordinance is saying you can have more than four, it's just if you do then you would need to get a permit.

**Councilman Ingemann** - It just lets the City know.

**Councilman Sumner** - I don't think there should be a charge, it's like having cockatoos in your house.

**Councilman Gallagher** - But these would be outdoors.

**Councilman Rahm** - I think a pot-bellied pig is a wild animal, do we have an ordinance for those?

**Executive Analyst Eisenbeisz** - We do, we don't allow them.

**Councilman Sumner** - Pigs are very docile animals in the right home. They are as well-mannered as the best of dogs or cats. They can be trained indoors.

**Councilman Gallagher** - They're smarter than dogs.

**Councilman Sumner** - They're in a different class than the ones you see at the State Fair.

**Councilman Gallagher** - If my neighbor has 50 pigeons, I think that would be pretty loud. There's no audible noise?

**Individual from Audience** - Not any more than song birds, they're not as bad as chickens.

**Councilman Gallagher** - What would be a reasonable number? I'm ok with four.

**Councilman Ingemann** - Anything over four, they should get a permit. It lets the City know that if they want to check on the sanitary conditions, you can.

**Councilman Gallagher** - What if there was a complaint?

**Councilman Ingemann** - Then you would check on that.

**Executive Analyst Eisenbeisz** - The permit would expire every year similar to our farm animal and chicken permit.

**Councilman Sumner** - It's going to be \$25 every year?

**Executive Analyst Eisenbeisz** - Yes and that's the same for our chicken, farm animal and kennel permits.

**Councilman Sumner** - But we don't have something similar for dogs?

**Executive Analyst Eisenbeisz** - If they have four or more dogs then they need a kennel license.

**Councilman Sumner** - What if you have one dog?

**Executive Analyst Eisenbeisz** - Then you need a license and need to get that each year. It's \$10 if they get it before January 31 and it's \$20 if they get it after.

**Councilman Sumner** - Then do \$10 for the pigeons.

**Councilman Gallagher** - Under four nothing but over four, \$25.

**Councilman Rahm** - Let's be consistent with the other language.

**Attorney Knaak** - I had a case about 20 years ago with three pot-bellied pigs. The owner was adamant that they were pets and I couldn't imagine how you could get in a weigh them, they were huge. There was a complaint and they were charged because they weren't allowed. They were removed by the owners.

**Councilman Gallagher** - The intersection of Clinton Avenue and Franklin Avenue, is not the best at all. There was a lady who had two pigs as pets against Minneapolis City Code. One night, someone broke into her house and the pigs bit the intruder and held them down until the police showed up. If you do a Google search for "Arnold the Crime Fighting Pig" you will find it on YouTube.

**Councilman Rahm** - They can get big and that's a problem.

**Councilman Sumner** - They can get big and I think it'd be more of a problem unless they get the mini pigs.

**Executive Analyst Eisenbeisz** - A new popular pet is to have a little teacup pig that doesn't get any bigger than 20 lbs. We can certainly keep them as farm animals.

**Councilman Rahm** - I would recommend that.

**Executive Analyst Eisenbeisz** - Then all of you have before you is Ordinance No. 2014-13 which allows for pigeons.

**Councilman Sumner** - Unless you change it to \$25 I'm going to vote no.

**Motion by Ingemann, seconded by Gallagher to approve Ordinance No. 2014-13 as presented and imposing a fee of \$25 for the special animal permit. With 4 Ayes, Sumner Voting Nay, the motion carried.**

**B. Resolution No. 2014-42 - Authorizing St. Paul Park-Newport Lions Club to Continue Lawful Gambling Operations at Opinion Brewing Company, 374 21st Street, Newport, MN 55055**

Executive Analyst Eisenbeisz presented on this item as outlined in the attached. The City Council discussed two items in

regards to this Resolution. The first was whether or not a term should be placed on the Resolution. The second was whether or not the City would like to require the Lions to give 25% of their net earnings to the City, 10% of which go to the City and 15% of which go to community functions.

**Councilman Gallagher** - Could we have it end on December 31 and then it can be on the consent agenda?

**Executive Analyst Eisenbeisz** - Yes and then they would need to submit a letter stating that they would like to continue for the next year.

**Councilman Sumner** - I'm not sure we should tell them how to spend their money, I know they're very generous.

**Councilman Ingemann** - We do it with Cottage Grove and the Lady Slippers.

**Councilman Gallagher** - I don't think that would be fair.

**Councilman Rahm** - We should be consistent. Why isn't there an application?

**Executive Analyst Eisenbeisz** - There isn't one because they no longer need to submit a renewal application with the State so we won't see one at all.

**Motion by Gallagher, seconded by Ingemann, to approve Resolution No. 2014-42 authorizing St. Paul Park-Newport Lions Club to continue lawful gambling operations at Opinion Brewing Company, 374 21st Street, Newport, MN 55055 for a period of September 1 - December 31, 2014. With 5 Ayes, 0 Nays, the motion carried.**

#### **10. ATTORNEY'S REPORT -**

**Attorney Knaak** - Just a brief comment on the Quade matter. Half of the right-of-way in question is St. Paul Park's. I received a letter from the local pipeline. There is some discussion. St. Paul Park has indicated that they need to vacate it with them and they would not necessarily oppose a vacation if they can deal with Magellan Pipeline. This City is still taking the position that the need to access the railroad right-of-way is important enough so we're not prepared to just offer one up. The consensus on both cities is that they need to come in to request a vacation. They're approaching Magellan. The issue with the railroad right-of-way has not been approached yet.

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

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

#### **13. ENGINEER'S REPORT –**

##### **A. Partial Payment #3**

Jon Herdegen, City Engineer, presented on this item as outlined in the September 4, 2014 City Council packet. The dead sod from the 2013 project will be removed on Saturday and replaced on Monday, September 8.

**Councilman Gallagher** - Isn't there a penalty if they don't get done by a certain time?

**Engineer Herdegen** - We do have liquidated damages on the project. They can make a claim for weather days and days beyond their control. At this point, they can do work but it's slower. We've talked with their foreman and superintendent, they feel confident that they can get it done. Weather and utilities are beyond their control.

**Councilman Gallagher** - I did have a complaint from a couple businesses on 21st Street about not having a sign saying that businesses are open when the street was closed.

**Engineer Herdegen** - I believe there was a sign.

**Councilman Gallagher** - It took a while to get up and they felt that it should have been up right away.

**Engineer Herdegen** - They submit a traffic control plan and that was included. It's up to us to make sure that goes up.

**Councilman Gallagher** - I noticed that they closed it and reopened it and then closed it again.

**Engineer Herdegen** - It should be open now.

**Councilman Sumner** - Have you verified that the utility isn't responding to their requests?

**Councilman Ingemann** - Xcel hasn't moved their poles yet.

**Engineer Herdegen** - Leaving out gas because that's underground, the issue is that two organizations own the poles so you need to get both of them to move the poles and three utilities to move the wires. It's a coordination issue with the contractor. We have a liaison with Xcel Energy and have been working with them to get this working.

**Councilman Sumner** - Is it up to the City to grant an extension without a penalty then?

**Engineer Herdegen** - Yes, they'll make a request.

**Councilman Sumner** - Should we hold anything back?

**Engineer Herdegen** - We're holding back 5%. I don't see any reason to hold any more than that.

**Motion by Geraghty, seconded by Gallagher to approve Partial Payment #3 for \$643,363.61. With 5 Ayes, 0 Nays, the motion carried.**

**Councilman Gallagher** - Is there an update on the cattle guard?

**Engineer Herdegen** - Both owners have paved their driveways 40 feet up. One owner installed their own cattle guard and the other owner place compacted rock at the edge of the concrete. The flatter of the two seems to be working. The steeper of the two brought in bituminous millings and compacted it all the way up to the top of the hill. We're still seeing some of those millings come down the driveway. That driveway will have a lot more maintenance with that. Right now, we're in a wait and see mode to see how well that fix will work.

**Councilman Sumner** - Isn't that part of the ordinance? That they can't discharge anything on to the road.

**Engineer Herdegen** - Yes. There's a \$15,000 assessment for his share of the cattle guard, which we can't do now because they went ahead with the concrete. That's good because we didn't want the maintenance. There's still an assessment and from our standpoint, we're prepared to leave that on there until we get resolution. The problem has been improved drastically.

#### **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 6:55 p.m.**

Asst. Superintendent Neska presented on this item as outlined in the attached.

**Mr. Taylor** - Where will the waste go from the light rail?

**Councilman Gallagher** - There won't be any light rail, it'll be buses.

**Councilman Sumner** - How much waste is taken out of the storm sewers when we clean them?

**Asst. Supt. Neska** - We strictly clean the grates. Our intent is to GPS all of the ponds, the elevation of the water, the depth of the water to see how full they're getting. The sanitary sewers get cleaned, the storm sewers rarely get cleaned except for the grates.

**Councilman Sumner** - So anything that washes into them can lay there and plug them up?

**Asst. Supt. Neska** - They usually have enough pitch so they end up in the ponds. The silt and sand builds up. We haven't had to clean anything yet.

**Councilman Sumner** - Can anything be done to remove the vegetation from these ponds?

**Asst. Supt. Neska** - I think the cost would be exorbitant, unless it really affects someone.

**Mr. Mahmood** - Do you think cleaning the pond at High Street would make it so it doesn't stink so bad?

**Asst. Supt. Neska** - I've been there several times and it'd be a huge project to clean it and I don't know if that's the answer. The pond has been there since the 1990's and the smell has only been there for the last couple years. I don't have a good explanation, we've asked several people.

**The Public Hearing closed at 7:11 p.m.**

**Mayor Geraghty** - Do you have a report for us to accept?

**Executive Analyst Eisenbeisz** - His presentation was the report.

**Motion by Gallagher, seconded by Rahm to accept the Annual Report for 2013. With 5 Ayes, 0 Nays, the motion carried.**

## 15. NEW/OLD BUSINESS

## 16. ADJOURNMENT

**Motion by Ingemann, seconded by Gallagher, to adjourn the regular Council Meeting at 7:12 P.M. With 5 Ayes, 0 Nays, the motion carried.**

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

Respectfully Submitted,

Renee Eisenbeisz  
Executive Analyst

A close-up photograph of a single water droplet falling into a body of water, creating concentric ripples. The background is a soft, out-of-focus blue with green foliage visible in the upper right corner. The text is overlaid in white with a slight drop shadow.

City of Newport

Wellhead Protection Plan  
Part 1 Amendment

Public Information Meeting  
September 4, 2014

John Greer, PG

Barr Engineering Co.

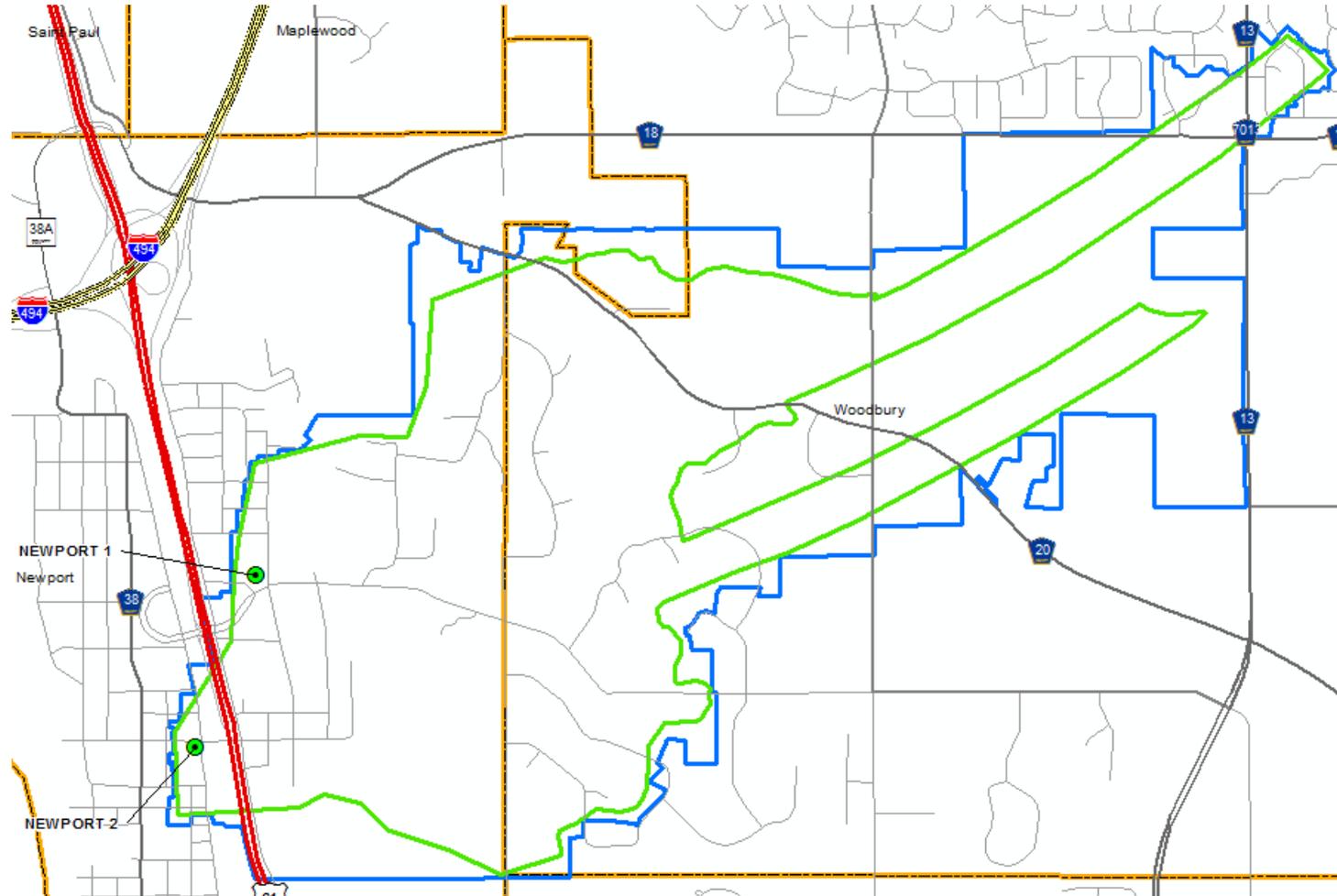


# Wellhead Protection Plan – Part 1

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- required under Minnesota wellhead protection rules (4720.5100 – 4720.5590)
- Part 1 – delineation of wellhead protection areas (WHPAs) and drinking water supply management area (DWSMA); well & aquifer vulnerability assessment
- original delineations approved by MDH in October 2003

# Wellhead Protection Plan – Part 1



Newport WHPA & DWSMA approved in 2003



# Wellhead Protection Plan – Part 1

- rules require WHPPs be amended/updated at least every 10 years
- both Newport wells pump from the Jordan Sandstone aquifer
- new WHPA delineation required to include porous media and fracture flow evaluations as well as surface water contribution area

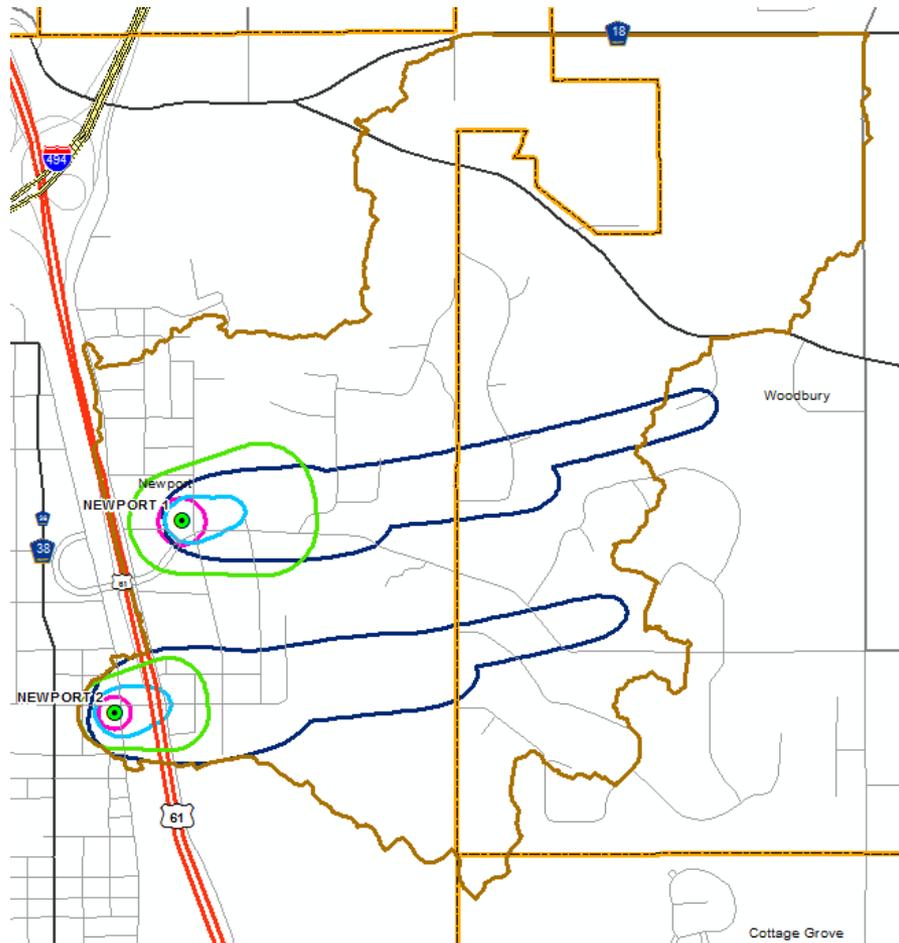


# Wellhead Protection Plan – Part 1

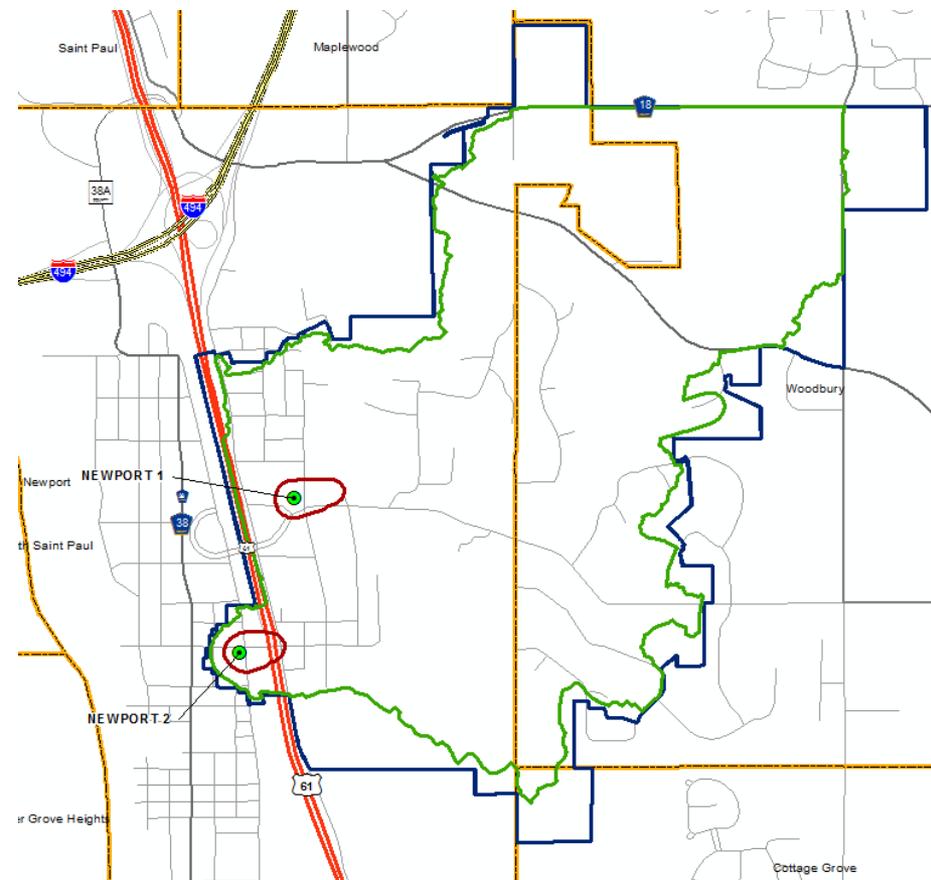
- flow evaluations
  - ▣ porous media: Metro Model 2-Southern Washington County Refinement (slightly modified) used to delineate 1- and 10-year groundwater time of travel zones
  - ▣ fracture flow: methods from MDH guidance used to delineate 1- and 10-year groundwater time of travel zones

# Wellhead Protection Plan – Part 1

## WHPA and DWSMA delineations



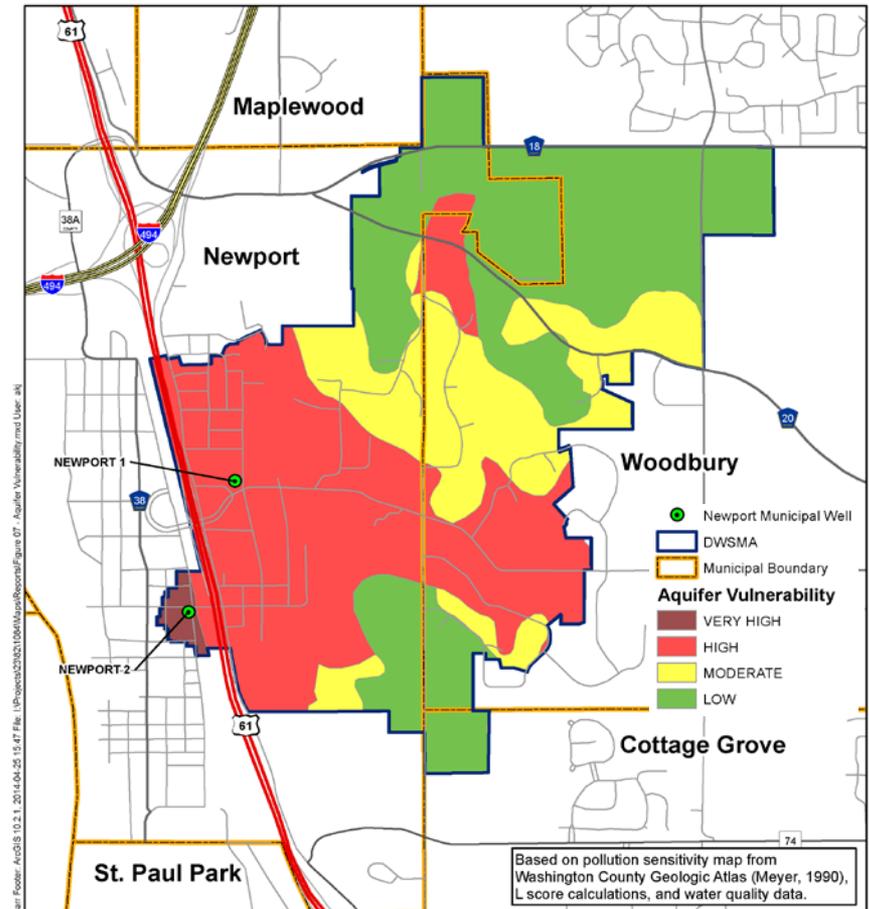
Porous media & fractured media capture zones and surface water contribution area



ERZ, WHPA and DWSMA

# Wellhead Protection Plan – Part 1 vulnerability assessments

- well vulnerability for all Newport wells: vulnerable
- aquifer vulnerability: low to very high
- DWSMA extends into Cottage Grove & Woodbury
- Part 1 WHPP approved by MDH on 7/30/2014



## Next Step

- Wellhead Protection Plan – Part 2 amendment
  - ▣ inventory potential contaminant sources in the DWSMA
  - ▣ develop management activities to protect the aquifer
- Part 2 amendment must be completed by August 6, 2015



## *St. Paul Park - Newport Lions Club*

P.O. Box 262  
Newport, Minnesota 55055-0262

September 3, 2014

City of Newport  
796 7<sup>th</sup> Avenue  
Newport, MN 55055

Re: Charitable Gambling Resolution

The St. Paul Park Newport Lions Club would ask that the City of Newport renew their resolution allowing our organization to continue to operate our State licensed charitable gambling operation at the Opinion Brewing Company, located at 374 21<sup>st</sup> Street in Newport.

The Lions have long been supporters and partners with the City and we look forward to continuing this relationship.

If there are any questions or concerns relating to this request please contact me at 651-238-1363.

Sincerely,

A handwritten signature in black ink, appearing to read 'Robert H. Boeck', written over a horizontal line.

Robert H. Boeck  
Charitable Gambling Manager

Cc: Club Secretary

**RESOLUTION NO. 2014-42**

**A RESOLUTION AUTHORIZING ST. PAUL PARK-NEWPORT LIONS CLUB TO CONTINUE LAWFUL GAMBLING OPERATIONS AT OPINION BREWING COMPANY, 374 21ST STREET, NEWPORT, MN 55055**

**WHEREAS**, The City Council of Newport approved an application for the St. Paul Park-Newport Lions Club to operate lawful gambling at 374 21st Street, Newport, MN 55055 on March 6, 2008 through Resolution No. 2008-8; and

**WHEREAS**, Resolution No. 2008-8 specified that the permit was approved from June 1, 2008 to May 31, 2010; and

**WHEREAS**, The State of Minnesota Gambling Regulations no longer requires non-profit organizations to renew their permits every two years; and

**WHEREAS**, The City Council received a request from the St. Paul Park-Newport Lions Club to renew Resolution No. 2008-8.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. That the Newport City Council hereby authorizes the St. Paul Park-Newport Lions Club to continue lawful gambling operations at Opinion Brewing Company, 374 21st Street, Newport, MN 55055 for the period of September 1 - December 31, 2014.
2. That a copy of this Resolution be sent to the St. Paul Park-Newport Lions Club.
3. That the St. Paul Park-Newport Lions Club will present the City with 25% of its monthly net earnings to the City of Newport, 10% of which will fund City functions and 15% of which will fund community-related functions.

Adopted this 4th day of September, 2014 by the Newport City Council.

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

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

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

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

This is the annual Public Hearing involving our Storm Water Pollution Prevention Program for 2014. The purpose of it is to take comments from the Public regarding the effectiveness and adequacy of the program that is in place.

**What is an MS4? MS4 is a Municipal Separate Storm Sewer System designed for collecting or conveying storm water only. This includes streets, curbs, gutters, catch basins, ditches, manmade channels and storm drains.**

In 1972; Federal legislation developed the Clean Water Act which is designed to protect all surface water in the United States. This includes Rivers, Ponds and Streams.

In 1987; it was amended requiring the Environmental Protection Agency to develop a comprehensive phased program to regulate storm water discharges.

This means that each community was to take gradual steps guided by the EPA and the Minnesota Pollution Control Agency to gear up to control and maintain the chemical, physical, and biological integrity of the waters of Newport and all waters of Minnesota through management and treatment of urban storm water runoff.

We need to make sure the water flowing to Rivers, Ponds and Streams is as clean as we can keep it.

In Newport; our concern is directly related with the Mississippi River.

With construction of the 494/hwy 61 Highway and including the newly finished North ravine project, The City acquired 20 new ponds that are containment sites for water runoff related to this watershed. Each pond is designed to collect the runoff and then guide it to the Mississippi River. The pond acts as a filter by removing the silt, leaves, grasses, chemicals and trash that is in the water as it continues to the river.

Water enters these ponds and the river through catch basins. These are the same grates that you see in the gutter lines of our streets. Many of these grates are piped straight into the river. There are over 800 catch basins in Newport that collect runoff water and guide it to the filtering pond systems and then into the river.

The Storm Water Pollution Prevention Program is divided into six categories.

### **1. Public Education and Outreach.**

How does Newport educate the public about Storm Water Pollution?

A. The first step is by conducting the Annual Public Hearing we are having tonight. We are live on the South Washington County Cable System.

This program is repeated throughout the month and is available to those that have Cable access.

B. We publish information Quarterly in the Newport Newsletters.

C. We have information on the City of Newport Website concerning all of the departments and events in the community

### **2. Illicit discharge detection and elimination.**

An illicit discharge is any drain or pipe on the surface or subsurface which allows non storm water discharge such as sewage, process water, wash water or any unsanctioned connections to drain into the storm water system from any drains or sinks.

We are always watching for things draining into the storm sewer that are not legal.

### **3. Construction site storm water control**

When construction starts and there is going to be a disruption of the soil; silt fence is installed to keep the mud, dirt and fine silt from entering into the storm system. You will see silt fence on all construction areas. There were thousands of feet of silt fence on the North Ravine Project, and there was a great amount surrounding the Transit station. You will also see silt fence surround the Knauff property in the next week or two. This works as a great filtering process.

**4. Post construction storm water management.**

This is usually discussed when a commercial development of one acre or more of land is to be disrupted. We want to know how much runoff there will be on a specific site after the project is complete. This will be discussed in the future as tracts of land in Newport start to develop. The Knauff site...Raceway to fun..etc.

**5. Pollution prevention/good housekeeping for Public Works operations.**

- A. We always Pave, seal coat and Patch streets only in dry weather.
  - 1. The oils and chemicals used to produce blacktop can bleed when wet and end up in the storm line
- B. We always cover manholes and catch basins prior to paving, patching, etc.
  - 1. For the same reasons
- C. Always clean all fluid leaks immediately
  - 1. Hydraulic leaks can occur on any of our equipment and would contaminate water.
  - 2. This is also true of diesel fuel and gasoline.
- D. Maintain roadside vegetation – restrict pesticide use
  - 1. Decaying and composting vegetation makes the water rich in nutrients
  - 2. Chemicals can be washed off into storm lines
  - 3. This means we as citizens should not mow the grass and leaves from our yards into the street which in turn run into the catch basins.
  - 4. Also it is the intent to GPS the location and elevation of all of the ponds that handle storm water in Newport. We will have to monitor them as time goes by to see that they do not fill up with silt, sand etc. Records will be kept; and these ponds will have to be dug out to the elevations that were in place when they were designed
- E. Sweep/vacuum roadways and shoulders to remove debris, and particulate matter
  - 1. DO THIS WHEN EVER POSSIBLE
  - 2. We have started to document the specific areas that we sweep and then record the amounts of material that we pickup
  - 3. We then compare the loads of product used for ice control and winter maintenance to the loads of material that are swept in the spring.
  - 4. With the recent purchase of the New Sweeper, we will have the capability to do a complete fall sweeping of leaves and debris.

**6. The last category is that of Public participation.**

What can the Public do to help our effort?

- A. Help to keep our catch basins clean. Remove any debris, grass or garbage that you see on the grate. This also prevents water from backing up and flooding roadways.
- B. Do not mow your lawns out into the street. Composting vegetation makes the waters very rich in content. This promotes algae growth on the surfaces of stagnate water. This also prevents the forming of stagnant air in the storm sewers.
- C. Clean up all liquid and oil spills that occur on your driveways or hard surfaces. These too may run into the catch basins and eventually reach the river.

**In conclusion;** I have to say that the City of Newport will continue to work hard on all minimum control measures that are required to continue to have a successful Storm Water Pollution Prevention Program. We are meeting the goals created early in the program; and we are progressively working to meet the demands that are put on us.

Are there any Public Comments regarding how we are doing in regards to this program?



**City of Newport  
City Council Workshop Meeting Minutes  
September 4, 2014**

**1. ROLL CALL -**

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

**Council Absent** –

**Staff Present** – Deb Hill, City Administrator; John Neska, Asst. Superintendent of Public Works; Curt Montgomery, Police Chief; Mark Mailand, Fire Chief; Renee Eisenbeisz, Executive Analyst; Fritz Knaak, City Attorney;

**Staff Absent** - Bruce Hanson, Superintendent of Public Works;

**2. DISCUSSION REGARDING THE 2015 DRAFT BUDGET AND PRELIMINARY PROPERTY TAX LEVY**

Admin. Hill presented on this item as outlined in the September 4, 2014 City Council Workshop packet and as attached. The proposed budget is for the preliminary levy to be \$2,467,476, which is a \$51,785 or 2.14% increase from the approved 2014 levy.

**Councilman Gallagher** - Have you put RFP's out for new insurance?

**Admin. Hill** - This is through the co-op, they are good prices.

**Councilman Sumner** - I see something else here, engineering costs are going up 8-10%, that's to our consultants?

**Admin. Hill** - Yes, they have not raised their rates since 2008.

**Councilman Sumner** - How are their costs computed, is it a percentage?

**Admin. Hill** - It's primarily hourly. The street project, is contained in that.

**Councilman Sumner** - So that's a percentage?

**Admin. Hill** - Yes, I don't know how they figure it out.

**Councilman Sumner** - I'd like to know how they compute that.

**Council Gallagher** - Would you like to put out a RFP also?

**Councilman Sumner** - Yes.

**Councilman Gallagher** - To see if there's anyone cheaper.

**Councilman Sumner** - Better.

**Councilman Gallagher** - We did go from a senior partner to not a senior partner.

**Councilman Sumner** - I'd like to know how much we're paying, how they're computed. I'm asked that question a lot.

**Councilman Gallagher** - I noticed that we went from \$218,500 to \$361,000 for the EDA funds, is there an EDA budget for us to look at?

**Admin. Hill** - The reason it's a big jump is that other funds are now well-funded. It's for purchasing land like the Maxwell site.

**Mayor Geraghty** - I'd like to start looking at buying the Maxwell site and get the underlying ownership.

**Councilman Gallagher** - I think we should have a budget for this.

**Admin. Hill** - Ehler's has figured it out.

**Mayor Geraghty** - We know the balances and I'm not sure we've earmarked it for anything specifically but we can start buying it.

**Councilman Gallagher** - My question is if we have a \$51,000 increase, why can't we take that out of the transfer and have no increase. Your fund balance for next year is 84%, which is extremely high.

**Admin. Hill** - We haven't put in all of the numbers for 2016 but the transfers are correct for 2016. We'll bring this forward at the September 18 meeting.

### **3. DISCUSSION REGARDING PAY STUDY**

**Admin. Hill** - We're starting contract negotiations and one thing that came up with the Police is longevity. I told them that I would bring that up to Council. Maybe we could have a pay study done to see what the effects of longevity would have on our budget.

**Mayor Geraghty** - I'd like that and also a study to compare our rates with other cities.

**Admin. Hill** - I was going to see what it would cost.

**Councilman Ingemann** - Does Public Works have longevity?

**Admin. Hill** - No, it would be for everyone.

**Councilman Ingemann** - You do have some sort of longevity vacation wise.

**Asst. Supt. Neska** - Yes.

### **4. ADJOURNMENT**

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

Respectfully Submitted,

Renee Helm  
Executive Analyst

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2015 DRAFT BUDGET**

REVENUE	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET
<b>Property Taxes</b>							
Current ad valorem	\$ 1,437,249	\$ 1,634,410	\$ 1,825,793	1,798,043	\$ 1,735,559	1,735,559	1,776,328
Fiscal disparities	244,626	310,234	286,461	254,961	329,444	358,965	287,572
Delinquent	22,670	4,908	0	0	0		
Fire relief	65,760	65,000	1,000	65,000	63,897	56,833	57,000
Special Assessments/debt service	0	0	0				
<b>Total Property Taxes</b>	<b>1,770,305</b>	<b>2,014,552</b>	<b>2,113,254</b>	<b>2,118,004</b>	<b>2,128,900</b>	<b>2,151,357</b>	<b>2,120,900</b>
<b>Intergovernmental Revenue</b>							
Local governmental aid	588,876	588,876	589,106	589,360	627,338	632,974	627,338
Market Value & other tax credits	(38)	131	0	0	0	0	
Police town aid	51,292	46,565	45,308	47,653	45,000	45,000	45,000
Police training reimbursement	2,151	2,651	2,325	2,771	2,300	2,300	2,300
State fire relief aid	14,530	13,091	12,577	13,776	12,500	12,500	12,500
Other/miscellaneous grants	24,949	63,166	42,820	21,262	30,000	20,000	20,000
<b>Total Intergovernmental Revenue</b>	<b>681,760</b>	<b>714,480</b>	<b>692,136</b>	<b>674,822</b>	<b>717,138</b>	<b>712,774</b>	<b>707,138</b>
<b>Licenses and Permits</b>							
Conditional use permits	0	0	2,100	2,050	0	0	-
Licenses and permits	4,384	1,740	1,180	1,650	4,500	11,750	11,750
Liquor licenses	8,360	8,330	8,430	10,690	8,300	8,600	8,600
Cigarette licenses	500	800	250	1,250	500	500	500
Building permit fees	79,848	66,218	58,387	70,217	50,000	50,000	50,000
Animal licenses/citations	1,975	1,970	2,305	1,810	2,000	2,000	2,000
Recycling/sanitation	900	4,200	3,000	2,100	1,000	2,400	2,400
<b>Total Licenses and Permits</b>	<b>95,967</b>	<b>83,258</b>	<b>75,652</b>	<b>89,767</b>	<b>66,300</b>	<b>75,250</b>	<b>75,250</b>
<b>Charges for Services</b>							
Planning and zoning	6,431	1,050	0	0	1,000	1,000	1,000
Special assessment search	0	0	0	0	0	0	-
Accident reports	107	206	153	150	100	100	100
Antenna franchise fees	59,150	69,132	80,591	81,904	83,000	83,000	83,000
Miscellaneous	72	9,344	12,595	16,875	250	250	250
<b>Total Charges for Services</b>	<b>65,760</b>	<b>79,732</b>	<b>93,339</b>	<b>98,929</b>	<b>84,350</b>	<b>84,350</b>	<b>84,350</b>
<b>Other Revenue</b>							
Fines and forfeits	52,659	70,006	58,234	68,193	52,000	52,000	52,000
Interest earned on investments	8,348	8,401	7,937	5,598	8,000	8,000	8,000
Rent or sale of property	644	2,477	2,138	5,279	0	0	-
Donations	6,995	52,055	48,884	6,045	8,000	8,000	8,000
Other	13,050	63,938	135,116	69,286	14,000	14,000	14,000
<b>Total Other Revenue</b>	<b>81,696</b>	<b>196,877</b>	<b>252,309</b>	<b>154,401</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>
<b>TOTAL REVENUE</b>	<b>2,695,488</b>	<b>3,088,899</b>	<b>3,226,690</b>	<b>3,135,923</b>	<b>3,078,688</b>	<b>3,105,731</b>	<b>3,069,638</b>

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2015 DRAFT BUDGET**

<u>EXPENDITURES: GENERAL GOVERNMENT</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 ACTUAL BUDGET</u>	<u>2014 FINAL BUDGET</u>	<u>2015 DRAFT BUDGET</u>	<u>2016 DRAFT BUDGET</u>
Mayor and Council							
Personnel services	\$ 20,413	\$ 23,545	\$ 20,481	\$ 19,550	\$ 19,550	19,550	19,550
PERA	598	0	228	218	218	326	326
FICA/Medicare	1,496	0	1,567	1,495	1,496	1,496	1,496
Workers Comp	37	0	42	75	50	50	50
Travel/conferences	0	0	492	0	300	300	300
Memberships	20	0	65	15	100	100	100
Education	365	80	194	95	1,000	1,000	1,000
Miscellaneous	63	133	0	0	0	0	0
Total Mayor and Council	<u>22,991</u>	<u>23,758</u>	<u>23,069</u>	<u>21,448</u>	<u>22,714</u>	<u>22,822</u>	<u>22,822</u>
Administration							
Personnel services (2.3)	240,070	280,207	170,150	152,859	163,317	159,000	162,500
PERA	0	0	10,312	9,637	11,841	11,915	12,180
FICA/Medicare	0	0	11,970	11,815	12,494	12,150	12,420
Health Insurance	40,403	66,112	52,235	21,280 *	27,499	24,980	27,032
Workers Comp	0	0	1,443	2,449	1,900	2,400	2,400
Office supplies	13,129	6,153	4,655	6,247	7,500	7,500	8,000
Computer & phone services	4,329	949	761	2,394	2,000	2,000	2,500
Equipment repairs & maintenance	13,565	24,978	0	0	14,000	14,000	14,000
Travel & mileage	2,501	486	1,344	1,281	1,500	2,000	2,000
Printing and publishing	5,316	5,626	9,176	6,200	9,000	9,000	9,000
Postage	2,943	3,341	4,309	4,795	4,400	4,400	4,400
Dues and subscriptions	6,772	6,464	6,597	7,619	6,600	6,600	6,600
Education	4,315	2,149	2,791	2,718	4,500	4,000	4,000
Contractual services	15,671	14,194	3,368	7,365	10,000	10,000	10,000
Capital outlay	338	1,686	9,474	0	2,000	2,000	2,000
Miscellaneous	1,362	5,082	9,063	12,055 *	5,000	5,000	5,000
Total Administration	<u>350,714</u>	<u>417,427</u>	<u>297,648</u>	<u>248,714</u>	<u>283,551</u>	<u>276,945</u>	<u>284,032</u>
Elections							
Temporary employees	4,539	732	2,884	960	3,000	1,150	3,200
Operating supplies	107	0	612	0	800	100	800
Travel and conferences	0	0	0	0	250	0	250
Printing and publishing	0	0	0	0	500	0	500
Miscellaneous	1,066	940	1,045	564	500	500	500
Total Elections	<u>5,712</u>	<u>1,672</u>	<u>4,541</u>	<u>1,524</u>	<u>5,050</u>	<u>1,750</u>	<u>5,250</u>

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2015 DRAFT BUDGET**

<u>EXPENDITURES: GENERAL GOVERNMENT</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 ACTUAL BUDGET</u>	<u>2014 FINAL BUDGET</u>	<u>2015 DRAFT BUDGET</u>	<u>2016 DRAFT BUDGET</u>
Professional services							
Accounting/audit	34,765	42,930	40,925	40,721	35,000	33,000	33,000
Engineering	10,880	26,390	19,959	17,534	28,000	28,000	28,000
Legal	72,640	72,670	62,626	66,790	72,000	72,000	72,000
IT, phone support & hardware	30,100	26,253	44,949	34,349	45,000	40,000	40,000
Financial/Assessment services	25,596	33,498	26,240	23,533	25,000	28,000	28,000
Building inspection	39,047	17,929	12,315	27,352	15,000	15,500	16,000
Insurance	53,976	50,152	62,956	70,963	64,000	71,000	71,000
Misc. contracted services	416	5,608	12,663	12,973	10,000	12,000	12,000
Total Professional Services	<u>267,420</u>	<u>275,430</u>	<u>282,633</u>	<u>294,215</u>	<u>294,000</u>	<u>299,500</u>	<u>300,000</u>
Planning and Zoning							
Personnel services	30,831	2,086	25,257	26,165	0	0	0
Part time - planning com.				1,050	1,800	1,800	1,800
PERA	0	0	1,805	1,892	0	0	0
FICA/Medicare	0	0	1,967	2,114	138	138	138
Health Insurance	0	0	4,017	3,532	0	0	0
Workers Comp	0	0	139	278	0	0	0
Planning commission	0	0	0	0	0	0	0
Operating supplies	0	0	0	412	700	500	500
Professional services	15,444	61,930	30,906	21,133	30,000	30,000	30,000
Travel and conferences	0	0	0	0	1,000	1,000	1,000
Printing and publishing	0	0	0	0	0	0	0
Education	0	0	0	0	750	0	0
Dues and subscriptions	0	0	0	0	0	0	0
Capital outlay	0	0	1,178	589	0	0	0
Miscellaneous	16,987	4,020	925	676	0	0	0
Total Planning & Zoning	<u>63,262</u>	<u>68,036</u>	<u>66,194</u>	<u>57,841</u>	<u>34,388</u>	<u>33,438</u>	<u>33,438</u>
Government Buildings							
City Hall							
Operating supplies	1,192	676	659	318	100	500	500
Repairs and maintenance	3,247	1,409	1,491	2,014	6,500	4,100	4,100
Utilities	7,957	9,478	6,987	8,269	8,000	8,750	9,100
Capital outlay	358	4,737	4,161	1,301	4,000	4,000	4,000
Total City Hall	<u>12,754</u>	<u>16,300</u>	<u>13,298</u>	<u>11,902</u>	<u>18,600</u>	<u>17,350</u>	<u>17,700</u>
Library							
Personnel	0	0	13,253	15,477	13,145	12,480	13,000
FICA						775	805
Medicare						210	190
PERA						925	957
Supplies				808	500	750	750
Computer and phones				1,374	1,600	1,600	1,600
Repairs and maintenance	0	455	727	903	750	750	750
Utilities	3,773	3,009	3,425	2,605	3,500	3,200	3,200
Capital outlay	0	0	11,378	4,051	4,900	3,500	4,500
Total Library	<u>3,773</u>	<u>3,464</u>	<u>28,783</u>	<u>25,218</u>	<u>24,395</u>	<u>24,190</u>	<u>25,752</u>
Railroad Tower							
Operating supplies	0	0	0	0	0	0	0
Repairs and maintenance	0	0	33	0	300	200	200
Utilities	124	489	579	573	500	600	600
Total Railroad Tower	<u>124</u>	<u>489</u>	<u>612</u>	<u>573</u>	<u>800</u>	<u>800</u>	<u>800</u>
Total Government Buildings	<u>16,651</u>	<u>20,253</u>	<u>42,693</u>	<u>37,693</u>	<u>43,795</u>	<u>42,340</u>	<u>44,252</u>
Total General Government	726,750	806,576	716,778	661,435	683,498	676,795	689,794



**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2015 DRAFT BUDGET**

<u>EXPENDITURES: PUBLIC SAFETY</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 ACTUAL BUDGET</u>	<u>2014 FINAL BUDGET</u>	<u>2015 DRAFT BUDGET</u>	<u>2016 DRAFT BUDGET</u>
Fire Protection							
Personnel services (28)	28,236	27,059	36,393	30,461	37,000	37,000	38,000
Fica/Medicare				2,260	2,600	2,903	2,984
Workers' comp. insurance	1,890	4,421	3,693	8,309	6,300	7,000	7,000
Office supplies	6,689	7,210	1,739	826	2,500	2,500	2,500
Vehicle supplies	11,652	6,728	8,499	1,375	4,000	4,000	4,200
Tools and equipment	0	172	4,055	1,588	4,000	4,200	4,200
Fuel	1,902	3,130	1,722	5,656	2,300	2,300	2,300
Uniforms	6,756	54,351	1,026	0	1,000	1,200	1,300
Computers & phones (1-cell)	2,421	1,449	1,524	1,507	1,550	1,650	1,750
Radios - 800 MHz (27) * \$400/yr	0	0	0	12,383	11,800	12,200	12,600
Travel and conferences	617	1,093	758	587	800	800	800
Memberships & subscriptions	505	3,318	753	809	800	800	800
Education	6,536	9,278	5,262	6,691	8,000	8,000	8,200
Repairs & maintenance	264	759	265	315	850	850	850
Contractual	4,604	8,904	11,425	2,869	6,500	7,000	7,000
Fire Relief	66,660	71,816	65,438	69,213	63,897	56,833	57,000
State Fire Relief Aid	13,630	13,091	12,577	19,687	12,500	13,000	13,000
Fire Marshall	0	23	0	0	3,000	3,000	3,000
Civil Defence	96	678	4,622	0	300	300	300
Capital outlay	2,424	6,200	10,000	21,172	15,000	15,000	15,000
Total Fire Protection	<u>154,882</u>	<u>219,680</u>	<u>169,751</u>	<u>185,708</u>	<u>184,697</u>	<u>180,536</u>	<u>182,784</u>
Fire Station No. 1							
Operating supplies	241		0	0	500	500	500
Repairs and maintenance	342	444	187	1,251	1,000	1,000	1,000
Utilities	10,600	6,602	6,359	8,167	7,500	7,500	7,500
Capital outlay	34,201	817	0	6,539	1,500	1,200	1,200
Total Fire Station No. 1	<u>45,384</u>	<u>7,863</u>	<u>6,546</u>	<u>15,957</u>	<u>10,500</u>	<u>10,200</u>	<u>10,200</u>
Fire Station No. 2							
Operating supplies	0	0	0	63	500	100	500
Repairs and maintenance	175	0	0	0	0	400	0
Utilities	3,128	2,142	1,946	2,489	1,800	1,700	1700
Capital outlay	0	0	0	0	0	0	0
Total Fire Station No. 2	<u>3,303</u>	<u>2,142</u>	<u>1,946</u>	<u>2,552</u>	<u>2,300</u>	<u>2,200</u>	<u>2,200</u>
Total Public Safety	<u>972,727</u>	<u>1,004,276</u>	<u>974,427</u>	<u>1,002,823</u>	<u>1,036,914</u>	<u>1,034,982</u>	<u>1,059,864</u>

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2015 DRAFT BUDGET**

<u>EXPENDITURES: OPERATIONS &amp; MAINTEN</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 ACTUAL BUDGET</u>	<u>2014 FINAL BUDGET</u>	<u>2015 DRAFT BUDGET</u>	<u>2016 DRAFT BUDGET</u>
<b>Streets</b>							
Personnel services (1.94)	242,135	197,906	245,250	113,612	105,631	107,050	111,100
PERA	0	0	17,933	8,585	7,965	8,300	8,630
FICA/Medicare	0	0	18,841	9,296	8,405	8,900	9,560
Workers' compensation	0	0	18,880	18,192	5,421	19,000	19,000
Health insurance	47,253	37,338	31,962	26,757 *	31,821	29,445	31,615
Full-time overtime	0	0	0	3,205	4,180	4,400	4,500
Part-time personnel	0	0	0	4,394	6,000	6,000	6,000
Education				1,074	500	500	500
Operations and supplies	39,550	68,063	26,980	52,545	50,000	50,000	50,000
Vehicle supplies	5,173	17,779	14,094	10,805	15,000	15,000	15,500
Small tools and equipment	537	280	459	1,114	2,000	2,000	2,000
Fuel	17,844	16,909	14,547	17,745	15,000	16,000	17,000
Uniforms	4,572	3,817	2,414	1,496	4,000	4,000	4,000
Computer (2) & phone (5) services	3,720	5,966	4,861	1,385	9,000	6,000	6,000
Cell phones (3)			0	0			
Travel and milage				0	500	500	500
Street maintenance	11,861	61,056	80,818	96,731	80,000	80,000	82,000
Repairs & maint.-vehicles	5,778	3,956	3,734	231	5,000	5,000	5,200
Rentals				51	3,000	3,000	3,000
Dues & Subscriptions				297	400	400	400
Contracted services				6,213	10,000	10,000	10,000
Capital Outlay			202	11,060	2,000	2,000	2,000
Miscellaneous	3,171	19,321	9,399	1,672	3,000	3,000	3,500
<b>Total Streets</b>	<b>381,594</b>	<b>432,391</b>	<b>490,374</b>	<b>386,460</b>	<b>368,823</b>	<b>380,495</b>	<b>392,005</b>
<b>Composting</b>							
Personnel services	5,311	0	4,528	4,364	4,500	4,290	4,290
FICA						280	280
Medicare						75	75
PERA						325	325
Operating supplies	14	210	685	30	50	50	50
Contracted Services	0	0	0	0	600	600	600
Miscellaneous contractual	0	500	513	4,483	0	0	-
<b>Total Composting</b>	<b>5,325</b>	<b>710</b>	<b>5,726</b>	<b>8,877</b>	<b>5,150</b>	<b>5,620</b>	<b>5,620</b>
<b>Public Works Garage</b>							
Operating supplies	527	125	374	4,046	1,000	1,000	1,200
Repairs and maintenance	2,810	5,595	1,930	1,702	1,500	1,500	1,500
Utilities	14,147	11,422	10,578	19,140	12,500	12,700	12,800
Capital outlay	0	0	636	0	2,000	2,000	2,000
<b>Total Public Works Garage</b>	<b>17,484</b>	<b>17,142</b>	<b>13,518</b>	<b>24,888</b>	<b>17,000</b>	<b>17,200</b>	<b>17,500</b>
<b>Total Public Works</b>	<b>404,403</b>	<b>450,243</b>	<b>509,618</b>	<b>420,225</b>	<b>390,973</b>	<b>403,315</b>	<b>415,125</b>

CITY OF NEWPORT, MINNESOTA

CITY OF NEWPORT, MINNESOTA

GENERAL FUND  
2015 DRAFT BUDGET

EXPENDITURES: OPERATIONS & MAINTEN	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET
<b>Parks</b>							
Personnel services (2.6)	205,570	256,856	144,470	226,392	180,795	186,900	192,950
Overtime				1,242	2,035	2,200	2,300
PERA	0	0	10,247	15,764	13,255	14,015	14,150
FICA/Medicare	0	0	12,114	30,814	15,440	15,900	16,400
Health insurance	49,941	46,157	33,357	31,104 *	35,112	33,619	36,090
Workers' compensation	0	0	11,027	13,474	7,928	11,000	11,000
Part-time personnel services	0	0	10,695	23,349 *	19,000	19,000	19,000
Operating supplies	8,232	10,555	7,968	4,415	10,000	10,000	10,000
Vehicle supplies	3,179	2,733	2,925	4,731	5,000	5,000	5,200
Tools and minor equipment	870	138	1,880	0	3,000	3,000	3,000
Fuels	697	71	8,601	5,586	7,500	8,000	8,500
Uniforms	351	1,397	1,231	2,690	1,500	1,500	1,500
Rental	0	554	34	0	1,500	1,500	1,500
Phones (2) - warming houses	890	1,258	1,370	743	1,500	1,500	1,500
Miscellaneous contractual	7,180	10,853	8,199	8,790	10,000	10,000	10,000
Capital outlay	2,850	3,783	15,167	8,018	17,000	10,000	17,000
Miscellaneous	0	388	0	1,525	500	500	500
<b>Total Parks</b>	<b>279,760</b>	<b>334,743</b>	<b>269,285</b>	<b>378,637</b>	<b>331,065</b>	<b>333,634</b>	<b>350,590</b>
<b>Recreation</b>							
Personnel services	1,759	2,241	2,062	2,733	2,700	2,700	2,700
Supplies	284	256	392	342	500	500	500
Capital outlay	0	0	0	0	0	0	0
<b>Total Recreation</b>	<b>2,043</b>	<b>2,497</b>	<b>2,454</b>	<b>3,075</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
<b>Parks Buildings - Warming Houses</b>							
Part time employees				1,220	7,500	7,500	7,500
Fica				76	465	465	465
Medicare				18	110	110	110
PERA						205	205
Operating supplies	286	0	0	0	500	500	500
Repairs and maintenance	0	432	0	1,871	500	500	500
Utilities	4,786	2,684	3,542	4,963	5,000	5,000	5,000
Capital outlay	0	1,815	0	0	0	0	0
<b>Total Parks Buildings</b>	<b>5,072</b>	<b>4,931</b>	<b>3,542</b>	<b>8,148</b>	<b>14,075</b>	<b>14,280</b>	<b>14,280</b>
<b>Special Contributions</b>							
Athletic Association	100	7,237	2,913	1,621	2,000	750	2,000
<b>Total Special Projects</b>	<b>100</b>	<b>7,237</b>	<b>2,913</b>	<b>1,621</b>	<b>2,000</b>	<b>750</b>	<b>2,000</b>
<b>Total Parks and Recreation</b>	<b>286,975</b>	<b>349,408</b>	<b>278,194</b>	<b>391,481</b>	<b>350,340</b>	<b>351,864</b>	<b>370,070</b>
<b>Capital outlay</b>							
Property Purchase	0	0	0	0	0	0	-
<b>Miscellaneous</b>							
Contingency	8,661	1,000	0	4,200	10,000	10,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>2,399,516</b>	<b>2,611,503</b>	<b>2,479,017</b>	<b>2,480,164</b>	<b>2,471,725</b>	<b>2,476,956</b>	<b>2,544,853</b>

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2015 DRAFT BUDGET**

<u>EXPENDITURES: OPERATIONS &amp; MAINTEN</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2,013 ACTUAL BUDGET</u>	<u>2014 FINAL BUDGET</u>	<u>2015 DRAFT BUDGET</u>	<u>2016 DRAFT BUDGET</u>
Excess (Deficiency) of Revenue over Expenditures	295,972	477,396	747,673	655,759	606,963	628,775	524,785
<b><u>Other Financing Sources (uses) net</u></b>							
Economic Dev. Authority	0	(70,000)	(150,000)	(246,250)	(218,500)	(361,000)	(25,000)
Heritage Preservation Fund	(7,200)	(7,200)	(7,200)	(7,200)	(7,200)	(7,200)	(7,200)
Parks Fund	0	(11,800)	(11,800)	(57,000)	(32,000)	(40,000)	(50,000)
Public Works Building Fund	(153,457)	0			0		
Buy Forfeiture Fund	(2,784)	(288)					
Fire Engine Fund	(64,032)	(64,032)			0		
Equipment Fund	0	0	(50,000)	(75,000)	(278,000)	(65,000)	(50,000)
Buildings Fund	0	0		(40,000)	(70,000)	(85,000)	(70,000)
Streetlight Enterprise Fund	0	(12,000)			0		
<b>Total Other Financing Sources</b>	<b>(227,473)</b>	<b>(165,320)</b>	<b>(219,000)</b>	<b>(425,450)</b>	<b>(605,700)</b>	<b>(558,200)</b>	<b>(202,200)</b>
Other Financing Sources (uses) net	(227,473)	(165,320)	(219,000)	(425,450)	(605,700)	(558,200)	(202,200)
Net change in fund balance	68,499	312,076	528,673	230,309	1,263	70,575	322,585
Fund Balance: Beginning of Year	779,527	848,026	1,160,102	1,688,775	1,919,084	1,920,347	1,990,922
Fund Balance: End of Year	<u>\$ 848,026</u>	<u>\$ 1,160,102</u>	<u>\$ 1,688,775</u>	<u>\$ 1,919,084</u>	<u>\$ 1,920,347</u>	<u>1,990,922</u>	<u>2,313,507</u>
Ratio: Fund balance to expenditures	35.3%	41.8%	62.6%	66.0%	62.4%	65.6%	84.2%

**CITY OF NEWPORT, MINNESOTA**

**WATER ENTERPRISE FUND  
2015 DRAFT BUDGET**

	2011	2012	2013	2013	2014	2015	2016	2017
	ACTUAL	ACTUAL	APPROVED BUDGET	ACTUAL	FINAL BUDGET	DRAFT BUDGET	DRAFT BUDGET	DRAFT BUDGET
Operating revenue	15%	15%	0%					
Water sales	\$ 183,372	\$ 228,980	\$ 190,000	240,952	\$ 231,630	\$ 247,265	\$ 263,956	\$ 281,773
Trunk connection fees	0	0	120	4,500	120	120	120	120
Permits and licenses	3,420	0	100	1,620	3,000	3,000	3,000	3,000
Total operating revenue	186,792	228,980	190,220	247,072	234,750	250,385	267,076	284,893
Operating expenses								
Personnel	50,167	20,806	66,673	75,888	82,465	84,500	87,487	90,112
Overtime				1,271	2,200	2,266	2,334	2,488
PERA				4,916	6,138	6,500	6,734	6,942
FICA/Medicare				5,185	6,477	6,650	7,105	7,325
Employee benefits	8,551	5,651	20,298	9,663	12,900	11,613	12,516	12,891
Workers Comp				5,867	5,300	5,300	5,300	5,300
Education				706	1,500	1,500	1,500	1,500
Fuel				2,000	1,000	1,500	2,000	2,500
Insurance	6,373	7,032	6,761	2,933	2,500	2,575	2,652	2,732
Supplies	22,462	10,235	23,830	11,400	10,000	10,300	10,609	10,927
Vehicle supplies				386	3,000	3,000	3,000	3,000
Tools & minor equip.				1,641	2,000	2,000	2,000	2,000
Repair & maint. supply				2,402	3,000	3,000	3,000	3,000
Professional services				2,275	7,500	7,500	7,500	7,500
Engineering fees						2,500		
Connection fee				6,107	6,000	6,000	6,000	6,000
Telephone				583	700	700	700	700
Postage				750	750	750	750	750
Utilities (Xcel)	25,985	27,967	27,567	32,684	28,000	28,840	29,705	30,596
Gopher State				627	1,000	1,000	1,000	1,000
Contracted services				22,643	25,000	25,000	25,000	25,000
Vehicle repair & maint.				3,485	5,000	5,000	5,000	5,000
Depreciation	74,699	74,999	70,000	74,999	70,000	70,001	70,002	70,003
Uniforms				695	1,000	1,000	1,000	1,000
Capital Expenses				8,821	10,000	10,000	10,000	10,000
Refunds & Reimbursements								
Other	28,821	26,051	30,000	1,474		0	0	0
Total operating expenses	217,058	172,741	245,129	279,401	293,430	298,995	302,894	308,267
Operating income (loss)	(30,266)	56,239	(54,909)	(32,329)	(58,680)	(48,610)	(35,818)	(23,374)
Cash flows								
Operating income (loss)	(30,266)	56,239	(54,909)	(32,329)	(58,680)	(48,610)	(35,818)	(23,374)
Depreciation	74,699	74,999	70,000	74,999	70,000	70,001	70,002	70,003
Change in assets and liabilities	(12,465)	(6,673)	(6,672)	727	(6,671)	(6,671)	(6,671)	(6,671)
Acquisition of capital assets	116,610	0	0	0	0	0	0	0
Net cash provided (used) by noncapital financing activities				0				
Water meter changout	0	(12,655)	(16,673)	(14,832)	(16,673)	(16,673)	(16,673)	(16,673)
Telemetry controls	0	0	0	0		(12,500)	(12,500)	(12,500)
2013 Street				0	(2,748)	(2,748)	(2,748)	(2,748)
2014 Street Bond						(4,918)	(21,001)	(20,636)
Interest received	2,921	1,831	2,000	416	2,000	300	300	300
Well #1 rehab	0		0	0	0	0	0	0
250,000 Tower Inspection/Maint	0	0	(10,000)		0	0	0	0
500,000 Tower Inspeccion/Maint	0	0	(10,000)			0	0	0
Net change in cash and cash equivalents	151,499	113,741	(26,254)	28,981	(12,772)	(21,819)	(25,109)	(12,299)
Cash and cash equivalents								
Beginning of year	204,421	355,920	469,661	469,661	498,642	485,870	464,051	438,941
End of year	\$ 355,920	\$ 469,661	\$ 443,407	\$ 498,642	\$ 485,870	\$ 464,051	\$ 438,941	\$ 426,643

**CITY OF NEWPORT, MINNESOTA**

**SEWER ENTERPRISE FUND  
2015 DRAFT BUDGET**

	2011	2012	2013	2013	2014	2015	2016	2017
	ACTUAL	ACTUAL	APPROVED BUDGET	ACTUAL	FINAL BUDGET	DRAFT BUDGET	DRAFT BUDGET	DRAFT BUDGET
Operating revenue	3%	3%						
Sewer charges	\$ 330,254	\$ 367,409	\$ 378,431	376,223	\$ 389,784	\$ 401,478	\$ 413,522	\$ 425,928
Trunk connection fees	0	0	0	3,000	0	0	0	0
Permits and licenses	21,965	210	0	315	3,000	3,000	3,000	3,000
Total operating revenue	352,219	367,619	378,431	379,538	392,784	404,478	416,522	428,928
Operating expenses								
Salaries	47,382	24,667	66,674	75,694	84,965	84,500	86,271	88,859
Overtime				2,530	2,200	2,266	2,334	2,488
PERA				4,993	6,319	6,500	6,535	6,700
FICA/Medicare				5,267	6,668	6,650	7,075	7,200
Employee benefits	8,161	5,655	21,367	10,485	12,245	12,738	13,680	14,090
Work Comp				6,079	5,368	5,450	5,450	5,500
Education				621	1,500	1,500	1,500	1,500
Supplies	9,562	8,464	10,144	727	10,000	10,000	10,300	10,609
Fuel				2,000	1,000	1,500	2,000	2,500
Vehicle supplies				0	3,000	3,000	3,000	3,000
Repair & maint. supplies				120	5,000	5,000	5,000	5,000
Tools & minor equipment				0	1,500	1,500	1,500	1,500
Professional services				2,275	2,500	2,500	2,500	2,500
Engineering fee						2,500		
Telephone				1,208	1,500	1,500	1,500	1,500
Postage				724	750	750	750	750
Insurance	6,313	9,035	6,697	5,011	4,500	5,800	5,974	6,153
Utilities	5,749	8,248	6,099	9,017	6,000	6,180	6,365	6,556
Gopher State				627	750	750	750	750
MCES sewer charges/contracting	171,392	221,122	150,000	155,795	180,000	206,103	208,000	208,000
Contractual services (jetting, lift repairs)				543	30,000	30,000	30,000	30,000
Uniforms				545	1,500	1,500	1,500	1,500
Dues and subscriptions				0	500	500	500	500
Depreciation	31,134	33,011	40,000	33,014	40,000	40,000	40,000	40,000
Capital Outlay				1,184				
Refunds & Reimbursements								
Other	9,228	4,737	9,790	0		0	0	0
Total operating expenses	288,921	314,939	310,771	318,459	407,765	438,687	442,484	447,156
Operating income (loss)	63,298	52,680	67,660	61,079	(14,981)	(34,209)	(25,962)	(18,228)
Cash flows								
Operating income (loss)	63,298	52,680	67,660	61,079	(14,981)	(34,209)	(25,962)	(18,228)
Depreciation	31,134	33,011	40,000	33,014	40,000	40,000	40,000	40,000
Change in assets and liabilities	(19,287)	2,000	2,000	(6,455)	2,000	2,001	2,002	2,003
Cash flows from noncapital financing activities								
I/I project financing	9,573	(24,064)	(24,064)	(18,878)	(24,064)	(24,064)	(24,064)	(24,064)
I/I project	276,903	(355,152)	0		0	0	0	0
2013 Street						(16,731)	(16,731)	(16,731)
2014 Stret Bond						(8,169)	(35,002)	(34,393)
Interest received	4,643	(8,967)	2,908	598	3,623	3,210	2,968	2,635
State grant and aid				1,500				
Telemetry System financing	0	0	0			(12,500)	(12,500)	(12,500)
Lift station rehab	0	(54,000)	0		(75,000)	0	0	0
Vehicle purchase	0	0	0		0	0	0	0
Net change in cash and cash equivalents	366,264	(354,492)	88,504	70,858	(68,422)	(50,462)	(69,290)	(61,278)
Cash and cash equivalents								
Beginning of year	654,534	1,020,798	666,306	666,306	737,164	668,743	618,280	548,991
End of year	\$ 1,020,798	\$ 666,306	\$ 754,810	\$ 737,164	\$ 668,743	\$ 618,280	\$ 548,991	\$ 487,713

**CITY OF NEWPORT, MINNESOTA**

**STREET LIGHT ENTERPRISE FUND  
2015 DRAFT BUDGET**

	2011 ACTUAL	2012 ACTUAL	2013 APPROVED BUDGET	2013 ACTUAL	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET	2017 DRAFT BUDGET
Operating revenue								
Street light charges	46,267	50,655	56,227	57,468	83,454	72,765	76,402	80,224
Total operating revenue	<u>46,267</u>	<u>50,655</u>	<u>56,227</u>	<u>57,468</u>	<u>83,454</u>	<u>72,765</u>	<u>76,402</u>	<u>80,224</u>
Operating expenses								
Salaries	0	0	0	0	6,485	6,515	6,730	6,932
PERA	0	0	0	0	2,693	488	505	515
FICA/Medicare						498	515	526
Insurance	0	0	0	5	0	1,170	1,255	1,293
Supplies	0	0	0	0	0	0	0	0
Utilities	49,115	43,544	44,850	48,400	46,196	47,582	49,009	50,480
Depreciation	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0
Total operating expenses	<u>49,115</u>	<u>43,544</u>	<u>44,850</u>	<u>48,405</u>	<u>55,374</u>	<u>56,253</u>	<u>58,014</u>	<u>59,745</u>
Operating income (loss)	(2,848)	7,111	11,377	9,063	28,080	16,512	18,388	20,479
Cash flows								
Operating income (loss)	(2,848)	7,111	11,377	9,063	28,080	16,512	18,388	20,479
Depreciation	0	0	0	0	0	0	0	0
Change in assets & liabilities	12,000	0	0	0	0	0	0	0
Interest received	65	49	50	12	50	51	52	53
Net change in cash and cash equivalents	9,217	7,160	11,426	9,075	28,130	16,563	18,440	20,531
Cash and cash equivalents								
Beginning of year	168	9,385	16,545	16,545	25,620	53,750	70,314	88,753
End of year	<u>\$ 9,385</u>	<u>\$ 16,545</u>	<u>\$ 27,971</u>	<u>\$ 25,620</u>	<u>\$ 53,750</u>	<u>\$ 70,314</u>	<u>\$ 88,753</u>	<u>\$ 109,285</u>

**Non-Recurring Bills**

Paid Chk# 016704	ATOMIC-COLO, LLC	9/18/201	\$53.79	IT Support extra hours and pho
Paid Chk# 016705	STEVEN BERN	9/18/201	\$56.76	Reimbursement for Escrow
Paid Chk# 016706	Cardmember Services	9/18/201	\$787.23	Visa card charges
Paid Chk# 016707	COMPASS MINERALS AMERICA	9/18/201	\$6,865.95	Road Salt
Paid Chk# 016708	DEPENDABLE ELECTRIC	9/18/201	\$670.00	Wiring for police AC and furna
Paid Chk# 016709	DIETRICH ELECTRIC, INC	9/18/201	\$767.55	Electrical inspections
Paid Chk# 016710	EMERGENCY AUTOMOTIVE TECH.	9/18/201	\$19.28	
Paid Chk# 016711	ESTATE OF LOREN JOHNSON	9/18/201	\$25.50	Water bill reimbursement
Paid Chk# 016712	EXPRESS AUTO PARTS	9/18/201	\$61.48	FD 5134
Paid Chk# 016713	FAIR OFFICE WORLD	9/18/201	\$225.19	Supplies
Paid Chk# 016714	FERGUSON WATERWORKS #2516	9/18/201	\$2,960.09	Hydrant repair
Paid Chk# 016715	FLEET ONE LLC	9/18/201	\$1,934.77	Petrol
Paid Chk# 016716	FLEET PRIDE	9/18/201	\$147.04	FD 5134
Paid Chk# 016717	G & K SERVICES	9/18/201	\$205.42	Uniform cleaning
Paid Chk# 016718	GLOBE PRINTING & OFFICE SUPPLY	9/18/201	\$239.50	Police envelopes
Paid Chk# 016719	HAWKINS	9/18/201	\$5.00	Chlorine Cylinder
Paid Chk# 016720	INSTRUMENTAL RESEARCH, INC.	9/18/201	\$72.00	Coliform Bacteria
Paid Chk# 016721	INTERNATIONAL UNION OF OP. ENG	9/18/201	\$132.00	
Paid Chk# 016722	LIBERTY NAPA OF NEWPORT	9/18/201	\$270.03	PD supplies
Paid Chk# 016723	MENARDS - COTTAGE GROVE	9/18/201	\$131.20	Supplies
Paid Chk# 016724	MSA PROFESSIONAL SERVICES, INC	9/18/201	\$49,712.91	Engineering fees
Paid Chk# 016725	OXYGEN SERVICE CO.	9/18/201	\$16.12	Wlding supplies
Paid Chk# 016726	PATHFINDER CRM, LLC	9/18/201	\$1,500.00	Brown House survey project
Paid Chk# 016727	RIVERTOWN MULTIMEDIA	9/18/201	\$427.70	Notices and ordinances posting
Paid Chk# 016728	RUMPCA COMPANIES INC.	9/18/201	\$80.00	Mulch
Paid Chk# 016729	SOUTH SUBURBAN RENTAL, INC.	9/18/201	\$28.00	2 blades
Paid Chk# 016730	TENNIS SANITATION LLC	9/18/201	\$20.80	Garbage service for City hall
Paid Chk# 016731	TKDA	9/18/201	\$5,501.55	Planning
Paid Chk# 016732	VERIZON	9/18/201	\$157.07	Air cards
Paid Chk# 016733	VIKING ELECTRIC SUPPLY	9/18/201	\$210.45	Pioneer park

**Recurring Bills**

Paid Chk# 000339E	FEDERAL TAXES	9/4/2014	\$9,475.48	SS, Med. And Federal
Paid Chk# 000340E	ING LIFE INSURANCE & ANNUITY	9/4/2014	\$2,066.02	MSRS 1% and Vol. retirement
Paid Chk# 000341E	MN REVENUE	9/4/2014	\$1,993.99	State taxes
Paid Chk# 000342E	SELECTACCOUNT	9/4/2014	\$658.16	HSPA
Paid Chk# 000343E	PSN	9/11/201	\$48.83	Electronic payment fee
Paid Chk# 000344E	SELECTACCOUNT	9/15/201	\$35.87	Monthly fees
Paid Chk# 016691	ATOMIC-COLO, LLC	9/4/2014	\$2,472.56	IT and phone support
Paid Chk# 016692	COMCAST	9/4/2014	\$120.03	
Paid Chk# 016693	DEBORA HILL	9/4/2014	\$47.04	Mileage reimbursement
Paid Chk# 016694	ING LIFE INSURANCE & ANNUITY	9/4/2014	\$250.00	
Paid Chk# 016695	Metropolitan Council	9/4/2014	\$15,754.64	
Paid Chk# 016696	ON SITE SANITATION	9/4/2014	\$391.14	Port o Potty
Paid Chk# 016697	PERA	9/4/2014	\$8,332.33	
Paid Chk# 016698	SW/WC SERVICES COOPERATIVES	9/4/2014	\$15,077.00	
Paid Chk# 016699	CENTURY LINK	9/11/201	\$261.54	Phones
Paid Chk# 016700	COMCAST	9/11/201	\$303.14	
Paid Chk# 016701	NEOPOST	9/11/201	\$546.06	Postage & supplies
Paid Chk# 016702	REDSTONE CONSTRUCTION COMPA	9/11/201	\$643,363.61	2014 Street Construction
Paid Chk# 016703	XCEL ENERGY	9/11/201	\$2,335.75	Electricity and natural gas
	Staff		\$30,386.94	
			<b>\$807,204.51</b>	

## Cardmember Services

### SEP-14

Neska	FedEx Office	Copies	\$ 14.46	yes
	Best Buy	Cables and coupler	\$ 40.68	yes
	Pomps Tire	Tube, flat repair and supplies	\$ 93.99	yes
	Amozon.com	Fuel sensor	\$ 301.16	yes
	Pomps Tire	Vehicle supplies	\$ 148.00	yes
Mailand	In Liberty Art Works	Reimbursed	\$ 225.00	Reimbursed
Eisenbeisz	Washington County	Permit for corn tent Pioneer Day	\$ 76.00	yes
	SuperAmerica	Election refreshments	\$ 7.99	yes
	Starbucks	Election refreshments	\$ 16.02	yes
	Burger King	Prizes for library event	\$ 20.00	yes
	Comcast	Norton Antivirus	\$ 5.30	yes
	Target	Office, library and lunchroom supplies	\$ 43.63	yes
Hill	Minnesota Government	Conference	\$ 20.00	yes



# City of Newport, MN

## Financial Status Report

Period ended August 31, 2014

(Un-Audited)

Prepared by:  
Administration Department



## **Table of Contents**

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Section 2 – Budget Control Summary

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# Section 1 – Cash & Investment

**Purpose:**

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



**CITY OF NEWPORT**

09/03/14 4:33 PM

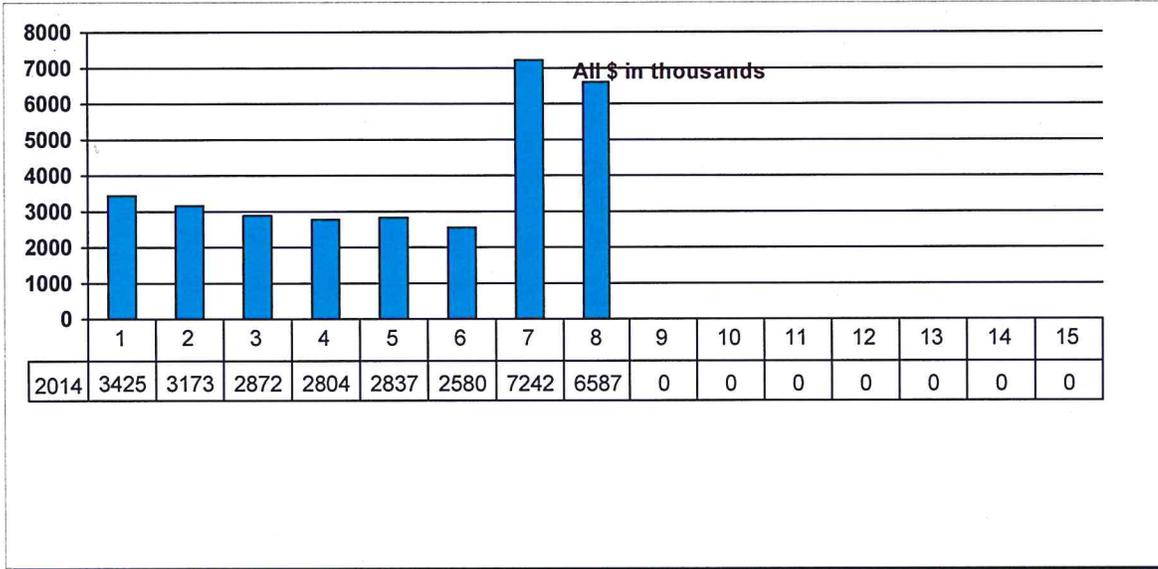
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**\*Check Reconciliation©**

**Central Bank**

**10100 CASH**

**August 2014**



**Account Summary**

Beginning Balance on	8/1/2014	\$7,246,818.80
+ Receipts/Deposits		\$113,456.98
- Payments (Checks and Withdrawals)		\$758,451.57
Ending Balance as of	8/28/2014	\$6,601,824.21

Cleared	\$6,601,824.21
Statement	\$6,601,824.21
Difference	\$0.00

**Check Book Balance**

Active	G 101-10100	GENERAL FUND	\$742,606.13
Active	G 201-10100	PARKS SPECIAL FUND	\$41,007.17
Active	G 204-10100	HERITAGE PRESERVATIO	\$4,932.52
Active	G 205-10100	RECYCLING	\$32,606.41
Active	G 206-10100	FIRE ENGINE	\$0.00
Active	G 208-10100	BUY FORFEITURE	\$1,304.94
Active	G 225-10100	PIONEER DAY	\$20,498.06
Active	G 270-10100	EDA	\$552,238.56
Active	G 301-10100	2010A G.O. CAPITAL IMP.	\$6,714.47
Active	G 303-10100	2012 STREET NORTH RAV	\$1,622.50
Active	G 305-10100	2013 STREET ASSESSME	\$55,316.76
Active	G 306-10100	2014 STREET ASSESSME	\$241,837.86
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	-\$90,024.88
Active	G 316-10100	PFA/TRLF REVENUE NOT	\$187,170.25
Active	G 321-10100	2006A EQUIP CERTIFICAT	\$0.00
Active	G 322-10100	2011A GO BONDS	-\$4,265.84

Active	G 401-10100	EQUIPMENT REVOLVING	\$119,270.37
Active	G 402-10100	TAX INC DIST 1	-\$0.23
Active	G 405-10100	T.H. HWY 61	\$148,878.88
Active	G 409-10100	2013 STREET RECON.	\$445,013.40
Active	G 410-10100	2014 STREET RECON.	\$2,698,553.66
Active	G 411-10100	BUILDING FUND	\$110,075.19
Active	G 416-10100	4TH AVENUE RAVINE	\$12,765.43
Active	G 417-10100	NORTH RAVINE	\$53,721.88
Active	G 422-10100	2011A UTILITY CAPITAL	\$0.00
Active	G 423-10100	2011A EQUIPMENT CAPIT	\$0.00
Active	G 601-10100	WATER FUND	\$463,774.86
Active	G 602-10100	SEWER FUND	\$690,827.00
Active	G 603-10100	STREET LIGHT FUND	\$26,032.39
Active	G 604-10100	STORM WATER FUND	\$24,390.50
Cash Balance			\$6,586,868.24

Beginng Balance	\$7,246,818.80	
+ Total Deposits	\$113,456.98	
- Checks Written	\$773,407.54	
		\$6,586,868.24
Check Book Balance		\$6,586,868.24
Difference		\$0.00

**City of Newport**  
**INVESTMENTS**  
**Sep-14**

<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>							
BK China NY CD	10/21/2013	10/30/2014	374	120,000	0.40%	119,992.80	
BMW CD	6/28/2013	6/29/2015	728	120,000	0.75%	120,030.00	
AMEX Cent.	7/5/2013	7/5/2016	1,092	120,000	1.10%	120,414.00	
BMW CD	6/28/2013	6/28/2017	1,456	125,000	1.30%	124,991.25	
AMEX Cent.	7/5/2013	7/5/2018	1,820	125,000	1.70%	123,850.00	
BARCLAYS BANK	7/6/2014	7/23/2019	1,820	125,000	2.10%	124,341.25	
Wells Fargo BK	4/8/2014	4/16/2021	2,548	120,000	1.29%	120,459.60	
Accrued Interest	all CDs above						10,543.16
sub total						<u>864,622.06</u>	
<b>NORTHLAND</b>							
MNY MKT	Govmt security money market class B					0.00	
GO BOND	10/6/2010	3/1/2015	365	240,000.00	1.85%	244,148.47	
GO BOND	10/6/2010	3/1/2015	365	100,000.00	1.75%	100,762.88	
Accrued Interest							
subtotal						<u>344,911.35</u>	
Sub-total Investments GASB 40						<u>1,209,533.41</u>	
<b>CENTRAL BANK</b>							
305-2013 Street Assessment							
Central Bank	10/17/2013	1/17/2015	547	60,000.00	0.40%	60,000.00	
Checking						<u>6,601,824.21</u>	
Total Cash, Investments and CD's						<u>7,811,357.62</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.



CITY OF NEWPORT

\*Budget Control Summary

Current Period: August 2014

Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Varianc	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 Est to Complete
FUND 101 GENERAL FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$3,078,688.00	\$1,860,164.95	\$1,218,523.05	39.58%	\$0.00	\$3,078,688.00	-\$3,078,688.00	0.20	-0.15
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	\$361.76	-\$361.76	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$3,078,688.00	\$1,860,526.71	\$1,218,161.29	39.57%	\$0.00	\$3,078,688.00	-\$3,078,688.00	0.19	-0.15
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$605,700.00	\$359,927.55	\$245,772.45	40.58%	\$0.00	\$605,700.00	-\$605,700.00	0.30	-0.21
DEPT 41000 Administration (GENERAL)	\$283,550.75	\$159,623.51	\$123,927.24	43.71%	\$0.00	\$283,550.75	-\$283,550.75	0.43	-0.38
DEPT 41110 Mayor and Council	\$22,714.00	\$14,937.35	\$7,776.65	34.24%	\$0.00	\$22,714.00	-\$22,714.00	0.48	-0.16
DEPT 41410 Elections	\$5,050.00	\$1,935.29	\$3,114.71	61.68%	\$0.00	\$5,050.00	-\$5,050.00	0.32	-0.68
DEPT 41600 Professional Services	\$294,000.00	\$220,461.30	\$73,538.70	25.01%	\$0.00	\$294,000.00	-\$294,000.00	0.59	-0.21
DEPT 41910 Planning and Zoning	\$34,388.00	\$24,831.87	\$9,556.13	27.79%	\$0.00	\$34,388.00	-\$34,388.00	0.08	-0.26
DEPT 41940 City Hall Bldg	\$18,600.00	\$5,965.66	\$12,634.34	67.93%	\$0.00	\$18,600.00	-\$18,600.00	0.40	-0.60
DEPT 42000 Police Department(GENERAL)	\$839,417.00	\$579,438.78	\$259,978.22	30.97%	\$0.00	\$839,417.00	-\$839,417.00	0.59	-0.23
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	\$185,800.00	\$50,890.37	\$134,909.63	72.61%	\$0.00	\$185,800.00	-\$185,800.00	0.30	-0.51
DEPT 42280 Fire Stations No. 1	\$10,500.00	\$6,874.95	\$3,625.05	34.52%	\$0.00	\$10,500.00	-\$10,500.00	0.29	-0.71
DEPT 42290 Fire Station No. 2	\$2,300.00	\$1,898.25	\$401.75	17.47%	\$0.00	\$2,300.00	-\$2,300.00	0.26	-0.24
DEPT 43000 PW Street (GENERAL)	\$368,823.00	\$199,283.96	\$169,539.04	45.97%	\$0.00	\$368,823.00	-\$368,823.00	0.51	-0.28
DEPT 43100 Public Works Garage	\$17,000.00	\$17,739.95	-\$739.95	-4.35%	\$0.00	\$17,000.00	-\$17,000.00	1.03	0.03
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	\$5,150.00	\$6,535.94	-\$1,385.94	-26.91%	\$0.00	\$5,150.00	-\$5,150.00	1.18	0.63
DEPT 45000 Parks (GENERAL)	\$331,065.00	\$201,442.74	\$129,622.26	39.15%	\$0.00	\$331,065.00	-\$331,065.00	0.46	-0.32
DEPT 45100 Recreation (GENERAL)	\$3,200.00	\$2,533.83	\$666.17	20.82%	\$0.00	\$3,200.00	-\$3,200.00	0.11	-0.12
DEPT 45206 Parks Bldgs. & Warming Houses	\$14,075.00	\$15,127.80	-\$1,052.80	-7.48%	\$0.00	\$14,075.00	-\$14,075.00	1.06	0.20
DEPT 45501 Library Bldg	\$24,395.00	\$15,538.46	\$8,856.54	36.30%	\$0.00	\$24,395.00	-\$24,395.00	0.58	-0.42
DEPT 45550 Heritage Pres. Committee	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49470 Street Lights	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49754 Railroad Tower	\$1,100.00	\$212.63	\$887.37	80.67%	\$0.00	\$1,100.00	-\$1,100.00	0.11	-0.64
DEPT 49985 Special Contributions	\$2,000.00	\$308.86	\$1,691.14	84.56%	\$0.00	\$2,000.00	-\$2,000.00	0.15	-0.85
DEPT 49995 Miscellaneous Contingency	\$10,000.00	\$0.00	\$10,000.00	100.00%	\$0.00	\$10,000.00	-\$10,000.00	0.00	-0.50
Total Expenditure Accounts	\$3,078,827.75	\$1,885,509.05	\$1,193,318.7	38.76%	\$0.00	\$3,078,827.75	-\$3,078,827.75	0.45	-0.27
Total FUND 101 GENERAL FUND	-\$139.75	-\$24,982.34	\$24,842.59	17776.45%	\$0.00	-\$139.75	\$139.75		





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\*Budget Control Summary

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Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Variance	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 Est to Complete
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$3,771.54	-\$3,771.54	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$3,771.54	\$3,771.54	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 205 RECYCLING	\$0.00	\$8,500.81	-\$8,500.81	0.00%	\$0.00	\$0.00	\$0.00		
FUND 206 FIRE ENGINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 206 FIRE ENGINE	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 208 BUY FORFEITURE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.78	-\$0.78	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.78	-\$0.78	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 208 BUY FORFEITURE	\$0.00	\$0.78	-\$0.78	0.00%	\$0.00	\$0.00	\$0.00		
FUND 225 PIONEER DAY									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$4,925.18	-\$4,925.18	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$4,925.18	-\$4,925.18	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$4,136.75	-\$4,136.75	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$4,136.75	\$4,136.75	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 225 PIONEER DAY	\$0.00	\$788.43	-\$788.43	0.00%	\$0.00	\$0.00	\$0.00		





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Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Variance	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 Est to Complete
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$143,354.63	-\$143,354.63	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$143,354.63	-\$143,354.63	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$29,140.31	-\$29,140.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$29,140.31	\$29,140.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 305 2013 STREET ASSESSMENT	\$0.00	\$114,214.32	-\$114,214.32	0.00%	\$0.00	\$0.00	\$0.00		
FUND 306 2014 STREET ASSESSMENT									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$241,837.86	-\$241,837.86	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$241,837.86	-\$241,837.86	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 306 2014 STREET ASSESSMENT	\$0.00	\$241,837.86	-\$241,837.86	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



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\*Budget Control Summary

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Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Varianc	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 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	\$2,067.50	-\$2,067.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$2,067.50	-\$2,067.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$92,092.50	-\$92,092.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$92,092.50	\$92,092.50	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 315 2002A \$690,000 BOND	\$0.00	-\$90,025.00	\$90,025.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 316 PFA/TRLF REVENUE NOTE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$21,931.36	-\$21,931.36	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



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Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Varianc	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 Est to Complete
Total Revenue Accounts	\$0.00	\$21,931.36	-\$21,931.36	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$124,716.60	-\$124,716.60	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$124,716.60	\$124,716.60	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 316 PFA/TRLF REVENUE NOTE	\$0.00	-\$102,785.24	\$102,785.24	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	\$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	\$86,995.00	-\$86,995.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$86,995.00	\$86,995.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 322 2011A GO BONDS	\$0.00	-\$86,995.00	\$86,995.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 401 EQUIPMENT REVOLVING									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$139,105.83	-\$139,105.83	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



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Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Varianc	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 Est to Complete
Total Revenue Accounts	\$0.00	\$139,105.83	-\$139,105.83	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$107,629.19	-\$107,629.19	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$107,629.19	\$107,629.19	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 401 EQUIPMENT REVOLVING	\$0.00	\$31,476.64	-\$31,476.64	0.00%	\$0.00	\$0.00	\$0.00		
FUND 402 TAX INC DIST 1									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49995 Miscellaneous Contingency	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 402 TAX INC DIST 1	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00		
FUND 405 T.H. HWY 61									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$126.29	-\$126.29	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$126.29	-\$126.29	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$85,244.34	-\$85,244.34	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$85,244.34	\$85,244.34	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 405 T.H. HWY 61	\$0.00	-\$85,118.05	\$85,118.05	0.00%	\$0.00	\$0.00	\$0.00		
FUND 409 2013 STREET RECON.									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	-\$95,019.16	\$95,019.16	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



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Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Varianc	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 Est to Complete
Total Revenue Accounts	\$0.00	-\$95,019.16	\$95,019.16	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$246,750.28	-\$246,750.28	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$246,750.28	\$246,750.28	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 409 2013 STREET RECON.	\$0.00	-\$341,769.44	\$341,769.44	0.00%	\$0.00	\$0.00	\$0.00		
FUND 410 2014 STREET RECON.									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$3,302,360.17	\$3,302,360.17	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$3,302,360.17	-\$3,302,360.17	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$603,806.51	-\$603,806.51	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$603,806.51	\$603,806.51	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 410 2014 STREET RECON.	\$0.00	\$2,698,553.66	-\$2,698,553.66	0.00%	\$0.00	\$0.00	\$0.00		
FUND 411 BUILDING FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$70,065.62	-\$70,065.62	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$70,065.62	-\$70,065.62	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 411 BUILDING FUND	\$0.00	\$70,065.62	-\$70,065.62	0.00%	\$0.00	\$0.00	\$0.00		
FUND 416 4TH AVENUE RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$7.61	-\$7.61	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00



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Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Varianc	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 Est to Complete
Total Revenue Accounts	\$0.00	\$7.61	-\$7.61	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	\$7.61	-\$7.61	0.00%	\$0.00	\$0.00	\$0.00		
FUND 417 NORTH RAVINE									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$19.63	-\$19.63	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Revenue Accounts	\$0.00	\$19.63	-\$19.63	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$21.00	-\$21.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$21.00	\$21.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 417 NORTH RAVINE	\$0.00	-\$1.37	\$1.37	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





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Account Descr	2014 Cumulative Budget	2014 Cumulative Actuals	2014 Cumulative Variance	2014 % Varianc	2014 Adopted Budget	2014 Forecast	Variance at Completion	2014 YTD Perf	2014 Est to Complete
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$11.54	-\$11.54	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 43160 Street Lighting	\$83,454.00	\$42,109.43	\$41,344.57	49.54%	\$0.00	\$83,454.00	-\$83,454.00	0.12	-0.13
Total Revenue Accounts	\$83,454.00	\$42,120.97	\$41,333.03	49.53%	\$0.00	\$83,454.00	-\$83,454.00	0.07	-0.07
Expenditure Accounts									
DEPT 43160 Street Lighting	\$0.00	\$18,863.31	-\$18,863.31	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49470 Street Lights	\$0.00	\$13,034.82	-\$13,034.82	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$31,898.13	\$31,898.13	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 603 STREET LIGHT FUND	\$83,454.00	\$10,222.84	\$73,231.16	87.75%	\$0.00	\$83,454.00	-\$83,454.00		
FUND 604 STORM WATER FUND									
Revenue Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$7.94	-\$7.94	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$40,000.00	\$25,408.37	\$14,591.63	36.48%	\$0.00	\$40,000.00	-\$40,000.00	0.14	-0.06
Total Revenue Accounts	\$40,000.00	\$25,416.31	\$14,583.69	36.46%	\$0.00	\$40,000.00	-\$40,000.00	0.10	-0.04
Expenditure Accounts									
DEPT 00000 ALL DEPARTMENTS	\$0.00	\$20,000.00	-\$20,000.00	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
DEPT 49460 Storm Water	\$0.00	\$12,881.79	-\$12,881.79	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total Expenditure Accounts	\$0.00	\$32,881.79	\$32,881.79	0.00%	\$0.00	\$0.00	\$0.00	0.00	0.00
Total FUND 604 STORM WATER FUND	\$40,000.00	-\$7,465.48	\$47,465.48	118.66%	\$0.00	\$40,000.00	-\$40,000.00		
	\$6,053.25	\$2,354,195.74	\$2,348,142.4	38791.43	\$0.00	\$6,053.25	-\$6,053.25		

FILTER: None

## Section 3 – Cash Balances

**Purpose:**

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



**CITY OF NEWPORT**  
**\*Cash Balances**

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Current Period August 2014

Fund	2014 Begin Balance	Receipts	Disbursements	-----Transfers-----		JE Payroll	Balance	
				Rec/Disb	Journal Entry			
<b>10100 Central Bank</b>								
101 GENERAL FUND	\$769,680.95	\$2,002,159.94	\$1,271,492.31	\$0.00	(\$327,125.46)	(\$430,616.99)	\$742,606.13	In Bal
201 PARKS SPECIAL F	\$11,408.36	\$300.69	\$2,701.88	\$0.00	\$32,000.00	\$0.00	\$41,007.17	In Bal
204 HERITAGE PRESE	\$8,416.73	\$3.79	\$10,688.00	\$0.00	\$7,200.00	\$0.00	\$4,932.52	In Bal
205 RECYCLING	\$24,105.60	\$12,272.35	\$3,771.54	\$0.00	\$0.00	\$0.00	\$32,606.41	In Bal
206 FIRE ENGINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
208 BUY FORFEITURE	\$1,304.16	\$0.78	\$0.00	\$0.00	\$0.00	\$0.00	\$1,304.94	In Bal
225 PIONEER DAY	\$19,709.63	\$4,925.18	\$4,136.75	\$0.00	\$0.00	\$0.00	\$20,498.06	In Bal
270 EDA	\$596,699.69	\$25,421.63	\$179,132.76	\$0.00	\$109,250.00	\$0.00	\$552,238.56	In Bal
301 2010A G.O. CAPIT	\$10,335.78	\$2.44	\$3,623.75	\$0.00	\$0.00	\$0.00	\$6,714.47	In Bal
303 2012 STREET NO	\$0.00	\$1,622.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,622.50	In Bal
305 2013 STREET ASS	(\$83,929.75)	\$58,207.82	\$29,140.31	\$0.00	\$110,179.00	\$0.00	\$55,316.76	In Bal
306 2014 STREET ASS	\$0.00	\$79,622.99	\$0.00	\$0.00	\$162,214.87	\$0.00	\$241,837.86	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	\$0.12	\$2,067.50	\$92,092.50	\$0.00	\$0.00	\$0.00	(\$90,024.88)	In Bal
316 PFA/TRLF REVEN	\$289,955.49	\$21,931.36	\$124,716.60	\$0.00	\$0.00	\$0.00	\$187,170.25	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	\$82,729.16	\$0.00	\$86,995.00	\$0.00	\$0.00	\$0.00	(\$4,265.84)	In Bal
401 EQUIPMENT REV	\$87,793.73	\$105.83	\$107,629.19	\$0.00	\$139,000.00	\$0.00	\$119,270.37	In Bal
402 TAX INC DIST 1	(\$0.23)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.23)	In Bal
405 T.H. HWY 61	\$233,996.93	\$126.29	\$85,244.34	\$0.00	\$0.00	\$0.00	\$148,878.88	In Bal
409 2013 STREET REC	\$295,869.29	\$491,141.39	\$236,667.16	\$0.00	(\$105,330.12)	\$0.00	\$445,013.40	In Bal
410 2014 STREET REC	\$0.00	\$3,464,575.04	\$603,806.51	\$0.00	(\$162,214.87)	\$0.00	\$2,698,553.66	In Bal
411 BUILDING FUND	\$40,009.57	\$65.62	\$0.00	\$0.00	\$70,000.00	\$0.00	\$110,075.19	In Bal
416 4TH AVENUE RAV	\$12,757.82	\$7.61	\$0.00	\$0.00	\$0.00	\$0.00	\$12,765.43	In Bal
417 NORTH RAVINE	\$53,723.25	\$19.63	\$21.00	\$0.00	\$0.00	\$0.00	\$53,721.88	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	\$498,642.48	\$157,600.88	\$121,763.13	\$0.00	(\$12,868.71)	(\$57,836.66)	\$463,774.86	In Bal
602 SEWER FUND	\$737,163.99	\$245,859.93	\$214,851.21	\$0.00	(\$19,401.71)	(\$57,944.00)	\$690,827.00	In Bal
603 STREET LIGHT FU	\$15,809.55	\$42,120.97	\$27,183.31	\$0.00	\$0.00	(\$4,714.82)	\$26,032.39	In Bal
604 STORM WATER F	\$31,855.98	\$28,319.31	\$28,166.91	\$0.00	(\$2,903.00)	(\$4,714.88)	\$24,390.50	In Bal
	\$3,738,038.28	\$6,638,481.47	\$3,233,824.16	\$0.00	\$0.00	(\$555,827.35)	\$6,586,868.24	

## Section 4 – Revenue Summary

**Purpose:**

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



# CITY OF NEWPORT

## \*Revenue Summary

FUND	Description	2014 YTD Budget	August 2014 Amt	2014 YTD Amt	YTD Balance	% of YTD Budget
101	GENERAL FUND	\$3,078,688.00	\$44,115.53	\$1,860,526.71	\$1,218,161.29	60.43%
201	PARKS SPECIAL FUND	\$0.00	\$128.45	\$32,300.69	-\$32,300.69	0.00%
202	POLICE FORFEITURE FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
204	HERITAGE PRESERVATION C	\$0.00	\$0.41	\$7,203.79	-\$7,203.79	0.00%
205	RECYCLING	\$0.00	\$8,678.15	\$12,272.35	-\$12,272.35	0.00%
206	FIRE ENGINE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
208	BUY FORFEITURE	\$0.00	\$0.11	\$0.78	-\$0.78	0.00%
225	PIONEER DAY	\$0.00	\$1,633.72	\$4,925.18	-\$4,925.18	0.00%
270	EDA	\$0.00	\$4,332.81	\$134,671.63	-\$134,671.63	0.00%
301	2010A G.O. CAPITAL IMP. PLA	\$0.00	\$0.56	\$2.44	-\$2.44	0.00%
303	2012 STREET NORTH RAVINE	\$0.00	\$0.14	\$1,622.50	-\$1,622.50	0.00%
305	2013 STREET ASSESSMENT	\$0.00	\$4.65	\$143,354.63	-\$143,354.63	0.00%
306	2014 STREET ASSESSMENT	\$0.00	\$19,371.60	\$241,837.86	-\$241,837.86	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	\$2,067.50	-\$2,067.50	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$15.74	\$21,931.36	-\$21,931.36	0.00%
321	2006A EQUIP CERTIFICATE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
322	2011A GO BONDS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
401	EQUIPMENT REVOLVING	\$0.00	\$10.03	\$139,105.83	-\$139,105.83	0.00%
402	TAX INC DIST 1	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405	T.H. HWY 61	\$0.00	\$12.52	\$126.29	-\$126.29	0.00%
409	2013 STREET RECON.	\$0.00	\$37.43	-\$95,019.16	\$95,019.16	0.00%
410	2014 STREET RECON.	\$0.00	\$226.97	\$3,302,360.17	-\$3,302,360.17	0.00%
411	BUILDING FUND	\$0.00	\$9.26	\$70,065.62	-\$70,065.62	0.00%
416	4TH AVENUE RAVINE	\$0.00	\$1.07	\$7.61	-\$7.61	0.00%
417	NORTH RAVINE	\$0.00	\$4.52	\$19.63	-\$19.63	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	\$234,750.00	\$8,140.98	\$153,045.12	\$81,704.88	65.19%
602	SEWER FUND	\$392,784.00	\$13,898.40	\$236,578.93	\$156,205.07	60.23%
603	STREET LIGHT FUND	\$83,454.00	\$3,904.38	\$42,120.97	\$41,333.03	50.47%
604	STORM WATER FUND	\$40,000.00	\$3,153.38	\$25,416.31	\$14,583.69	63.54%
		\$3,829,676.00	\$107,680.81	\$6,336,544.74	-\$2,506,868.74	165.46%

FILTER: None

## Section 5 – Expenditure Summary

**Purpose:**

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



# CITY OF NEWPORT

## \*Expenditure Summary

FUND	Description	2014 YTD Budget	August 2014 Amt	2014 YTD Amt	Enc Current	YTD Balance	% YTD Budget
101	GENERAL FUND	\$3,078,827.75	\$181,953.87	\$1,885,509.05	\$0.00	\$1,193,318.70	61.24%
201	PARKS SPECIAL FUND	\$34,500.00	\$1,921.97	\$2,701.88	\$0.00	\$31,798.12	7.83%
204	HERITAGE PRESERVATION C	\$9,000.00	\$1,650.00	\$10,688.00	\$0.00	-\$1,688.00	118.76%
205	RECYCLING	\$0.00	\$0.00	\$3,771.54	\$0.00	-\$3,771.54	0.00%
208	BUY FORFEITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
225	PIONEER DAY	\$0.00	\$3,745.25	\$4,136.75	\$0.00	-\$4,136.75	0.00%
270	EDA	\$0.00	\$8,343.41	\$179,132.76	\$0.00	-\$179,132.76	0.00%
301	2010A G.O. CAPITAL IMP. PLA	\$0.00	\$0.00	\$3,623.75	\$0.00	-\$3,623.75	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	\$29,140.31	\$0.00	-\$29,140.31	0.00%
306	2014 STREET ASSESSMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
307	GO TIF 1994B	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
308	CERIFICATES OF INDEBTEDN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
313	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	\$92,092.50	\$0.00	-\$92,092.50	0.00%
316	PFA/TRLF REVENUE NOTE	\$0.00	\$0.00	\$124,716.60	\$0.00	-\$124,716.60	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	\$86,995.00	\$0.00	-\$86,995.00	0.00%
401	EQUIPMENT REVOLVING	\$0.00	\$2,170.00	\$107,629.19	\$0.00	-\$107,629.19	0.00%
402	TAX INC DIST 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
405	T.H. HWY 61	\$0.00	\$0.00	\$85,244.34	\$0.00	-\$85,244.34	0.00%
409	2013 STREET RECON.	\$0.00	\$124,595.76	\$246,750.28	\$0.00	-\$246,750.28	0.00%
410	2014 STREET RECON.	\$0.00	\$392,495.90	\$603,806.51	\$0.00	-\$603,806.51	0.00%
411	BUILDING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
416	4TH AVENUE RAVINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
417	NORTH RAVINE	\$0.00	\$0.00	\$21.00	\$0.00	-\$21.00	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	\$293,430.00	\$16,882.46	\$179,893.70	\$0.00	\$113,536.30	61.31%
602	SEWER FUND	\$407,865.00	\$28,494.62	\$271,715.92	\$0.00	\$136,149.08	66.62%
603	STREET LIGHT FUND	\$0.00	\$4,080.73	\$31,898.13	\$0.00	-\$31,898.13	0.00%
604	STORM WATER FUND	\$0.00	\$645.13	\$32,881.79	\$0.00	-\$32,881.79	0.00%
		\$3,823,622.75	\$766,979.10	\$3,982,349.00	\$0.00	-\$158,726.25	104.15%

FILTER: None

## Section 6 – Balance Sheets

**Purpose:**

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

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



# CITY OF NEWPORT

## GL Yearly

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Current Period: August 2014

FUND 101 GENERAL FUND

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 101-10100 Cash	\$769,680.95	\$49,502.81	\$183,849.73	\$2,290,103.93	\$2,317,178.75	\$742,606.13
G 101-10200 Petty Cash	\$74.73	\$0.00	\$0.00	\$20,241.42	\$20,241.42	\$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	\$360,000.00	\$360,000.00	(\$0.48)
G 101-10401 Northland Securities	\$343,660.26	\$0.00	\$0.00	\$0.00	\$0.00	\$343,660.26
G 101-10402 CDARS/Central Bank	\$0.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.07
G 101-10406 Smith Barney	\$848,204.27	\$0.00	\$0.00	\$0.00	\$0.00	\$848,204.27
G 101-10410 Smith Barney MM	\$1,806.17	\$0.00	\$0.00	\$0.00	\$0.00	\$1,806.17
G 101-10450 Interest Receivable	\$5,493.04	\$0.00	\$0.00	\$300.63	\$480.14	\$5,313.53
G 101-10500 Taxes Receivable-Current	\$32,165.41	\$0.00	\$0.00	\$0.00	\$0.00	\$32,165.41
G 101-10700 Taxes Receivable-Delinquent	\$102,021.12	\$0.00	\$0.00	\$0.00	\$0.00	\$102,021.12
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	(\$1.25)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1.25)
G 101-13200 Due From Other Government	\$3,768.76	\$0.00	\$0.00	\$0.00	\$0.00	\$3,768.76
G 101-15500 Prepaid Items	\$16,866.42	\$0.00	\$0.00	\$0.00	\$0.00	\$16,866.42
<b>Total Asset</b>	\$2,124,361.47	\$49,502.81	\$183,849.73	\$2,670,645.98	\$2,697,900.31	\$2,097,107.14
<b>Liability</b>						
G 101-20200 Accounts Payable	(\$71,115.25)	\$0.00	\$0.00	\$0.00	\$0.00	(\$71,115.25)
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	(\$27,389.21)	\$0.00	\$0.00	\$0.00	\$0.00	(\$27,389.21)
G 101-21701 Federal W/H Payable	\$0.30	\$9,724.66	\$10,297.74	\$81,075.26	\$83,168.35	(\$2,092.79)
G 101-21702 State Withholding Payable	\$0.44	\$4,124.05	\$4,357.51	\$34,826.48	\$35,059.94	(\$233.02)
G 101-21703 FICA Tax Withholding	(\$908.48)	\$7,053.40	\$7,053.40	\$63,106.94	\$61,586.93	\$611.53
G 101-21704 PERA	(\$2,818.99)	\$16,800.41	\$16,800.41	\$145,729.33	\$145,729.23	(\$2,818.89)
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	\$0.13	\$402.00	\$435.00	\$3,087.00	\$3,439.46	(\$352.33)
G 101-21708 United Way	(\$0.45)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.45)
G 101-21709 Medicare	(\$397.48)	\$2,780.20	\$2,910.70	\$24,130.56	\$24,261.06	(\$527.98)
G 101-21710 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21711 NPERS - Life	\$0.38	\$420.64	\$48.00	\$2,021.11	\$400.00	\$1,621.49
G 101-21712 HSA Employee	\$0.22	\$1,316.32	\$1,316.32	\$16,082.90	\$11,566.24	\$4,516.88
G 101-21713 Dental Family	\$0.43	\$532.80	\$272.44	\$2,345.08	\$2,380.31	(\$34.80)
G 101-21714 LTD Employee	(\$0.21)	\$360.89	\$360.94	\$3,685.85	\$3,289.88	\$395.76
G 101-21715 MSRS Employee	\$0.25	\$842.84	\$842.84	\$7,570.55	\$7,560.56	\$10.24
G 101-21716 Health Insurance	\$0.11	\$602.00	\$595.50	\$4,558.00	\$4,406.70	\$151.41
G 101-21717 MNBA Life Ins.	(\$0.39)	\$0.00	\$231.22	\$0.00	\$1,425.31	(\$1,425.70)
G 101-21719 ING Employee	\$0.42	\$1,650.00	\$1,650.00	\$24,731.86	\$24,731.86	\$0.42
G 101-21720 Online fee payable	\$0.00	\$179.40	\$0.00	\$179.40	\$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	\$0.20	\$1,080.20	\$1,039.70	\$11,402.20	\$11,929.96	(\$527.56)
G 101-21723 Insurance Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 101-21724 Roth Vol. Ret.-Employee	\$0.00	\$2,139.20	\$2,139.20	\$6,188.00	\$6,188.00	\$0.00
G 101-22100 Escrow	\$199.64	\$1,145.08	\$4,230.59	\$8,953.57	\$9,893.16	(\$739.95)
G 101-22101 Library Sales	\$0.00	\$52.99	\$116.99	\$3,651.27	\$4,036.42	(\$385.15)
G 101-22200 Deferred Revenues	(\$102,643.13)	\$0.00	\$0.00	\$0.00	\$0.00	(\$102,643.13)
<b>Total Liability</b>	(\$205,070.24)	\$51,207.08	\$54,698.50	\$443,325.36	\$441,053.37	(\$202,798.25)
<b>Equity</b>						
G 101-25300 Unreserved Fund Balance	(\$1,919,291.23)	\$181,953.87	\$44,115.53	\$1,965,495.29	\$1,940,512.95	(\$1,894,308.89)



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 101 GENERAL FUND

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Total Equity</b>	(\$1,919,291.23)	\$181,953.87	\$44,115.53	\$1,965,495.29	\$1,940,512.95	(\$1,894,308.89)
<b>Total 101 GENERAL FUND</b>	\$0.00	\$282,663.76	\$282,663.76	\$5,079,466.63	\$5,079,466.63	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 201      PARKS SPECIAL FUND

**August 2014**

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 201-10100 Cash	\$11,408.36	\$128.45	\$1,921.97	\$32,300.69	\$2,701.88	\$41,007.17
<b>Total Asset</b>	\$11,408.36	\$128.45	\$1,921.97	\$32,300.69	\$2,701.88	\$41,007.17
<b>Equity</b>						
G 201-25300 Unreserved Fund Balance	(\$11,408.36)	\$1,921.97	\$128.45	\$2,701.88	\$32,300.69	(\$41,007.17)
<b>Total Equity</b>	(\$11,408.36)	\$1,921.97	\$128.45	\$2,701.88	\$32,300.69	(\$41,007.17)
<b>Total 201 PARKS SPECIAL FUND</b>	\$0.00	\$2,050.42	\$2,050.42	\$35,002.57	\$35,002.57	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 204	HERITAGE PRESERVATION COMM	August 2014					
		Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>							
	G 204-10100 Cash	\$8,416.73	\$0.41	\$1,650.00	\$7,203.79	\$10,688.00	\$4,932.52
	<b>Total Asset</b>	\$8,416.73	\$0.41	\$1,650.00	\$7,203.79	\$10,688.00	\$4,932.52
<b>Equity</b>							
	G 204-25300 Unreserved Fund Balance	(\$8,416.73)	\$1,650.00	\$0.41	\$10,688.00	\$7,203.79	(\$4,932.52)
	<b>Total Equity</b>	(\$8,416.73)	\$1,650.00	\$0.41	\$10,688.00	\$7,203.79	(\$4,932.52)
<b>Total 204 HERITAGE PRESERVATION COMM</b>		\$0.00	\$1,650.41	\$1,650.41	\$17,891.79	\$17,891.79	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 205 RECYCLING

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 205-10100 Cash	\$24,105.60	\$8,678.15	\$0.00	\$12,272.35	\$3,771.54	\$32,606.41
<b>Total Asset</b>	\$24,105.60	\$8,678.15	\$0.00	\$12,272.35	\$3,771.54	\$32,606.41
<b>Equity</b>						
G 205-25300 Unreserved Fund Balance	(\$24,105.60)	\$0.00	\$8,678.15	\$3,771.54	\$12,272.35	(\$32,606.41)
<b>Total Equity</b>	(\$24,105.60)	\$0.00	\$8,678.15	\$3,771.54	\$12,272.35	(\$32,606.41)
<b>Total 205 RECYCLING</b>	\$0.00	\$8,678.15	\$8,678.15	\$16,043.89	\$16,043.89	\$0.00





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

Current Period: August 2014

FUND 208 BUY FORFEITURE

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 208-10100 Cash	\$1,304.16	\$0.11	\$0.00	\$0.78	\$0.00	\$1,304.94
<b>Total Asset</b>	\$1,304.16	\$0.11	\$0.00	\$0.78	\$0.00	\$1,304.94
<b>Equity</b>						
G 208-25300 Unreserved Fund Balance	(\$1,304.16)	\$0.00	\$0.11	\$0.00	\$0.78	(\$1,304.94)
<b>Total Equity</b>	(\$1,304.16)	\$0.00	\$0.11	\$0.00	\$0.78	(\$1,304.94)
<b>Total 208 BUY FORFEITURE</b>	\$0.00	\$0.11	\$0.11	\$0.78	\$0.78	\$0.00



# CITY OF NEWPORT

## GL Yearly

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Current Period: August 2014

FUND 225 PIONEER DAY

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 225-10100 Cash	\$19,709.63	\$1,633.72	\$3,745.25	\$4,925.18	\$4,136.75	\$20,498.06
<b>Total Asset</b>	\$19,709.63	\$1,633.72	\$3,745.25	\$4,925.18	\$4,136.75	\$20,498.06
<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	(\$19,709.66)	\$3,745.25	\$1,633.72	\$4,136.75	\$4,925.18	(\$20,498.09)
<b>Total Equity</b>	(\$19,709.66)	\$3,745.25	\$1,633.72	\$4,136.75	\$4,925.18	(\$20,498.09)
<b>Total 225 PIONEER DAY</b>	\$0.00	\$5,378.97	\$5,378.97	\$9,061.93	\$9,061.93	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 270      EDA

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 270-10100 Cash	\$596,699.69	\$4,332.81	\$8,343.41	\$249,671.63	\$294,132.76	\$552,238.56
G 270-10500 Taxes Receivable-Current	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Asset</b>	\$596,699.69	\$4,332.81	\$8,343.41	\$249,671.63	\$294,132.76	\$552,238.56
<b>Liability</b>						
G 270-20200 Accounts Payable	(\$609.93)	\$0.00	\$0.00	\$0.00	\$0.00	(\$609.93)
<b>Total Liability</b>	(\$609.93)	\$0.00	\$0.00	\$0.00	\$0.00	(\$609.93)
<b>Equity</b>						
G 270-25300 Unreserved Fund Balance	(\$596,089.76)	\$8,343.41	\$4,332.81	\$294,132.76	\$249,671.63	(\$551,628.63)
<b>Total Equity</b>	(\$596,089.76)	\$8,343.41	\$4,332.81	\$294,132.76	\$249,671.63	(\$551,628.63)
<b>Total 270 EDA</b>	\$0.00	\$12,676.22	\$12,676.22	\$543,804.39	\$543,804.39	\$0.00



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

Current Period: August 2014

FUND 301 2010A G.O. CAPITAL IMP. PLAN	August 2014					
	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 301-10100 Cash	\$10,335.78	\$0.56	\$0.00	\$2.44	\$3,623.75	\$6,714.47
G 301-10500 Taxes Receivable-Current	\$1,806.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,806.00
<b>Total Asset</b>	\$12,141.78	\$0.56	\$0.00	\$2.44	\$3,623.75	\$8,520.47
<b>Equity</b>						
G 301-25300 Unreserved Fund Balance	(\$12,141.78)	\$0.00	\$0.56	\$3,623.75	\$2.44	(\$8,520.47)
<b>Total Equity</b>	(\$12,141.78)	\$0.00	\$0.56	\$3,623.75	\$2.44	(\$8,520.47)
<b>Total 301 2010A G.O. CAPITAL IMP. PLAN</b>	\$0.00	\$0.56	\$0.56	\$3,626.19	\$3,626.19	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 303 2012 STREET NORTH RAVINE

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 303-10100 Cash	\$0.00	\$0.14	\$0.00	\$1,622.50	\$0.00	\$1,622.50
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>	\$0.00	\$0.14	\$0.00	\$1,622.50	\$0.00	\$1,622.50
<b>Equity</b>						
G 303-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.14	\$0.00	\$1,622.50	(\$1,622.50)
<b>Total Equity</b>	\$0.00	\$0.00	\$0.14	\$0.00	\$1,622.50	(\$1,622.50)
<b>Total 303 2012 STREET NORTH RAVINE</b>	\$0.00	\$0.14	\$0.14	\$1,622.50	\$1,622.50	\$0.00



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

Current Period: August 2014

FUND 305 2013 STREET ASSESSMENT

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 305-10100 Cash	(\$83,929.75)	\$4.65	\$0.00	\$1,211,456.50	\$1,072,209.99	\$55,316.76
G 305-10400 Investments	\$85,000.00	\$0.00	\$0.00	\$735,000.00	\$760,000.00	\$60,000.00
G 305-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$1,399.52	\$1,431.71	(\$32.19)
<b>Total Asset</b>	\$1,070.25	\$4.65	\$0.00	\$1,947,856.02	\$1,833,641.70	\$115,284.57
<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	(\$1,070.25)	\$0.00	\$4.65	\$335,810.47	\$450,024.79	(\$115,284.57)
<b>Total Equity</b>	(\$1,070.25)	\$0.00	\$4.65	\$335,810.47	\$450,024.79	(\$115,284.57)
<b>Total 305 2013 STREET ASSESSMENT</b>	\$0.00	\$4.65	\$4.65	\$2,283,666.49	\$2,283,666.49	\$0.00



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

Current Period: August 2014

FUND 306 2014 STREET ASSESSMENT

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 306-10100 Cash	\$0.00	\$19,371.60	\$0.00	\$241,837.86	\$0.00	\$241,837.86
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
<b>Total Asset</b>	\$0.00	\$19,371.60	\$0.00	\$241,837.86	\$0.00	\$241,837.86
<b>Liability</b>						
G 306-22200 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 306-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$19,371.60	\$0.00	\$241,837.86	(\$241,837.86)
<b>Total Equity</b>	\$0.00	\$0.00	\$19,371.60	\$0.00	\$241,837.86	(\$241,837.86)
<b>Total 306 2014 STREET ASSESSMENT</b>	\$0.00	\$19,371.60	\$19,371.60	\$241,837.86	\$241,837.86	\$0.00









# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 315      2002A \$690,000 BOND

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 315-10100 Cash	\$0.12	\$0.00	\$0.00	\$2,067.50	\$92,092.50	(\$90,024.88)
<b>Total Asset</b>	\$0.12	\$0.00	\$0.00	\$2,067.50	\$92,092.50	(\$90,024.88)
<b>Equity</b>						
G 315-25300 Unreserved Fund Balance	(\$0.12)	\$0.00	\$0.00	\$92,092.50	\$2,067.50	\$90,024.88
<b>Total Equity</b>	(\$0.12)	\$0.00	\$0.00	\$92,092.50	\$2,067.50	\$90,024.88
<b>Total 315 2002A \$690,000 BOND</b>	\$0.00	\$0.00	\$0.00	\$94,160.00	\$94,160.00	\$0.00



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

Current Period: August 2014

FUND 316 PFA/TRLF REVENUE NOTE

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 316-10100 Cash	\$289,955.49	\$15.74	\$0.00	\$21,931.36	\$124,716.60	\$187,170.25
G 316-12100 SA Recievable -Current	\$4,420.28	\$0.00	\$0.00	\$0.00	\$0.00	\$4,420.28
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	\$52,937.68	\$0.00	\$0.00	\$0.00	\$0.00	\$52,937.68
<b>Total Asset</b>	\$359,125.57	\$15.74	\$0.00	\$21,931.36	\$124,716.60	\$256,340.33
<b>Liability</b>						
G 316-22200 Deferred Revenues	(\$64,749.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$64,749.80)
<b>Total Liability</b>	(\$64,749.80)	\$0.00	\$0.00	\$0.00	\$0.00	(\$64,749.80)
<b>Equity</b>						
G 316-25300 Unreserved Fund Balance	(\$294,375.77)	\$0.00	\$15.74	\$124,716.60	\$21,931.36	(\$191,590.53)
<b>Total Equity</b>	(\$294,375.77)	\$0.00	\$15.74	\$124,716.60	\$21,931.36	(\$191,590.53)
<b>Total 316 PFA/TRLF REVENUE NOTE</b>	\$0.00	\$15.74	\$15.74	\$146,647.96	\$146,647.96	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 321 2006A EQUIP CERTIFICATE

August 2014

	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



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 322 2011A GO BONDS

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 322-10100 Cash	\$82,729.16	\$0.00	\$0.00	\$38,185.00	\$125,180.00	(\$4,265.84)
G 322-10500 Taxes Receivable-Current	\$1,274.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,274.00
<b>Total Asset</b>	\$84,003.16	\$0.00	\$0.00	\$38,185.00	\$125,180.00	(\$2,991.84)
<b>Equity</b>						
G 322-25300 Unreserved Fund Balance	(\$84,003.16)	\$0.00	\$0.00	\$125,180.00	\$38,185.00	\$2,991.84
<b>Total Equity</b>	(\$84,003.16)	\$0.00	\$0.00	\$125,180.00	\$38,185.00	\$2,991.84
<b>Total 322 2011A GO BONDS</b>	\$0.00	\$0.00	\$0.00	\$163,365.00	\$163,365.00	\$0.00



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

Current Period: August 2014

FUND 401 EQUIPMENT REVOLVING

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 401-10100 Cash	\$87,793.73	\$10.03	\$2,170.00	\$139,105.83	\$107,629.19	\$119,270.37
<b>Total Asset</b>	\$87,793.73	\$10.03	\$2,170.00	\$139,105.83	\$107,629.19	\$119,270.37
<b>Equity</b>						
G 401-25300 Unreserved Fund Balance	(\$87,793.73)	\$2,170.00	\$10.03	\$107,629.19	\$139,105.83	(\$119,270.37)
<b>Total Equity</b>	(\$87,793.73)	\$2,170.00	\$10.03	\$107,629.19	\$139,105.83	(\$119,270.37)
<b>Total 401 EQUIPMENT REVOLVING</b>	\$0.00	\$2,180.03	\$2,180.03	\$246,735.02	\$246,735.02	\$0.00





# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 405 T.H. HWY 61

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 405-10100 Cash	\$233,996.93	\$12.52	\$0.00	\$126.29	\$85,244.34	\$148,878.88
G 405-13200 Due From Other Government	(\$0.18)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.18)
<b>Total Asset</b>	\$233,996.75	\$12.52	\$0.00	\$126.29	\$85,244.34	\$148,878.70
<b>Equity</b>						
G 405-25300 Unreserved Fund Balance	(\$233,996.75)	\$0.00	\$12.52	\$85,244.34	\$126.29	(\$148,878.70)
<b>Total Equity</b>	(\$233,996.75)	\$0.00	\$12.52	\$85,244.34	\$126.29	(\$148,878.70)
<b>Total 405 T.H. HWY 61</b>	\$0.00	\$12.52	\$12.52	\$85,370.63	\$85,370.63	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 409 2013 STREET RECON.

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 409-10100 Cash	\$295,869.29	\$37.43	\$124,595.76	\$491,141.39	\$341,997.28	\$445,013.40
G 409-10400 Investments	\$490,000.00	\$0.00	\$0.00	\$0.00	\$490,000.00	\$0.00
G 409-10406 Smith Barney	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 409-10450 Interest Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$913.55	(\$913.55)
G 409-12300 Special Assess Rec-Deferred	\$276,830.00	\$0.00	\$0.00	\$0.00	\$0.00	\$276,830.00
<b>Total Asset</b>	\$1,062,699.29	\$37.43	\$124,595.76	\$491,141.39	\$832,910.83	\$720,929.85
<b>Liability</b>						
G 409-20200 Accounts Payable	(\$57,561.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$57,561.00)
G 409-22200 Deferred Revenues	(\$276,830.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$276,830.00)
<b>Total Liability</b>	(\$334,391.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$334,391.00)
<b>Equity</b>						
G 409-25300 Unreserved Fund Balance	(\$728,308.29)	\$124,595.76	\$37.43	\$341,997.28	\$227.84	(\$386,538.85)
<b>Total Equity</b>	(\$728,308.29)	\$124,595.76	\$37.43	\$341,997.28	\$227.84	(\$386,538.85)
<b>Total 409 2013 STREET RECON.</b>	\$0.00	\$124,633.19	\$124,633.19	\$833,138.67	\$833,138.67	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 410 2014 STREET RECON.

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 410-10100 Cash	\$0.00	\$226.97	\$392,495.90	\$3,468,123.92	\$769,570.26	\$2,698,553.66
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>	\$0.00	\$226.97	\$392,495.90	\$3,468,123.92	\$769,570.26	\$2,698,553.66
<b>Liability</b>						
G 410-20200 Accounts Payable	\$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 410-25300 Unreserved Fund Balance	\$0.00	\$392,495.90	\$226.97	\$769,570.26	\$3,468,123.92	(\$2,698,553.66)
<b>Total Equity</b>	\$0.00	\$392,495.90	\$226.97	\$769,570.26	\$3,468,123.92	(\$2,698,553.66)
<b>Total 410 2014 STREET RECON.</b>	\$0.00	\$392,722.87	\$392,722.87	\$4,237,694.18	\$4,237,694.18	\$0.00



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

Current Period: August 2014

FUND 411 BUILDING FUND

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 411-10100 Cash	\$40,009.57	\$9.26	\$0.00	\$70,065.62	\$0.00	\$110,075.19
<b>Total Asset</b>	\$40,009.57	\$9.26	\$0.00	\$70,065.62	\$0.00	\$110,075.19
<b>Equity</b>						
G 411-25300 Unreserved Fund Balance	(\$40,009.57)	\$0.00	\$9.26	\$0.00	\$70,065.62	(\$110,075.19)
<b>Total Equity</b>	(\$40,009.57)	\$0.00	\$9.26	\$0.00	\$70,065.62	(\$110,075.19)
<b>Total 411 BUILDING FUND</b>	\$0.00	\$9.26	\$9.26	\$70,065.62	\$70,065.62	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 416 4TH AVENUE RAVINE

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 416-10100 Cash	\$12,757.82	\$1.07	\$0.00	\$7.61	\$0.00	\$12,765.43
G 416-13200 Due From Other Government	\$0.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.47
<b>Total Asset</b>	\$12,758.29	\$1.07	\$0.00	\$7.61	\$0.00	\$12,765.90
<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	(\$12,758.54)	\$0.00	\$1.07	\$0.00	\$7.61	(\$12,766.15)
<b>Total Equity</b>	(\$12,758.54)	\$0.00	\$1.07	\$0.00	\$7.61	(\$12,766.15)
<b>Total 416 4TH AVENUE RAVINE</b>	\$0.00	\$1.07	\$1.07	\$7.61	\$7.61	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 417 NORTH RAVINE

### August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 417-10100 Cash	\$53,723.25	\$4.52	\$0.00	\$19.63	\$21.00	\$53,721.88
G 417-12300 Special Assess Rec-Deferred	\$21,107.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,107.00
G 417-13200 Due From Other Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Asset</b>	\$74,830.25	\$4.52	\$0.00	\$19.63	\$21.00	\$74,828.88
<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	(\$21,107.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$21,107.00)
<b>Total Liability</b>	(\$21,106.82)	\$0.00	\$0.00	\$0.00	\$0.00	(\$21,106.82)
<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	(\$53,723.68)	\$0.00	\$4.52	\$21.00	\$19.63	(\$53,722.31)
<b>Total Equity</b>	(\$53,723.43)	\$0.00	\$4.52	\$21.00	\$19.63	(\$53,722.06)
<b>Total 417 NORTH RAVINE</b>	\$0.00	\$4.52	\$4.52	\$40.63	\$40.63	\$0.00





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

Current Period: August 2014

FUND 423 2011A EQUIPMENT CAPITAL

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 423-10100 Cash	\$0.00	\$0.00	\$0.00	\$14,368.37	\$14,368.37	\$0.00
<b>Total Asset</b>	\$0.00	\$0.00	\$0.00	\$14,368.37	\$14,368.37	\$0.00
<b>Equity</b>						
G 423-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$14,368.37	\$14,368.37	\$0.00
<b>Total Equity</b>	\$0.00	\$0.00	\$0.00	\$14,368.37	\$14,368.37	\$0.00
<b>Total 423 2011A EQUIPMENT CAPITAL</b>	\$0.00	\$0.00	\$0.00	\$28,736.74	\$28,736.74	\$0.00



# CITY OF NEWPORT

## GL Yearly

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Current Period: August 2014

FUND 601 WATER FUND

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 601-10100 Cash	\$498,642.48	\$8,664.15	\$17,064.18	\$177,330.56	\$212,198.18	\$463,774.86
G 601-11500 Accounts Receivable	\$47,268.00	\$0.00	\$0.00	\$0.00	\$0.00	\$47,268.00
G 601-12300 Special Assess Rec-Deferred	\$11,950.38	\$0.00	\$0.00	\$0.00	\$0.00	\$11,950.38
G 601-15500 Prepaid Items	\$646.13	\$0.00	\$0.00	\$0.00	\$0.00	\$646.13
G 601-16100 Land	(\$0.50)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.50)
G 601-16200 Building and Improvements	\$123,291.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123,291.00
G 601-16300 Improvements other building	\$2,962,267.40	\$0.00	\$0.00	\$0.00	\$0.00	\$2,962,267.40
G 601-16400 Equipment	\$294,264.08	\$0.00	\$0.00	\$0.00	\$0.00	\$294,264.08
G 601-16410 Accumulated dep. Equip.	(\$1,798,636.19)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,798,636.19)
G 601-21720 Online fee payable	(\$52.83)	\$0.00	\$41.86	\$490.36	\$637.47	(\$199.94)
G 601-26100 Contributions From City	(\$0.15)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.15)
<b>Total Asset</b>	\$2,139,639.80	\$8,664.15	\$17,106.04	\$177,820.92	\$212,835.65	\$2,104,625.07
<b>Liability</b>						
G 601-20200 Accounts Payable	(\$8,135.33)	\$0.00	\$0.00	\$0.00	\$0.00	(\$8,135.33)
G 601-21500 Accrued Interest Payable	(\$3,389.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$3,389.00)
G 601-21600 Accrued Wages & Salaries P	(\$11,141.09)	\$0.00	\$0.00	\$0.00	\$0.00	(\$11,141.09)
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	(\$111.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$111.28)
G 601-21704 PERA	(\$129.92)	\$0.00	\$0.00	\$0.00	\$0.00	(\$129.92)
G 601-21707 Union Dues	(\$0.17)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.17)
G 601-21708 United Way	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 601-21709 Medicare	(\$25.78)	\$0.00	\$0.00	\$0.00	\$0.00	(\$25.78)
G 601-21711 NPERS - Life	(\$0.30)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.30)
G 601-21712 HSA Employee	(\$0.11)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.11)
G 601-21714 LTD Employee	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
G 601-21715 MSRS Employee	(\$0.08)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.08)
G 601-21718 Water sales tax payable	(\$970.12)	\$0.00	\$0.00	\$668.00	\$0.00	(\$302.12)
G 601-22510 General Obligation Bonds Pa	(\$229,400.00)	\$0.00	\$0.00	\$8,800.00	\$0.00	(\$220,600.00)
G 601-99999 Utility Overpayments	(\$0.43)	\$0.00	\$299.59	\$5,052.76	\$6,354.61	(\$1,302.28)
<b>Total Liability</b>	(\$253,303.58)	\$0.00	\$299.59	\$14,520.76	\$6,354.61	(\$245,137.43)
<b>Equity</b>						
G 601-25300 Unreserved Fund Balance	(\$1,886,336.22)	\$17,064.18	\$8,322.70	\$197,187.06	\$170,338.48	(\$1,859,487.64)
<b>Total Equity</b>	(\$1,886,336.22)	\$17,064.18	\$8,322.70	\$197,187.06	\$170,338.48	(\$1,859,487.64)
<b>Total 601 WATER FUND</b>	\$0.00	\$25,728.33	\$25,728.33	\$389,528.74	\$389,528.74	\$0.00



# CITY OF NEWPORT

## GL Yearly

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Current Period: August 2014

FUND 602 SEWER FUND

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 602-10100 Cash	\$737,163.99	\$14,217.36	\$28,813.58	\$288,027.00	\$334,363.99	\$690,827.00
G 602-11500 Accounts Receivable	\$73,682.40	\$0.00	\$0.00	\$0.00	\$0.00	\$73,682.40
G 602-12300 Special Assess Rec-Deferred	\$11,950.30	\$0.00	\$0.00	\$0.00	\$0.00	\$11,950.30
G 602-13100 Due From Other Funds	\$0.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.29
G 602-15500 Prepaid Items	\$733.13	\$0.00	\$0.00	\$0.00	\$0.00	\$733.13
G 602-16100 Land	\$0.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.50
G 602-16200 Building and Improvements	\$417,170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$417,170.00
G 602-16300 Improvements other building	\$1,950,830.15	\$0.00	\$0.00	\$0.00	\$0.00	\$1,950,830.15
G 602-16400 Equipment	\$56,342.75	\$0.00	\$0.00	\$0.00	\$0.00	\$56,342.75
G 602-16410 Accumulated dep. Equip.	(\$1,170,913.22)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,170,913.22)
G 602-16500 Construction in Progress	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 602-26100 Contributions From City	(\$0.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)
<b>Total Asset</b>	\$2,076,959.93	\$14,217.36	\$28,813.58	\$288,027.00	\$334,363.99	\$2,030,622.94
<b>Liability</b>						
G 602-20200 Accounts Payable	(\$608.70)	\$0.00	\$0.00	\$0.00	\$0.00	(\$608.70)
G 602-21500 Accrued Interest Payable	(\$4,313.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$4,313.00)
G 602-21600 Accrued Wages & Salaries P	(\$11,141.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$11,141.24)
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	(\$111.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$111.28)
G 602-21704 PERA	(\$130.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$130.00)
G 602-21707 Union Dues	\$0.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.25
G 602-21709 Medicare	(\$25.75)	\$0.00	\$0.00	\$0.00	\$0.00	(\$25.75)
G 602-21711 NPERS - Life	(\$0.28)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.28)
G 602-21712 HSA Employee	\$0.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.47
G 602-21714 LTD Employee	(\$0.35)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.35)
G 602-21715 MSRS Employee	(\$0.08)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.08)
G 602-22510 General Obligation Bonds Pa	(\$295,600.00)	\$0.00	\$0.00	\$11,200.00	\$0.00	(\$284,400.00)
<b>Total Liability</b>	(\$311,929.88)	\$0.00	\$0.00	\$11,200.00	\$0.00	(\$300,729.88)
<b>Equity</b>						
G 602-25300 Unreserved Fund Balance	(\$1,765,030.05)	\$28,813.58	\$14,217.36	\$323,163.99	\$288,027.00	(\$1,729,893.06)
<b>Total Equity</b>	(\$1,765,030.05)	\$28,813.58	\$14,217.36	\$323,163.99	\$288,027.00	(\$1,729,893.06)
<b>Total 602 SEWER FUND</b>	\$0.00	\$43,030.94	\$43,030.94	\$622,390.99	\$622,390.99	\$0.00



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

Current Period: August 2014

**FUND 603 STREET LIGHT FUND**

**August 2014**

	<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	\$15,809.55	\$3,933.50	\$4,109.85	\$45,299.28	\$35,076.44	\$26,032.39
G 603-11500 Accounts Receivable	\$11,309.47	\$0.00	\$0.00	\$0.00	\$0.00	\$11,309.47
G 603-12200 Special Assess Rec-Delinque	(\$0.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.24)
<b>Total Asset</b>	\$27,118.78	\$3,933.50	\$4,109.85	\$45,299.28	\$35,076.44	\$37,341.62
<b>Liability</b>						
G 603-20200 Accounts Payable	(\$1,497.24)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,497.24)
G 603-20700 Due to Other Funds	(\$0.48)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.48)
<b>Total Liability</b>	(\$1,497.72)	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,497.72)
<b>Equity</b>						
G 603-25300 Unreserved Fund Balance	(\$25,621.06)	\$4,109.85	\$3,933.50	\$35,076.44	\$45,299.28	(\$35,843.90)
<b>Total Equity</b>	(\$25,621.06)	\$4,109.85	\$3,933.50	\$35,076.44	\$45,299.28	(\$35,843.90)
<b>Total 603 STREET LIGHT FUND</b>	\$0.00	\$8,043.35	\$8,043.35	\$80,375.72	\$80,375.72	\$0.00



# CITY OF NEWPORT

## GL Yearly

Current Period: August 2014

FUND 604 STORM WATER FUND

August 2014

	Begin Yr	MTD Debits	MTD Credits	YTD Debits	YTD Credits	Balance
<b>Asset</b>						
G 604-10100 Cash	\$31,855.98	\$3,167.53	\$659.28	\$28,367.23	\$35,832.71	\$24,390.50
G 604-11500 Accounts Receivable	\$3,038.80	\$0.00	\$0.00	\$0.00	\$0.00	\$3,038.80
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	\$1,912.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,912.00
<b>Total Asset</b>	\$36,806.71	\$3,167.53	\$659.28	\$28,367.23	\$35,832.71	\$29,341.23
<b>Liability</b>						
G 604-20200 Accounts Payable	(\$20,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$20,000.00)
G 604-20700 Due to Other Funds	\$0.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.19
<b>Total Liability</b>	(\$19,999.81)	\$0.00	\$0.00	\$0.00	\$0.00	(\$19,999.81)
<b>Equity</b>						
G 604-25300 Unreserved Fund Balance	(\$16,806.90)	\$659.28	\$3,167.53	\$35,832.71	\$28,367.23	(\$9,341.42)
<b>Total Equity</b>	(\$16,806.90)	\$659.28	\$3,167.53	\$35,832.71	\$28,367.23	(\$9,341.42)
<b>Total 604 STORM WATER FUND</b>	\$0.00	\$3,826.81	\$3,826.81	\$64,199.94	\$64,199.94	\$0.00
<b>Report Total</b>	\$0.00	\$932,683.62	\$932,683.62	\$15,294,482.47	\$15,294,482.47	\$0.00

# RESOLUTION NUMBER 2014-43

## A RESOLUTION APPROVING STATUTORY APPOINTMENTS OF ELECTION JUDGES IN THE CITY OF NEWPORT

**WHEREAS**, the City of Newport City Council appoints its Election Judges to serve in the City's General Election; and

**WHEREAS**, the City of Newport is required under Minnesota State Statutes 204B.21, subd. 2 to make various annual appointments and designations; and

**WHEREAS**, the City of Newport City Council values the commitment and allegiance of its Election Judges.

**NOW, THEREFORE BE IT RESOLVED**, that the Newport City Council hereby makes the following appointments for Election Judges to serve in the State General Election on Tuesday, November 4, 2014:

- Everett Acker
- Caroline Clausen
- Penny Duff
- Gerald Ehlers
- Tim Finley
- Sandra Grochow
- Nathan Groen
- Janice Kobe
- Anthony Mahmood
- Donna Mahmood
- Paski Paskaradevan
- Carol Petersen
- Laura VerBout
- Barbara Wilcziek
- John Windsor

Adopted this 18th day of September, 2014, by the Newport City Council.

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

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

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

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



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>Dalluhn Minor Subdivision</u>
<b>Copies To:</b>	<u>Deb Hill, City Administrator</u>		
	<u>Renee Eisenbeisz, Executive Analyst</u>		
		<b>Project No.:</b>	<u>15482.000</u>
<b>From:</b>	<u>Sherri Buss, RLA AICP, Planner</u>	<b>Routing:</b>	
<b>Date:</b>	<u>September 15, 2014</u>		

The Dalluhn subdivision has raised two issues for City Council discussion:

### **Park Dedication Requirement for the Dalluhn Subdivision**

The City Council last analyzed the City's Park Dedication fee in 2011, and set the cash in lieu of land dedication fee at \$3400 per single-family residence. (Like most cities, Newport's subdivision ordinance requires that when new parcels are subdivided, the subdivider must convey to the City or dedicate for public use 10% of the gross area being subdivided for parks, open space or trails, or the cash in lieu of the land dedication.)

The park dedication fee is based on the principal that new development creates new demands for park and trail facilities. The fee is determined based on the cost to acquire land and develop the City's proposed park and trail system, and the subdivider's estimated share of that cost. In 2011, the City's fee was similar to other communities in Washington County. However, as land values fell during the recent recession, many communities have reduced their fees, since the cost to acquire new land for parks and trails fell as well. Most communities in the County now have park dedication fees between \$2000-2500 per single family lot. Newport has not had any new subdivisions since 2011, and has not reviewed its park fee since that time.

The Planning Commission reviewed this information, and recommended that the Council determine the park dedication fee for the Dalluhn subdivision. Options include:

- Adopt a condition that the current park fee of \$3400 be charged for the new lot
- Adopt a condition that the Dalluhns pay a reduced fee that is more similar to those charged by other communities, and that the City complete the analysis to set a new park dedication fee
- Determine that no park fee will be charged to this subdivision, and that the City will complete the analysis to set a new park dedication fee.

### **Opportunity to Reduce the Process for Minor Subdivisions**

The Planner has learned that Washington County and some other communities have recently changed their requirements for the minor subdivision process. The County no longer requires a

public hearing for Minor Subdivisions (1-3 new parcels). The County believes that most minor subdivisions have minimal impact on surrounding properties, and that therefore a public hearing is not usually necessary. Staff have the option to require a hearing if they believe that there are potential impacts and neighbors should have the opportunity to comment.

Planning staff are checking with the City Attorney to determine if the City could change the Subdivision ordinance to remove the requirement for a public hearing for minor subdivisions. Based on the Attorney's opinion, the City Council may consider revising Newport's Subdivision Ordinance so that minor subdivisions do not require a public hearing. Staff would still review the application to determine whether it meets the requirements of the zoning code and engineering standards, and to coordinate as needed with the Watershed District and Washington County. Staff would bring their recommendation to the Council for approval. The change could save time and money for applicants.

If the Council recommends this change, staff will bring a proposed revised ordinance to the Planning Commission meeting in October for the Commission's consideration.





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>Dalluhn Minor Subdivision</u>
<b>Copies To:</b>	<u>Deb Hill, City Administrator</u>		
	<u>Renee Eisenbeisz</u>		
	<u>William Dalluhn, Applicant and owner</u>	<b>Project No.:</b>	<u>15481.007</u>
<b>From:</b>	<u>Sherri Buss, RLA, AICP, Planner</u>	<b>Routing:</b>	
<b>Date:</b>	<u>September 15, 2014</u>		

**SUBJECT:** Dalluhn Minor Subdivision

**MEETING DATE:** September 18, 2014

**LOCATION:** 2769 Bailey Road  
Newport, MN

**APPLICANT:** William Dalluhn

**ZONING:** Residential Estates (RE) District

**60-DAY PERIOD:** October 6, 2014

**ITEMS REVIEWED:** Application and Site Plans received August 7, 2014

### BRIEF DESCRIPTION OF THE REQUEST:

The applicant is proposing to subdivide an existing 5-acre parcel to create two lots. The lots are proposed to be 2.85 and 2.18 each acres in size. The subject property is located in the Residential Estates (RE) District.

The existing residence on Parcel A will remain. Parcel B is proposed for future single-family residential use.

### DETAILED EVALUATION OF THE REQUEST:

The Subdivision Ordinance requires that subdivisions and the subdivision process meet the following standards:

- That the proposed subdivision conform to the Comprehensive Plan

- That subdivisions are consistent with applicable plans, laws and regulations
- To provide for the orderly subdivision of land and ensure proper legal descriptions
- To ensure that adequate public infrastructure, facilities and services are available concurrent with development
- To require that subdividers furnish land, install infrastructure, pay fees, and install measures needed to ensure that development provides its fair share of capital facilities
- To ensure that new subdivisions contribute toward an attractive, orderly, stable, livable and safe community through adequate design and construction
- To encourage wise use and management of land, water, and natural resources and secure the rights of the public with respect to public lands and waters
- To provide a means to provide adequate recreation areas, school sites, and other public facilities

The sections that follow review the proposed subdivision based on the ordinance requirements.

### ***Comprehensive Plan***

The Comprehensive Plan says that the intent of the Residential Estates (RE) District is to permit large lot residential development, while protecting natural resources such as bluffs, woodlands, and wetlands. The minimum lot size in the district is 2 acres. The proposed residential use is consistent with the Comprehensive Plan recommendations for uses and lot sizes in the RE District.

### ***Dimensional Requirements***

The Zoning Ordinance requires that lots be a minimum 160 feet wide and 200 feet deep in the RE District.

The setback requirements include the following:

- Front yard: 40 feet
- Side yard: 20 feet
- Rear yard: 50 feet

The proposed lots are 168.24' and 160.00' in width, and over 600 feet long. The existing structures on Parcel A meet the front, side and rear setback requirements. Buildings proposed on Parcel B will need to meet the setback requirements in the ordinance. The proposed lots and existing structures meet the dimensional requirements.

### ***Access and Right-of-Way Requirements***

The Parcel A has an existing driveway access to Bailey Road, and Parcel B will require a new access. Bailey Road is a County roadway (CSAH 18). The Planner sent a copy of the application to County staff for review regarding access and right-of-way issues. County staff provided the following comments:

- Washington County Land Records identifies 75 feet of right-of-way from the centerline of CSAH 18/Bailey Road. According the Washington County Plan 2030 the right-of-way requirement along this section of county roadway is 184 feet. Based on this requirement, there should be 92 feet from the centerline. An additional 17 feet



of right-of-way should be shown on the survey and dedicated to Washington County through a written easement description. The document should be recorded with the new deeds for Parcels A and Parcel B.

- A Washington County Access permit will be required for access to Parcel B.

The Planner has included the County's requested conditions in the proposed conditions for approval of the subdivision.

### ***Maximum Lot Coverage***

The maximum allowed lot coverage in the RE District is 20%. The Planner calculated the lot coverage based on the survey submitted for the subdivision. The impervious coverage on Parcel A will be approximately 10% after subdivision. The existing coverage on Parcel B will be approximately 2% (existing roadway). Parcel A meets the ordinance requirement, and future development proposed on Parcel B will be required to meet the ordinance requirements for lot coverage.

### ***Accessory Structures***

Parcel A has 2 existing accessory structures that include a total 1,652 square feet. The Zoning Ordinance allows lots in the RE District that are 2.0 to 4.99 acres in size to have a maximum of 2 accessory structures totally 2,500 square feet. The existing lot meets the ordinance requirements.

### ***Building Height***

No new buildings are proposed on the new parcel.

### ***Wastewater System and Well***

The home on Parcel A has an existing on-site septic system and well. The applicant or future owners of Lot 1 will need to meet the requirements of the Washington County Subsurface Sewage Treatment System Regulations and obtain required County and State permits for a wastewater system and a well.

### ***Grading***

No construction or grading is proposed with subdivision.

### ***Wetlands***

One wetland exists on Parcel B. The applicant has indicated the location of the wetland on the plat.

The preliminary plat identifies a proposed drainage and utility easement to be dedicated around the wetland.



The City Engineer reviewed the proposed plat and easement, and indicated that he has no comments on the proposed subdivision.

### ***Park Dedication***

The City requires that all subdivisions dedicate land, or cash in lieu of land, to the public as parks, playgrounds, trails or open space for all newly-created lots. If the City determines that land is not needed in the area of the proposed subdivision, the subdivider may pay the cash in lieu fee.

The Planner reviewed the City's future park and trail map to determine if future parks or trails are planned in or near the proposed subdivision. The city-wide park and trail plan included in the Comprehensive Plan shows a future trail along the north side of Bailey Road, but no future parks or trails within the subdivision.

The City's current park dedication fee for new single-family lots is \$3,400. The fee was established in 2011, but has not been reviewed by the Planning Commission or Council since that time. In recent years, many communities have reduced their fees based on the decline in land values since the recent recession. (Park fees are based on the City's plan for parks and trails, and expected costs to create that system, including land acquisition costs.) Current fees for residential units among other cities in Washington County include: Forest Lake, \$2,000; Hugo, \$2,400; Lino Lakes, \$2,500; Stillwater, \$2,000; White Bear Lake, \$1,000; Wyoming, \$1,800.

The Planning Commission should consider the park dedication fee requirement for this subdivision. Some options include:

1. Charge the current city-adopted fee of \$3,400
2. Recommend a different fee that is closer to the fees charged in other cities
3. Recommend that no park dedication fee be charged, and suggest that the City review its fee in light of the current park and trail plan and current land costs.

The Planning Commission should discuss whether a park dedication fee will be charged for this subdivision, and make a recommendation to the Council.

### **PLANNING COMMISSION DISCUSSION AND RECOMMENDATIONS**

The Planning Commission held a public hearing on the Dalluhn Minor Subdivision request at its meeting on September 11. The Commission received no written or verbal comments on the request.

The Commission discussed the issue related to a park dedication fee for the subdivision. The Commission noted that the City Council sets City fees, including the park dedication fee. The Commission recommended that the Council approve the Dalluhn Minor Subdivision, and that the Council set the park dedication fee for this subdivision, and that it be consistent with the fee that will be required for other subdivisions.

### **ACTION REQUESTED:**

The City Council may take the following actions:



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

**PLANNING COMMISSION RECOMMENDATIONS:**

The Planning Commission recommends that the City Council approve the proposed minor subdivision located at 2769 Bailey Road, with the following conditions:

1. The Final Plat shall be substantially in conformance with the Final Plat drawing June 17, 2014. The applicant shall revise the plat drawing to show the required right-of-way to be dedicated to Washington County with the written easement description. The easement document shall be recorded with the new deeds for Parcels A and B.
2. All future development on Lots 1 and 2 shall meet the requirements of the City's Ordinances.
3. The applicant shall obtain the required septic system permit from Washington County at the time development on Parcel B.
4. The applicant shall obtain the required Washington County Access Permit at the time of development on Parcel B.
5. The applicant shall dedicate a drainage and utility easement over the wetland area.
6. The applicant shall satisfy the City's park dedication requirement.
7. The applicants shall pay all fees and escrow associated with this application.



# City of NEWPORT Planning Request Application

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

Application Date: 08/07/14 Public Hearing Date 09/11/14

## Applicant Information

Name: William Dalluhn Telephone: 651-303-5474  
Mailing Address: 2769 Bailey Rd Telephone: 651-459-6435  
City/State/Zip: Newport MN 55055

## Property Owner Information

Name: William Dalluhn Telephone: 651-303-5474  
Mailing Address: 2769 Bailey Rd Telephone: 651-459-6435  
City/State/Zip: Newport MN 55055

## Project Information

Location of Property: \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

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

**Escrow Fees**

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

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

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

Present Use of Property: Residential

State Reason for Planning Request: sub divide for residential add'l

lot

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

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

SIGNATURE OF APPLICANT: W. C. Dallah

SIGNATURE OF OWNER (IF APPLICABLE): W. C. Dallah

For Office Use

Fee: \$2,300 Date Paid: 08/07/14 Receipt #: \_\_\_\_\_

Publication of Notice Date: \_\_\_\_\_

Public Hearing Date: September 11, 2014

P.C. Resolution #: \_\_\_\_\_

Council Action Date: September 18, 2014

Council Resolution #: \_\_\_\_\_



# Subdivision Preliminary Plat Application Checklist

This is a simplified list of the requirements for a Preliminary Plat for a subdivision in Newport. Developers should consult "Chapter 12—Subdivisions" of the Zoning Ordinance for detailed information on each of the required site plan submittals. Subdividers must provide a sketch plan and meet with the zoning administrator prior to submitting the preliminary plat.

### GENERAL REQUIREMENTS:

- |   | <u>INCLUDED IN</u>                      |                             |
|---|---|-----------------------------|
|   | <u>SUBMITTAL</u>                        |                             |
| 1. Application Form, including location, address (if assigned), legal description, PID number of all parcels included in the proposed plat; name, plat name, address, contact information and signature of the subdivider and all persons currently having an ownership interest in the parcels comprising the proposed plat.   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Fees   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Escrow   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 4. A description of the request (either on the application form or in a letter), including at least the number of lots, development type, anticipated completion date, and written verification that all commonly-owned contiguous land is included in the plat.  | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 5. A map, aerial photo or plan showing the parcel in question, boundaries of the proposed plat, and all property and ownership within five hundred (500) feet of the parcel boundaries.   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 6. Site Plan  | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| <ul style="list-style-type: none"> <li>• One (1) 11"x17" hard copy, one (1) electronic copy, and three (3) 22"x34" or 24"x36" full-size plan sets. <span style="float: right; margin-left: 20px;"><i>N/A</i></span></li> </ul> <u>Plan Sheet Requirements:</u> <ul style="list-style-type: none"> <li>• Title block</li> <li>• Name, address, phone number for owner, developer, surveyor, engineer</li> <li>• Signature of the person that prepared the site plan drawings</li> <li>• Date of preparation and revision dates</li> <li>• North Arrow</li> <li>• Graphic scale not less than 1:50 using an Engineer's Scale</li> </ul> |   |                             |

### SITE PLAN REQUIREMENTS: PRELIMINARY PLAT

#### EXISTING AND PROPOSED:

- |   | <u>INCLUDED IN</u>                      |                             |
|---|---|-----------------------------|
|   | <u>SUBMITTAL</u>                        |                             |
| 1. An accurate certified survey of the proposed plat, current within one year, showing existing conditions and providing the current legal descriptions of all parcels within the proposed plat.  | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. Gross acreage of the proposed plat, property lines, proposed dimensions and lot size for all lots and outlots.   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 3. Location, width and name of all existing streets, public roadways, and trails, parks and other public lands (including all permanent structures), railroads, utility rights-of-way, corporate lines, and easements within the proposed plat, | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |

and to a distance of 100 feet beyond the boundary lines of the proposed plat. Layout of all proposed streets, sidewalks, trails, and fire lanes, including those required by the City's Comprehensive Plan, to meet the requirements of the City's Ordinance and Engineering Standards.

- |  |   |                               |
|--|---|-------------------------------|
| 4. Location and size of all existing buildings and proposed buildings.   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO   |
| 5. Minimum building setback lines.   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO   |
| 6. Topography in 2-foot contours intervals within the proposed plat, and to a distance of 100 feet beyond the boundary of the plat.  | <input type="checkbox"/> YES            | <input type="checkbox"/> NO ? |
| 7. Existing and proposed driveways.  | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO   |
| 8. Location and size of all existing sewers, water mains, culverts, fire hydrants, and other underground facilities (public and private) within the proposed plat, and to a distance of 100 feet beyond the boundary liens of such plat, and preliminary utility plan.   | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO   |
| 9. Soil borings and percolation tests, if required by the City Engineer or Building Official   | <input type="checkbox"/> YES            | <input type="checkbox"/> NO ? |
| 10. A drainage report prepared by a Professional Engineer showing existing drainage areas contributing to the preliminary plat and a calculation of the existing runoff and proposed runoff, identification of proposed stormwater facilities, and related information to meet the requirements of the City's ordinance and Watershed District requirements, and a preliminary grading and erosion control plan. | <input type="checkbox"/> YES            | <input type="checkbox"/> NO ? |
| 11. Vegetation and landscaping, including a tree inventory and Tree Preservation Plan as described in the Subdivision Ordinance  | <input type="checkbox"/> YES            | <input type="checkbox"/> NO ? |
| 12. Wetland delineation report completed by a Certified Wetland Scientist  | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO   |
| 13. Shoreland and Floodplain district boundaries and classifications: including waterbodies, watercourses, Ordinary High Water Level, and 100 year flood elevation.  | <input type="checkbox"/> YES            | <input type="checkbox"/> NO ? |
| 14. Bluffs, wooded areas, rock outcrops, power transmission poles lines, and other significant features within the proposed plat, and to a distance of 100 feet beyond the boundary lines of the plat.   | <input type="checkbox"/> YES            | <input type="checkbox"/> NO ? |
| 15. An environmental assessment worksheet (EAW) or other environmental review, when required, and subject to the provisions of Minnesota Statutes.   | <input type="checkbox"/> YES            | <input type="checkbox"/> NO ? |
| 16. Additional information relevant to the request, including proposed plan for future platting, if applicable.  | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO   |

MA

# ADMINISTRATIVE SUBDIVISION FOR: BILL DALLUHN

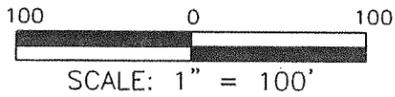
2769 BAILEY ROAD, CITY OF NEWPORT, WASHINGTON COUNTY, MINNESOTA

PIN: 25.028.22.11.0001

NORTH LINE OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25, TOWNSHIP 28, RANGE 22

## LEGEND

- ⊙ . . . . . FIRE HYDRANT
- ⊗ . . . . . WATER VALVE
- . . . . . MANHOLE
- ▣ . . . . . CATCH BASIN
- ⊘ . . . . . POWERPOLE
- ☀ . . . . . LIGHT POLE
- . . . . . IRON MONUMENT FOUND
- . . . . . IRON PIPE MONUMENT SET
- 281.26 \* . . . . . EXISTING SPOT ELEVATION



### PROPOSED PARCEL "A" LEGAL DESCRIPTION:

THE EAST 317.42 FEET OF THE WEST 834.84 FEET OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25, TOWNSHIP 28, RANGE 22, IN THE CITY OF NEWPORT, WASHINGTON COUNTY, MINNESOTA, LYING SOUTH OF THE CENTERLINE OF COUNTY HIGHWAY NO. 18, EXCEPTING THEREFROM THE SOUTH 417.42 FEET THEREOF AND LYING WEST OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE INTERSECTION OF THE NORTH LINE OF SAID NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25 AND THE EAST LINE OF THE WEST 834.84 FEET OF SAID NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25; THENCE SOUTH 00 DEGREES 08 MINUTES 10 SECONDS EAST ASSUMED BEARING ALONG SAID EAST LINE OF THE WEST 834.84 FEET OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25 A DISTANCE OF 169.28 FEET TO THE CENTER LINE OF COUNTY STATE AID HIGHWAY NO. 18; THENCE CONTINUING SOUTH 00 DEGREES 08 MINUTES 10 SECONDS EAST ALONG SAID EAST LINE OF THE WEST 834.84 FEET OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25 A DISTANCE OF 732.41 FEET TO THE INTERSECTION WITH THE NORTH LINE OF THE SOUTH 417.42 FEET OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25; THENCE SOUTH 89 DEGREES 55 MINUTES 54 SECONDS WEST A DISTANCE OF 123.15 FEET TO THE POINT OF BEGINNING OF THE LINE TO BE DESCRIBED; THENCE NORTH 00 DEGREE 58 MINUTES 24 SECONDS WEST A DISTANCE OF 380.92 FEET; THENCE NORTH 04 DEGREES 55 MINUTES 21 SECONDS WEST A DISTANCE OF 311.72 FEET TO SAID CENTER LINE OF COUNTY STATE AID HIGHWAY NO. 18 AND THERE TERMINATING. SUBJECT TO EASEMENTS OF RECORD.

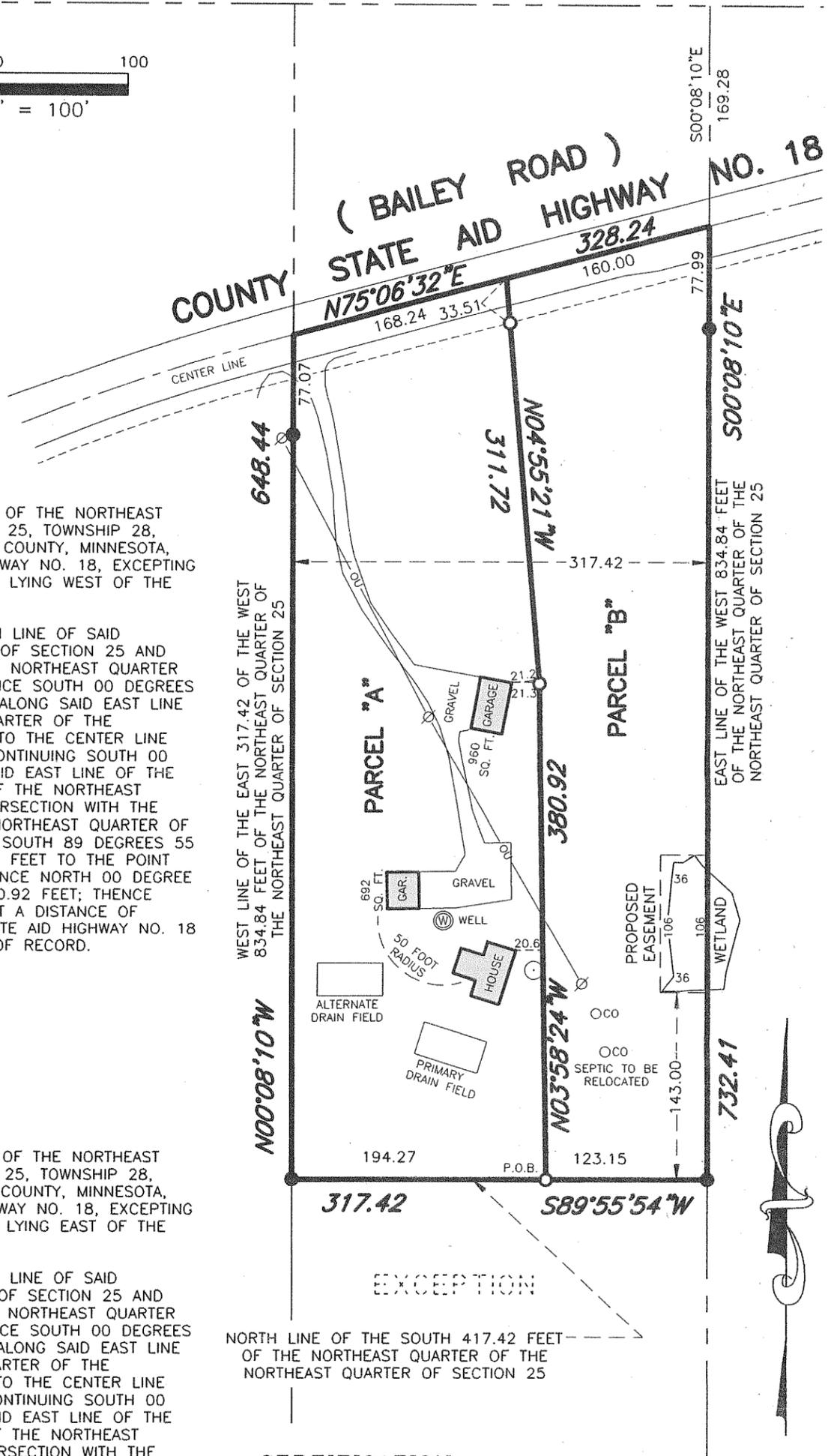
CONTAINING 124,006 SQUARE FEET OR 2.85 ACRES

### PROPOSED PARCEL "B" LEGAL DESCRIPTION:

THE EAST 317.42 FEET OF THE WEST 834.84 FEET OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25, TOWNSHIP 28, RANGE 22, IN THE CITY OF NEWPORT, WASHINGTON COUNTY, MINNESOTA, LYING SOUTH OF THE CENTERLINE OF COUNTY HIGHWAY NO. 18, EXCEPTING THEREFROM THE SOUTH 417.42 FEET THEREOF AND LYING EAST OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE INTERSECTION OF THE NORTH LINE OF SAID NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25 AND THE EAST LINE OF THE WEST 834.84 FEET OF SAID NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25; THENCE SOUTH 00 DEGREES 08 MINUTES 10 SECONDS EAST ASSUMED BEARING ALONG SAID EAST LINE OF THE WEST 834.84 FEET OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25 A DISTANCE OF 169.28 FEET TO THE CENTER LINE OF COUNTY STATE AID HIGHWAY NO. 18; THENCE CONTINUING SOUTH 00 DEGREES 08 MINUTES 10 SECONDS EAST ALONG SAID EAST LINE OF THE WEST 834.84 FEET OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25 A DISTANCE OF 732.41 FEET TO THE INTERSECTION WITH THE NORTH LINE OF THE SOUTH 417.42 FEET OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25; THENCE SOUTH 89 DEGREES 55 MINUTES 54 SECONDS WEST A DISTANCE OF 123.15 FEET TO THE POINT OF BEGINNING OF THE LINE TO BE DESCRIBED; THENCE NORTH 00 DEGREE 58 MINUTES 24 SECONDS WEST A DISTANCE OF 380.92 FEET; THENCE NORTH 04 DEGREES 55 MINUTES 21 SECONDS WEST A DISTANCE OF 311.72 FEET TO SAID CENTER LINE OF COUNTY STATE AID HIGHWAY NO. 18 AND THERE TERMINATING. TOGETHER WITH A PERPETUAL DRAINAGE EASEMENT OVER, UNDER AND ACROSS THE NORTH 106.00 FEET OF THE SOUTH 249.00 FEET OF THE EAST 36.00 FEET OF SAID DESCRIBED PROPERTY.

CONTAINING 95,149 SQUARE FEET OR 2.18 ACRES



### CERTIFICATION:

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.

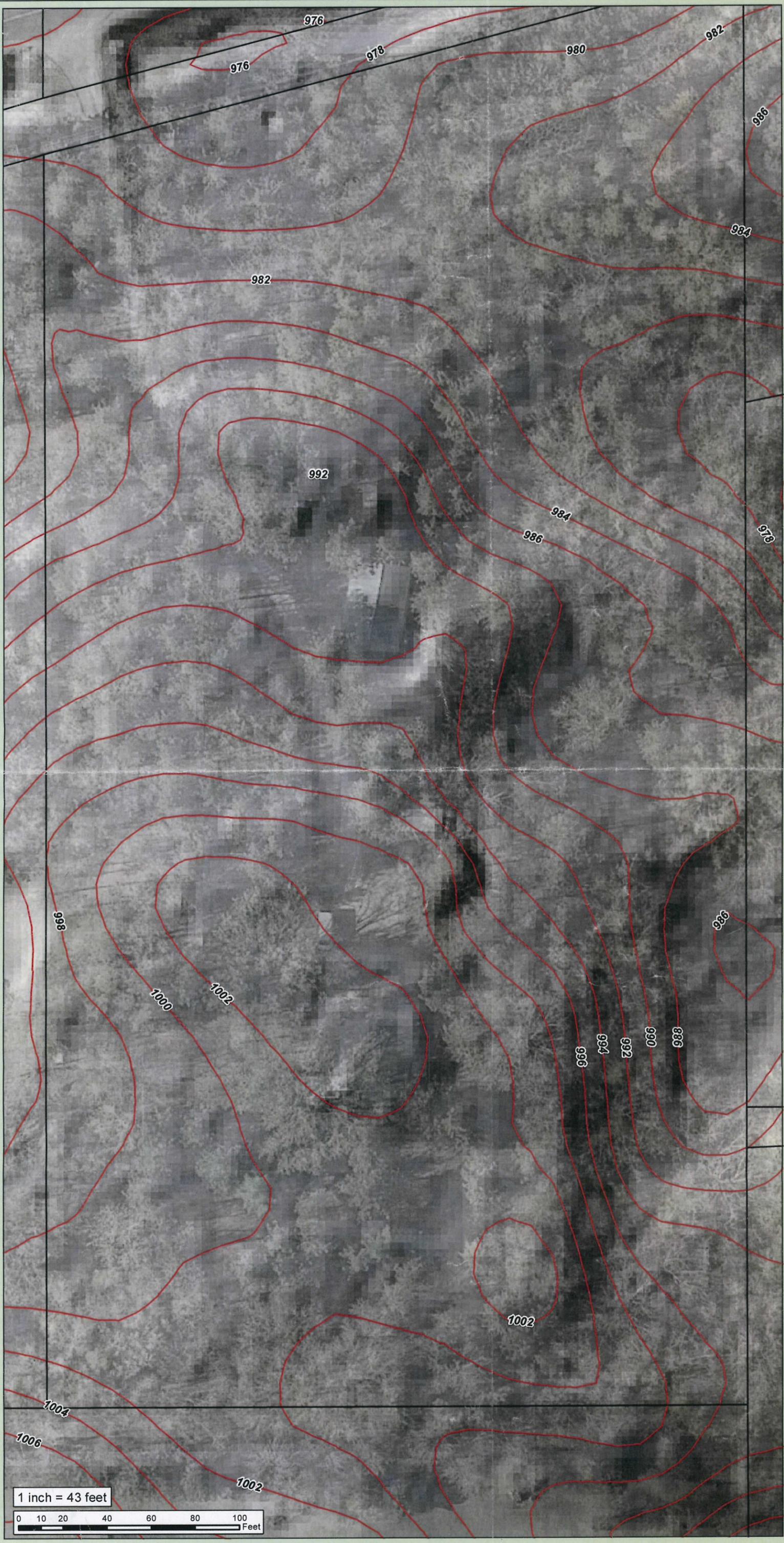
SIGNED THE 17th OF JUNE, 2014.

*Timothy S. Peterson*  
TIMOTHY S. PETERSON  
MINNESOTA LICENSE No. 45332  
FOR: PTS LAND SERVICES

## PTS LAND SERVICES

826 NW 30TH STREET, FARIBAULT, MN 55021  
507-291-1137 Fax: 507-334-9472

ALTERATIONS TO THIS DRAWING ARE PROHIBITED WITHOUT THE EXPRESS WRITTEN PERMISSION OF PTS LAND SERVICES INC. COPYRIGHT 2014.



KEY TO FEATURES

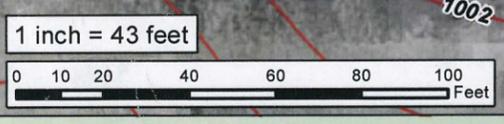
-  Parcels
-  2 ft Contours (LiDAR)



**DALLUHN**  
2769 BAILEY RD  
NEWPORT

**PIN: 2502822110001**

2013 Aerial Photo



## RESOLUTION NO. 2014-44

### A RESOLUTION BY THE NEWPORT CITY COUNCIL APPROVING A MINOR SUBDIVISION REQUESTED BY WILLIAM DALLUHN, 2769 BAILEY ROAD, NEWPORT, MN 55055, FOR PROPERTY LOCATED AT 2769 BAILEY ROAD, NEWPORT, MN 55055

**WHEREAS**, William Dalluhn, 2769 Bailey Road, Newport, MN 55055, has submitted a request for a Minor Subdivision; and

**WHEREAS**, the property is located at 2769 Bailey Road, Newport, MN 55055, and is more fully legally described as follows:

**PID#25.028.22.11.0001** - The East 317.42 feet of the West 834.84 feet of that part of the Northeast Quarter of Northeast Quarter (NE1/4 of NE1/4) of Section 25, Township 28N, Range 22W, in the City of Newport, Washington Co., Minnesota, lying South of the centerline of County Highway No. 18, excepting therefrom the South 417.42 feet thereof.

Containing 5.02 acres, more or less, subject to the right-of-way of said County Highway No. 18; and also subject to a road easement over the West 33 feet of the North 250 feet of the above described tract (said 250 feet being measured along the West line thereof); together with a road easement over a 33 foot wide strip adjacent to and immediately West of the above mentioned 33 foot strip easement; and

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

**WHEREAS**, Chapter 12, Section 1200.03, of the Code of Ordinances states; *“The purpose and intent of this Chapter shall be to ensure that subdivisions are consistent with all applicable provisions of all applicable plans, laws, and regulations, and to provide for the orderly subdivision of land.”* And

**WHEREAS**, Following publication, posted, and mailed notice thereof, the Newport Planning Commission held a Public Hearing on September 11, 2014.

**WHEREAS**, The Planning Commission recommended Council approval of the proposed minor subdivision, Resolution No. P.C. 2014-13; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED** That the Newport City Council Approve a Minor Subdivision of the described property to applicant William Dalluhn, 2769 Bailey Road, Newport, MN 55055, with the following conditions:

1. The Final Plat shall be substantially in conformance with the Final Plat drawing June 17, 2014. The applicant shall revise the plat drawing to show the required right-of-way to be dedicated to Washington County with the written easement description. The easement document shall be recorded with the new deeds for Parcels A and B.
2. All future development on Lots 1 and 2 shall meet the requirements of the City’s Ordinances.
3. The applicant shall obtain the required septic system permit from Washington County at the time development on Parcel B.
4. The applicant shall obtain the required Washington County Access Permit at the time of development on Parcel B.
5. The applicant shall dedicate a drainage and utility easement over the wetland area.
6. The applicant shall satisfy the City’s park dedication requirement.
7. The applicants shall pay all fees and escrow associated with this application.

Adopted this 18th day of September, 2014 by the Newport City Council.

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

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

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

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



11 East Superior Street, Suite 340  
 Duluth, MN 55802  
 218.724.8578  
 tkda.com

## Memorandum

<b>To:</b>	Newport City Council	<b>Reference:</b>	Brewpub and Microbrewery Uses—Ordinance Updates
<b>Copies To:</b>	Deb Hill, City Administrator		
	Renee Eisenbeisz, Executive Analyst		
		<b>Project No.:</b>	15482.000
<b>From:</b>	Sherri Buss, RLA, AICP, Planner	<b>Routing:</b>	
<b>Date:</b>	September 15, 2014		

### Current Ordinance Requirements and Request for Changes

In early 2014, the City Council adopted new Zoning Ordinance definitions and requirements that were recommended by the Planning Commission. The Commission studied the requirements for breweries in many other communities in order to develop the ordinance. The definitions and requirements that were adopted by the City were based on state statutes and the requirements that most cities in the Metro Area and the United States have for brewery uses. In brief, the requirements in Newport include the following:

- Brewery uses of various sizes are Permitted uses in Business and Industrial Districts—no CUP is required
- Small breweries (“brew pubs”) or wineries are permitted as an accessory use to restaurants and bars where liquor is served in Mixed Use Districts. This use requires a Conditional Use Permit. The Zoning Ordinance requires that all restaurants and bars where liquor is served obtain a Conditional Use permit. Breweries that produce more malt liquor, such as craft breweries, micro-breweries and regional breweries are not permitted in the Mixed Use Districts.

Derrick and Autumn Lehrke purchased a property in the City’s MX-3 zoning district before the City’s ordinance permitted breweries or brew pubs. They wish to operate a brew pub or craft brewery at that property. The Lehrke’s object to the requirements included in the ordinance that the City adopted in early 2014, and requested that the City change the ordinance in the following ways:

- Permit existing bars and restaurants to add a brew pub without obtaining a CUP
- Permit Craft breweries in the MX Districts, with no zoning permit requirements

The Planning Commission reviewed this request at their August and September meetings.

- 1) The Commission recommended that Small breweries or wineries should not be required to obtain CUP’s if they are added to existing, licensed bars and restaurants in Newport.

The Planner provided an updated ordinance that removes the “Small brewery and winery as an accessory use” from the Accessory Uses section of the MX district chart, and moves it to the primary use section, added to the “Restaurants where liquor is served” use. If it is identified as part of this primary use, then existing establishments will not need a CUP to add the Small brewery use.

It should be noted that most communities would consider the brew pub as a new use, and require a CUP to add this use. Wayzata recently required a CUP to add a brew pub at the Wayzata Boat Works, an existing bar and restaurant. This change in Newport’s ordinance would be more permissive than what most communities in the Metro Area require.

- 2) The Commission discussed Conditional Use Permit (CUP) requirements for Craft Breweries based on size in MX Districts, and recommended a change in the ordinance to be similar to the St. Paul zoning requirements for Craft breweries, with a significant exception that would make Newport’s requirements the most permissive among all cities reviewed.

Based on research completed by St. Paul staff, only two cities in the United States permit small Craft Breweries that produce up to 5,000 barrels of malt liquor each year in mixed use districts without a CUP—St. Paul and Denver. Those two communities permit small craft breweries (with the capacity to produce up to 5,000 barrels of malt liquor per year), and require that larger craft breweries in those districts obtain a Conditional Use Permit (CUP). (Craft breweries by definition may produce up to 20,000 barrels of malt liquor per year.)

It should be noted that most cities, including Newport, require CUP’s for any restaurant that serves liquor, and most ordinances require CUP’s for Craft breweries in order to be consistent with that requirement.

- St. Paul and Denver have the most permissive ordinances related to Craft breweries among all communities in the United States and Metro area that were surveyed by the St. Paul Planning Department staff. Other communities do not permit Craft breweries in Mixed Use districts, and require a CUP for a craft brewery of any size in Commercial districts.

Most communities require CUP’s for craft breweries, particularly in close proximity to residential areas, because this is a relatively new use that has the potential to impact neighbors. Communities have heard concerns from neighbors about the following issues, and want to include conditions in the permit to manage potential impacts to neighbors related to:

- Truck traffic
- The location of loading areas in relation to residential properties
- Outdoor patios and events, and related noise
- Hours of operation
- Odors from brewery activities and waste products

St. Paul and Denver believe that small craft breweries are unlikely to have negative impacts.



The Planning Commission requested that Planning staff provide an update of the City's existing ordinance to match the St. Paul ordinance at the September 11 meeting. A copy of that draft ordinance is attached. The St. Paul ordinance requirements include the following:

- In traditional neighborhood and B2 business districts, a conditional use permit is required for such uses with more than fifteen thousand (15,000) square feet of floor area to ensure size and design compatibility with the particular location
- In all traditional neighborhood and business districts, a conditional use permit is required for facilities with the capacity to manufacture more than five thousand (5,000) barrels of malt liquor a year in order to ensure operational and design compatibility with the particular location.

At the Planning Commission meeting on September 11, the Lehrke's objected to the language in the St. Paul ordinance that requires a CUP for facilities "with the capacity" to manufacture more than 5,000 barrels of malt liquor a year" and suggested instead that the language should say "facilities that manufacture more than five thousand barrels of malt liquor per year."

The St. Paul ordinance uses the term "capacity" to manage the size of the brewery use from the time that it is permitted. It regulates the size of business and the equipment that is installed, so that the business is limited to the 5,000 barrel production level. If the brewery wishes to expand beyond the 5,000 barrel limit, it must come back to obtain a new permit.

If the language is changed to "facilities that manufacture more than 5,000 barrels of malt liquor per year," the following could occur:

- The Craft brewery could install equipment that would permit brewing at a level that exceeded the amount allowed without a CUP
- City staff would need to obtain copies of documents that verify how much was brewed in the prior year or during the year, and determine after-the-fact if the brewery is exceeding the limited allowed without a CUP
- The City could be in a position to try to enforce the limits or require a CUP retroactively.

City staff have spent significant time in the past year trying to enforce zoning ordinance requirements retroactively on older businesses in the community that do not have existing CUP's or other permits, such as Aggregate Industries. The Council should consider the implications of the wording options for the CUP requirements for craft breweries in light of this experience,

### **Request for Council Action**

On a 3-2 vote, the Planning Commission recommended that the ordinance language regarding CUP requirements for craft breweries be the following:

- Brewery, Craft—in MX Districts, a conditional use permit is required for one or both of the following:
  - A craft Brewery with more than fifteen thousand (15,000) square feet of floor area to ensure size and design compatibility with the particular location



- A Craft Brewery that manufactures more than five thousand (5,000) barrels of malt liquor a year.

The Council should consider the proposed changes to the ordinance based on the Planning Commission's recommendations and staff concerns discussed above. The Council should determine whether it will adopt the proposed changes to the existing ordinance.



City of Newport

Section 1350 Non-Residential Districts

Use	MX-1	MX-2	MX-3	MX-4
Schools for business, trade, dancing, music	C	C	C	C
Social and fraternal clubs and lodges, union halls	P	P	C—10,000 sq ft maximum	P
Transit stations and related parking facilities	C	C	C	C
<b>Commercial Uses</b>				
Administrative support services	P	P	P	P
Adult Uses	N	N	N	N
Animal boarding, grooming, veterinary clinics, retail sales	C	C	C—10,000 sq ft maximum	C
Artist studios	P	P	P	P
Auto body repair and major auto repair, towing services	C	N	N	N
Automotive services, car specialty services (not including body repair or major repair)	C	C	C—Maximum 4 repair bays	C
Bakeries, delicatessens, coffee shops	P	P	P	P
Bakeries, wholesale	P	C	C	C
Bed and Breakfast	P	P	N	P
Biotechnology	P	P	P	P
Brew on premises store	P	P	P 10,000 sf maximum	P
<u>Brewery, craft</u>	<u>P/C*</u>	<u>P/C*</u>	<u>P/C*</u>	<u>P/C*</u>
Building materials and services	C	N	N	N
Catalog and mail order	P	P	P	P
Conference Center, 50,000 square feet or less	C	C	C	C
Convenience stores	P	P	P	P
Data centers	C	C	C	C
Entertainment/amusement halls, bowling alley, indoor skating rink	P	P	C	C
Fabrication of apparel, leather products and other products from prepared products	P	C	P	C
Fabrication of office and computer equipment	P	P	P	P
Financial services	P	P	P	P
Fitness and recreation centers, in a mixed-use building	C	C	C	C
Gas, diesel or other motor fuel retail sales	C	C	N	C
Grocery and produce sales	C	C	C—50,000 sq ft maximum	C
Internet publishing and broadcasting	P	P	P	P
Medical, dental, or veterinary clinics and laboratories	C	C	C—10,000 sq ft maximum	C
Medical appliance assembly	P	P	P	P
Motion picture and sound recording industries	C	C	C	C
Offices – general, medical, professional, free-standing, or mixed-use building	P	P	P--to 10,000 sq ft; C—larger than 10,000 sq ft	P

City of Newport

Section 1350 Non-Residential Districts

Use	MX-1	MX-2	MX-3	MX-4
Printing, publishing, bookbinding, blueprinting	C	C	C	C
Processing and packaging of drugs, pharmaceuticals, perfumes and cosmetics	C	C	P	C
Retail and service establishments, free-standing, or mixed-use building	P	P	P--to 10,000 sq ft; C—10,000 to 50,000 sq ft maximum	P
Research, development and testing laboratory	C	C	C	C
Restaurants, including open air or sidewalk cafes, freestanding or in mixed-use buildings—no liquor served	P	P	P	P
Restaurants, including open air or sidewalk cafes, freestanding or in mixed-use buildings—liquor served, <u>including a small brewery or winery as an accessory use</u>	C	C	C	C
Restaurants with drive-through service	C	C	C	C
Service businesses, such as beauty shops, barbershops, dry-cleaning, drop-off/pickup (no on-site processing) in mixed-use buildings	P	P	P	P
Small scale manufacturing and artisans	P	P	P—5,000 sq ft or less; C—5,000 to 10,000 sq ft	P
Theaters (with structured parking)	P	P	P	P
Theaters	C	C	C	C
Towing services (no outside storage of vehicles)	P	C	P	C
Vehicle sales, display and service	C	N	N	N
Vehicle Storage Lot	N	N	N	N
Warehousing as a primary use	N	N	N	N
<b>Accessory Uses</b>				
Drive up facilities	C	C	C	C
Gazebo, arbor, play equipment in public or private open space area	P	P	P	P
Outdoor sales, in conjunction with permitted use	C	C	N	C
Renewable energy system	P	P	P	P
Rental of vehicles (with limited outside storage)	C	C	C	C
Parking lot, as an accessory use	C	C	C	C
<del>Small brewery or winery as an accessory use to a bar or restaurant</del>	<del>C</del>	<del>C</del>	<del>C</del>	<del>C</del>
Swimming Pool	P	P	P	P

- Brewery, Craft—in MX Districts, a conditional use permit is required for one or both of the following:
  - a. A Craft Brewery with more than fifteen thousand (15,000) square feet of floor area to ensure size and design compatibility with the particular location.
  - b. A Craft Brewery with the capacity to manufacture more than five thousand (5,000) barrels of malt liquor a year in order to ensure operational and design compatibility with the particular location.

**Comment [RH1]:** The City Council will need to discuss whether or not this language should be "the capacity to manufacture more than 5,000 barrels" or "manufacture more than 5,000 barrels" The draft ordinance has the Planning Commission's recommendation of "manufacture more than 5,000 barrels."

**CITY OF NEWPORT  
ORDINANCE 2014-14**

**AN ORDINANCE OF THE CITY OF NEWPORT, MINNESOTA, APPROVING A ZONING  
AMENDMENT TO SECTION 1350 NON-RESIDENTIAL DISTRICTS**

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

**Section 1350 - Non-Residential Districts**

**1350.15 Uses in the Non-Residential Districts**

A. Mixed Use Districts Uses

P=Permitted Use; C=Permitted with a Conditional Use Permit; N=Not Permitted; PUD=Permitted with a Planned Unit Development, sf=square feet

Use	MX-1	MX-2	MX-3	MX-4
<b>Residential Uses</b>				
Single-family detached, one dwelling per lot	P	P	N	P
Single-family detached, more than one dwelling per lot	PUD	PUD	N	PUD
Two-family residences	P	P	N	P
Townhouse, rowhouse	P	P	P	P
Manufactured single-family dwelling	P	P	N	P
Mobile homes	N	N	N	N
Multi-Family, condos, apartments and cooperatives	P	P	P—less than 8 units; C—8 or more units	P
Congregate housing for senior populations	P	P	P	P
Homes for handicapped or infirm including group homes or halfway houses but not containing more than 6 unrelated persons	P	P	P	P
Mixed-Use (dwelling unit above ground floor)	P	P	P	P
Live-work building	C	C	C	C
PUD	PUD	PUD	PUD	PUD
<b>Civic and Semi-Public Uses</b>				
Day Care Facilities in Single Family Homes with 14 or fewer children being attended to	P	P	N	P
Day Care Facilities in Single Family Homes with more than 14 children being attended to	C	C	N	C
Day Care Facilities	C	C	C	C
Day Care Facilities in a mixed-use building	P	P	P	P
Essential services/public utilities	P	P	P	P
Funeral Home	C	C	C	C
Hospitals	C	C	C	C
Military reserve, national guard centers	C	N	N	N
Park and public recreation facilities	P	P	P	P
Parking Garage (as a principal use)	C	N	C	N
Parking Lot, Surface (as a principal use)	C	N	N	N
Penal/correctional facilities	N	N	N	N
Place of worship and associated facilities, except	C	C	C	C

Use	MX-1	MX-2	MX-3	MX-4
schools				
Public Facilities including government offices, emergency services facilities, public works facilities, schools, libraries, museums, post offices and other municipally owned or operated facilities	C	C	C—50,000 sq ft maxi-mum	C
Schools – trade, college, vocational, and associated facilities	C	C	C—50,000 sq ft maxi-mum	C
Schools for business, trade, dancing, music	C	C	C	C
Social and fraternal clubs and lodges, union halls	P	P	C—10,000 sq ft maxi-mum	P
Transit stations and related parking facilities	C	C	C	C
<b>Commercial Uses</b>				
Administrative support services	P	P	P	P
Adult Uses	N	N	N	N
Animal boarding, grooming, veterinary clinics, retail sales	C	C	C—10,000 sq ft maxi-mum	C
Artist studios	P	P	P	P
Auto body repair and major auto repair, towing services	C	N	N	N
Automotive services, car specialty services (not including body repair or major repair)	C	C	C—Maxi-mum 4 repair bays	C
Bakeries, delicatessens, coffee shops	P	P	P	P
Bakeries, wholesale	P	C	C	C
Bed and Breakfast	P	P	N	P
Biotechnology	P	P	P	P
Brew on premises store	P	P	P 10,000 sf maximum	P
Brewery, Craft	P/C*	P/C*	P/C*	P/C*
Building materials and services	C	N	N	N
Catalog and mail order	P	P	P	P
Conference Center, 50,000 square feet or less	C	C	C	C
Convenience stores	P	P	P	P
Data centers	C	C	C	C
Entertainment/amusement halls, bowling alley, indoor skating rink	P	P	C	C
Fabrication of apparel, leather products and other products from prepared products	P	C	P	C
Fabrication of office and computer equipment	P	P	P	P
Financial services	P	P	P	P
Fitness and recreation centers, in a mixed-use building	C	C	C	C
Gas, diesel or other motor fuel retail sales	C	C	N	C
Grocery and produce sales	C	C	C—50,000 sq ft maxi-mum	C
Internet publishing and broadcasting	P	P	P	P
Medical, dental, or veterinary clinics and laboratories	C	C	C—10,000 sq ft	C

Use	MX-1	MX-2	MX-3	MX-4
			maxi-mum	
Medical appliance assembly	P	P	P	P
Motion picture and sound recording industries	C	C	C	C
Offices – general, medical, professional, free-standing, or mixed-use building	P	P	P--to 10,000 sq ft; C—larger than 10,000 sq ft	P
Printing, publishing, bookbinding, blueprinting	C	C	C	C
Processing and packaging of drugs, pharmaceuticals, perfumes and cosmetics	C	C	P	C
Retail and service establishments, free-standing, or mixed-use building	P	P	P--to 10,000 sq ft; C—10,000 to 50,000 sq ft maxi-mum	P
Research, development and testing laboratory	C	C	C	C
Restaurants, including open air or sidewalk cafes, freestanding or in mixed-use buildings—no liquor served	P	P	P	P
Restaurants, including open air or sidewalk cafes, freestanding or in mixed-use buildings—liquor served, including a small brewery or winery as an accessory use	C	C	C	C
Restaurants with drive-through service	C	C	C	C
Service businesses, such as beauty shops, barbershops, dry-cleaning, drop-off/pickup (no on-site processing) in mixed-use buildings	P	P	P	P
Small scale manufacturing and artisans	P	P	P—5,000 sq ft or less; C—5,000 to 10,000 sq ft	P
Theaters (with structured parking)	P	P	P	P
Theaters	C	C	C	C
Towing services (no outside storage of vehicles)	P	C	P	C
Vehicle sales, display and service	C	N	N	N
Vehicle Storage Lot	N	N	N	N
Warehousing as a primary use	N	N	N	N
<b>Accessory Uses</b>				
Drive up facilities	C	C	C	C
Gazebo, arbor, play equipment in public or private open space area	P	P	P	P
Outdoor sales, in conjunction with permitted use	C	C	N	C
Renewable energy system	P	P	P	P
Rental of vehicles (with limited outside storage)	C	C	C	C
Parking lot, as an accessory use	C	C	C	C
Swimming Pool	P	P	P	P

\* Brewery, Craft—in MX Districts, a conditional use permit is required for one or both of the following:

- a. A Craft Brewery with more than fifteen thousand (15,000) square feet of floor area to ensure size and design compatibility with the particular location.

- b. A Craft Brewery that manufactures more than five thousand (5,000) barrels of malt liquor a year in order to ensure operational and design compatibility with the particular location.

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 September, 2014.

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

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



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

September 18, 2014

Mr. Daniel Petrik, Land Use Specialist  
Minnesota Department of Natural Resources  
500 Lafayette Road  
St. Paul, MN 55155-4025

Re: City of Newport Comments on Draft Mississippi River Corridor Critical Area (MRCCA)  
Draft Rules  
TKDA Project No. 15482.000

Dear Mr. Petrik:

The City of Newport is writing to you to provide its comments on the MRCCA Working Draft Rules. The City previously commented on the draft rules published in 2010. We are encouraged to see that many of the issues that the City identified in our comment letter (December 2, 2010) have been addressed in the new draft of the proposed rules in response to the concerns expressed by many local governments. We also appreciate the DNR staff meetings with the City and with private landowners during 2013-2014 to discuss the new version of the proposed rules.

However, the City is concerned about several elements of the proposed rules that will require new permits, complicated monitoring and enforcement, and create significant costs that would be borne by local residents, businesses, and the City. Several of the items identified below will result in new burdens for landowners and the City. We believe that existing regulations and permits address the goals to protect resources in the MRCCA, and we do not believe the new permitting and monitoring requirements will result in improved natural resource outcomes or help to meet the goals of the Critical Areas Act, particularly in fully-developed communities like Newport.

At the August 19 meeting on the proposed rules, Commissioner Landwehr indicated that the DNR may make a budget request to the Legislature for funds to assist with the implementation of the proposed rules. The City of Newport supports this request. We believe that the new mandates for local governments in the rules should only be adopted if there is new funding for local governments to support implementation of the rules.

Our specific comments regarding the proposed rules are as follows:

- **Flexibility from standards proposed in the Rules.** The City appreciates the inclusion of Subpart 6 in the proposed rules that states that local governments may adopt standards in their ordinances that are not in strict conformity with the Rules. The City will need to consider the setback requirements in light of the location of existing sewer and water infrastructure that may make it difficult to develop some parcels or replace

some structures to comply with the proposed setback requirements in the rules. We believe that we may need to request flexibility based on item (4) in Subpart 6, which allows flexibility based on “existing or planned wastewater, stormwater, water supply and/or utility facilities and similar physical or infrastructural constraints.

- **Identification and establishment of Primary Conservation Areas (PCA).** The draft rules require that local governments identify “primary conservation areas” within the MRCCA. The areas must include shore impact zones, bluff impact zones, slope preservation zones, floodplains, wetlands, natural drainage routes, unstable soils and bedrock, significant existing vegetation, tree canopies, native plant communities, public river corridor view areas, scenic views and vistas, and cultural and historic sites and structures. Local government will need to identify all of these areas and create maps of the PCA’s so that they can be used to evaluate permit and subdivision applications in the MRCCA.

Identification and mapping of these areas will be a time-consuming and costly effort for many local governments.

- While maps exist of floodplain and shoreland zones, many of the other items required to be included in the PCA’s are not currently inventoried or mapped in our community. Cities like Newport do not have staff to complete the inventory and mapping efforts, and will need to contract these services. The cost to the City will be high in order to gather and maintain data that will be sufficiently accurate for use in permitting.
- Some of the categories are not defined in the new rules. There is no definition for “significant existing vegetation” or “natural drainage routes”; the rules do not indicate if “wetlands” means delineated wetlands, or something else. If local communities must define the terms, the PCA’s will not be consistent among communities, and permit requirements will not be consistent across the MRCCA.

Significant items included in the PCA’s are regulated already mapped and regulated—shoreland areas, floodplains, steep slopes and bluffs, and wetlands. Stormwater management is regulated by local cities and Watershed Districts. There is no need for additional regulation of these areas.

The City recommends that if inventory and mapping of additional features to identify PCA’s is necessary, the State of Minnesota should reimburse the costs to the City for completing the inventory and mapping effort. The PCA’s should include only elements that can be clearly defined, so that the PCA’s are consistent throughout the MRCCA and permit requirements are equitable.

- **Requirements for structures to assist persons with disabilities.** Section 6106.0080 Subp. 6 of the proposed rules would require persons with disabilities to get an interim use permit rather than a variance to allow structures related to disabilities (i.e. ramps, stairways, etc) in locations that would require a variance. The interim use permit would not require the identification of “practical difficulties” to permit the improvements, but otherwise provides little benefit to the disabled person, as the costs and process are the same as for a variance. The City would need to monitor the permit to require removal of



the structure at the time or event stated in the permit, which will add additional costs to the permit. The City recommends that if the intent of the proposed rule is to minimize costs and review time, and maintain the privacy of the disabled person as stated by the DNR, an administrative permit issued by the Zoning Administrator would be a better approach than an IUP in order to minimize the time, costs, and maintain the privacy of disabled persons.

- **Incorporation of documents by reference.** The draft rules list a number of documents that are proposed to be incorporated in the rules by reference, and notes that the documents may be subject to frequent change. Of the eight documents listed, one is not yet available, and it is a significant document--The MRCCA **Visual Resources Protection Plan** – which is being developed by the National Park Service and the Mississippi Parkway Commission. The new rules would require the City to use the methodology in that document for granting conditional use permits for height.

The City recommends that these documents be provided for review and comment before the new rules are adopted. The methodology for assessing visual resources could add significant new costs for zoning permit applications (which in Newport are borne by local residents and businesses who apply for the permit) to determine visual impacts of proposed development. The City's current height standards for zoning districts are consistent with those proposed in the draft rules. Additional visual analysis and regulation of height based on vague visual standards is not necessary.

- **Vegetation Management—New Permit.** The new rules would require the City to create and implement a new permit for vegetation removal. The proposed standards require that selective vegetation removal of more than 5-15% of the total tree canopy or vegetation cover or by an area of more than 1,000- 5,000 square feet, whichever area is less, in the shore impact zone, the bluff impact zone, and the slope preservation zone, over a two year period, requires a permit. The rules also require that landowners who cut more than the allowed vegetation complete a restoration plan that would be approved and monitored by the City

These requirements in the rules will be difficult for the City to implement. It will be very difficult for the applicant and for City staff to determine and monitor what equals 5-15% of the vegetation on a property or whether 1,000 to 5,000 square feet of the canopy is proposed for removal or has been removed over two years. It would require that the City complete a new baseline inventory of each property, and complete periodic review of properties to identify vegetation removal. *The City does not currently have the in-house staff resources to monitor vegetation removal on all parcels within the MRCCA, and manage this new a new permit process. The rules permit local governments to delegate the permitting responsibilities to a resource agency, but the permit applicants and the City would still bear the cost of this new permitting and monitoring.*



The City believes that the existing vegetation management regulations in the Shoreland Ordinance have been sufficient to prevent significant loss of tree canopy and vegetative cover on parcels in Newport that are within the MRCCA. The City believes that the new regulations will be almost impossible to administer, will be costly, and are not needed.

- **Construction or replacement of retaining walls, rip rap or other erosion control measures—New Permit or additional requirements on existing Building Permits.** The proposed rules require a new permit process whereby a “qualified person” must submit a determination that the above methods are not sufficient, in order to permit a retaining wall or rip rap rather than vegetative methods for erosion control.

The City believes that existing permitting processes implemented by the City and Watershed Districts are sufficient to manage erosion control, and determine the best methods given the characteristics of individual sites. In many locations, vegetative methods are not sufficient to manage erosion control. The new regulation is not necessary, and could place a significant new permit burden on the City and residents in the MRCCA area in order to prove that vegetative means will not provide adequate erosion control.

- **Stormwater Management—Higher Permit Standards.** The proposed rules require a permit for all development that creates new or fully reconstructs impervious surface of more than 10,000 square feet on parcels that abut a public water body, wetland or natural drainageway. In some cases, replacement of a driveway would trigger this requirement. The threshold for creation of new impervious surface is one acre under the City’s MS4 permit. The DNR not given a rationale for a higher standard than the one required by the Minnesota Pollution Control Agency through the MS4 permit process.

The City recommends that the existing MS4 permit requirement is reasonable and sufficient to protect resources in the MRCCA District. The proposed rule should be changed to be consistent with the MS4 Permit requirements.

- **Requirement for New Site Plan Permit.** The new MRCCA rules require a “site plan” for all items that require a discretionary action or a permit—such as a variance or conditional use permit. The site plan must include a large number of items listed in the rules and the list of required submittals goes beyond the City’s requirements for applications for most variances and conditional use permits. The city has the authority to require a site plan for conditional use permits, variances, and similar zoning permits when needed, but does not need this extensive information in all cases. This requirement will add significant new costs to land use permit applications for residents and businesses in the MRCCA District. Many permit applications are relatively simple now, and meet the City’s needs for review.



The City recommends that this requirement be removed from the rules. Local governments are able to determine the submittal requirements for review of local zoning permits.

- **Subdivision of land—protection of Primary Conservation Areas required.** The MRCCA rules propose that when subdivision occurs the developer must set-aside a portion of the area within the Primary Conservation Area identified on the property and dedicated open space, and that native vegetation communities be restored within that area. This requirement will create confusion with the City's Park and Open Space dedication requirements, and could add significant costs for developers, home owners associations or the City to dedicate, restore and maintain the dedicated areas. It will also place a priority on dedication of the primary conservation areas as park and open space areas, and may limit the City's ability to require the dedication of park and open space areas outside the primary conservation areas as a part of development.

Primary Conservation Areas such as wetlands, bluffs, steep slopes and floodways have protection under current rules, and do not need to be dedicated as permanent open space in order to be protected from development. The rules may suggest that the City consider the PCA areas for dedication, but should give the City the flexibility to determine whether these areas are already adequately protected, so that open space dedication can be better applied elsewhere to meet the City's adopted park, trail and open space plans.

- **Proposed MRCCA Districts Map.** The proposed MRCCA Districts map is not compatible with the City's Zoning Map at the southern end of the City. Properties that are currently zoned for Industrial Uses are included in the proposed CA-SR District.

The City requests that the DNR revise the map to be consistent with Newport's zoning districts.

Thank you for considering our comments on the proposed MRCCA Rules. If you have questions about these comments, please contact City Administrator Deb Hill at 651.556.4600.

Sincerely,

Tim Geraghty  
Mayor

Cc: Deb Hill, City Administrator  
Newport City Council and Planning Commission Members





# MEMO

TO: Mayor and Council  
FROM: Deb Hill, City Administrator  
DATE: September 18, 2014  
SUBJECT: Preliminary Levy - 2015

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The preliminary budget has the following changes from last year's:

## General Fund:

### Revenue:

- LGA increased \$5636
- Fire relief contribution decreased \$7064
- Fiscal Disparities went up \$29,521
- Proposing to keep ad valorem taxes the same as 2014 - \$1,735,559
- Revenue is budgeted to increase by \$27,043.

### Expenses:

- Assumed a 2% salary increase
- Health insurance costs were scheduled to increase 17%, but now we have learned that we will have a 2.5% decrease in premiums. To reduce cost further, we are dropping what is referred to as a 'fourth quarter roll-over' benefit – a benefit that was not being utilized. This decreased premiums another 2.1%. The deductible went up \$25 for single and \$50 for family – we are budgeting these increases. Currently, the co-pay for family insurance is 7%. To reduce future liability, it is budgeted that this be increased to 8.5% for 2015 and to 10% for 2016 and hold at that point.
- We took a hard hit with workers comp this year – these line items are reflected in police, streets and parks.
- There is a mandatory PERA increase: Coordinated – 7.25% to 7.5% Police – 15.3% to 16.2%
- Engineering costs will increase 4.76% for project rates. General engineering rates will remain the same. Rates have not increased since 2008.
- General government spending decreases \$3588
- Public safety increased \$2068 (Workers Comp. up \$3200, PERA up \$3300, Fire relief decrease \$7000)
- Public works went up \$12,342 (Workers Comp. up \$13,500) One employee's time (6%) was moved to the storm water fund to cover time street sweeping.
- Parks and rec went up \$1524 (Workers Comp. up \$3000)
- Total expenses went up \$12,346
- Transfers decreased \$45,700

- The money transfer to the HPC fund was raised from \$7200 to \$9000. Council approved the new agreement with Robert Vogel in January, 2013.
- EDA transfer is at \$361,000. The goal of the EDA was to attain a fund balance of \$1,000,000 to have enough funds to do a couple of projects in the Red Rock area. For example, the cost of the Maxwell property from MNDOT will be around \$400,000. The proposed transfer for 2016 is \$25,000.
- Parks transfer is raised from \$32,000 to \$40,000 and will level off at that amount for many years.
- Equipment CIP fund is reduced from 2014's amount of \$278,000 to \$65,000.
- Total net change - \$61,660

Summary:

- General Revenue           \$2,151,357
- Refinance bond            126,127
- 2011 Equipment           87,518
- 2013 GO Bond             69,151
- 2014 GO Bond             33,323
- Total                       \$2,467,476

2014 Levy                    \$2,415,691  
 Total increase             \$51,785  
 Preliminary increase       2.14%

**The change in median market value from 2014 to 2015 is projected to be 2.9%.**

**The projected local tax rate change is -1.3%.**

If budget predictions remain constant, we should be able to eliminate any increase to the 2015 budget. That would put us at a 0% increase or possibly a slight decrease.

**CITY OF NEWPORT, MINNESOTA  
GENERAL FUND  
2015 DRAFT BUDGET**

REVENUE	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET
<b>Property Taxes</b>							
Current ad valorem	\$ 1,437,249	\$ 1,634,410	\$ 1,825,793	1,798,043	\$ 1,735,559	1,735,559	1,432,517
Fiscal disparities	244,626	310,234	286,461	254,961	329,444	358,965	287,572
Delinquent	22,670	4,908	0	0	0		
Fire relief	65,760	65,000	1,000	65,000	63,897	56,833	57,000
Special Assessments/debt service	0	0	0				
<b>Total Property Taxes</b>	<b>1,770,305</b>	<b>2,014,552</b>	<b>2,113,254</b>	<b>2,118,004</b>	<b>2,128,900</b>	<b>2,151,357</b>	<b>1,777,089</b>
<b>Intergovernmental Revenue</b>							
Local governmental aid	588,876	588,876	589,106	589,360	627,338	632,974	627,338
Market Value & other tax credits	(38)	131	0	0	0	0	
Police town aid	51,292	46,565	45,308	47,653	45,000	45,000	45,000
Police training reimbursement	2,151	2,651	2,325	2,771	2,300	2,300	2,300
State fire relief aid	14,530	13,091	12,577	13,776	12,500	12,500	12,500
Other/miscellaneous grants	24,949	63,166	42,820	21,262	30,000	20,000	20,000
<b>Total Intergovernmental Revenue</b>	<b>681,760</b>	<b>714,480</b>	<b>692,136</b>	<b>674,822</b>	<b>717,138</b>	<b>712,774</b>	<b>707,138</b>
<b>Licenses and Permits</b>							
Conditional use permits	0	0	2,100	2,050	0	0	-
Licenses and permits	4,384	1,740	1,180	1,650	4,500	11,750	11,750
Liquor licenses	8,360	8,330	8,430	10,690	8,300	8,600	8,600
Cigarette licenses	500	800	250	1,250	500	500	500
Building permit fees	79,848	66,218	58,387	70,217	50,000	50,000	50,000
Animal licenses/citations	1,975	1,970	2,305	1,810	2,000	2,000	2,000
Recycling/sanitation	900	4,200	3,000	2,100	1,000	2,400	2,400
<b>Total Licenses and Permits</b>	<b>95,967</b>	<b>83,258</b>	<b>75,652</b>	<b>89,767</b>	<b>66,300</b>	<b>75,250</b>	<b>75,250</b>
<b>Charges for Services</b>							
Planning and zoning	6,431	1,050	0	0	1,000	1,000	1,000
Special assessment search	0	0	0	0	0	0	-
Accident reports	107	206	153	150	100	100	100
Antenna franchise fees	59,150	69,132	80,591	81,904	83,000	83,000	83,000
Miscellaneous	72	9,344	12,595	16,875	250	250	250
<b>Total Charges for Services</b>	<b>65,760</b>	<b>79,732</b>	<b>93,339</b>	<b>98,929</b>	<b>84,350</b>	<b>84,350</b>	<b>84,350</b>
<b>Other Revenue</b>							
Fines and forfeits	52,659	70,006	58,234	68,193	52,000	52,000	52,000
Interest earned on investments	8,348	8,401	7,937	5,598	8,000	8,000	8,000
Rent or sale of property	644	2,477	2,138	5,279	0	0	-
Donations	6,995	52,055	48,884	6,045	8,000	8,000	8,000
Other	13,050	63,938	135,116	69,286	14,000	14,000	14,000
<b>Total Other Revenue</b>	<b>81,696</b>	<b>196,877</b>	<b>252,309</b>	<b>154,401</b>	<b>82,000</b>	<b>82,000</b>	<b>82,000</b>
<b>TOTAL REVENUE</b>	<b>2,695,488</b>	<b>3,088,899</b>	<b>3,226,690</b>	<b>3,135,923</b>	<b>3,078,688</b>	<b>3,105,731</b>	<b>2,725,827</b>

**CITY OF NEWPORT, MINNESOTA  
GENERAL FUND  
2015 DRAFT BUDGET**

<u>EXPENDITURES: GENERAL GOVERNME</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 ACTUAL BUDGET</u>	<u>2014 FINAL BUDGET</u>	<u>2015 DRAFT BUDGET</u>	<u>2016 DRAFT BUDGET</u>
Mayor and Council							
Personnel services	\$ 20,413	\$ 23,545	\$ 20,481	\$ 19,550	\$ 19,550	19,550	19,550
PERA	598	0	228	218	218	326	326
FICA/Medicare	1,496	0	1,567	1,495	1,496	1,496	1,496
Workers Comp	37	0	42	75	50	50	50
Travel/conferences	0	0	492	0	300	300	300
Memberships	20	0	65	15	100	100	100
Education	365	80	194	95	1,000	1,000	1,000
Miscellaneous	63	133	0	0	0	0	0
Total Mayor and Council	<u>22,991</u>	<u>23,758</u>	<u>23,069</u>	<u>21,448</u>	<u>22,714</u>	<u>22,822</u>	<u>22,822</u>
Administration							
Personnel services (2.3)	240,070	280,207	170,150	152,859	163,317	159,950	163,910
PERA	0	0	10,312	9,637	11,841	11,995	12,300
FICA/Medicare	0	0	11,970	11,815	12,494	12,235	12,540
Health Insurance	40,403	66,112	52,235	21,280 *	27,499	24,980	27,032
Workers Comp	0	0	1,443	2,449	1,900	2,400	2,400
Office supplies	13,129	6,153	4,655	6,247	7,500	7,500	8,000
Computer & phone services	4,329	949	761	2,394	2,000	2,000	2,500
Equipment repairs & maintenance	13,565	24,978	0	0	14,000	14,000	14,000
Travel & mileage	2,501	486	1,344	1,281	1,500	2,000	2,000
Printing and publishing	5,316	5,626	9,176	6,200	9,000	9,000	9,000
Postage	2,943	3,341	4,309	4,795	4,400	4,400	4,400
Dues and subscriptions	6,772	6,464	6,597	7,619	6,600	6,600	6,600
Education	4,315	2,149	2,791	2,718	4,500	4,000	4,000
Contractual services	15,671	14,194	3,368	7,365	10,000	10,000	10,000
Capital outlay	338	1,686	9,474	0	2,000	2,000	2,000
Miscellaneous	1,362	5,082	9,063	12,055 *	5,000	5,000	5,000
Total Administration	<u>350,714</u>	<u>417,427</u>	<u>297,648</u>	<u>248,714</u>	<u>283,551</u>	<u>278,060</u>	<u>285,682</u>
Elections							
Temporary employees	4,539	732	2,884	960	3,000	1,150	3,200
Operating supplies	107	0	612	0	800	100	800
Travel and conferences	0	0	0	0	250	0	250
Printing and publishing	0	0	0	0	500	0	500
Miscellaneous	1,066	940	1,045	564	500	500	500
Total Elections	<u>5,712</u>	<u>1,672</u>	<u>4,541</u>	<u>1,524</u>	<u>5,050</u>	<u>1,750</u>	<u>5,250</u>

**CITY OF NEWPORT, MINNESOTA  
GENERAL FUND  
2015 DRAFT BUDGET**

EXPENDITURES: GENERAL GOVERNME	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET
Professional services							
Accounting/audit	34,765	42,930	40,925	40,721	35,000	33,000	33,000
Engineering	10,880	26,390	19,959	17,534	28,000	28,000	28,000
Legal	72,640	72,670	62,626	66,790	72,000	72,000	72,000
IT, phone support & hardware	30,100	26,253	44,949	34,349	45,000	40,000	40,000
Financial/Assessment services	25,596	33,498	26,240	23,533	25,000	28,000	28,000
Building inspection	39,047	17,929	12,315	27,352	15,000	15,500	16,000
Insurance	53,976	50,152	62,956	70,963	64,000	71,000	71,000
Misc. contracted services	416	5,608	12,663	12,973	10,000	12,000	12,000
Total Professional Services	267,420	275,430	282,633	294,215	294,000	299,500	300,000
Planning and Zoning							
Personnel services	30,831	2,086	25,257	26,165	0	0	0
Part time - planning com.				1,050	1,800	1,800	1,800
PERA	0	0	1,805	1,892	0	0	0
FICA/Medicare	0	0	1,967	2,114	138	138	138
Health Insurance	0	0	4,017	3,532	0	0	0
Workers Comp	0	0	139	278	0	0	0
Planning commission	0	0	0	0	0	0	0
Operating supplies	0	0	0	412	700	500	500
Professional services	15,444	61,930	30,906	21,133	30,000	32,000	33,000
Travel and conferences	0	0	0	0	1,000	1,000	1,000
Printing and publishing	0	0	0	0	0	0	0
Education	0	0	0	0	750	0	0
Dues and subscriptions	0	0	0	0	0	0	0
Capital outlay	0	0	1,178	589	0	0	0
Miscellaneous	16,987	4,020	925	676	0	0	0
Total Planning & Zoning	63,262	68,036	66,194	57,841	34,388	35,438	36,438
Government Buildings							
City Hall							
Operating supplies	1,192	676	659	318	100	500	500
Repairs and maintenance	3,247	1,409	1,491	2,014	6,500	4,100	4,100
Utilities	7,957	9,478	6,987	8,269	8,000	8,750	9,100
Capital outlay	358	4,737	4,161	1,301	4,000	4,000	4,000
Total City Hall	12,754	16,300	13,298	11,902	18,600	17,350	17,700
Library							
Personnel	0	0	13,253	15,477	13,145	12,480	13,000
FICA						775	805
Medicare						210	190
PERA						925	957
Supplies				808	500	750	750
Computer and phones				1,374	1,600	1,600	1,600
Repairs and maintenance	0	455	727	903	750	750	750
Utilities	3,773	3,009	3,425	2,605	3,500	3,200	3,200
Capital outlay	0	0	11,378	4,051	4,900	3,500	4,500
Total Library	3,773	3,464	28,783	25,218	24,395	24,190	25,752
Railroad Tower							
Operating supplies	0	0	0	0	0	0	0
Repairs and maintenance	0	0	33	0	300	200	200
Utilities	124	489	579	573	500	600	600
Total Railroad Tower	124	489	612	573	800	800	800
Total Government Buildings	16,651	20,253	42,693	37,693	43,795	42,340	44,252
Total General Government	726,750	806,576	716,778	661,435	683,498	679,910	694,444



**CITY OF NEWPORT, MINNESOTA  
GENERAL FUND  
2015 DRAFT BUDGET**

EXPENDITURES: PUBLIC SAFETY	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET
Fire Protection							
Personnel services (28)	28,236	27,059	36,393	30,461	37,000	37,000	38,000
Fica/Medicare				2,260	2,600	2,903	2,984
Workers' comp. insurance	1,890	4,421	3,693	8,309	6,300	7,000	7,000
Office supplies	6,689	7,210	1,739	826	2,500	2,500	2,500
Vehicle supplies	11,652	6,728	8,499	1,375	4,000	4,000	4,200
Tools and equipment	0	172	4,055	1,588	4,000	4,200	4,200
Fuel	1,902	3,130	1,722	5,656	2,300	3,000	3,000
Uniforms	6,756	54,351	1,026	0	1,000	1,200	1,300
Computers & phones (1-cell)	2,421	1,449	1,524	1,507	1,550	1,650	1,750
Radios - 800 MHz (27) * \$400/yr	0	0	0	12,383	11,800	12,200	12,600
Travel and conferences	617	1,093	758	587	800	800	800
Memberships & subscriptions	505	3,318	753	809	800	800	800
Education	6,536	9,278	5,262	6,691	8,000	8,000	8,200
Repairs & maintenance	264	759	265	315	850	850	850
Contractual	4,604	8,904	11,425	2,869	6,500	7,000	7,000
Fire Relief	66,660	71,816	65,438	69,213	63,897	56,833	57,000
State Fire Relief Aid	13,630	13,091	12,577	19,687	12,500	13,000	13,000
Fire Marshall	0	23	0	0	3,000	3,000	3,000
Civil Defence	96	678	4,622	0	300	300	300
Capital outlay	2,424	6,200	10,000	21,172	15,000	15,000	15,000
Total Fire Protection	154,882	219,680	169,751	185,708	184,697	181,236	183,484
Fire Station No. 1							
Operating supplies	241		0	0	500	500	500
Repairs and maintenance	342	444	187	1,251	1,000	1,000	1,000
Utilities	10,600	6,602	6,359	8,167	7,500	7,500	7,500
Capital outlay	34,201	817	0	6,539	1,500	1,200	1,200
Total Fire Station No. 1	45,384	7,863	6,546	15,957	10,500	10,200	10,200
Fire Station No. 2							
Operating supplies	0	0	0	63	500	100	500
Repairs and maintenance	175	0	0	0	0	400	0
Utilities	3,128	2,142	1,946	2,489	1,800	2,500	2500
Capital outlay	0	0	0	0	0	0	0
Total Fire Station No. 2	3,303	2,142	1,946	2,552	2,300	3,000	3,000
Total Public Safety	972,727	1,004,276	974,427	1,002,823	1,036,914	1,038,982	1,063,864

**CITY OF NEWPORT, MINNESOTA  
GENERAL FUND  
2015 DRAFT BUDGET**

EXPENDITURES: OPERATIONS & MAINT	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET
<b>Streets</b>							
Personnel services (1.94)	242,135	197,906	245,250	113,612	105,631	107,050	111,100
PERA	0	0	17,933	8,585	7,965	8,300	8,630
FICA/Medicare	0	0	18,841	9,296	8,405	8,900	9,560
Workers' compensation	0	0	18,880	18,192	5,421	19,000	19,000
Health insurance	47,253	37,338	31,962	26,757 *	31,821	29,445	31,615
Full-time overtime	0	0	0	3,205	4,180	4,400	4,500
Part-time personnel	0	0	0	4,394	6,000	6,000	6,000
Education				1,074	500	500	500
Operations and supplies	39,550	68,063	26,980	52,545	50,000	50,000	50,000
Vehicle supplies	5,173	17,779	14,094	10,805	15,000	15,000	15,500
Small tools and equipment	537	280	459	1,114	2,000	2,000	2,000
Fuel	17,844	16,909	14,547	17,745	15,000	16,000	17,000
Uniforms	4,572	3,817	2,414	1,496	4,000	4,000	4,000
Computer (2) & phone (5) services	3,720	5,966	4,861	1,385	9,000	6,000	6,000
Cell phones (3)			0	0			
Travel and milage				0	500	500	500
Street maintenance	11,861	61,056	80,818	96,731	80,000	80,000	82,000
Repairs & maint.-vehicles	5,778	3,956	3,734	231	5,000	5,000	5,200
Rentals				51	3,000	3,000	3,000
Dues & Subscriptions				297	400	400	400
Contracted services				6,213	10,000	10,000	10,000
Capital Outlay			202	11,060	2,000	2,000	2,000
Miscellaneous	3,171	19,321	9,399	1,672	3,000	3,000	3,500
Total Streets	381,594	432,391	490,374	386,460	368,823	380,495	392,005
<b>Composting</b>							
Personnel services	5,311	0	4,528	4,364	4,500	4,290	4,290
FICA						280	280
Medicare						75	75
PERA						325	325
Operating supplies	14	210	685	30	50	50	50
Contracted Services	0	0	0	0	600	600	600
Miscellaneous contractual	0	500	513	4,483	0	0	-
Total Composting	5,325	710	5,726	8,877	5,150	5,620	5,620
<b>Public Works Garage</b>							
Operating supplies	527	125	374	4,046	1,000	1,000	1,200
Repairs and maintenance	2,810	5,595	1,930	1,702	1,500	1,500	1,500
Utilities	14,147	11,422	10,578	19,140	12,500	12,700	12,800
Capital outlay	0	0	636	0	2,000	2,000	2,000
Total Public Works Garage	17,484	17,142	13,518	24,888	17,000	17,200	17,500
Total Public Works	404,403	450,243	509,618	420,225	390,973	403,315	415,125

**CITY OF NEWPORT, MINNESOTA  
GENERAL FUND  
2015 DRAFT BUDGET**

EXPENDITURES: OPERATIONS & MAINT	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 ACTUAL BUDGET	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET
<b>Parks</b>							
Personnel services (2.6)	205,570	256,856	144,470	226,392	180,795	186,900	192,950
Overtime				1,242	2,035	2,200	2,300
PERA	0	0	10,247	15,764	13,255	14,015	14,150
FICA/Medicare	0	0	12,114	30,814	15,440	15,900	16,400
Health insurance	49,941	46,157	33,357	31,104 *	35,112	33,619	36,090
Workers' compensation	0	0	11,027	13,474	7,928	11,000	11,000
Part-time personnel services	0	0	10,695	23,349 *	19,000	19,000	19,000
Operating supplies	8,232	10,555	7,968	4,415	10,000	10,000	10,000
Vehicle supplies	3,179	2,733	2,925	4,731	5,000	5,000	5,200
Tools and minor equipment	870	138	1,880	0	3,000	3,000	3,000
Fuels	697	71	8,601	5,586	7,500	8,000	8,500
Uniforms	351	1,397	1,231	2,690	1,500	1,500	1,500
Rental	0	554	34	0	1,500	1,500	1,500
Phones (2) - warming houses	890	1,258	1,370	743	1,500	1,500	1,500
Miscellaneous contractual	7,180	10,853	8,199	8,790	10,000	10,000	10,000
Capital outlay	2,850	3,783	15,167	8,018	17,000	10,000	17,000
Miscellaneous	0	388	0	1,525	500	500	500
<b>Total Parks</b>	<b>279,760</b>	<b>334,743</b>	<b>269,285</b>	<b>378,637</b>	<b>331,065</b>	<b>333,634</b>	<b>350,590</b>
<b>Recreation</b>							
Personnel services	1,759	2,241	2,062	2,733	2,700	2,700	2,700
Supplies	284	256	392	342	500	500	500
Capital outlay	0	0	0	0	0	0	0
<b>Total Recreation</b>	<b>2,043</b>	<b>2,497</b>	<b>2,454</b>	<b>3,075</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
<b>Parks Buildings - Warming Houses</b>							
Part time employees				1,220	7,500	7,500	7,500
Fica				76	465	465	465
Medicare				18	110	110	110
PERA						205	205
Operating supplies	286	0	0	0	500	500	500
Repairs and maintenance	0	432	0	1,871	500	500	500
Utilities	4,786	2,684	3,542	4,963	5,000	5,000	5,000
Capital outlay	0	1,815	0	0	0	0	0
<b>Total Parks Buildings</b>	<b>5,072</b>	<b>4,931</b>	<b>3,542</b>	<b>8,148</b>	<b>14,075</b>	<b>14,280</b>	<b>14,280</b>
<b>Special Contributions</b>							
Athletic Association	100	7,237	2,913	1,621	2,000	750	750
<b>Total Special Projects</b>	<b>100</b>	<b>7,237</b>	<b>2,913</b>	<b>1,621</b>	<b>2,000</b>	<b>750</b>	<b>750</b>
<b>Total Parks and Recreation</b>	<b>286,975</b>	<b>349,408</b>	<b>278,194</b>	<b>391,481</b>	<b>350,340</b>	<b>351,864</b>	<b>368,820</b>
Capital outlay							
Property Purchase	0	0	0	0	0	0	-
<b>Miscellaneous</b>							
Contingency	8,661	1,000	0	4,200	10,000	10,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>2,399,516</b>	<b>2,611,503</b>	<b>2,479,017</b>	<b>2,480,164</b>	<b>2,471,725</b>	<b>2,484,071</b>	<b>2,552,253</b>

**CITY OF NEWPORT, MINNESOTA  
GENERAL FUND  
2015 DRAFT BUDGET**

EXPENDITURES: OPERATIONS & MAINT	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2,013 ACTUAL BUDGET	2014 FINAL BUDGET	2015 DRAFT BUDGET	2016 DRAFT BUDGET
Excess (Deficiency) of Revenue over Expenditures	295,972	477,396	747,673	655,759	606,963	621,660	173,574
<b>Other Financing Sources (uses) net</b>							
Economic Dev. Authority	0	(70,000)	(150,000)	(246,250)	(218,500)	(361,000)	(25,000)
Heritage Preservation Fund	(7,200)	(7,200)	(7,200)	(7,200)	(7,200)	(9,000)	(9,000)
Parks Fund	0	(11,800)	(11,800)	(57,000)	(32,000)	(40,000)	(50,000)
Public Works Building Fund	(153,457)	0			0		
Buy Forfeiture Fund	(2,784)	(288)					
Fire Engine Fund	(64,032)	(64,032)			0		
Equipment Fund	0	0	(50,000)	(75,000)	(278,000)	(65,000)	(50,000)
Buildings Fund	0	0		(40,000)	(70,000)	(85,000)	(70,000)
Streetlight Enterprise Fund	0	(12,000)			0		
<b>Total Other Financing Sources</b>	<b>(227,473)</b>	<b>(165,320)</b>	<b>(219,000)</b>	<b>(425,450)</b>	<b>(605,700)</b>	<b>(560,000)</b>	<b>(204,000)</b>
Other Financing Sources (uses) net	(227,473)	(165,320)	(219,000)	(425,450)	(605,700)	(560,000)	(204,000)
Net change in fund balance	68,499	312,076	528,673	230,309	1,263	61,660	(30,426)
Fund Balance: Beginning of Year	779,527	848,026	1,160,102	1,688,775	1,919,084	1,920,347	1,982,007
Fund Balance: End of Year	<u>\$ 848,026</u>	<u>\$ 1,160,102</u>	<u>\$ 1,688,775</u>	<u>\$ 1,919,084</u>	<u>\$ 1,920,347</u>	<u>1,982,007</u>	<u>1,951,581</u>
Ratio: Fund balance to expenditures	35.3%	41.8%	62.6%	66.0%	62.4%	65.1%	70.8%

**2012-2020 EQUIPMENT CIP  
2015 DRAFT BUDGET**

**Fund 401**

REVENUE	2012	2013	2014	2015	2016	2017	2018	2019	2020
Transfer from General Fund	\$ 50,000	\$ 75,000	\$ 278,000	\$ 65,000	\$ 50,000	\$ 60,000	\$ 25,000	\$ 100,000	\$ 100,000
Investment Earnings	\$ 841	\$ 162							
<b>TOTAL REVENUE</b>	<b>\$ 50,841</b>	<b>\$ 75,162</b>	<b>\$ 278,000</b>	<b>\$ 65,000</b>	<b>\$ 50,000</b>	<b>\$ 60,000</b>	<b>\$ 25,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>EXPENDITURES</b>									
Public Works									
12 GMC Canyon - Bruce	18,702								
00 One-ton						45,500			
03 Ford 550 Utility Truck w&s									
99 S-10 Chev Pickup (parks)						35,000			
99 Chev 2500 3/4 ton (parks)					35,000				
05 Chev 2500 3/4 ton									35,000
09 Chev 2500 Pickup									
82 Ford 555 Backhoe									
68 Cat 12 Motor Grader									
98 John Deere Front End Loader									
81 Elgin Pelican Sweeper			65,000						
66 Layton Pull Type Paver								26,000	
91 Vermeer Chipper								50,000	
13 Bob Cat Skid Steer		31,562							
13 Tool Cat 5600 Bobcat									
12 Mower -Farris		19,092							
04 Mower - Farris Mower				15,000					
07 Mower - John Deere							35,000		
08 JD 1565 Front Mount Mower									23,000
80 Allis Chalmers Tractor									
71 Ford 2000 Tractor									
14 International Dump Truck		146,372							
11 International Dump Truck									
01 Dump Truck - Sterling									
00 Chev HD Dump Truck									
87 Sreco Sewer Rodder									
09 Towmaster tandem trialer									
95 24' Tandem Trailer									
90 Stepp asphalt trailer									
93 Lerol Diesel air compressor									
Police Department									
13 Ford Explorer squad	41,284								44,500
09 Ford CV squad								43,000	
09 Ford CV squad					43,500				
09 Ford Explorer Investigator									
00 Ford CV Chief			43,000						
03 Chevy Tahoe 4x4 squad				43,000					
Portable Radios									
Fire Department									
70 F-1 GMC 4x4 Grass Rig									
82 F-2 Ford 8000 Tanker/Tender								150,000	
13 F- , Emax Typhoon Pumper									
88 F-2 Ford L9000 Pumper									
88 F-1 Ford Crew Grass Rig							40,000		
04 F-1 Sterling Pumper									
05 F-1 Crown VicChief's Vehicle									
67 F-1 10kw Generator								30,000	
<b>TOTAL EXPENDITURES</b>	<b>\$ 59,986</b>	<b>\$ 197,026</b>	<b>\$ 108,000</b>	<b>\$ 58,000</b>	<b>\$ 78,500</b>	<b>\$ 80,500</b>	<b>\$ 75,000</b>	<b>\$ 299,000</b>	<b>\$ 102,500</b>
Excess (Deficiency) of Revenue over Expenditures	\$ (9,145)	\$ (121,864)	\$ 170,000	\$ 7,000	\$ (28,500)	\$ (20,500)	\$ (50,000)	\$ (199,000)	\$ (2,500)
Fund Balance: Beginning of Year	218,803	209,658	87,794	257,794	264,794	236,294	215,794	165,794	(33,206)
Fund Balance: End of Year	\$ 209,658	\$ 87,794	\$ 257,794	\$ 264,794	\$ 236,294	\$ 215,794	\$ 165,794	\$ (33,206)	\$ (35,706)

CITY OF NEWPORT, MINNESOTA

2012-2020 PARKS CIP  
2015 DRAFT BUDGET

REVENUE	2012	2013	2014	2015	2016	2017	2018	2019	2020
Transfer from General Fund	\$ 11,800	\$ 57,000	\$ 32,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Investments	\$ 170	\$ 20							
Donations	\$ 1,212	\$ 600							
<b>TOTAL REVENUE</b>	<b>\$ 13,182</b>	<b>\$ 57,620</b>	<b>\$ 32,000</b>	<b>\$ 40,000</b>					
<b>EXPENDITURES</b>									
Bailey School Forest									
Install 45' gazebo	25,697								
Parkinglot and trail maintenance									5,000
Busy Beaver Park									
Build shelter with table						15,000			
Fencing					6,000				
Lions Park									
New lighting for skating								30,000	
Asphalt hockey rink									30,000
Parkinglot overlay									10,000
Rink Repair							20,000		
Install new play structure									50,000
Loveland Park									
Repair warming house			5,000						
Lighting of the skating rink					30,000				
Finish tennis courts		67,200							
Parkinglot overlay	33,144								
Replace 2 ADA drinking fountains							7,500		
New fencing for backstops				16,000					
Springler system on ball fields									
Pioneer Park									
Veteran's Memorial		7,347	15,000						
Install class 5 parking with bituminous						8,500			
Install ADA swing & hard surface							5,000		
Upgrade park lighting			8,500						
Run water to large pavilion						5,000			
<b>TOTAL EXPENDITURES</b>	<b>\$ 58,841</b>	<b>\$ 74,547</b>	<b>\$ 28,500</b>	<b>\$ 16,000</b>	<b>\$ 36,000</b>	<b>\$ 28,500</b>	<b>\$ 32,500</b>	<b>\$ 30,000</b>	<b>\$ 95,000</b>
Excess (Deficiency) of Revenue over Expenditures	\$ (45,659)	\$ (16,927)	\$ 3,500	\$ 24,000	\$ 4,000	\$ 11,500	\$ 7,500	\$ 10,000	\$ (55,000)
Fund Balance: Beginning of Year	73,994	28,335	11,408	14,908	38,908	42,908	54,408	61,908	71,908
Fund Balance: End of Year	\$ 28,335	\$ 11,408	\$ 14,908	\$ 38,908	\$ 42,908	\$ 54,408	\$ 61,908	\$ 71,908	\$ 16,908

CITY OF NEWPORT, MINNESOTA

2013-2020 BUILDINGS CIP  
2015 DRAFT BUDGET

REVENUE	2013	2014	2015	2016	2017	2018	2019	2020
Transfer from General Fund	\$ 40,000	\$ 70,000	\$ 50,000	\$ 55,000	\$ 60,000	\$ 65,000	\$ 70,000	\$ 70,000
Investment earnings	\$ 10							
<b>TOTAL REVENUE</b>	<b>\$ 40,010</b>	<b>\$ 70,000</b>	<b>\$ 50,000</b>	<b>\$ 55,000</b>	<b>\$ 60,000</b>	<b>\$ 65,000</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
<b>EXPENDITURES</b>								
City Hall								
Upgrade HVAC in Police Department		done		-	-	-	-	-
Carpet Council Chambers/Offices			17,000					
Paint interior and exterior				5,000				
Replace roof								
Reconstruct parking lot								
Fire Hall No.1								
Replace HVAC throughout building		30,000	-	-				
Tuck point all brick on building				20,000				
Paint exterior of building			7,500					
Paint interior of building			4,000					
Upgrade lighting throughout building			5,500					
Carpet upstairs level		3,000						
Reconstruct all driving surfaces							30,000	
Upgrade garage doors & openers								10,000
Concrete work for aprons & sidewalk								15,000
Replace roof on east site								
Replace roof on west side								
Fire Hall No.2								
Renovate exterior of building		-	-		-	12,000	-	-
Replace HVAC throughout building (2013)	-		-		-	-	-	-
Upgrade lighting & garage doors	-		-		-	6,000	-	-
Upgrade insulation, interior, and roof						11,000		
Reconstruct all driving surfaces							16,000	
Library & Community Center								
Upgrade entry doors		used parks fund						
Foundation repair			8,000					
Install new roof			7,000					
Paint exterior			5,000					
Upgrade lighting					5,000			
Carpeting					5,000			
Public Works								
Paint interior of maint. Shop & exterior							16,500	
Tiling of floor repair		5,000						
Security system					6,000			
Upgrade garage doors & openers								
New floor hoists for heavy equipment								
Reroof building								
Update HVAC for office area								
Upgrade garage HVAC to radiant heat								
Reconstruct all asphalt driving surfaces								
Railroad Club								
Exterior upgrades to siding								
Install new roof			7,000					
Upgrade windows and doors								
Upgrade electrical system & lighting					6,000			
Upgrade HVAC								
Railroad Tower - roof								
			4,000					
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 38,000</b>	<b>\$ 65,000</b>	<b>\$ 31,000</b>	<b>\$ 16,000</b>	<b>\$ 29,000</b>	<b>\$ 62,500</b>	<b>\$ 25,000</b>
Excess (Deficiency) of Revenue over Expenditures	\$ 40,010	\$ 32,000	\$ (15,000)	\$ 24,000	\$ 44,000	\$ 36,000	\$ 7,500	\$ 45,000
Fund Balance: Beginning of Year	-	40,010	72,010	57,010	81,010	125,010	161,010	168,510
Fund Balance: End of Year	\$ 40,010	\$ 72,010	\$ 57,010	\$ 81,010	\$ 125,010	\$ 161,010	\$ 168,510	\$ 213,510

# RESOLUTION NO. 2014-45

## A RESOLUTION ESTABLISHING A PROPOSED PRELIMINARY LEVY CERTIFICATION FOR LEVY YEAR 2014, PAYABLE 2015

**WHEREAS**, The City Council of Newport annually establishes a Draft General Fund Operating Budget and approves a Preliminary Levy Certification for Levy Year 2014, payable 2015, on or before September 30th as per State Statute; and

**WHEREAS**, The Total Proposed Preliminary Levy Certification for Levy Year 2014, payable 2015 is a \$51,785 increase over last year's final certified levy, which was adopted December 5, 2013; and

**WHEREAS**, The Total Proposed Preliminary Levy Certification for Levy Year 2014, payable 2015 is a 2.14% increase over last year's final certified levy mainly due to the addition of the 2014 General Obligation Bond; and

**WHEREAS**, The Proposed Preliminary Levy for Levy Year 2014, payable 2015 can stay the same or may be reduced, but not increased, at the City's Truth In Taxation hearing set for December 4th, 2014.

**NOW, THEREFORE, BE IT RESOLVED**, That the Newport City Council hereby establishes a Proposed Preliminary Levy Certification for Levy Year 2014, payable 2015, upon the taxable property in the City of Newport as follows:

General Fund:	\$2,151,357
Equipment Certificate of Indebtedness:	87,518
Bonded Indebtedness:	126,127
2013 General Obligation Bond	69,151
<u>2014 General Obligation Bond</u>	<u>33,323</u>
<b>Total Proposed Preliminary Levy Certification:</b>	<b>\$2,467,476</b>

Adopted by this council this 18th day of September, 2014.

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

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

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: September 15, 2014

SUBJECT: Definitions for Manufactured Single-Family Dwellings and Mobile Homes

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## BACKGROUND

At its September 11, 2014 meeting, the Planning Commission discussed definitions for manufactured single-family dwellings and mobile homes. Currently, the definition for mobile homes is the same as manufactured single-family dwellings but are only allowed in the RE District with a CUP whereas manufactured single-family dwellings are allowed in all residential districts. Since mobile homes are not allowed in every district like the manufactured homes, the Planning Commission discussed creating a new definition for mobile homes so as not to confuse individuals.

Below are the current definitions for the two items:

**Manufactured Single-family Dwelling.** "Manufactured Single-family Dwelling" shall mean a structure, not affixed to or part of real estate, transportable in one or more sections, which in a traveling mode is eight (8) body feet or more in width, or forty (40) body feet, or more in length, or, when erected on site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a single-family dwelling with or without a permanent foundation when connected to required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained in it, except for accessory manufactured single-family dwellings and temporary manufactured single-family dwellings, as defined in this Chapter. . A manufactured single-family dwelling shall be construed to remain a manufactured single-family dwelling, subject to all regulations applying thereto, whether or not wheels, axles, hitch, or other appurtenances of mobility are removed and regardless of the nature of the foundation provided. A manufactured single-family dwelling shall not be construed to be a travel trailer or other form of recreational vehicle.

**Mobile Home.** "Mobile Home" shall have the same meaning as manufactured single-family dwelling.

## DISCUSSION

Staff reviewed definitions for these two items from Cottage Grove, Inver Grove Heights, Maplewood, Plymouth, South St. Paul, St. Paul Park, West St. Paul, Woodbury, and the State Building Code. Additionally, the City contacted an appraiser to see what they use as definitions. All of the cities and State Building Code have the same definition as the City for manufactured single-family dwellings. South St. Paul and St. Paul Park are the only two that have different definitions for mobile homes and are listed below:

South St. Paul: *Mobile home (including manufactured homes)* means a single-family detached dwelling unit designed for yearround occupancy, constructed at a factory or assembly plant and drawn to the site on an attached undercarriage and wheels. "Mobile home" shall not include "recreation vehicle," as herein defined, nor shall it include modular or prefabricated dwelling units that meet or exceed the requirements of the state building code.

St. Paul Park: *Mobile home* means a manufactured home that is less than 20 feet wide over at least 30 feet of its length in the erected mode, suitable for yearround occupancy and containing the same water supply, waste disposal and electrical conveniences as stationary housing; and subject to tax or registration under state law, and having no foundation other than wheels, jacks or skirtings. Overhangs and other projections beyond the principal exterior walls shall not be taken into account in determining the width measurement.

The appraiser provided the City with the below definitions from the "Dictionary of Real Estate Appraisal," which is published by the Appraisal Institute.

**Manufactured Home:** A factory-built house manufactured under the Federal Manufactured Home Construction and Safety Standards as of 1976 commonly known as the HUD code.

**Mobile Home:** A complete, livable dwelling unit capable of being moved from place to place by a truck or automobile.

The appraiser noted that the Dictionary indicates that mobile homes, modular homes, panelized homes, and precut homes are all classified as manufactured homes.

Based on the above, it seems that the main difference between manufactured homes and mobile homes is the foundation. As such, staff and the Planning Commission is recommending that the definition for manufactured single-family dwellings be amended to make it so that they need to be built on a permanent foundation and that the definition for mobile homes states that they have no permanent foundation. The proposed definitions are below. A red-lined version is attached as well.

**Manufactured Single-family Dwelling.** "Manufactured Single-family Dwelling" shall mean a structure, not affixed to or part of real estate, transportable in one or more sections, which in a traveling mode is eight (8) body feet or more in width, or forty (40) body feet, or more in length, or, when erected on site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a single-family dwelling with a permanent foundation when connected to required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained in it, except for accessory manufactured single-family dwellings and temporary manufactured single-family dwellings, as defined in this Chapter. A manufactured single-family dwelling shall not be construed to be a travel trailer or other form of recreational vehicle.

**Mobile Home.** "Mobile Home" shall mean a manufactured home that is less than 20 feet wide over at least 30 feet of its length in the erected mode, suitable for yearround occupancy and containing the same water supply, waste disposal and electrical conveniences as stationary housing; and subject to tax or registration under state law, and having no foundation other than wheels, jacks or skirtings. Overhangs and other projections beyond the principal exterior walls shall not be taken into account in determining the width measurement. A mobile home shall not include a recreational vehicle.

## **RECOMMENDATION**

It is recommended that the City Council approve Ordinance No. 2014-15 amending the definitions for manufactured single-family dwellings and mobile homes.

**Subd. 79 Lot Width.** "Lot Width" shall mean the horizontal distance between the side lot lines measured at right angles to the lot depth at the established front building setback line.

**Subd. 80 Manufactured Single-family Dwelling.** "Manufactured Single-family Dwelling" shall mean a structure, not affixed to or part of real estate, transportable in one or more sections, which in a traveling mode is eight (8) body feet or more in width, or forty (40) body feet, or more in length, or, when erected on site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a single-family dwelling with ~~or without~~ a permanent foundation when connected to required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained in it, except for accessory manufactured single-family dwellings and temporary manufactured single-family dwellings, as defined in this Chapter. ~~— A manufactured single-family dwelling shall be construed to remain a manufactured single family dwelling, subject to all regulations applying thereto, whether or not wheels, axles, hitch, or other appurtenances of mobility are removed and regardless of the nature of the foundation provided.~~ A manufactured single-family dwelling shall not be construed to be a travel trailer or other form of recreational vehicle.

**Subd. 81 Micro- and Regional Brewery.** "Micro- and Regional Brewery" shall mean a facility with a capacity to manufacture one million (1,000,000) or fewer barrels of alcoholic and nonalcoholic malt liquor a year. This definition excludes brew on premises stores as defined in this ordinance, and/or small breweries operated in conjunction with a bar or restaurant defined herein as an accessory use.

**Subd. 82 Mobile Home.** "Mobile Home" shall ~~have the same meaning as manufactured single-family dwelling.~~ mean a manufactured home that is less than 20 feet wide over at least 30 feet of its length in the erected mode, suitable for yearround occupancy and containing the same water supply, waste disposal and electrical conveniences as stationary housing; and subject to tax or registration under state law, and having no foundation other than wheels, jacks or skirtings. Overhangs and other projections beyond the principal exterior walls shall not be taken into account in determining the width measurement. A mobile home shall not include a recreational vehicle.

**Subd. 83 Mobile Home Park.** "Mobile Home Park", a parcel of land under single ownership which has been planned and improved for the placement of mobile homes for nontransient use.

**Subd. 84 Modular Manufactured or Prefabricated Home.** "Modular Manufactured or Pre-fabricated Home" shall mean a nonmobile housing unit that is entirely or mostly fabricated off site and transported to a building site where final installations are made, permanently affixing the module to the site. A modular manufactured home shall be considered the same as a single-family dwelling under the standards in this Code, provided it meets the standards for floor area and other minimum standards.

**Subd. 85 Motel.** "Motel" shall mean a combination or group of two (2) or more detached, semi-detached or connected permanent dwellings occupying a building site integrally owned and used as a unit to furnish overnight transient living accommodations of a fee.

**Subd. 86 Motor Vehicle.** "Motor Vehicle" shall mean any self-propelled vehicle not operated exclusively on railroad tracks, and any vehicle propelled or drawn by a self-propelled vehicle, including but not limited to cars, trucks, buses, motorcycles, campers, recreational vehicles, and trailers.

**CITY OF NEWPORT  
ORDINANCE 2014-15**

**AN ORDINANCE OF THE CITY OF NEWPORT, MINNESOTA, APPROVING A ZONING  
AMENDMENT TO SECTION 1300 GENERAL ZONING**

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

**Section 1300 - General Zoning**

**1300.01 Definitions.**

**Subd. 80 Manufactured Single-family Dwelling.** "Manufactured Single-family Dwelling" shall mean a structure, not affixed to or part of real estate, transportable in one or more sections, which in a traveling mode is eight (8) body feet or more in width, or forty (40) body feet, or more in length, or, when erected on site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a single-family dwelling with a permanent foundation when connected to required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained in it, except for accessory manufactured single-family dwellings and temporary manufactured single-family dwellings, as defined in this Chapter. A manufactured single-family dwelling shall not be construed to be a travel trailer or other form of recreational vehicle.

**Subd. 82 Mobile Home.** "Mobile Home" shall mean a manufactured home that is less than 20 feet wide over at least 30 feet of its length in the erected mode, suitable for yearround occupancy and containing the same water supply, waste disposal and electrical conveniences as stationary housing; and subject to tax or registration under state law, and having no foundation other than wheels, jacks or skirtings. Overhangs and other projections beyond the principal exterior walls shall not be taken into account in determining the width measurement. A mobile home shall not include a recreational vehicle.

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 September, 2014.

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: September 15, 2014

SUBJECT: Section 1140 - Housing Standards

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## **BACKGROUND**

This Ordinance was brought before the City Council on August 21, 2014 but was tabled until the September 18, 2014 meeting because the Planning Commission would be reviewing a definition for mobile homes at its September 11, 2014 meeting. The Planning Commission recommended that the City Council approve a definition for mobile homes and that will be before you for discussion under Ordinance No. 2014-15. Please note that mobile homes are only allowed in the RE-District with a CUP.

Please find attached Ordinance No. 2014-10 amending Section 1140 by removing Section 1140.01, which requires all single-family and two-family residences to be built on full basements. City staff is recommending that this be removed because it would not be possible for potential developers to meet the requirement in some areas due to the high bedrock. Please note that the section regarding mobile homes in this Section has been in place since at least 1997. City staff has amended the language of the Ordinance per the Attorney's recommendation.

## **DISCUSSION**

The City Council will need to discuss whether or not they would like to approve this Ordinance. Staff contacted Woodbury, Cottage Grove, and St. Paul Park and none of them have a similar requirement. Cottage Grove staff did note that the building code requires footings for habitable structures but not basements.

## **RECOMMENDATION**

It is recommended that the City Council approve Ordinance No. 2014-10 amending Section 1140.

**CITY OF NEWPORT  
ORDINANCE 2014-10**

**AN ORDINANCE OF THE CITY OF NEWPORT, MINNESOTA, AMENDING THE CITY CODE OF  
ORDINANCES CHAPTER 11, HOUSING AND BUILDINGS**

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

SECTION 1

That Section 1140.01 of the Newport City Code entitled "Basements" shall hereby be repealed in its entirety.

SECTION 2

That Section 1140 of the Newport City Code entitled "Housing Standards" shall hereby be amended as follows:

**Section 1140 - Housing Standards**

**1140.01 Mobile Homes.** All manufactured homes commonly known as mobile homes, when permitted within the City pursuant to this Code, shall meet or exceed the current Federal Mobile Home Construction and Safety Standards, or other applicable standards for manufactured housing, in effect at the time the mobile is brought into the City.

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

The following Councilmembers voted in the affirmative:

The following Councilmembers voted in the negative:

**Effective Date**

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

**Adopted** by the City Council of the City of Newport, Minnesota on the 18th day of September, 2014.

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

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

CITY OF NEWPORT  
WASHINGTON COUNTY, MINNESOTA

PRIVATE IMPROVEMENT  
DEVELOPER'S AGREEMENT

THIS AGREEMENT, made and entered into this 18th day of September, 2014, by and between the

CITY OF NEWPORT  
CITY HALL  
596 SEVENTH AVENUE  
NEWPORT, MN 55055

A municipal corporation organized under the laws of the State of Minnesota, (the "City"), and

PRESIDENTIAL RECOVERY SERVICES, LLC  
500 7TH AVENUE  
NEWPORT, MN 55055

A Corporation organized under the laws of the State of Minnesota (the "Developer").

WITNESSETH, That:

WHEREAS, the Developer has made application to the City Council for approval of an Imperial Recovery Services facility within the corporate limits of the City described as follows:

Lots 5, 6, 11, 12, 13, 14, 15 16, 17, 18 19, 20, 21, 22, 23, and 24, Block 3, all in DIVISION NO.6 OF ST. PAUL PARK, according to the recorded plat thereof and of record at the office of the County Recorder, Washington County, Minnesota, together with the east half of the vacated alley lying west of said Lots 13 through 24, the west half of the vacated alley lying east of said Lots 5, 6, 11 and 12, the east half of vacated 8th Avenue east of said Block 3, the north half of vacated 4th Street lying south of said Block 3, and all of vacated Main Street north of said Lot 24 and its easterly extension thereof.

AND

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, and 15, Block4, all in DIVISION NO.6 OF ST. PAUL PARK, according to the recorded plat thereof and of record at the office of the County Recorder, Washington County, Minnesota, together with all of the vacated alley in said Block 4, the west half of vacated 8th Avenue east of said Block 4, the south half of vacated 4th Street lying north of said Block 4, and the north half of vacated Parker Street lying south of said Block 4, excepting therefrom the Chicago, Rock Island and Pacific Railroad Right of Way.

AND

All of Block 5, DIVISION NO. 6 OF ST. PAUL PARK, according to the recorded plat thereof and of record at the office of the County Recorder, Washington County, Minnesota, together with the east half of vacated 8th Avenue north of Chicago, Rock Island and Pacific Railroad Right of Way, and excepting therefrom the Chicago, Rock Island and Pacific Railroad Right of Way.

WHEREAS, the City Council has granted a conditional use permit with the condition that the Developer enter into this agreement stipulating the conditions for the installation of stormwater treatment water, sewer, and other public improvements as well as the development of on-site improvements herein after described, all in accordance with the terms and conditions hereinafter set forth.

Definitions

Completion of the Development: A point in time when a Certificate of Occupancy has been issued and the driveway installed for all buildable lots within the development, and all open area within or disturbed as part of the development is vegetated.

Improvements: Shall include all Grading, Landscaping, Sanitary Sewers and Appurtenances, Storm Sewers and Appurtenances, Watermain and Appurtenances, and Street and Roadway improvements as shown by the Plans and Specifications prepared G-Cubed, Inc. entitled Imperial Recovery Services MN – Site Improvements Plan latest revision 2/12/2014 as approved by the City of Newport.

NOW, THEREFORE, in consideration of the premises and of the mutual promises and conditions hereinafter contained, it is hereby agreed as follows:

Designation of Improvements

Improvements to be installed at Developer's expense by the Developer including; Grading, Landscaping, Parking Lot and Stormwater Improvements as shown by the Plans (Pages 1 thru 5) and Specifications prepared by G-Cubed, Inc. entitled Imperial Recovery Services MN – Site Improvements Plan latest revision 2/12/2014as approved by the City of Newport and as hereinafter referred to as " Improvements".

A. Improvements

The Developer will construct and install at the Developer's expense the following improvements according to the following terms and conditions:

1. Site Work

All site grading including building sites, right-of-ways for all interior and adjacent public streets, pathways, park areas, common greenways, open spaces, storm water storage ponds surface drainage ways, and all private streets and driveways, all in accordance with the approved grading, drainage, and site plan. A grading plan with maximum two (2) foot contours and cross sections, as necessary, shall be submitted and approved by the City prior to commencement of any site grading or construction. A Grading Verification Plan shall be submitted to the City at the conclusion of grading activities.

2. Erosion and Sediment Control

The Developer shall be responsible for controlling soil erosion according to the G-Cubed, Inc. entitled Imperial Recovery Services MN – Site Improvements Plan and the following provisions:

- a) All development shall conform to the natural limitations presented by the topography and soil of the Subdivision in order to create the best potential for preventing soil erosion. The Developer shall submit an erosion control plan, detailing all erosion control measures to be implemented during construction, said plan shall be approved by the City prior to the commencement of site grading or construction.

- b) Erosion and siltation control measures shall be coordinated with the different stages of development. Appropriate control measures as required by the City shall be installed prior to development when necessary to control erosion and siltation.
- c) Land shall be developed in increments of workable size such that adequate erosion and siltation controls can be provided as construction progresses. The smallest practical area of land shall be exposed at any one period of time. Such exposed areas shall be identified on the approved grading plan.
- d) As part of the mass grading of the site, topsoil shall be removed and set aside for respreading over the developed area. Topsoil shall be of a quality at least equal to the soil quality prior to development. Topsoil shall not be removed from the site unless authorized by the City.
- e) Failed erosion control structures or apparent need for additional erosion control measures will be addressed within twenty-four (24) hours notification by the City. If the Developer fails to perform the requested corrections in the time frame given, the Developer hereby grants the City consent to enter onto the property to perform the corrective work. The Developer will reimburse the City for all erosion control work performed on their behalf.
- f) The Developer shall obtain a NPDES permit from the MPCA for site grading and erosion control.
- g) The developer or subsequent land owners shall in perpetuity be responsible for all maintenance operation and future construction of said stormwater facilities such that said facilities shall remain in compliance with all federal, state, county and local regulations. The developer shall cause to be added to the property a codicil, acceptable to the City Attorney, committing him/her and all subsequent land owners to this requirement, and to bear all costs attributable thereto.

### 3. Utilities

The Developer shall be responsible for constructing the following utilities;

- a) Storm Sewer System and Appurtenances and Ponding Improvements as described on pages 2 and 3 of the G-Cubed, Inc. Record Plans. Said facilities extending from Seventh Avenue including, storm sewer leads, catch basins, manholes, drainage structures ponds and appurtenances connecting to the Storm Sewer system.
- b) Roadway, Signage, and Parking Stalls as described on page 2 and 3 of the G-Cubed, Inc. Record Plans, said facilities extending from Seventh Avenue. Said facilities shall include roadway base, curb and gutter, signage, and parking stalls associated with said improvements.
- c) Said facilities, which at the conclusion of construction and review and inspection and recommendation of acceptance by the City Engineer shall remain the property of the Developer.

### 4. Record Drawings

The Developer shall prepare Record Drawings of the Public and Private Improvements from construction data collected by the Construction Contractor and the City Engineer. The Record Drawings shall be provided to the City of Newport within 90 days of Completion of the Development in hardcopy and electronic format.

5. Iron Monuments

The Developer shall place iron monuments at all perimeter lot corners and angle points on boundary lines. Where lot lines are platted in wetland areas, the Developer shall place approved wetland boundary markers on the designated wetland edge. Markers shall be placed on every other lot line where the wetland boundary intersects with the lot line. Markers shall be placed before grading activities begin, and shall remain undisturbed during the course of grading activities.

6. Lot Trees/Sodding and Landscaping

The Developer shall complete all vegetative plantings as described by the approved Landscape Plan. The Developer shall maintain the vegetative plantings installed as described by the G-Cubed, Inc. Record Plans for a period of twelve months following the completion and final acceptance by the City of the development. Any plant stock, which dies or fails to flourish during the twelve-month period shall be replaced by the Developer and maintained through a further twelve-month period.

The Developer will be responsible for sodding all interior and right-of-way areas that are not paved and all disturbed areas. The Developer will also be responsible for sodding drainage swales and emergency overflow swales as directed by the City. The responsibility for sodding boulevards may be transferred to a building permit applicant when proper security is provided to the City. The sodding limits must extend to the back curb or to the shoulders of all adjacent roadways.

A detailed landscape plan shall be submitted to and approved by the City before building permits will be issued or by a time as authorized by the City in writing.

The Developer shall provide a financial guarantee for all improvements, as described herein and shall include the estimated cost of the Landscape Plan improvements and sodding described by said plans.

7. Signage

The Developer shall be financially responsible for all Private traffic signs and provide other traffic control signs determined to be necessary by the City.

8. Tree Removal

The Developer shall remove trees as per the approved final grading plan before building permits will be issued or by a time as authorized by the City in writing.

9. Street Maintenance

The Developer shall be responsible for street maintenance, including curbs, sodding of right-of-way areas, and street sweeping until the project is complete. All streets shall be maintained free of debris and soil until the development is completed. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on same and directing attention to detours. If and when the street becomes impassible, such streets shall be barricaded and closed. In the event residences are occupied or actively under construction prior to completing streets, the Developer shall maintain a smooth driving surface, adequate drainage, and provide snow and ice control on all incomplete streets.

## 10. Damage Responsibilities

The Developer shall be financially responsible for the repair of any damage done to the streets and public utilities from the time of installation until the development is fully completed and approved by the City.

## 11. Street Lights

The Developer shall furnish streetlights in accordance with the approved plans. The streetlights shall conform to City Code in all respects.

General Requirements:

- a) Street lighting systems located on City property shall be owned, installed, operated and maintained by the electric utility company. The City and the electric utility company shall enter into a contractual agreement to the rate and maintenance of the street lighting system.
- b) It shall be the responsibility of the Developer to:
  - 1) Pay the electric utility company for the purchase of all components of the street lighting system.
  - 2) Pay the electric utility company any cost incurred in the installation of the street lighting units not covered in the electric utility company rate for this service.
  - 3) The style of the lighting system along with the purchase and installation costs will be established by the City Council. An alternate lighting system style will require City approval. The Developer shall pay any additional costs.
  - 4) All of the street lighting costs shall be guaranteed by part of the Developer's security as outlined in this Agreement.

## 12. Storm Water Holding Ponds/Groundwater Issues

The Developer shall maintain ownership of all storm water holding facilities as located of said property, as required by the City. The Developer shall be responsible for storm sewer cleaning and holding pond dredging, as required, by the City prior to completion of the development. Upon completion of the development, the Developer shall submit to the City a certified as built grading plan showing that the facilities meets all design contours as set by the City. Ongoing maintenance costs of the Stormwater collection and ponding system shall be the responsibility of the property owner.

The Developer shall be financially responsible for any corrective action deemed necessary by the City as a result of groundwater encountered during, or as a result of, the building phase of development

## 13. Brownfield remediation and Environmental Clean Up

The Development is located on a site known as the "Knauff Salvage Yard" or "Bill's Auto Parts", which was operated for many years as an auto salvage and parts wrecking yard. In preparation for redeveloping the property and plan for investigation and cleanup, the City of Newport entered the site into the MPCA Voluntary Investigation and Cleanup Program (VP127600) as well as the MPDCA Petroleum Brownfields Program (PB4183). On file are a Phase II Investigation Report and Response

Action Plan as well as Soil Remediation reports. The Developer shall complete the cleanup of the property as detailed in the MPCA approved plan in accordance with the bid documents prepared for the City of Newport by its consultants.

The City has obtained a grant from DEED in the amount of \$153,200, which is intended to be applied to the expenses of the cleanup addressed in this paragraph. That amount, plus twelve percent (12%) of any amount expended for the purpose that is greater than the aforesaid amount received by the City, shall be paid by the City to the Developer to reimburse it for the expenses of the cleanup. Any amounts expended beyond the \$153,000 and the twelve percent agreed to by the City shall be borne by the Developer.

#### 14. Other Governmental Jurisdictions

The Developer shall be responsible for securing all necessary approvals and permits from all appropriate Federal, State, Regional, and local jurisdictions prior to the commencement of site grading or construction and prior to the City awarding construction contracts for public utilities.

#### B. Construction of Plan Improvements

##### 1. Construction

The construction, installation, materials, and equipment shall be in accordance with Plans and Specifications prepared by G-Cubed, Inc. entitled Imperial Recovery Services MN – Site Improvements Plan latest revision 2/12/2014 as approved by the City of Newport. All costs associated with said construction; maintenance and operation through Completion of the Development shall be the responsibility of the Developer.

##### 2. Inspection

All of the work shall be under and subject to the inspection and approval of the City and, where appropriate, any other governmental agency having jurisdiction, any costs associated with said inspections shall be borne by the Developer.

##### 3. Faithful Performance of Construction Contracts

The Developer will fully and faithfully comply with all terms and conditions of any and all contracts entered into by the Developer for the installation and construction of all Improvements and hereby guarantees the workmanship and materials for a period of two (2) years following the City's final acceptance of Improvements. Concurrently with the execution hereof by the Developer, the Developer will, in lieu of any performance bond, deposit in a bank and bank account acceptable to the City, a Cash Escrow in the amount of seventy thousand and no-hundredths dollars (\$70,000.00). The City reserves the right to draw, in whole or in part, on any portion of the Cash Escrow for the purpose of guaranteeing compliance with the terms and conditions of this agreement including payment of directly-related Legal, Engineering, and Administrative fees. The amount of the cash escrow account may be reduced, upon application of the Developer, to an amount necessary to guarantee the two year warranty following acceptance of the improvements by the City.

##### 4. Reduction of Security Guarantee for Improvements

The Developer may request reduction of the Security Guarantee based on prepayment or the value of the completed improvements at the time of the requested reduction. If requested, by the Developer the

City will perform an evaluation of the work completed only twice per calendar year. If additional evaluations are requested, the Developer will be responsible for the estimated costs incurred by the City for performing the additional evaluations. The amount of reduction will be determined by the City.

5. Reduction of Security Guarantee for Clean-up and Remediation

It is understood that the developer shall clean up the site as detailed in the Cleanup and Remediation plan approved by the MPCA dated \_\_\_\_\_. The city shall allow the Developer a period as detailed in the MPCA approved Cleanup and Remediation plan but shall not exceed 36 months, from the effective date of this agreement. The city understands that the Developer may utilize State and Federal funding assistance to complete the Cleanup and Remediation plan. In any event the Developer shall clean-up and remediate to the satisfaction of the MPCA all areas of the site to necessary to operate the intended business prior to the City's issuance of a certificate of occupancy (C of O). Any unpremeditated areas shall be fenced and posted until final MPCA has deemed the remediation of the site completed. As noted all remediation shall be completed within 36 months of final approval of this developer's agreement.

6. Payment of Costs and Assessments for Plan Improvements

If the construction of the Plan Improvements does not proceed, the Developer hereby agrees to pay the City for the costs incurred by the City for engineering services, detailed design, right-of-way acquisition, and related City and consultant legal, administrative and fiscal costs incurred regarding the proposed Plan Improvements.

7. Required Prepayment of any Assessment upon Sale of Developer

If a transfer of a lot is made, before a building permit will be issued, all delinquencies shall be paid on said lot.

General

A. Binding Effect

1. The terms and provisions hereof shall be binding upon and inure to the benefit of the heirs, representatives, successors and assigns of the parties hereto and shall be binding upon all future owners of all or any part of the PDD/ Subdivision and shall be deemed covenants running with the land. References herein to Developer, if there be more than one, shall mean each and all of them. The Developer's Agreement, at the option of the City, shall be placed on record so as to give notice hereof to subsequent purchasers and encumbrances of all or any part of the PDD/Subdivision and all recording fees, if any, shall be paid by the Developer.

The terms and provisions of this Developer's Agreement shall not be binding upon the owners of individual units, and shall not be deemed to run with the title of the individual units of the development. This provision does not release any future Developer or the Developer's successors or assigns from the terms and provisions of this Developer's Agreement.

2. Final Plat Approval

The City agrees to give final approval to the plat of the Subdivision upon execution and delivery of this Developer's Agreement and of all required documents, and security.

3. Incorporation of Reference

All plans, special provisions, proposals, specifications, and contracts for the improvements furnished and let pursuant to this Developer's Agreement shall be and hereby are made part of this Developer's Agreement by reference as fully as if set out herein in full.

4. Conditions of Approval

- a) No grading or building permits shall be issued by the City unless the plans or application are in conformance with the City's Comprehensive Plan, and engineering standards as determined by the City Engineer, this agreement, approval of site clean-up and remediation in whole or in part by the MPCA, and all local, state and federal regulations.
- b) If the Developer does not pay all bills submitted by the City pursuant to the Developer's Agreement within thirty (30) days after receipt, the City may halt all plat development work until the bills are paid in full, and that the Developer shall reimburse the City for its costs incurred in the enforcement of this Developer's Agreement including reasonable engineering and attorney's fees.

5. Notice/Remedies on Default or Violation of this Developer's Agreement

- a) Whenever any event of default or failure to conform to the terms and conditions of this Developer's Agreement occurs, the City shall give written notice of the event of default or failure to perform to the Developer by United States Mail at its last known addresses. If the Developer fails to cure the event of default or failure to perform within fifteen 15 days after the date of the mailed notice, in addition to any other remedy provided in this Developer's Agreement and without waiver of any such right, the City may avail itself of any or all of the following remedies for as long as the Developer is in default.
  - 1) Halt all plat development work and construction of development improvements until such time as the event of default is cured.
  - 2) Refuse to issue building permits or occupancy permits as to any lot until such time as the event of default is cured.
  - 3) Apply to a court of competent jurisdiction to enjoin continuation of the event of default.
  - 4) If the event of default is a failure of the Developer to complete, construct, install or correct the development improvements in accordance with the plans and specifications and this Developer's Agreement, the City may perform the construction or work and the Developer shall reimburse the City for its expenses incurred. This provision shall be a license granted by the Developer to the City to act, but shall not require the City to take any such action. The Developer consents to such an action by the City and waives any claims Developer may have against the City for damage in the event the City exercises its rights in accordance with this provision. This remedy is in addition to and not in lieu of the City's right to draw on all security referenced in this Developer's Agreement.
  - 5) Terminate this Developer's Agreement by written notice to Developer, at which time all terms and conditions as contained herein shall be of no further force and effect and all obligations of the parties imposed hereunder shall be null and void.

- 6) Draw upon and utilize Developer’s funds and/or security in order to cover the costs of the City in order to correct the event of default.

**B. Indemnification**

To the fullest extent permitted by law, the Developers shall indemnify and hold harmless the City of Newport, its agents and employees from and against any and all claims, damages, losses or expenses, including but not limited to attorney's fees, arising out of the issuance of this Developer's Agreement by the City of Newport.

**C. Guarantee and Warranty Bond**

The Developer shall guarantee all construction associated with the Improvements for a period of twenty-four months following acceptance of the improvements. The guarantee shall be assured by the provision of an irrevocable letter of credit naming the City of Newport.

**D. Insurance Coverage**

The Developer shall arrange for insurance coverage as required by State Law and shall provide the following minimum coverages:

<b>Policy</b>	<b>Minimum Coverage</b>
General Liability	\$ 1,500,000
Each Occurrence	
Release of Hazardous Substance	3,000,000
Fire	50,000
Medical Expense	1,000/10,000
Limited Pollution	1,000,000
Workers Comp	Statutory
Umbrella Policy	3,000,000

The City of Newport and its Agents shall be Named Insured’s on the insurance policies, and require that face amount of these policies meet the minimum statutory requirements for local governments.

IN WITNESS WHEREOF, the City and Developer have caused this agreement to be duly executed on the day and year first above written.

In Presence of: **CITY OF NEWPORT**

\_\_\_\_\_ By \_\_\_\_\_  
It's Mayor

\_\_\_\_\_ And \_\_\_\_\_  
It's City Administrator

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF WASHINGTON )

On this \_\_\_\_day of\_\_\_\_\_, 2014, before me, a Notary Public within and for said County, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, being each by me duly sworn did say that they are respectively the Mayor and City Administrator of the City of Newport, the municipal corporation named in the foregoing instrument; and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said municipal corporation by authority of its City Council and \_\_\_\_\_ and \_\_\_\_\_ acknowledged said instrument to be the free act and deed of said municipal corporation.

\_\_\_\_\_  
Notary Public

**DEVELOPER**

\_\_\_\_\_ By \_\_\_\_\_  
Its \_\_\_\_\_

\_\_\_\_\_ By \_\_\_\_\_  
Its \_\_\_\_\_

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF WASHINGTON )

**(CORPORATE ACKNOWLEDGEMENT)**

On this \_\_\_\_ day of \_\_\_\_\_, 2014, before me, a Notary Public within and for said County personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known, who being each by me duly sworn did say that they are respectively the \_\_\_\_\_ and the \_\_\_\_\_ of \_\_\_\_\_, the corporation named in the foregoing instrument, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors and said \_\_\_\_\_ and \_\_\_\_\_ acknowledged said instrument to be the free act and deed of said corporation.

\_\_\_\_\_  
Notary Public