



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

MAYOR:	Tim Geraghty	City Administrator:	Deb Hill
COUNCIL:	Tom Ingemann	Supt. of Public Works:	Bruce Hanson
	Bill Sumner	Chief of Police:	Curt Montgomery
	Tracy Rahm	Fire Chief:	Mark Mailand
	Steven Gallagher	Executive Analyst:	Renee Helm

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
  - A. Minutes of the November 21, 2013 Regular City Council Meeting
  - B. Minutes of the November 21, 2013 City Council Workshop Meeting
  - C. List of Bills in the Amount of \$146,688.60
  - D. Gambling Permit for Church of St. Thomas Aquinas
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
7. MAYOR'S REPORT
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
  - A. Employee Recognition
  - B. **Public Hearing** - To Review Liquor License Applications for New Owners, Autumn and Derrick Lehrke, of the Red Rock Saloon
    1. Approval of Liquor Licenses
  - C. 2014 Budget Proposal
    1. Truth in Taxation Public Hearing
      - a. Amended 2013 General Fund Budget
      - b. Proposed 2014 General Fund Operating Budget
      - c. Proposed 2014 Water, Sewer, Storm Water and Street Light Enterprise Funds
      - d. Proposed 2014 Levy Certification for Levy Year 2013, Payable 2014
      - e. Citizens Comments and Questions
      - f. Motion to Close Public Hearing
      - g. Motion to Receive Written Comments

Agenda for 12-05-13

2. **Resolution No. 2013-57** – Approving a Levy Certification for Levy Year 2013, Payable 2014, and Adopting the 2014 General Fund Operating Budget, the 2014 Water, Sewer, Storm Water, and Streetlight Enterprise Funds, the 2014 Economic Development Authority Budget, and the 2014-2019 CIP

D. **Resolution No. 2013-58** – Adopting the 2014 Annual Fee Schedule

E. **Resolution No. 2013-59** – Directing the City Administrator to Certify Unpaid Water, Sanitary Sewer, Storm Sewer, and Street Lighting Charges to the County Treasurer/Auditor

10. ATTORNEY’S REPORT

11. POLICE CHIEF’S REPORT

A. October 2013 Activity Report

B. **Public Hearing** - To Review Alleged Legal Non-Compliance of an Off-Sale Liquor License Holder

12. FIRE CHIEF’S REPORT

13. ENGINEER’S REPORT

A. Partial Payment #3

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

15. NEW / OLD BUSINESS

16. ADJOURNMENT

Upcoming Meetings and Events:

- |   |                   |            |
|---|-------------------|------------|
| 1. Volunteer Appreciation Dinner                        | December 10, 2013 | 6:00 p.m.  |
| 2. Planning Commission Meeting                          | December 12, 2013 | 6:00 p.m.  |
| 3. Holiday Luncheon for Council, Staff, and Consultants | December 18, 2013 | 12:00 p.m. |
| 4. City Council Meeting                                 | December 19, 2013 | 5:30 p.m.  |



**City of Newport  
City Council Minutes  
November 21, 2013**

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL -**

**Council Present** – Tim Geraghty; Tom Ingemann; Tracy Rahm; Steven Gallagher

**Council Absent** – Bill Sumner;

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

**Staff Absent** – John Stewart, City Engineer;

**4. ADOPT AGENDA**

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

**5. ADOPT CONSENT AGENDA**

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

- A. Minutes of the November 7, 2013 Regular City Council Meeting
- B. Minutes of the November 7, 2013 City Council Workshop Meeting
- C. List of Bills in the Amount of \$483,848.75

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

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

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

**8. COUNCIL REPORTS –**

**Councilman Gallagher** - Nothing to report.

**Councilman Ingemann** – I was up at the Woodbury High School for their Veterans' Day ceremony. I was also at the Planning Commission meeting last Thursday.

**Councilman Rahm** – Nothing to report.

**9. ADMINISTRATOR'S REPORT –**

**A. Employee Personnel Policy**

Executive Analyst Helm presented on this item as outlined in the November 21, 2013 City Council packet.

**Councilman Ingemann** - I have no problem with the severance pay.

**Mayor Geraghty** - That percentage is based on the 960 hour cap of sick leave?

**Executive Analyst Helm** - Yes. Bruce Hanson is the only employee that does not have a 960 hour cap because he started prior to it. He has agreed that if the proposed severance pay is approved, he would decrease his sick leave to 960 hours.

**Councilman Ingemann** - So this is a motion to accept equity across the board as has been in the past.

**Mayor Geraghty** - How did you and Bill get these out of line?

**Councilman Ingemann** - I don't believe it was out of line. It was supposed to come up with Brian. When Brian was holding everything, he stopped everything on the non-management side whereas the contracts were negotiated in the fall and it was assumed...

**Mayor Geraghty** - Weren't you on the committee?

**Councilman Ingemann** - Just last time.

**Mayor Geraghty** - Did the Public Works and Police...

**Executive Analyst Helm** - The current rate that Public Works receive for severance was approved in 2009 and continued in 2011.

**Councilman Ingemann** - The Public Works contract was negotiated before Bill and I got in there. We did Police and they got absolutely nothing.

**Mayor Geraghty** - How did they get out of sync in 2011?

**Admin. Hill** - From what I recall, one of the employees stated that the Police wanted the 12-hour day so they negotiated for the 60% severance. Of course, they can try to negotiate that next round.

**Councilman Ingemann** - Public Works contracts were already done when the Police started. When Police started because they wanted to hold off, basically they ended up getting screwed because they got no percentage increase whatsoever at the time.

**Mayor Geraghty** - I believe the percentage increases are the same now?

**Admin. Hill** - Yes.

**Councilman Ingemann** - All you're doing is making management and non-management the same.

**Mayor Geraghty** - Yes, but when you give one contract a really good feature the other will want it. It's not that big of a deal since it's capped. As long as we don't raise the cap.

**Admin. Hill** - I think that would be a really tough sell.

**Councilman Rahm** - I'm ok keeping them the same. I have a little more of an issue with the 10 hours versus the 8 hours.

**Mayor Geraghty** - It sounds like we have a consensus to go to the 60, 70, 80 for severance.

**Councilman Rahm** - They're adding 10 hours a year for vacation so it depends on what shift you're on.

**Councilman Ingemann** - The office staff works 10 hours a day so that's one day per year.

**Councilman Rahm** - But they also work a four day work week.

**Councilman Ingemann** - But it's still 40 hours. If they're on vacation, they take 10 hours per day.

**Councilman Rahm** - I'm ok with the vacation that's proposed.

**Councilman Ingemann** - So am I.

**Councilman Gallagher** - The Public Works and Police Unions are relatively the same when you get down to 16 years.

**Executive Analyst Helm** - The Police Union receive an increase every five years as well.

**Mayor Geraghty** - What did the other cities have for their maximums?

**Executive Analyst Helm** - I think it was 25 days or 200 hours.

**Mayor Geraghty** - 250 is over six weeks of vacation. I always compare to what I get or what other people get and I've been with the State for 40 years and I'm getting 234 hours.

**Executive Analyst Helm** - Right now, our cap is 250 hours if we work 20 or more years.

**Councilman Gallagher** - For sick leave, Police work 12 hours a shift and they get 8 hours?

**Executive Analyst Helm** - Yes.

**Mayor Geraghty** - My goal would be to put them all on 8 hours per month.

**Councilman Gallagher** - I would agree with that.

**Admin. Hill** - It's been 10 hours for office staff for the last 15 years.

**Mayor Geraghty** - We'll grandfather the three of you in and change the policy to 8 hours for anyone new.

**Councilman Gallagher** - I agree.

**Councilman Ingemann** - Ok.

**Mayor Geraghty** - In the future, I would like to get everyone to hours and not talk about days.

**Executive Analyst Helm** - So you'd like to add language stating that any administration employee working prior to this date will get 10 hours and any new administration employee will get 8 hours?

**Councilman Gallagher** - Write a memo for the Mayor to sign stating that you three are grandfathered in at 10 hours.

**Executive Analyst Helm** - Ok. So it sounds like the severance pay, vacation and jury duty are good to go and I'll amend the sick leave?

**Mayor Geraghty** - Yes.

**Motion by Ingemann, seconded by Gallagher to approve the Employee Personnel Policy as amended. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

#### **B. City-wide Safety Program**

Executive Analyst Helm presented on this item as outlined in the November 21, 2013 City Council packet.

**Motion by Ingemann, seconded by Rahm to approve the City-wide Safety Program as presented. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

#### **C. Internal Controls Policy**

Executive Analyst Helm presented on this item as outlined in the November 21, 2013 City Council packet.

**Councilman Gallagher** - What is the Select Account Monthly Fee?

**Executive Analyst Helm** - That's our HSA.

**Motion by Rahm, seconded by Ingemann to approve the Internal Controls Policy as presented. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

#### **D. Discussion Regarding Commission Vacancies**

Executive Analyst Helm presented on this item as outlined in the November 21, 2013 City Council packet. City staff will advertise for the vacancies on the Planning Commission and Heritage Preservation Commission through December 19, 2013.

### **10. ATTORNEY'S REPORT –**

#### **A. Prosecution Report**

Attorney Knaak presented on this item as outlined in the November 21, 2013 City Council packet.

**Councilman Gallagher** - Could we get a breakdown of what type of cases the hearing officer sees?

**Attorney Knaak** - Yes. We actually just talked about breaking down the type of charges. We'll try that next month.

### **11. POLICE CHIEF'S REPORT –**

**Chief Montgomery** - Just to touch on the hearing officer. They request police reports from me and they are generally minor. Fritz's office handles anything more complicated.

**Attorney Knaak** - We have an agreement with the court that specifies the kind of things they can look at.

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

**13. ENGINEER'S REPORT –**

**A. Resolution No. 2013-56 - Pursue Metropolitan Council Environmental Services Clean Water Grant Program Funds for Sanitary Sewer Line Repairs**

Admin. Hill presented on this item as outlined in the November 21, 2013 City Council packet.

**Councilman Ingemann** - We may have another crack?

**Superintendent Hanson** - Yes.

**Motion by Gallagher, seconded by Ingemann to approve Resolution No. 2013-56. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

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

**A. Resolution No. 2013-49 - Authorizing the Sale of a Fire Rescue Vehicle for an Offered Price of \$10,000**

Superintendent Hanson presented on this as outlined in the November 21, 2013 City Council packet.

**Councilman Gallagher** - Is that a good price?

**Superintendent Hanson** - From all of my research, yes.

**Councilman Gallagher** - Will that money goes toward paying for the bond for the fire truck?

**Superintendent Hanson** - No, it's considered excess property, which goes into the General Fund.

**Motion by Ingemann, seconded by Geraghty, to approve Resolution No. 2013-49 as presented. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

**15. NEW/OLD BUSINESS**

**16. ADJOURNMENT**

**Motion by Gallagher, seconded by Rahm, to adjourn the regular Council Meeting at 5:59 P.M. With 4 Ayes, 0 Nays, 1 Absent, the motion carried.**

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

Respectfully Submitted,

Renee Helm  
Executive Analyst



**City of Newport  
City Council Workshop Meeting Minutes  
November 21, 2013**

**1. ROLL CALL -**

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

**Council Absent** – Bill Sumner,

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

**Staff Absent** - John Stewart, City Engineer;

**2. PRESENTATION FROM WASHINGTON COUNTY REGIONAL RAILROAD AUTHORITY REGARDING THE TRANSIT STATION**

Lyssa Leitner, Washington County, presented on this item as attached.

**Mayor Geraghty** - Do you know the affordability of the various systems for the consumer?

**Ms. Leitner** - The fare is determined by Metro Transit. The commuter rail may be more expensive, it's based on the distance that you travel.

**Councilman Gallagher** - Do you need anything from us?

**Ms. Leitner** - If there is any conversation that you would like to share or have follow-up questions, staff is more than willing to meet with you to discuss them. We want everyone to have all of the information necessary.

**Councilman Gallagher** - I understood it better tonight than at the Commission meeting. Can you explain why, 3 or 4 years ago, the previous study had commuter rail out on top, and the study today is different? All of the other studies I have seen, development is increased with rail because it's permanent.

**Ms. Leitner** - That's light rail, not commuter rail.

**Councilman Gallagher** - I understand that but at the same time we're looking out to 2030 for the numbers but we don't know what the demand will be in 2030. There could be a demand for all-day service. If the idea is to have BRT to show the numbers for the demand that could lead us into the rail traffic than I would be happy with that.

**Ms. Leitner** - Part of it is that BRT is brand new to the Twin Cities and the Nation. It hasn't been implemented nationally. This has been a region-wide policy that the Met Council just started talking about. That, in my opinion, is a huge part of that. This will be implemented 5 to 7 times cheaper than commuter rail. We also had our consultants look at when and if a bus rapid transit system is ever converted onto another system. If bus rapid transit was converted to a commuter rail you would be moving from an all-day system to a commuter system. It could be done, it depends on how growth happens.

**Councilman Gallagher** - We're now going to tear down and rebuild. Is the Station going to be built for BRT? I don't think that was in the original plans.

**Ms. Leitner** - The platforms will not be built elevated right away because the current buses don't have elevated platforms. There is a way to just tack on those inches or extend the platforms. There was a city out west that just transformed their curbs to the higher platform.

### **3. DISCUSSION REGARDING THE SURVEY RESULTS FOR THE LOCAL PERFORMANCE MEASUREMENT PROGRAM**

Executive Analyst Helm presented on this item as outlined in the November 21, 2013 City Council Workshop packet.

**Admin. Hill** - There were a number of comments throughout the surveys, some of them went to the vile part of life. It's not really stuff that I think we need to put out there in print.

**Councilman Ingemann** - Publish the numbers but not the comments.

**Councilman Rahm** - Yes.

**Councilman Gallagher** - Can you forward us the comments?

**Councilman Ingemann** - I don't think they need to go out the door.

**Mayor Geraghty** - I wouldn't send them through an email.

**Councilman Gallagher** - Put them in a folder for me. 51 people is not a big response.

**Mayor Geraghty** - What if we don't submit a report?

**Executive Analyst Helm** - We wouldn't receive the benefits, which was extra LGA and no levy limit for 2015.

**Mayor Geraghty** - We might as well submit the numbers.

**Councilman Rahm** - I don't think it would hurt to submit the numbers.

**Executive Analyst Helm** - Ok.

**Admin. Hill** - If we do another survey, I think we need to do it totally different. Usually when people are angry about something they are the ones that are going to submit so you don't really have a good feel about what the general public's view is.

**Councilman Ingemann** - How about if you send letters to random people throughout the City?

**Mayor Geraghty** - How did we get this one out?

**Executive Analyst Helm** - It was an online survey. There was an article in the last newsletter about it. The League had a component where an IP address could only submit one survey.

**Councilman Ingemann** - If you mail out the survey you know that they're going to Newport residents.

**Councilman Rahm** - This is a first attempt. I wouldn't have a problem giving them the data. We can only get better.

**Admin. Hill** - I'll have a paper copy in my office for you to come take a look at.

**Executive Analyst Helm** - I'll make a formal presentation at one of upcoming meetings.

#### **4. DISCUSSION REGARDING THE 2014 DRAFT BUDGETS**

**Mayor Geraghty** - I don't think we need to discuss the budget tonight because I don't think the levy amount will change but I do have some questions about tying the numbers back to the budget as we present it.

**Admin. Hill** - Why don't you come into my office and we can take a look at it. Any other issues?

**Mayor Geraghty** - No.

#### **5. ADJOURNMENT**

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

Respectfully Submitted,

Renee Helm  
Executive Analyst



# Red Rock Corridor Alternatives Analysis Update

November 21, 2013



# **ALTERNATIVES**



## Express Bus

- \* Commuter service, minimal no mid-day service
- \* Connect park & rides to downtowns
- \* Currently operates in the corridor



## Commuter Rail

- \* Commuter service, minimal or no mid-day service
- \* Connect park & rides to downtowns
- \* Operates on existing freight rail tracks
- \* Can carry a lot of people - more than buses



## Bus Rapid Transit

- \* Commuter service and mid-day service
- \* Designed to function like light rail transit - enhanced stations, pay before boarding, runs in bus only lanes, faster and more reliable than regular bus service
- \* Suited for mid-day, reverse trips and trips in-between stations

**NO BUILD**

361 364 365

**EXPRESS BUS**

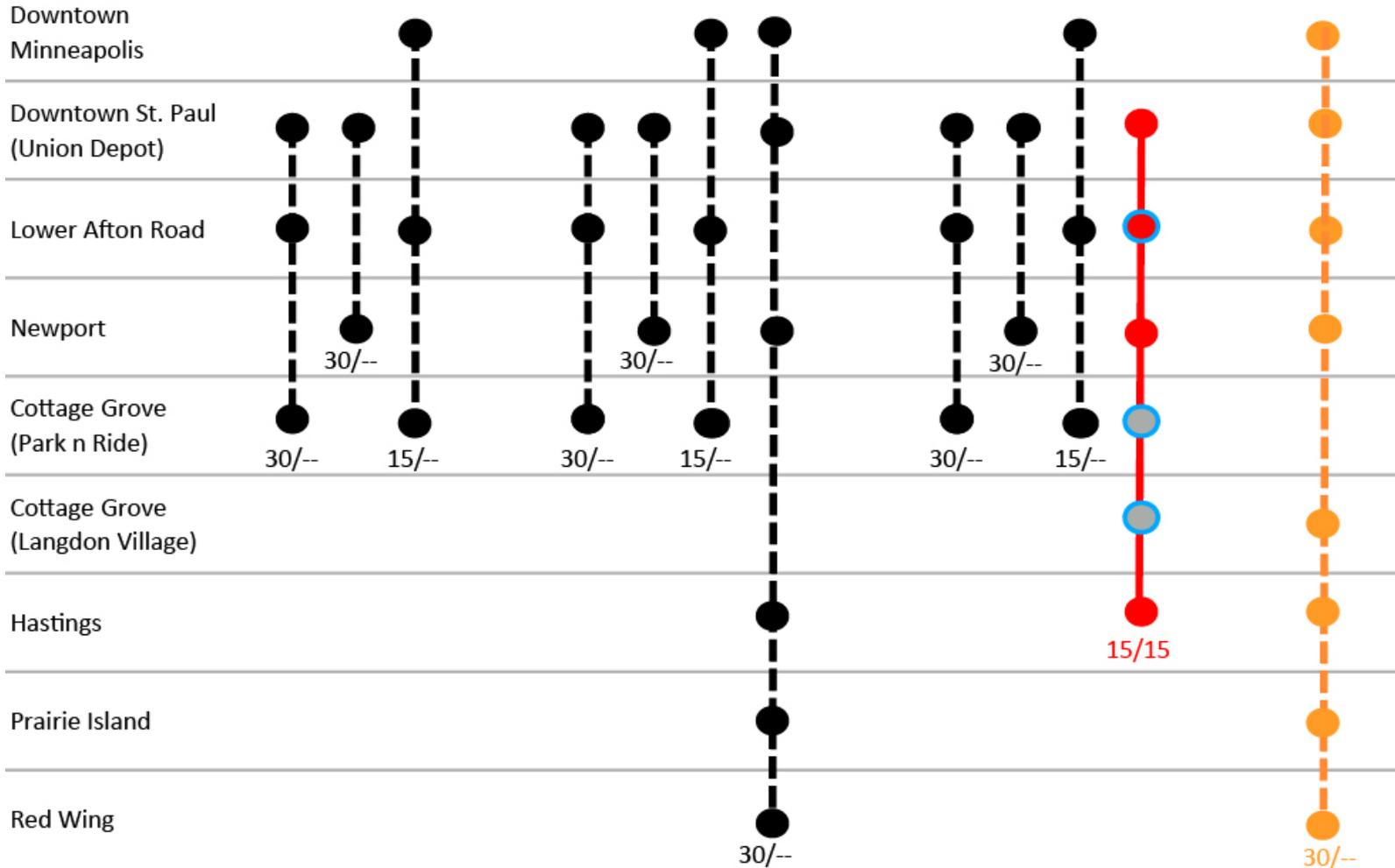
361 364 365 Overlay

**BRT**

361 364 365 BRT

**COMMUTER RAIL**

RAIL



● Stations/Stops    
 ● Potential Station/Stop    
 ● Stations/Stops with Highway Access Enhancements  
- - - Peak Period Only Route    
 — Route with Midday Service    
 **15/30** Peak/Midday Headways



**EVALUATION**

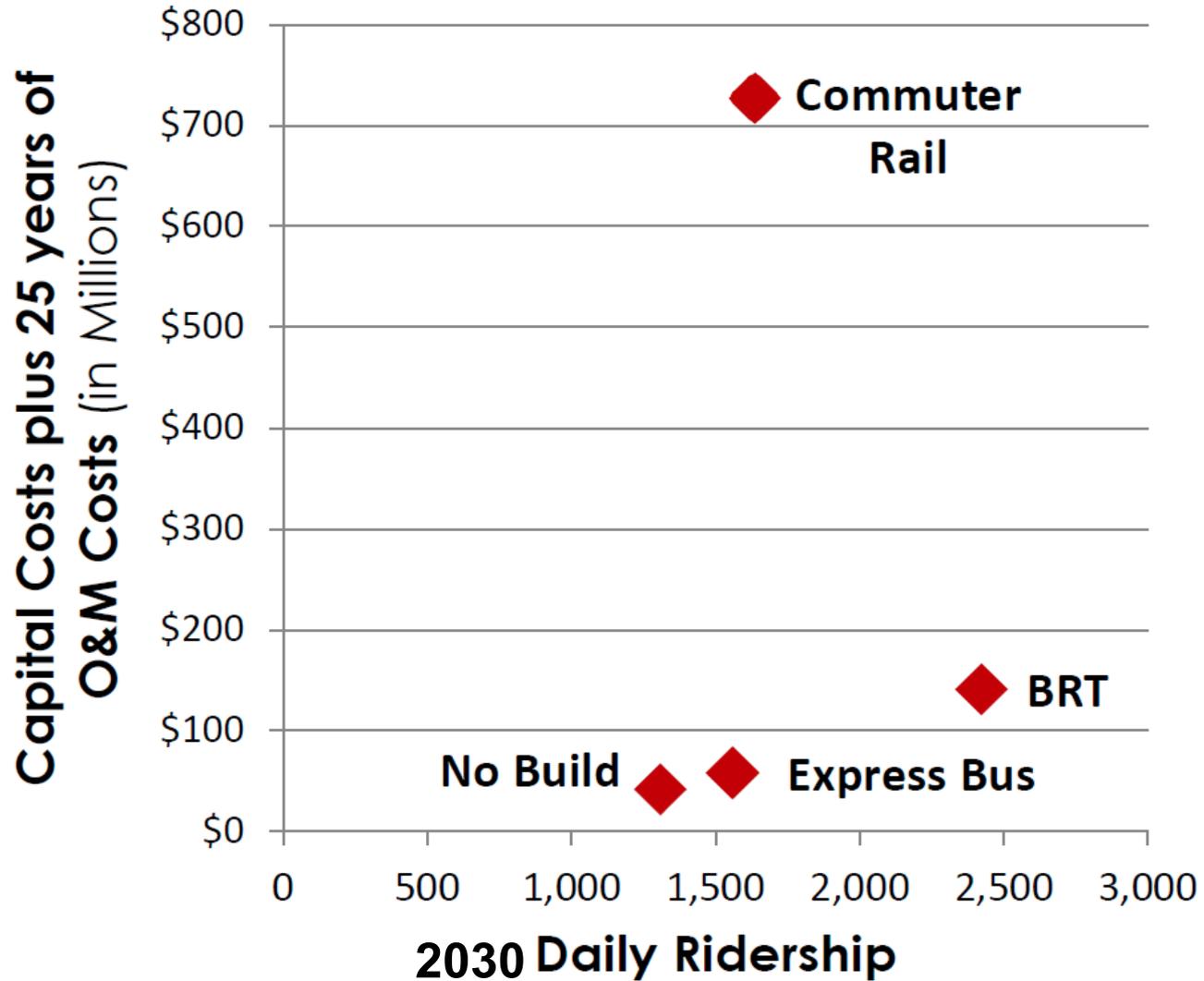


# Evaluation Measures

## Need to consider multiple factors

- Ridership comparison to costs over 25 years (both capital and operating costs)
- Goals and objectives evaluation

# Cost vs. Ridership



# Cost vs. Ridership Comparison

	<b>Capital Cost</b>	<b>Daily Ridership</b>
<b>Red Rock Commuter Rail</b>	(2013) \$580m	(2030) 1,600
<b>Northstar Commuter Rail</b>	(2009) \$320m	(2013) 2,800 (2030) 5,900
<b>Red Rock BRT</b>	(2013) \$37m	(2030) 2,400
<b>Red Line BRT</b>	(2012) \$112m	(2013) 830 (2017) 1,600

# Goals & Objectives

## 1. MOBILITY:

**Provide Mode Choice and Service Plan that Meets the Demonstrated and Forecasted Needs of Corridor Communities**

### Objectives

- Time competitive with autos
- Reliable
- All day service
- Maximize ridership
- Connected regionally



# Goals & Objectives

## 2. COST

### Cost Effectively Address Transportation Problems in the Corridor

#### Objectives

- Comparable operating costs
- Comparable capital costs
- Coordinated with other transit projects, but not dependent on them



# Goals & Objectives

## 3. DEVELOPMENT

**Increase Opportunities for Community and Economic Development Throughout the Corridor**

### Objectives

- Support TOD
- Support businesses by increasing access
- Increase connectivity to employment centers



# Goals & Objectives

## 4. ENVIRONMENT

### Improve Quality of Natural and Built Environment

#### Objectives

- Limit adverse impacts
- Reduce emissions
- Equitably distribute impacts across population groups
- Address safety issues



# Evaluation Summary Composite

		Mobility	Cost	Development	Environment	TOTAL with 40/40/10/10 weighting
	Current Conditions					
Express Bus (Peak Only)						
	Bus Rapid Transit (BRT)					
Commuter Rail (Peak Only)						

The column on the far right is a weighted composite of the four goals and indicates overall performance.



# Key Findings

## Express Bus

- Corridor will continue to have strong peak period ridership
- Ridership south of Hastings is not strong
- No existing funding model to increase service in corridor, especially south of Cottage Grove
- Increasing express bus service between Hastings and St. Paul/Minneapolis could continue to be a good first step



# Key Findings

## Bus Rapid Transit

- BRT is emerging as a viable option based on the 2030 ridership numbers and established goals
- BRT could potentially be a Small Starts project – local funding share may need to be higher
- BRT has promising development potential because of the all-day service
- Newport Station and Cottage Grove are high ridership generators



# Key Findings

## Commuter Rail

- 2030 ridership numbers would not be competitive in the federal New Starts process
- Based on East Metro Rail Capacity Study, it is now understood that commuter rail's operating characteristics necessitate significant rail improvements
- Ridership south of Hastings is not strong



# Red Rock Corridor Commission

## *Draft* Recommendation

Based on the technical information, current land use and growth projections, and the goals/objectives evaluation:

- BRT is best aligned with Commission's Objectives
- Staged implementation plan is necessary

# Approval Process

- **Oct 31** - RRCC approve draft recommendation for inclusion in implementation plan
- **Nov 25** - Draft implementation plan and report for PMT review
- **Dec RRCC** - Approve draft plan for public comment
- **Jan/Feb** - 30-45 day public comment period
- **Feb 27** - RRCC approve final plan

# Further Resources

- **NorthStar Markey Analysis**

<http://www.corridorsofopportunity.org/resources/project-focused-resources>

- **Red Line Market Analysis**

[http://www.corridorsofopportunity.org/sites/default/files/CoOBoard-Presentation-Red%20LineMktStdY\\_072413.pdf](http://www.corridorsofopportunity.org/sites/default/files/CoOBoard-Presentation-Red%20LineMktStdY_072413.pdf)

# Questions?

Lyssa Leitner

Planner, Public Works

651-430-4314

[Lyssa.Leitner@co.washington.mn.us](mailto:Lyssa.Leitner@co.washington.mn.us)



**Non-Recurring Bills**

Paid Chk# 015695	ARAMARK REFRESHMENT SERV.	12/5/2013	\$108.19
Paid Chk# 015696	BECKER FIRE AND SAFETY SERVICE	12/5/2013	\$553.62 fire extinguisher service
Paid Chk# 015697	BENEFIT EXTRAS	12/5/2013	\$63.00 COBRA cont. & payments
Paid Chk# 015698	BUSINESS FORMS AND ACCOUNTING	12/5/2013	\$665.78 Water bill forms
Paid Chk# 015699	CARLSON MCCAIN, INC	12/5/2013	\$2,697.63 Knauff salvage yard
Paid Chk# 015700	CCP INDUSTRIES INC	12/5/2013	\$387.49 Shop supplies
Paid Chk# 015701	CENTURY COLLEGE	12/5/2013	\$650.00 Fire apparatus driving course
Paid Chk# 015702	CITY OF SAINT PAUL	12/5/2013	\$3,726.97 Water main break
Paid Chk# 015703	COTTAGE GROVE AREA CHAMBER	12/5/2013	\$24.00 Holiday breakfast mayor & adm
Paid Chk# 015704	DIETRICH ELECTRIC, INC	12/5/2013	\$297.98 Electrical inspections
Paid Chk# 015705	EDAM	12/5/2013	\$395.00 2 memberships
Paid Chk# 015706	FAIR OFFICE WORLD	12/5/2013	\$386.70 Office supplies
Paid Chk# 015707	FIRST IMPRESSION GROUP	12/5/2013	\$851.65 Newsletter printing
Paid Chk# 015708	FLEET ONE LLC	12/5/2013	\$1,734.46 Petrol
Paid Chk# 015709	FRONTIER AG & TURF	12/5/2013	\$181.98 Mower repairs
Paid Chk# 015710	GERTENS	12/5/2013	\$416.75 Cedar Lane
Paid Chk# 015711	GLOBE PRINTING & OFFICE SUPPLY	12/5/2013	\$97.26 envelopes
Paid Chk# 015712	INVER GROVE FORD	12/5/2013	\$305.41 Police
Paid Chk# 015713	JOHN BARTL HARDWARE	12/5/2013	\$213.22
Paid Chk# 015714	DAN KELLER	12/5/2013	\$263.00 Keller EMT refresher training
Paid Chk# 015715	LEAGUE OF MINNESOTA CITIES	12/5/2013	\$6,469.00 Workers comp notice
Paid Chk# 015716	MARK MAILAND	12/5/2013	\$1,914.00 Rental inspections
Paid Chk# 015717	MENARDS - COTTAGE GROVE	12/5/2013	\$152.79 PD door
Paid Chk# 015718	MINNESOTA DEPARTMENT OF HEALTH	12/5/2013	\$1,508.00 Water supply service connectio
Paid Chk# 015719	MOTION PICTURE LICENSING CORP.	12/5/2013	\$110.00 Library license for showing mo
Paid Chk# 015720	MSA PROFESSIONAL SERVICES, INC	12/5/2013	\$45,985.50 City engineer
Paid Chk# 015721	T.A. SCHIFSKY & SONS, INC.	12/5/2013	\$76.82 Sand mix
Paid Chk# 015722	ZEP SALES & SERVICE	12/5/2013	\$793.91 Building supplies

**Recurring Bills**

Paid Chk# 000234E	ING LIFE INSURANCE & ANNUITY	11/25/2013	\$408.39 MSRS
Paid Chk# 000235E	MN REVENUE	11/25/2013	\$1,909.22 State taxes
Paid Chk# 000236E	FEDERAL TAXES	11/25/2013	\$8,735.34 SS, Medicare, & Federal
Paid Chk# 000237E	DELTA DENTAL OF MN	11/25/2013	\$1,249.07 Dental insurance
Paid Chk# 015680	DEB MCDONALD	11/26/2013	\$39.90 Petty Cash
Paid Chk# 015681	ING LIFE INSURANCE & ANNUITY	11/26/2013	\$1,823.00
Paid Chk# 015682	LAW ENFORCEMENT LABOR SERVICES	11/26/2013	\$270.00
Paid Chk# 015683	LEAF	11/26/2013	\$619.83
Paid Chk# 015684	MINNESOTA BENEFIT ASSOC.	11/26/2013	\$61.43 Neska life
Paid Chk# 015685	PERA	11/26/2013	\$8,194.05
Paid Chk# 015686	SELECTACCOUNT	11/26/2013	\$748.67
Paid Chk# 015687	STANDARD INSURANCE CO.	11/26/2013	\$562.36 Life ins and long term dis.
Paid Chk# 015688	VERIZON	11/26/2013	\$399.04 cell & hot spots
Paid Chk# 015689	Holstad & Knaak, PLC	12/2/2013	\$5,200.00 Legal fees
Paid Chk# 015690	NCPERS MINNESOTA	12/2/2013	\$80.00 Life insurance
Paid Chk# 015691	SELECTACCOUNT	12/2/2013	\$133.33
Paid Chk# 015692	SW/WC SERVICES COOPERATIVES	12/2/2013	\$16,073.00
Paid Chk# 015693	TENNIS SANITATION LLC	12/2/2013	\$21.80 Garbage service
Paid Chk# 015694	TYLER MARTIN	12/2/2013	\$99.98 Uniforms
	Staff		\$29,030.08
			<b>\$146,688.60</b>

# Minnesota Lawful Gambling LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:  
 - conducts lawful gambling on five or fewer days, and  
 - awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
<b>\$100</b>	<b>\$50</b>

## ORGANIZATION INFORMATION

Check # \_\_\_\_\_ \$ \_\_\_\_\_

Organization name Church of St. Thomas Aquinas Previous gambling permit number X-82018

Type of nonprofit organization. Check one.

- Fraternal   
  Religious   
  Veterans   
  Other nonprofit organization

Mailing address City State Zip Code County  
920 Helley Ave St. Paul Park MN 55071 Washington

Name of chief executive officer (CEO) Daytime phone number Email address  
Fr. Joseph Anthony Andrade 651-459-2131 frandrade@aol.com

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

Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.  
 Don't have a copy? This certificate must be obtained each year from:  
 Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)  
 If your organization falls under a parent organization, attach copies of both of the following:  
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

IRS - proof previously submitted to Gambling Control Board  
 If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

## GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)

Tinucci's Restaurant  
 Address (do not use PO box) City Zip Code County  
392 21st Street Newport 55055 Washington

Date(s) of activity (for raffles, indicate the date of the drawing)

February 9, 2014

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

- Bingo\*   
  Raffles   
  Paddlewheels\*   
  Pull-Tabs\*   
  Tipboards\*

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

Also complete  
Page 2 of this form.

Fill-in & Print Form

Reset Form

To find a licensed distributor, go to [www.gcb.state.mn.us](http://www.gcb.state.mn.us) and click on List of Licensed Distributors, or call 651-639-4076.

<b>LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT</b>	
<p><b>If the gambling premises is within city limits,</b> a city official must check the action that the city is taking on this application and sign the application.</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.  <input type="checkbox"/> The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).  <input type="checkbox"/> The application is denied.</p> <p>Print city name _____  <i>On behalf of the city, I acknowledge this application.</i></p> <p>Signature of city official receiving application _____</p> <p>Title _____ Date ____/____/____</p>	<p><b>If the gambling premises is located in a township,</b> a county official must check the action that the county is taking on this application and sign the application.                      A township official is not required to sign the application.</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.  <input type="checkbox"/> The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.  <input type="checkbox"/> The application is denied.</p> <p>Print county name _____  <i>On behalf of the county, I acknowledge this application.</i>                      Signature of county official receiving application _____</p> <p>Title _____ Date ____/____/____</p>
<p><b>(Optional) TOWNSHIP:</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]</p> <p>Print township name _____</p> <p>Signature of township official acknowledging application _____</p> <p>Title _____ Date ____/____/____</p>	

<b>CHIEF EXECUTIVE OFFICER'S SIGNATURE</b>	
<p><i>The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.</i></p> <p>Chief executive officer's signature <u>Fr. Joseph Anthony Anderson</u> Date <u>11-15-2013</u></p>	
<p><b>Complete a separate application</b> for each gambling activity:</p> <ul style="list-style-type: none"> <li>- one day of gambling activity,</li> <li>- two or more consecutive days of gambling activity,</li> <li>- each day a raffle drawing is held</li> </ul> <p>Send application with:</p> <ul style="list-style-type: none"> <li>- a copy of your proof of nonprofit status, and</li> <li>- application fee for each event.</li> </ul> <p>Make check payable to "State of Minnesota."</p> <p><b>To:</b> Gambling Control Board                      1711 West County Road B, Suite 300 South                      Roseville, MN 55113</p>	<p><b>Financial report and recordkeeping required</b></p> <p>A financial report form and instructions will be sent with your permit, or use the online fill-in form available at <a href="http://www.gcb.state.mn.us">www.gcb.state.mn.us</a>. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.</p> <p><b>Questions?</b>                      Call the Licensing Section of the Gambling Control Board at 651-639-4076.</p>
<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 5px 15px;">Fill-in &amp; Print Form</div> <div style="border: 1px solid black; padding: 5px 15px;">Reset Form</div> </div>	

<p><b>Data privacy.</b> This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota. You have the right to refuse to supply the information requested; however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you a permit. If you supply the information requested,</p>	<p>the Board will be able to process your application. Your name and and your organization's name and address will be public information when received by the Board. All the other information you provide will be private data until the Board issues your permit. When the Board issues your permit, all of the information provided to the Board will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your name and your organization's name and address which will remain public. Private data are available to: Board members,</p>	<p>Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Finance, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies that are specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your consent.</p>
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# MEMO

TO: Mayor and City Council  
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: November 27, 2013

SUBJECT: Employee Recognition

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The following employees are being recognized at the December 5, 2013 City Council meeting for their years in service to the City of Newport:

- Fire Department
  - Dom Kluender: 5 Years
  - Dan Keller: 5 Years
  - Brandon Boche: 15 Years
  
- Police Department:
  - Jeremy Brodin: 5 Years
  - Joel Muellner: 15 Years



# MEMO

TO: Mayor and City Council  
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: November 27, 2013

SUBJECT: Liquor License for Red Rock Saloon

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## **BACKGROUND**

Autumn and Derrick Lehrke recently purchased the Red Rock Saloon and applied for On-Sale, Sunday On-Sale, and Off-Sale Liquor Licenses. Currently, the Lehrke's plan is to continue to operate the Red Rock Saloon as a bar and bowling alley for now and eventually turn it into a brewpub. The Planning Commission discussed amending Section 1350 to allow for this use at its November 14, 2013 meeting and will be reviewing draft language at its December meeting. Furthermore, staff will be bringing draft language to a future workshop to discuss adding language to Chapter 5 of the City Code to allow for brewpub licenses.

## **DISCUSSION**

Please find attached the Lehrke's applications for On-Sale, Sunday On-Sale, and Off-Sale. Please note that the fees were prorated for the remainder of the licensing term. The City Council will need to hold a public hearing to review the applications and then discuss approving or denying the applications.

## **RECOMMENDATION**

It is recommended that the City Council approve the attached applications.

**City of NEWPORT**  
**APPLICATION FOR CITY LIQUOR LICENSE**  
 Newport City Hall ♦ 596 7<sup>th</sup> Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Application Date: 1/14/13

Every question must be answered. If a corporation, an officer shall execute this application. If a partnership, LLC, a partner shall execute this application.

Workers Compensation Insurance Company and Policy #: MN Employers Ins. Svcs. #13628.215

Licensee's MN Sales and Use Tax ID #: 3273248

Licensee's Federal Tax ID #: 46-4030078

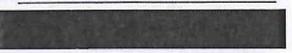
**Applicant Information**

Applicant's Name: Autumn Renee Lehrke Date of Birth: 

Trade Name or DBA: Red Rock Saloon

Business Name: Opinion Brewing Company, LLC

Business Address: 374 21st St Business Phone: \_\_\_\_\_

City/County/State/Zip: Newport / Washington County / MN / 55055 Home Phone: 

Type of Photo ID: Minnesota Drivers License ID #: T350297532408

U.S. Citizen:  Yes  No Naturalized:  Yes  No, If yes, give date/place: \_\_\_\_\_

If a corporation, give name, title, address, date of birth, and social security number for each officer. If a partnership, LLC, give name, address, date of birth and social security number of each partner on separate sheet of paper.

**Business Information**

Type of Business (Check one):  Club  Restaurant  Hotel  Bowling Alley

Type of License(s) Requested (Please check all that apply)

3.2% Licenses:  On-Sale  Off-Sale

Intoxicating Licenses:  On-Sale  Wine  Sunday  Club

**Corporation Information**

Date of Incorporation: \_\_\_\_\_ State of Incorporation: \_\_\_\_\_

Certificate Number: \_\_\_\_\_ Is corporation authorized to do business in MN:  Yes  No

If a subsidiary of another corporation, give name and address of parent corporation: \_\_\_\_\_

Purpose of Corporation: \_\_\_\_\_

**Other Information**

Names, addresses and date of births of all persons who will own or be actively or inactively involved in the management of the establishment where the license will be used (Note: the location manager must be listed):

1. Autumn Lehrke - 11640 Lockridge Ave 55033 
2. Derick Lehrke 
3. \_\_\_\_\_

4.

Describe premises to be licensed (Where customers will be allowed to drink, list all decks patios, outside areas). If you only list an address or legal land description, only the inside of your building will be considered the premise.

Currently operating as Red Rock saloon - inside - outside patio

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	2.	Is this business in conjunction with any other business? If yes, describe: <u>Future Brewery</u>
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	3.	Has applicant, partners, officers, or employees ever had any Felony Convictions or Liquor Law Violations in Minnesota or elsewhere, including State Liquor Control Penalties? If yes, give date, charges and the outcome:
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	4.	Is the applicant or any of the associates in this application a member of the City Council in which the license will be issued? If yes, in what capacity? (If the applicant for this license or any of the associates is the spouse of a member of the governing body or where a family relationship exists, the member shall not vote on this application.)
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	5.	Have the applicants any interest, directly or indirectly, in any other liquor establishment in this city or any other city, or county issued license within Minnesota. If yes, give the name and address of the business:
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	6.	During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802. If yes, attach a copy of the summons.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	7.	Will you serve liquor on Sunday?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	8.	Has a license been issued by the state or local health department for this establishment? Attach Copy

**Building Information**

Name of Building Owner: Opinion Brewing Company, LLC

Owner's Address: 11640 Lockridge Ave, Cottage Grove, MN 55033

Are property taxes delinquent? Yes  No

Has the building owner any connection, direct or indirect with the applicant?  Yes  No

Restaurant Seating Capacity: \_\_\_\_\_

Hours food will be available: \_\_\_\_\_

Number of people restaurant employs: \_\_\_\_\_

Will food service be the principle business? Yes  No

**Applicant Statement and Acknowledgement**

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

Applicant/Agent Printed Name: Autumn Lehrke Signature: [Signature]

The Licensee must have one of the following: (THE NAME of the INSURED must Match application EXACTLY the name of the APPLICANT

- A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person; \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support. ATTACH "CERTIFICATE OF INSURANCE" TO THIS FORM.
- B. A Surety bond from a surety company with minimum coverage as specified above in A.
- C. A certificate from the State Treasurer that the licensee has deposited with the State, Trust Funds having a market

value of \$10,000 \$100,000 in cash or securities.

Background checks will cover Criminal and Financial information.

- Criminal check will look for liquor law violations within a five year period, Felonies within a five year period
- Financial check will look for ownership of a liquor license revoked within a 5 year period
- Financial Interests in Liquor Manufacturers or Wholesalers

**REPORT BY POLICE**  
**Criminal and Financial Back Ground check**

A back ground check has been conducted on the applicant. No Criminal or Financial information was found that would cause denial of this application except as follows:

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

  
Signature of Police official

Investigator  
Position/Department

11-12-13  
Date

For Office Use

Investigation Fee \$ 50 Receipt #: 1822 Date Paid: 11/04/13

Investigation Completed By: S. Freeman

Date: 11-12-13 Approved:  Denied: \_\_\_\_\_

Reasons: \_\_\_\_\_

Prorated On-Sale Fee: \$1,431.45

Prorated Sunday On-Sale Fee: \$114.52

PERSONAL HISTORY FORM  
IN SUPPORT OF A LIQUOR LICENSE APPLICATION

Directions: This form must be filled out using a typewriter or by printing in ink by the sole owner, by each partner, by each officer or director, by each manager, proprietor or person with management responsibilities for the premises, and by each person who has any interest in a corporation or association.

Name and Address:

True Name: Autumn Renee Lehrke Date of Birth: [REDACTED]  
Residence Address: 11640 Lockridge Ave, Cottage Grove, MN 55033 Home Phone: [REDACTED]  
Business Name: Red Rock Saloon Business Phone: \_\_\_\_\_  
Business Address: 374 21st St, Newport, MN 55055  
Height: 6'2" Weight: 150 Hair Color: Blonde Eye Color: Green  
U.S. Citizen:  Yes  No Naturalized:  Yes  No, If yes, give date/place: \_\_\_\_\_  
Marital Status:  Single  Married  Divorced

If married, true name, place and date of birth, and residence of spouse:

True Name: Derrick Gustave Lehrke Date of Birth: [REDACTED]  
Residence Address: 11640 Lockridge Ave, CG, MN 55033 Place of Birth: St. Paul, MN

If you have ever used or been known by a name or names other than the true name given above, list such name(s) and information concerning dates and places used:

Autumn Renee Mies - maiden name 1981-2008

Are you a registered voter?  Yes  No  
If yes, where are you registered? 11640 Lockridge Ave, Cottage Grove, MN 55033  
Is your spouse a registered voter?  Yes  No  
If yes, where is your spouse registered?: 11640 Lockridge Ave, Cottage Grove, MN 55033  
Address(es) at which you have lived in the past five years:

8850 82nd Street Ct S, Cottage Grove, MN 55016

Address(es) at which your spouse has lived in the past five years:

8850 82nd Street Ct S, Cottage Grove, MN 55016

Kind, name, and location of every business or occupation you have been engaged in during the past five years:

Rightway LLC - Property management business Cottage Grove, MN  
Leader Processing services - Bankruptcy specialist; Mendota Heights, MN  
County Government - Washington County, MN  
Sioux American - Retail - to go store monument, Molewood, MN

Kind, name, and location of every business or occupation your spouse has been engaged in during the past five years:

Gaming - Treasure Island, Running Aces  
City Government - Cottage Grove, MN  
Property Management - Cottage Grove, MN

Names and address(es) of your employers and partners, if any, in the past five years:

Washington County, MN  
Lender Processing Services - Mendota Heights, MN  
Super America - Maplewood, MN

Names and address(es) of your spouse's employers and partners, if any, in the past five years:

Running Aces Harness Park  
Treasure Island Resort & Casino  
City of Cottage Grove

Have you or your spouse ever been convicted of any felony, crime or violation of any ordinance, other than traffic?

Yes  No

If yes, please give information as to the time, place and offense for which convictions were had:

Have you or your spouse ever been engaged as an employee or in operating a saloon, hotel, restaurant, café, tavern or other business of a similar nature?

X Yes  No

If yes, please give information as to the time and place:

Papa Johns, Dominos, Black Stallion, Cannon Ball,  
Sold liquor @ Super America,

Have you been in military service: Yes  No

If yes, was discharge(s) ever other than honorable? ~~Yes~~  No

Names, residence addresses, business addresses, and telephone numbers of each person who is engaged in Minnesota in a business of selling, manufacturing or distributing intoxicating liquor and who is nearer of kin to you or your spouse than second cousin, whether of the whole or half blood, computed by the rules of civil law, or who is a brother-in-law or sister-in-law of your or your spouse:

N/A

Are you a manufacturer or wholesaler of alcoholic beverages or interested directly or indirectly in the ownership or operation of any retail business selling alcoholic beverages? \_\_\_\_\_ Yes  No

Are you a person who is directly or indirectly, interested in other establishments in the City of Newport to which either an "On Sale" or "Off Sale" license has been issued? \_\_\_\_\_ Yes  No

If yes, list names and address and interest:

What is the amount of investment that you have or will have in the business, building, premises, fixtures, furniture, stock in trade, etc? \$300,000 +

Have you any interest in any previous intoxicating license that was revoked, suspended or not renewed: \_\_\_\_\_ Yes  No

If yes, please explain:

Have you ever individually, or with others, made application for an intoxicating liquor license and had such application denied?

\_\_\_\_\_ Yes  No

If yes, please explain:

Names of at least two residents of the United States, who will certify as to the applicant's good character and business respectability.

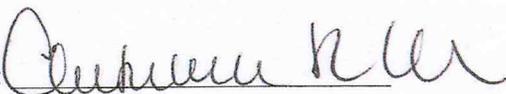
1. CHAD Rediske, Cottage Grove, MN
2. Michael Edman - Cottage Grove, MN
3. DAVID ERICKSON - Newport, MN

**ANY FALSIFICATION OF ANSWERS TO THE ABOVE QUESTIONS WILL  
RESULT IN DENIAL OF THE APPLICATION.**

A financial statement of net worth and a short autobiography must accompany this application for all persons who are required to complete a Personal History Form (exception: Manager—provided the individual is not a partner or officer of the corporation).

I hereby understand and agree that the information revealed in support of an application for ownership or management of a licensed on or off sale liquor establishment in the City of Newport will be used in accordance with Federal, State, and local laws regarding privacy of records.

I declare that the information provided is truthful, and I authorize the City of Newport to investigate the information and contact the persons named herein.

Applicant/Agent Printed Name: Autumn Lehrke Signature: 

3666

City of NEWPORT

APPLICATION FOR CITY LIQUOR LICENSE

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

Application Date: 11/4/13

Every question must be answered. If a corporation, an officer shall execute this application. If a partnership, LLC, a partner shall execute this application.

Workers Compensation Insurance Company and Policy #: MN Employers Ins. Svcs. #13628.215

Licensee's MN Sales and Use Tax ID #: 3273248

Licensee's Federal Tax ID #: 46-4030078

**Applicant Information**

Applicant's Name: Derrick Lehrke Date of Birth: [REDACTED]

Trade Name or DBA: Red Rock Saloon

Business Name: Opinion Brewing Company, LLC

Business Address: 374 21st St. Business Phone: [REDACTED]

City/County/State/Zip: Newport/WASH COUNTY/MN 55055 Home Phone: [REDACTED]

Type of Photo ID: MINNESOTA DRIVER LICENSE ID #: T780242747515

U.S. Citizen:  Yes  No Naturalized:  Yes  No, If yes, give date/place: \_\_\_\_\_

If a corporation, give name, title, address, date of birth, and social security number for each officer. If a partnership, LLC, give name, address, date of birth and social security number of each partner on separate sheet of paper.

**Business Information**

Type of Business (Check one):  Club  Restaurant  Hotel  Bowling Alley

Type of License(s) Requested (Please check all that apply)

3.2% Licenses:  On-Sale  Off-Sale

Intoxicating Licenses:  On-Sale  Wine  Sunday  Club

**Corporation Information**

Date of Incorporation: \_\_\_\_\_ State of Incorporation: \_\_\_\_\_

Certificate Number: \_\_\_\_\_ Is corporation authorized to do business in MN:  Yes  No

If a subsidiary of another corporation, give name and address of parent corporation: \_\_\_\_\_

Purpose of Corporation: \_\_\_\_\_

**Other Information**

Names, addresses and date of births of all persons who will own or be actively or inactively involved in the management of the establishment where the license will be used (Note: the location manager must be listed):

1. Derrick Lehrke 11645 Lockridge Ave, Cottage Grove, MN 55033 [REDACTED]

2. Autumn Lehrke " " " [REDACTED]

3. \_\_\_\_\_

4.

Describe premises to be licensed (Where customers will be allowed to drink, list all decks patios, outside areas). If you only list an address or legal land description, only the inside of your building will be considered the premise.

Currently operating as Red Rock Saloon

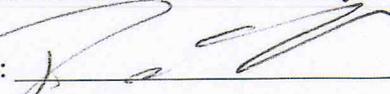
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	2.	Is this business in conjunction with any other business? If yes, describe: <u>Future Brewery</u>
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	3.	Has applicant, partners, officers, or employees ever had any Felony Convictions or Liquor Law Violations in Minnesota or elsewhere, including State Liquor Control Penalties? If yes, give date, charges and the outcome:
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	4.	Is the applicant or any of the associates in this application a member of the City Council in which the license will be issued? If yes, in what capacity? (If the applicant for this license or any of the associates is the spouse of a member of the governing body or where a family relationship exists, the member shall not vote on this application.)
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	5.	Have the applicants any interest, directly or indirectly, in any other liquor establishment in this city or any other city, or county issued license within Minnesota. If yes, give the name and address of the business:
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	6.	During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802. If yes, attach a copy of the summons.
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	7.	Will you serve liquor on Sunday?
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	8.	Has a license been issued by the state or local health department for this establishment? Attach Copy

**Building Information**

Name of Building Owner: Opinion Brewing Company LLC  
 Owner's Address: 11640 Lockridge Ave, Cottage Grove, MN 55033  
 Are property taxes delinquent? \_\_\_ Yes  No  
 Has the building owner any connection, direct or indirect with the applicant?  Yes \_\_\_ No  
 Restaurant Seating Capacity: \_\_\_\_\_  
 Hours food will be available: \_\_\_\_\_  
 Number of people restaurant employs: \_\_\_\_\_  
 Will food service be the principle business? \_\_\_ Yes  No

**Applicant Statement and Acknowledgement**

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

Applicant/Agent Printed Name: Derrick Lehle Signature: 

The Licensee must have one of the following: (THE NAME of the INSURED must Match application EXACTLY the name of the APPLICANT

- A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person; \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support. ATTACH "CERTIFICATE OF INSURANCE" TO THIS FORM.
- B. A Surety bond from a surety company with minimum coverage as specified above in A.
- C. A certificate from the State Treasurer that the licensee has deposited with the State, Trust Funds having a market

value of \$10,000 \$100,000 in cash or securities.

Background checks will cover Criminal and Financial information.

- Criminal check will look for liquor law violations within a five year period, Felonies within a five year period
- Financial check will look for ownership of a liquor license revoked within a 5 year period
- Financial Interests in Liquor Manufacturers or Wholesalers

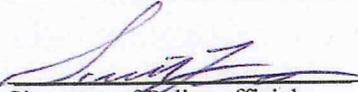
**REPORT BY POLICE**  
**Criminal and Financial Back Ground check**

A back ground check has been conducted on the applicant. No Criminal or Financial information was found that would cause denial of this application except as follows:

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Signature of Police official

Investigator  
Position/Department

11-12-13  
Date

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For Office Use

Investigation Fee \$ 100.50 Receipt #: 1822 Date Paid: 11/04/13

Investigation Completed By: S. Freeman

Date: 11-12-13 Approved:  Denied:

Reasons: \_\_\_\_\_

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Prorated On-Sale Fee: \$1,431.45  
Prorated ~~off~~ Sunday on-Sale Fee: \$114.52

PERSONAL HISTORY FORM  
IN SUPPORT OF A LIQUOR LICENSE APPLICATION

Directions: This form must be filled out using a typewriter or by printing in ink by the sole owner, by each partner, by each officer or director, by each manager, proprietor or person with management responsibilities for the premises, and by each person who has any interest in a corporation or association.

Name and Address:

True Name: Derrick Gustave Lebeck Date of Birth: [REDACTED]  
Residence Address: 11640 Lockridge Ave, CG, MN 55033 Home Phone: [REDACTED]  
Business Name: Red Rock Saloon Business Phone: [REDACTED]  
Business Address: 374 21st Street, Newport, MN 55055  
Height: 6'2" Weight: 180 Hair Color: Brown Eye Color: Blue  
U.S. Citizen:  Yes  No Naturalized:  Yes  No, If yes, give date/place: \_\_\_\_\_  
Marital Status:  Single  Married  Divorced

If married, true name, place and date of birth, and residence of spouse:

True Name: Autumn Renee Lebeck Date of Birth: [REDACTED]  
Residence Address: 11640 Lockridge Ave, CG, MN 55033 Place of Birth: Northfield, MN

If you have ever used or been known by a name or names other than the true name given above, list such name(s) and information concerning dates and places used:

Are you a registered voter?  Yes  No  
If yes, where are you registered? 11640 Lockridge Ave, Cottage Grove, MN 55033  
Is your spouse a registered voter?  Yes  No  
If yes, where is your spouse registered?: 11640 Lockridge Ave, Cottage Grove, MN 55033  
Address(es) at which you have lived in the past five years:

8850 82nd Street Ct. S., Cottage Grove, MN 55016

Address(es) at which your spouse has lived in the past five years:

8850 82nd Street Ct. S., Cottage Grove, MN 55016

Kind, name, and location of every business or occupation you have been engaged in during the past five years:

Right Way LLC - Property mgmt business, Cottage Grove, MN  
City Government - City of Cottage Grove, MN  
Coaching - Treasure Island, Running Aces - Columbus, MN

Kind, name, and location of every business or occupation your spouse has been engaged in during the past five years:

Right way - Property mgmt - CG, MN  
Lender processing services - bankruptcy specialist - Mendota Heights  
County government, Washington county, MN  
Super America - Retail Management - Maplewood, MN

Names and address(es) of your employers and partners, if any, in the past five years:

Punning Aces Harness Park, Columbus, MN  
Treasure Island Resort & Casino - Red Wing, MN  
City of Cottage Grove, MN

Names and address(es) of your spouse's employers and partners, if any, in the past five years:

Washington county, MN  
Lender processing services - Mendota Heights, MN  
Super America - Maplewood, MN

Have you or your spouse ever been convicted of any felony, crime or violation of any ordinance, other than traffic?

Yes  No

If yes, please give information as to the time, place and offense for which convictions were had:

Have you or your spouse ever been engaged as an employee or in operating a saloon, hotel, restaurant, café, tavern or other business of a similar nature?

Yes  No

If yes, please give information as to the time and place:

Papa John's, Dominos, Black Stallion, Cannon Ball, Super America - off sale

Have you been in military service:  Yes  No

If yes, was discharge(s) ever other than honorable?  Yes  No

Names, residence addresses, business addresses, and telephone numbers of each person who is engaged in Minnesota in a business of selling, manufacturing or distributing intoxicating liquor and who is nearer of kin to you or your spouse than second cousin, whether of the whole or half blood, computed by the rules of civil law, or who is a brother-in-law or sister-in-law of your or your spouse:

N/A

Are you a manufacturer or wholesaler of alcoholic beverages or interested directly or indirectly in the ownership or operation of any retail business selling alcoholic beverages? \_\_\_\_\_ Yes  No

Are you a person who is directly or indirectly, interested in other establishments in the City of Newport to which either an "On Sale" or "Off Sale" license has been issued? \_\_\_\_\_ Yes  No

If yes, list names and address and interest:

What is the amount of investment that you have or will have in the business, building, premises, fixtures, furniture, stock in trade, etc? \$300,000 +

Have you any interest in any previous intoxicating license that was revoked, suspended or not renewed:

\_\_\_\_\_ Yes  No

If yes, please explain:

Have you ever individually, or with others, made application for an intoxicating liquor license and had such application denied?

\_\_\_\_\_ Yes  No

If yes, please explain:

Names of at least two residents of the United States, who will certify as to the applicant's good character and business respectability.

1. Chad Reelisce, Cottage Grove, MN
2. Michael Edman, Cottage Grove, MN
3. David Erickson, Newport, MN

**ANY FALSIFICATION OF ANSWERS TO THE ABOVE QUESTIONS WILL  
RESULT IN DENIAL OF THE APPLICATION.**

A financial statement of net worth and a short autobiography must accompany this application for all persons who are required to complete a Personal History Form (exception: Manager—provided the individual is not a partner or officer of the corporation).

I hereby understand and agree that the information revealed in support of an application for ownership or management of a licensed on or off sale liquor establishment in the City of Newport will be used in accordance with Federal, State, and local laws regarding privacy of records.

I declare that the information provided is truthful, and I authorize the City of Newport to investigate the information and contact the persons named herein.

Applicant/Agent Printed Name: Derrick Lehike Signature: 



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



**APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE**

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

Workers compensation insurance company, Name MN Employers Ins. Svcs. Policy # 213628.215  
 Licensee's MN Sales and Use Tax ID # 3273248 To apply for a MN sales and use tax ID #, call (651) 296-6181  
 Licensee's Federal Tax ID # 46-4030078

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

Licensee Name (Individual, Corporation, Partnership, LLC) <u>Opinion Brewing Company, LLC</u>	Social Security #	Trade Name or DBA <u>Red Rock Saloon</u>	
License Location (Street Address & Block No.) <u>374 21st Street</u>	License Period From <u>12/05/13</u> To <u>06/30/14</u>	Applicant's Home Phone # [REDACTED]	
City <u>Newport</u>	County <u>WASHINGTON</u>	State <u>MN</u>	Zip Code <u>55055</u>
Name of Store Manager <u>Autumn Lehrke</u>	Business Phone Number [REDACTED]	DOB (Individual Applicant)	

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

Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
<u>Derrick Gustave Lehrke</u>	[REDACTED]	[REDACTED]	<u>Owner</u>	<u>50</u>	<u>11640 Lockridge Ave Cottage Grove, MN 55033</u>
<u>Autumn Lehrke Lehrke</u>	[REDACTED]	[REDACTED]	<u>Owner</u>	<u>50</u>	<u>11640 Lockridge Ave Cottage Grove, MN 55033</u>
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code

- If a corporation, date of incorporation N/A, state incorporated in \_\_\_\_\_, amount paid in capital \_\_\_\_\_. If a subsidiary of any other corporation, so state \_\_\_\_\_ and give purpose of corporation \_\_\_\_\_. If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota?  Yes  No
- Describe premises to which license applies: such as (first floor, second floor, basement, etc.) or if entire building, so state.  
Entire building
- Is establishment located near any state university, state hospital, training school, reformatory or prison?  Yes  No If yes state approximate distance. \_\_\_\_\_
- Name and address of building owner: Opinion Brewing Company LLC, 11640 Lockridge Ave  
Cottage Grove, MN 55033  
Has owner of building any connection, directly or indirectly, with applicant?  Yes  No
- Is applicant or any of the associates in this application, a member of the governing body of the municipality in which this license is to be issued?  Yes  No If yes, in what capacity? \_\_\_\_\_
- State whether any person other than applicants has any right, title or interest in the furniture, fixtures or equipment for which license is applied and if so, give name and details. NO
- Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?  
 Yes  No If yes, give name and address of establishment. \_\_\_\_\_

- 8. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment?  Yes  No
- 9. State whether applicant has or will be granted, an On sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises.  Yes  No  Will be granted
- 10. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License.  Yes  No  Will be granted
- 11. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality. \_\_\_\_\_
- 12. State Number of Employees 4
- 13. If this license is being issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)? \_\_\_\_\_
- 14. If this license is being issued by a County Board, is it located in an organized township? If so, attach township approval.

- 1. State whether applicant or any of the associates in this application, have ever had an application for a liquor license rejected by any municipality or state authority; if so, give dates and details. NO
- 2. Has the applicant or any of the associates in this application, during the five years immediately preceding this application ever had a license under the Minnesota Liquor Control Act revoked for any violation of such laws or local ordinances; if so, give dates and details. NO
- 3. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere, including State Liquor Control penalties?  Yes  No If yes, give dates, charges and final outcome.
- 4. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802.  Yes  No If yes, attach a copy of the summons.

This licensee must have one of the following: (ATTACH CERTIFICATE OF INSURANCE TO THIS FORM.)

- Check one
- A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.
  - or
  - B. A surety bond from a surety company with minimum coverage as specified in A.
  - or
  - C. A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

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

Print name of applicant & title <u>Autumn Lehnke Owner</u>	Signature of Applicant <u>[Signature]</u>	Date <u>11/13/13</u>
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REPORT BY POLICE/SHERIFF'S DEPARTMENT

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

<u>Newport Police Dept</u> Police/Sheriff's Department	<u>Investigator</u> Title	<u>[Signature]</u> Signature
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PS 9136-(2009)

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

IMPORTANT NOTICE

All retail liquor licensees must register with the Alcohol, Tobacco Tax and Trade Bureau.  
For information call (513) 684-2979 or 1-800-937-8864



Minnesota Department of Public Safety  
**Alcohol and Gambling Enforcement Division (AGED)**  
 444 Cedar Street, Suite 222, St. Paul, MN 55101-5133  
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

**Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License**

**Cities and Counties:** You are required by law to complete and sign this form to certify the issuance of the following liquor license types:  
 1) City issued on sale intoxicating and Sunday liquor licenses  
 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Newport License Period From: 12/05/13 To: 06/30/14

Circle One: New License  **License Transfer**  Red Rock Saloon Suspension Revocation Cancel \_\_\_\_\_  
(former licensee name) (Give dates)

License type: (circle all that apply)  **On Sale Intoxicating**  **Sunday Liquor** 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ 2,500 Sunday License fee: \$ 200 3.2% On Sale fee: \$ \_\_\_\_\_ 3.2% Off Sale fee: \$ \_\_\_\_\_

Licensee Name: Opinion Brewing Company, LLC DOB \_\_\_\_\_ Social Security # \_\_\_\_\_  
(corporation, partnership, LLC, or Individual)

Business Trade Name Red Rock Saloon Business Address 374 21st Street City Newport

Zip Code 55055 County Washington Business Phone \_\_\_\_\_ Home Phone [REDACTED]

Home Address 11640 Lockridge Ave City Cottage Grove Licensee's MN Tax ID # 3273248  
(To Apply call 651-296-6181)

Licensee's Federal Tax ID # 46-4030078  
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Derrick Gustave Lehrke	[REDACTED]	[REDACTED]	11640 Lockridge Ave, 55033
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
Autumn Renee Lehrke	[REDACTED]	[REDACTED]	11640 Lockridge Ave, 55033
(Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: MN Employers Ins. Svcs. Policy # 13628.215

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.  
 City Clerk or County Auditor Signature \_\_\_\_\_ Date \_\_\_\_\_  
(title)

**On Sale Intoxicating liquor licensees must also purchase a S20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at [www.dps.state.mn.us](http://www.dps.state.mn.us).**



# CERTIFICATE OF LIABILITY INSURANCE

JONCO-1

OP ID: JA

DATE (MM/DD/YYYY)  
11/14/2013

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

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

<b>PRODUCER</b> Minnesota Employers Ins. Svcs. Josh Anderson 2091 E County Rd D, Suite B-100 Maplewood, MN 55109 Josh Anderson	<b>CONTACT NAME:</b> Josh P. Anderson <b>PHONE (A/C, No, Ext):</b> 651-348-6026 <b>E-MAIL ADDRESS:</b> joshanderson@mneis.com	<b>FAX (A/C, No):</b> 651-340-5721
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Opinion Brewing Company, LLC DBA: Red Rock Saloon 374 21st Street Newport, MN 55055	<b>INSURER A :</b> <b>Wolmut Mutual Company</b>	
	<b>INSURER B :</b> <b>State Fund Mutual</b>	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			BR230615	11/15/2013	11/15/2014	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	13628.215	11/15/2013	11/15/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
							E.L. EACH ACCIDENT \$ 100,000
							E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability			BR230615	11/15/2013	11/15/2014	Per Occur 1,000,000 Aggregate 1,000,000

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

**CERTIFICATE HOLDER****CANCELLATION**

<b>CITYNEW</b>  City of Newport 596 7th Avenue Newport, MN 55055	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Josh Anderson
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# RESOLUTION NO. 2013-57

## A RESOLUTION APPROVING LEVY CERTIFICATION FOR LEVY YEAR 2013, PAYABLE 2014, AND ADOPTING THE 2014 GENERAL FUND OPERATING BUDGET, THE 2014 WATER, SEWER, STORM WATER, AND STREETLIGHT ENTERPRISE FUNDS, THE 2014 ECONOMIC DEVELOPMENT AUTHORITY BUDGET, AND THE 2014-2019 CIP.

**WHEREAS**, The City Council of Newport annually establishes and adopts a General Fund Operating Budget; and

**WHEREAS**, The City Council of Newport did certify a proposed Preliminary Tax Levy to Washington County on September 5, 2013 in the amount of \$2,420,695 for levy year 2013; and

**WHEREAS**, The median residential property value fell 5.5% from 2013 to 2014 or from \$148,000 to \$139,900; and

**WHEREAS**, The median residential property is projected to receive a \$49.11 decrease in the City portion of their taxes payable 2014 under the Total Proposed Levy Certification Levy amount; and

**WHEREAS**, The City Council of Newport did hold a "Truth In Taxation" Hearing on Thursday, December 5, 2013; and

**WHEREAS**, The City Council of Newport did present the 2014 Proposed Final Levy, 2014 Proposed General Fund Operating Budget, 2014 Water, Sewer, Storm Water, and Streetlight Enterprise Funds, the 2014 Economic Development Authority Budget, and the 2014-2019 CIP at the December 5, 2013 City Council meeting.

**NOW, THEREFORE, BE IT RESOLVED**, That the Newport City Council, County of Washington, Minnesota hereby certifies the following sums of money be levied for Payable 2014 Final Levy Certification upon the taxable property in the City of Newport:

General Fund:	\$2,128,900
Equipment Certificate of Indebtedness:	89,723
Bonded Indebtedness:	128,361
2014 General Obligation Bond	68,707
<b>TOTAL PROPOSED LEVY CERTIFICATION:</b>	<b>\$2,415,691</b>

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, That the City Clerk/Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor, Washington County, Minnesota.

Adopted by this council this 5th day of December, 2013 by the Newport City Council.

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

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

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

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

# Proposed Pay 2014 Property Tax Impact Worksheet

Taxing District:

1200 Newport

## STEP 1 - Calculate the Taxing District's Tax Rate:

Item	Actual Pay 2013 (A)	Proposed Pay 2014 (B)	% Change (C)
1. Levy before reduction for state aids	\$2,351,000	\$2,415,691	2.8%
2. State Aids	-	-	0.0%
3. <b>Certified Property Tax Levy</b>	<b>\$2,351,000</b>	<b>\$2,415,691</b>	<b>2.8%</b>
4. Fiscal Disparity Portion of Levy	\$287,572	\$329,444	14.6%
5. Local Portion of Levy	\$2,063,428	\$2,086,247	1.1%
6. Local Taxable Value	2,914,326	2,899,667	-0.5%
7. <b>Local Tax Rate</b>	<b>70.803%</b>	<b>71.948%</b>	<b>1.6%</b>
8. Market Value Referenda Levy	\$0	\$0	0.0%
9. Fiscal Disparity Portion of Levy (SD only)	-	-	0.0%
10. Local Portion of Levy	\$0	\$0	0.0%
11. Referenda Market Value	0	0	0.0%
12. <b>Market Value Referenda Rate</b>	<b>0.00000%</b>	<b>0.00000%</b>	<b>0.0%</b>

## STEP 2 - Calculate the Impact of the Taxing District's Rate on Residential Homestead Taxes:

13. Assumes a -5.5% change in market value from 2013 to 2014, which is the city median change.

(D) Market Value Before Exclusion	(E) Homestead Market Value Exclusion	(F) Taxable Market Value	(G) Tax Capacity	(H) Taxing District Portion of Tax
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Actual Pay 2013				
Pay 2013 MV	76,000 @40% - rem @ 9%	(D) - (E)	500,000@1.0% rem @ 1.25%	(A7 x G) + (A12 X D)
14. 148,000	23,900	124,100	1,241	\$878.67
15. 105,800	27,700	78,100	781	\$552.97
16. 158,700	23,000	135,700	1,357	\$960.80
17. 264,600	13,400	251,200	2,512	\$1,778.57
18. 423,300	0	423,300	4,233	\$2,997.09

Proposed Pay 2014				
Pay 2014 MV X 0.945	76,000 @40% - rem @ 9%	(D) - (E)	500,000@1.0% rem @ 1.25%	(B7 x G) + (B12 x D)
19. 139,900	24,600	115,300	1,153	\$829.56
20. 100,000	28,200	71,800	718	\$516.59
21. 150,000	23,700	126,300	1,263	\$908.70
22. 250,000	14,700	235,300	2,353	\$1,692.94
23. 400,000	1,200	398,800	3,988	\$2,869.29

Percentage Change from 2013 to 2014				
24. -5.5%	2.9%	-7.1%	-7.1%	-5.6%
25. -5.5%	1.8%	-8.1%	-8.1%	-6.6%
26. -5.5%	3.0%	-6.9%	-6.9%	-5.4%
27. -5.5%	9.7%	-6.3%	-6.3%	-4.8%
28. -5.5%	0.0%	-5.8%	-5.8%	-4.3%

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2014 PROPOSED BUDGET**

REVENUE	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 AMMENDED BUDGET	2014 PROPOSED BUDGET
<b>Property Taxes</b>					
Current ad valorem	\$ 1,437,249	\$ 1,634,410	\$ 1,825,793	\$ 1,776,328	\$ 1,735,559
Fiscal disparities	244,626	310,234	286,461	287,572	329,444
Delinquent	22,670	4,908	0	0	0
Fire relief	65,760	65,000	1,000	65,000	63,897
Special Assessments/debt service	0	0	0	0	
2010A - Refinancing					
2011A					
2013A Streets					
Total Property Taxes	1,770,305	2,014,552	2,113,254	2,128,900	2,128,900
<b>Intergovernmental Revenue</b>					
Local governmental aid	588,876	588,876	589,106	588,876	627,338
Market Value & other tax credits	(38)	131	0	0	0
Police town aid	51,292	46,565	45,308	50,000	45,000
Police training reimbursement	2,151	2,651	2,325	2,650	2,300
State fire relief aid	14,530	13,091	12,577	13,500	12,500
Other/miscellaneous grants	24,949	63,166	42,820	20,000	30,000
Total Intergovernmental Revenue	681,760	714,480	692,136	675,026	717,138
<b>Licenses and Permits</b>					
Conditional use permits	0	0	2,100	0	0
Licenses and permits	4,384	1,740	1,180	4,500	4,500
Liquor licenses	8,360	8,330	8,430	8,300	8,300
Cigarette licenses	500	800	250	500	500
Building permit fees	79,848	66,218	58,387	60,000	50,000
Animal licenses/citations	1,975	1,970	2,305	2,000	2,000
Recycling/sanitation	900	4,200	3,000	1,000	1,000
Total Licenses and Permits	95,967	83,258	75,652	76,300	66,300
<b>Charges for Services</b>					
Planning and zoning	6,431	1,050	0	1,000	1,000
Special assessment search	0	0	0	0	0
Accident reports	107	206	153	100	100
Antenna franchise fees	59,150	69,132	80,591	92,000	83,000
Miscellaneous	72	9,344	12,595	250	250
Total Charges for Services	65,760	79,732	93,339	93,350	84,350
<b>Other Revenue</b>					
Fines and forfeits	52,659	70,006	58,234	48,000	52,000
Interest earned on investments	8,348	8,401	7,937	8,000	8,000
Rent or sale of property	644	2,477	2,138	0	0
Donations	6,995	52,055	48,884	8,000	8,000
Other	13,050	63,938	135,116	14,000	14,000
Total Other Revenue	81,696	196,877	252,309	78,000	82,000
<b>TOTAL REVENUE</b>	<b>2,695,488</b>	<b>3,088,899</b>	<b>3,226,690</b>	<b>3,051,576</b>	<b>3,078,688</b>

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2014 PROPOSED BUDGET**

<u>EXPENDITURES: GENERAL GOVERNMENT</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 AMMENDED BUDGET</u>	<u>2014 PROPOSED BUDGET</u>
Mayor and Council					
Personnel services	\$ 20,413	\$ 23,545	\$ 20,481	\$ 19,550	\$ 19,550
PERA	598	0	228	598	218
FICA/Medicare	1,496	0	1,567	1,496	1,496
Workers Comp	37	0	42	46	50
Travel/conferences	0	0	492	300	300
Memberships	20	0	65	100	100
Education	365	80	194	2,000	1,000
Miscellaneous	63	133	0	0	0
Total Mayor and Council	<u>22,991</u>	<u>23,758</u>	<u>23,069</u>	<u>24,089</u>	<u>22,714</u>
Administration					
Personnel services	240,070	280,207	170,150	148,470	163,317
PERA	0	0	10,312	10,764	11,841
FICA/Medicare	0	0	11,970	10,353	12,494
Health Insurance	40,403	66,112	52,235	30,511	27,499
Workers Comp	0	0	1,443	1,389	1,900
Office supplies	13,129	6,153	4,655	12,500	7,500
Computer and phone services	4,329	949	761	2,600	2,000
Equipment repairs and maintenance	13,565	24,978	0	14,391	14,000
Travel & mileage	2,501	486	1,344	500	1,500
Printing and publishing	5,316	5,626	9,176	5,640	9,000
Postage	2,943	3,341	4,309	3,441	4,400
Dues and subscriptions	6,772	6,464	6,597	6,658	6,600
Education	4,315	2,149	2,791	4,200	4,500
Contractual services	15,671	14,194	3,368	14,620	10,000
Capital outlay	338	1,686	9,474	1,737	2,000
Miscellaneous	1,362	5,082	9,063	5,234	5,000
Total Administration	<u>350,714</u>	<u>417,427</u>	<u>297,648</u>	<u>273,008</u>	<u>283,551</u>
Elections					
Temporary employees	4,539	732	2,884	1,000	3,000
Operating supplies	107	0	612	100	800
Travel and conferences	0	0	0	0	250
Printing and publishing	0	0	0	0	500
Miscellaneous	1,066	940	1,045	500	500
Total Elections	<u>5,712</u>	<u>1,672</u>	<u>4,541</u>	<u>1,600</u>	<u>5,050</u>

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2014 PROPOSED BUDGET**

<u>EXPENDITURES: GENERAL GOVERNMENT</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 AMMENDED BUDGET</u>	<u>2014 PROPOSED BUDGET</u>
Professional services					
Accounting/audit	34,765	42,930	67,165	44,218	35,000
Engineering	10,880	26,390	19,959	27,182	28,000
Legal	72,640	72,670	62,626	74,850	72,000
IT, phone support and hardware	30,100	26,253	44,949	32,960	45,000
Financial/Assessment services	25,596	33,498	0	34,503	25,000
Building inspection	39,047	17,929	12,315	20,000	15,000
Insurance	53,976	50,152	62,956	51,657	64,000
Miscellaneous contracted services	416	5,608	12,663	5,776	10,000
Total Professional Services	<u>267,420</u>	<u>275,430</u>	<u>282,633</u>	<u>291,146</u>	<u>294,000</u>
Planning and Zoning					
Personnel services	30,831	2,086	25,257	25,493	0
Part time - planning commission					1,800
PERA	0	0	1,805	1,848	0
FICA/Medicare	0	0	1,967	1,808	138
Health Insurance	0	0	4,017	3,794	0
Workers Comp	0	0	139	277	0
Planning commission	0	0	0	3,000	0
Operating supplies	0	0	0	100	700
Professional services	15,444	61,930	30,906	10,000	30,000
Travel and conferences	0	0	0	1,000	1,000
Printing and publishing	0	0	0	0	0
Education	0	0	0	750	750
Dues and subscriptions	0	0	0	0	0
Capital outlay	0	0	1,178	0	0
Miscellaneous	16,987	4,020	925	0	0
Total Planning and Zoning	<u>63,262</u>	<u>68,036</u>	<u>66,194</u>	<u>48,070</u>	<u>34,388</u>
Government Buildings					
City Hall					
Operating supplies	1,192	676	659	100	100
Repairs and maintenance	3,247	1,409	1,491	6,500	6,500
Utilities	7,957	9,478	6,987	8,695	8,000
Capital outlay	358	4,737	4,161	3,500	4,000
Total City Hall	<u>12,754</u>	<u>16,300</u>	<u>13,298</u>	<u>18,795</u>	<u>18,600</u>
Library					
Personnel	0	0	13,253	12,500	13,145
Supplies				320	500
Computer and phones					1,600
Repairs and maintenance	0	455	727	750	750
Utilities	3,773	3,009	3,425	3,500	3,500
Capital outlay	0	0	11,378	6,500	4,900
Total Library	<u>3,773</u>	<u>3,464</u>	<u>28,783</u>	<u>23,570</u>	<u>24,395</u>
Railroad Tower					
Operating supplies	0	0	0	0	0
Repairs and maintenance	0	0	33	300	300
Phone	0	0	0	300	300
Utilities	124	489	579	520	500
Total Railroad Tower	<u>124</u>	<u>489</u>	<u>612</u>	<u>1,120</u>	<u>1,100</u>
Total Government Buildings	<u>16,651</u>	<u>20,253</u>	<u>42,693</u>	<u>43,485</u>	<u>44,095</u>
Total General Government	<u>726,750</u>	<u>806,576</u>	<u>716,778</u>	<u>681,398</u>	<u>683,798</u>

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2014 PROPOSED BUDGET**

EXPENDITURES: PUBLIC SAFETY	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 AMMENDED BUDGET	2014 PROPOSED BUDGET
Police Department					
Personnel services (7)	569,885	596,916	516,562	479,683	485,565
PERA	0	0	71,139	69,075	80,816
FICA/Medicare	0	0	7,782	5,953	8,438
Workers' Compensation	0	0	15,927	18,115	20,500
Health insurance	95,265	86,682	94,173	84,692	86,448
Overtime	0	0	0	15,000	30,000
CSO	0	0	0	12,000	11,200
Animal control	0	0	0	3,000	1,000
Office supplies	4,263	2,025	4,141	4,300	3,300
Cell phones and pagers	3,416	1,717	3,387	3,200	3,000
Vehicle supplies	8,427	3,721	1,864	8,500	6,000
Tools and equipment	804	433	820	800	1,000
Fuel (8000 gal. per year)	22,642	27,219	26,738	28,325	27,500
Uniforms	9,018	6,111	6,060	8,500	8,500
Travel			30		
Departmental services	9,274	8,351	258	8,602	7,500
Memberships and conferences	450	242	445	350	450
Education	4,026	3,916	2,621	4,100	5,500
Vehicle repair and maintenance	3,351	470	2,142	3,500	4,000
Dispatch	28,745	19,811	38,720	27,000	29,000
MDC lease – Washington County	3,500	9,085	3,375	9,358	6,000
Radios 800 MHz - 15 radios @ \$400/yr	0	0	0	6,180	6,200
Capital outlay	5,860	7,892	0	7,500	7,500
Total Police Department	768,926	774,591	796,184	807,733	839,417
Animal Control/CSO					
Personnel services / CSO	66	0	0	0	0
FICA/Medicare	0	0	0	0	0
Animal impound	166	0	0	0	0
Uniforms	0	0	0	0	0
Miscellaneous	0	0	0	0	0
Total Animal Control/CSO	232	0	0	0	0

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2014 PROPOSED BUDGET**

EXPENDITURES: PUBLIC SAFETY	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 AMMENDED BUDGET	2014 PROPOSED BUDGET
Fire Protection					
Personnel services (28)	28,236	27,059	36,393	37,000	37,000
Fica/Medicare					2,600
Workers' compensation insurance	1,890	4,421	3,693	4,067	6,300
Office supplies	6,689	7,210	1,739	6,000	2,500
Vehicle supplies	11,652	6,728	8,499	4,000	4,000
Tools and equipment	0	172	4,055	4,000	4,000
Fuel	1,902	3,130	1,722	3,321	2,300
Uniforms	6,756	54,351	1,026	1,000	1,000
Computers and phones (1-cell)	2,421	1,449	1,524	1,537	1,550
Radios - 800 MHz (27) * \$400/yr	0	0	0	11,458	11,800
Travel and conferences	617	1,093	758	1,160	800
Memberships and subscriptions	505	3,318	753	3,520	800
Education	6,536	9,278	5,262	9,843	8,000
Repairs and maintenance	264	759	265	805	850
Contractual	4,604	8,904	11,425	6,500	6,500
Fire Relief	66,660	71,816	65,438	65,000	63,897
State Fire Relief Aid	13,630	13,091	12,577	13,500	12,500
Fire Marshall	0	23	0	3,000	3,000
Civil Defence	96	678	4,622	300	300
Capital outlay	2,424	6,200	10,000	15,000	15,000
Total Fire Protection	154,882	219,680	169,751	191,011	184,697
Fire Station No. 1					
Operating supplies	241		0	500	500
Repairs and maintenance	342	444	187	1,000	1,000
Utilities	10,600	6,602	6,359	9,222	7,500
Capital outlay	34,201	817	0	6,500	1,500
Total Fire Station No. 1	45,384	7,863	6,546	17,222	10,500
Fire Station No. 2					
Operating supplies	0	0	0	500	500
Repairs and maintenance	175	0	0	0	0
Utilities	3,128	2,142	1,946	2,272	1,800
Capital outlay	0	0	0	0	0
Total Fire Station No. 2	3,303	2,142	1,946	2,772	2,300
Total Public Safety	972,727	1,004,276	974,427	1,018,738	1,036,914

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2014 PROPOSED BUDGET**

<u>EXPENDITURES: OPERATIONS &amp; MAINTENANCE</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 AMMENDED BUDGET</u>	<u>2014 PROPOSED BUDGET</u>
Streets					
Personnel services (2)	242,135	197,906	245,250	107,855	105,631
PERA	0	0	17,933	7,820	7,965
FICA/Medicare	0	0	18,841	7,574	8,405
Workers' compensation	0	0	18,880	13,158	5,421
Health insurance	47,253	37,338	31,962	29,519	31,821
Full-time overtime	0	0	0	10,000	4,180
Part-time personnel	0	0	0	6,000	6,000
Education					500
Operations and supplies	39,550	68,063	26,980	70,105	50,000
Vehicle supplies	5,173	17,779	14,094	18,312	15,000
Small tools and equipment	537	280	459	288	2,000
Fuel	17,844	16,909	14,547	17,416	15,000
Uniforms	4,572	3,817	2,414	3,932	4,000
Computer (2) and phone (5) services	3,720	5,966	4,861	6,145	9,000
Cell phones (3)			0		
Travel and milage					500
Street maintenance	11,861	61,056	80,818	62,888	80,000
Repairs and maintenance-vehicles	5,778	3,956	3,734	4,075	5,000
Rentals					3,000
Dues and Subscriptions					400
Contracted services					10,000
Capital Outlay			202		2,000
Miscellaneous	3,171	19,321	9,399	19,901	3,000
Total Streets	<u>381,594</u>	<u>432,391</u>	<u>490,374</u>	<u>384,988</u>	<u>368,823</u>
Composting					
Personnel services	5,311	0	4,528	4,500	4,500
Operating supplies	14	210	685	500	50
Contracted Services	0	0	0	0	600
Miscellaneous contractual	0	500	513	0	0
Total Composting	<u>5,325</u>	<u>710</u>	<u>5,726</u>	<u>5,000</u>	<u>5,150</u>
Public Works Garage					
Operating supplies	527	125	374	500	1,000
Repairs and maintenance	2,810	5,595	1,930	750	1,500
Utilities	14,147	11,422	10,578	12,500	12,500
Capital outlay	0	0	636	2,000	2,000
Total Public Works Garage	<u>17,484</u>	<u>17,142</u>	<u>13,518</u>	<u>15,750</u>	<u>17,000</u>
 Total Public Works	 404,403	 450,243	 509,618	 405,738	 390,973

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2014 PROPOSED BUDGET**

<u>EXPENDITURES: OPERATIONS &amp; MAINTENANCE</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 AMMENDED BUDGET</u>	<u>2014 PROPOSED BUDGET</u>
<b>Parks</b>					
Personnel services (3)	205,570	256,856	144,470	224,290	180,795
Overtime					2,035
PERA	0	0	10,247	15,490	13,255
FICA/Medicare	0	0	12,114	18,317	15,440
Health insurance	49,941	46,157	33,357	33,523	35,112
Workers' compensation	0	0	11,027	7,928	7,928
Part-time personnel services	0	0	10,695	15,145	19,000
Operating supplies	8,232	10,555	7,968	10,800	10,000
Vehicle supplies	3,179	2,733	2,925	2,500	5,000
Tools and minor equipment	870	138	1,880	1,500	3,000
Fuels	697	71	8,601	4,015	7,500
Uniforms	351	1,397	1,231	1,500	1,500
Rental	0	554	34	1,500	1,500
Quest phone lines - warming houses (2)	890	1,258	1,370	1,300	1,500
Miscellaneous contractual	7,180	10,853	8,199	7,500	10,000
Capital outlay	2,850	3,783	15,167	15,600	17,000
Miscellaneous	0	388	0	400	500
<b>Total Parks</b>	<b>279,760</b>	<b>334,743</b>	<b>269,285</b>	<b>361,308</b>	<b>331,065</b>
<b>Recreation</b>					
Personnel services	1,759	2,241	2,062	2,500	2,700
Supplies	284	256	392	500	500
Capital outlay	0	0	0	0	0
<b>Total Recreation</b>	<b>2,043</b>	<b>2,497</b>	<b>2,454</b>	<b>3,000</b>	<b>3,200</b>
<b>Parks Buildings - Warming Houses</b>					
Part time employees					7,500
Fica					465
Medicare					110
Operating supplies	286	0	0	0	500
Repairs and maintenance	0	432	0	500	500
Utilities	4,786	2,684	3,542	5,000	5,000
Capital outlay	0	1,815	0	0	0
<b>Total Parks Buildings</b>	<b>5,072</b>	<b>4,931</b>	<b>3,542</b>	<b>5,500</b>	<b>14,075</b>
<b>Special Contributions</b>					
Athletic Association	100	7,237	2,913	5,000	2,000
<b>Total Special Projects</b>	<b>100</b>	<b>7,237</b>	<b>2,913</b>	<b>5,000</b>	<b>2,000</b>
<b>Total Parks and Recreation</b>	<b>286,975</b>	<b>349,408</b>	<b>278,194</b>	<b>374,808</b>	<b>350,340</b>
Capital outlay					
Property Purchase	0	0	0	0	0
<b>Miscellaneous</b>					
Contingency	8,661	1,000	0	10,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>2,399,516</b>	<b>2,611,503</b>	<b>2,479,017</b>	<b>2,490,682</b>	<b>2,472,025</b>

**CITY OF NEWPORT, MINNESOTA**

**GENERAL FUND  
2014 PROPOSED BUDGET**

<u>EXPENDITURES: OPERATIONS &amp; MAINTENANCE</u>	<u>2010 ACTUAL BUDGET</u>	<u>2011 ACTUAL BUDGET</u>	<u>2012 ACTUAL BUDGET</u>	<u>2013 AMMENDED BUDGET</u>	<u>2014 PROPOSED BUDGET</u>
Excess (Deficiency) of Revenue over Expenditures	295,972	477,396	747,673	560,894	606,663
<b><u>Other Financing Sources (uses) net</u></b>					
Economic Development Authority	0	(70,000)	(150,000)	(245,000)	(218,500)
Heritage Preservation Fund	(7,200)	(7,200)	(7,200)	(7,200)	(7,200)
Parks Fund	0	(11,800)	(11,800)	(57,000)	(32,000)
Public Works Building Fund	(153,457)	0		0	0
Buy Forfeiture Fund	(2,784)	(288)		0	
Fire Engine Fund	(64,032)	(64,032)		0	0
Equipment Fund	0	0	(50,000)	(75,000)	(278,000)
Buildings Fund	0	0		(40,000)	(70,000)
Streetlight Enterprise Fund	0	(12,000)		0	0
2010A Bond Debt service					
2011A Bond Debt service					
Total Other Financing Sources	<u>(227,473)</u>	<u>(165,320)</u>	<u>(219,000)</u>	<u>(424,200)</u>	<u>(605,700)</u>
Other Financing Sources (uses) net	(227,473)	(165,320)	(219,000)	(424,200)	(605,700)
Net change in fund balance	68,499	312,076	528,673	136,694	963
Fund Balance: Beginning of Year	779,527	848,026	1,160,102	1,688,775	1,825,469
Fund Balance: End of Year	<u>\$ 848,026</u>	<u>\$ 1,160,102</u>	<u>\$ 1,688,775</u>	<u>\$ 1,825,469</u>	<u>\$ 1,826,432</u>
Ratio: Fund balance to expenditures	35.3%	41.8%	62.6%	62.6%	59.3%

CITY OF NEWPORT, MINNESOTA

WATER ENTERPRISE FUND  
2014 PROPOSED BUDGET

	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 APPROVED BUDGET	2014 PROPOSED BUDGET	2015 PROPOSED BUDGET	2016 PROPOSED BUDGET	2017 PROPOSED BUDGET
Operating revenue	15%	15%	0%				
Water sales	\$ 183,372	\$ 228,980	\$ 190,000	\$ 231,630	\$ 247,265	\$ 263,956	\$ 281,773
Trunk connection fees	0	0	120	120	120	120	120
Permits and licenses	3,420	0	100	3,000	3,000	3,000	3,000
Total operating revenue	186,792	228,980	190,220	234,750	250,385	267,076	284,893
Operating expenses							
Personnel	50,167	20,806	66,673	82,465	87,820	90,545	93,261
Overtime				2,200	2,266	2,334	2,488
PERA				6,138	6,531	6,734	6,942
FICA/Medicare				6,477	6,891	7,105	7,325
Employee benefits	8,551	5,651	20,298	12,900	13,287	13,686	14,096
Workers Comp				5,300	5,300	5,300	5,300
Education				1,500	1,500	1,500	1,500
Fuel				1,000	1,500	2,000	2,500
Insurance	6,373	7,032	6,761	2,500	2,575	2,652	2,732
Supplies	22,462	10,235	23,830	10,000	10,300	10,609	10,927
Vehicle supplies				3,000	3,000	3,000	3,000
Tools and minor equipment				2,000	2,000	2,000	2,000
Repair and maintenance supply				3,000	3,000	3,000	3,000
Professional services				7,500	7,500	7,500	7,500
Connection fee				6,000	6,000	6,000	6,000
Telephone				700	700	700	700
Postage				750	750	750	750
Utilities (Xcel)	25,985	27,967	27,567	28,000	28,840	29,705	30,596
Gopher State				1,000	1,000	1,000	1,000
Contracted services				25,000	25,000	25,000	25,000
Vehicle repair and maintenance				5,000	5,000	5,000	5,000
Depreciation	74,699	74,999	70,000	70,000	70,001	70,002	70,003
Uniforms				1,000	1,000	1,000	1,000
Capital Expenses				10,000	10,000	10,000	10,000
Other	28,821	26,051	30,000		0	0	0
Total operating expenses	217,058	172,741	245,129	293,430	301,761	307,122	312,621
Operating income (loss)	(30,266)	56,239	(54,909)	(58,680)	(51,376)	(40,046)	(27,728)
Cash flows							
Operating income (loss)	(30,266)	56,239	(54,909)	(58,680)	(51,376)	(40,046)	(27,728)
Depreciation	74,699	74,999	70,000	70,000	70,001	70,002	70,003
Change in assets and liabilities	(12,465)	(6,673)	(6,672)	(6,671)	(6,671)	(6,671)	(6,671)
Acquisition of capital assets	116,610	0	0	0	0	0	0
Net cash provided (used) by noncapital financing activities							
Water meter changout	0	(12,655)	(16,673)	(16,673)	(16,673)	(16,673)	(16,673)
Telemetry controls	0	0	0		(12,500)	(12,500)	(12,500)
2013 Street				(2,748)	(2,748)	(2,748)	(2,748)
Interest received	2,921	1,831	2,000	2,000	300	300	300
Well #1 rehab	0		0	0	0	0	0
250,000 Tower Inspection/Maint	0	0	(10,000)	0	0	0	0
500,000 Tower Inspection/Maint	0	0	(10,000)		0	0	0
Net change in cash and cash equivalents	151,499	113,741	(26,254)	(12,772)	(19,667)	(8,336)	3,983
Cash and cash equivalents							
Beginning of year	204,421	355,920	469,661	443,407	430,635	410,968	402,632
End of year	\$ 355,920	\$ 469,661	\$ 443,407	\$ 430,635	\$ 410,968	\$ 402,632	\$ 406,615

CITY OF NEWPORT, MINNESOTA

SEWER ENTERPRISE FUND  
2014 PROPOSED BUDGET

	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 APPROVED BUDGET	2014 PROPOSED BUDGET	2015 PROPOSED BUDGET	2016 PROPOSED BUDGET	2017 PROPOSED BUDGET
Operating revenue	3%	3%					
Sewer charges	\$ 330,254	\$ 367,409	\$ 378,431	\$ 389,784	\$ 401,478	\$ 413,522	\$ 425,928
Trunk connection fees	0	0	0	0	0	0	0
Permits and licenses	21,965	210	0	3,000	3,000	3,000	3,000
Total operating revenue	352,219	367,619	378,431	392,784	404,478	416,522	428,928
Operating expenses							
Salaries	47,382	24,667	66,674	84,965	87,514	90,139	92,844
Overtime				2,200	2,200	2,200	2,275
PERA				6,319	6,345	6,535	6,700
FICA/Medicare				6,668	6,868	7,075	7,200
Employee benefits	8,161	5,655	21,367	12,245	12,612	12,991	13,380
Work Comp				5,368	5,450	5,450	5,500
Education				1,500	1,500	1,500	1,500
Supplies	9,562	8,464	10,144	10,000	10,000	10,300	10,609
Fuel				1,000	1,500	2,000	2,500
Vehicle supplies				3,000	3,000	3,000	3,000
Repair and maintenance supplies				5,000	5,000	5,000	5,000
Tools and minor equipment				1,500	1,500	1,500	1,500
Professional services				2,500	2,500	2,500	2,500
Telephone				1,500	1,500	1,500	1,500
Postage				750	750	750	750
Insurance	6,313	9,035	6,697	4,500	4,600	4,738	4,880
Utilities	5,749	8,248	6,099	6,000	6,180	6,365	6,556
Gopher State				750	750	750	750
MCES sewer charges/contracting	171,392	221,122	150,000	180,000	182,000	184,000	186,000
Contractual services (jetting, lift repairs)				30,000	30,000	30,000	30,000
Uniforms				1,500	1,500	1,500	1,500
Dues and subscriptions				500	500	500	500
Depreciation	31,134	33,011	40,000	40,000	40,000	40,000	40,000
Capital Outlay							
Other	9,228	4,737	9,790		0	0	0
Total operating expenses	288,921	314,939	310,771	407,765	413,769	420,293	426,944
Operating income (loss)	63,298	52,680	67,660	(14,981)	(9,292)	(3,771)	1,983
Cash flows							
Operating income (loss)	63,298	52,680	29,391	(14,981)	(9,292)	(3,771)	1,983
Depreciation	31,134	33,011	40,000	40,000	40,000	40,000	40,000
Change in assets and liabilities	(19,287)	2,000	2,000	2,000	2,001	2,002	2,003
Cash flows from noncapital financing activities							
I/I project financing	9,573	(24,064)	(24,064)	(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)
Interest received	4,643	(8,967)	2,908	3,069	2,738	2,653	2,593
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)	(26,855)	(68,975)	(17,847)	(12,412)	(6,716)
Cash and cash equivalents							
Beginning of year	654,534	1,020,798	666,306	639,451	570,476	552,628	540,216
End of year	\$ 1,020,798	\$ 666,306	\$ 639,451	\$ 570,476	\$ 552,628	\$ 540,216	\$ 533,501

**CITY OF NEWPORT, MINNESOTA**  
**STORM SEWER ENTERPRISE FUND**  
**2014 PROPOSED BUDGET**

	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 APPROVED BUDGET	2014 PROPOSED BUDGET	2015 PROPOSED BUDGET	2016 PROPOSED BUDGET	2017 PROPOSED BUDGET
<b>Operating revenue</b>							
Sewer charges	\$ 12,123	\$ 26,949	\$ 30,000	\$ 40,000	\$ 60,000	\$ 80,000	\$ 100,000
Total operating revenue	12,123	26,949	30,000	40,000	60,000	80,000	100,000
<b>Operating expenses</b>							
Salaries	0	0	0	6,485	6,680	6,880	7,086
Employee benefits	0	0	0	2,693	2,774	2,857	2,943
Insurance	0	0	0	0	0	0	0
Supplies	0	0	0	0	0	0	0
Utilities	0	0	0	0	0	0	0
Depreciation	0	0	0	0	0	1	2
Other/Street Sweeping	2,111	740	762	3,500	3,605	3,713	3,825
Total operating expenses	2,111	740	762	12,678	13,058	13,451	13,856
Operating income (loss)	10,012	26,209	29,238	27,322	46,942	66,549	86,144
<b>Cash flows</b>							
Operating income (loss)	10,012	26,209	29,238	27,322	46,942	66,549	86,144
Depreciation	0	0	0	0	0	0	0
Change in assets and liabilities	318	0	0	0	0	0	0
Interest received	41	177	16	18	20	22	24
2013 Street					(2,903)	(2,903)	(2,903)
North Ravine Debt Service 2012-2031	0	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Net change in cash and cash equivalents	10,371	6,386	9,254	7,340	24,059	43,668	63,265
<b>Cash and cash equivalents</b>							
Beginning of year	4,736	15,107	21,493	30,747	38,087	62,145	105,813
End of year	<u>\$ 15,107</u>	<u>\$ 21,493</u>	<u>\$ 30,747</u>	<u>\$ 38,087</u>	<u>\$ 62,145</u>	<u>\$ 105,813</u>	<u>\$ 169,079</u>

**CITY OF NEWPORT, MINNESOTA**  
**STREET LIGHT ENTERPRISE FUND**  
**2014 PROPOSED BUDGET**

	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 APPROVED BUDGET	2014 PROPOSED BUDGET	2015 PROPOSED BUDGET	2016 PROPOSED BUDGET	2017 PROPOSED BUDGET
<b>Operating revenue</b>							
Street light charges	46,267	50,655	56,227	83,454	87,210	91,134	95,235
Total operating revenue	46,267	50,655	56,227	83,454	87,210	91,134	95,235
<b>Operating expenses</b>							
Salaries	0	0	0	6,485	6,680	6,485	6,680
Employee benefits	0	0	0	2,693	2,774	2,693	2,774
Insurance	0	0	0	0	0	0	0
Supplies	0	0	0	0	0	0	0
Utilities	49,115	43,544	44,850	46,196	47,582	49,009	50,479
Depreciation	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Total operating expenses	49,115	43,544	44,850	55,374	57,035	58,187	59,933
Operating income (loss)	(2,848)	7,111	11,377	28,080	30,175	32,947	35,302
<b>Cash flows</b>							
Operating income (loss)	(2,848)	7,111	11,377	28,080	30,175	32,947	35,302
Depreciation	0	0	0	0	0	0	0
Change in assets and liabilities	12,000	0	0	0	0	0	0
Interest received	65	49	50	50	51	52	53
Net change in cash and cash equivalents	9,217	7,160	11,426	28,131	30,226	32,999	35,355
<b>Cash and cash equivalents</b>							
Beginning of year	168	9,385	16,545	27,971	56,102	86,328	119,327
End of year	<u>\$ 9,385</u>	<u>\$ 16,545</u>	<u>\$ 27,971</u>	<u>\$ 56,102</u>	<u>\$ 86,328</u>	<u>\$ 119,327</u>	<u>\$ 154,682</u>

CITY OF NEWPORT

EQUIPMENT CAPITAL IMPROVEMENT PLAN  
2014 - 2019 PROPOSED BUDGET

REVENUE	2012	2013	2014	2015	2016	2017	2018	2019
Transfer from General Fund	\$ 50,000	\$ 75,000	\$ 278,000	\$ 65,000	\$ 50,000	\$ 50,000	\$ 100,000	\$ 100,000
Investment Earnings	\$ 841							
<b>TOTAL REVENUE</b>	<b>\$ 50,841</b>	<b>\$ 75,000</b>	<b>\$ 278,000</b>	<b>\$ 65,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>EXPENDITURES</b>								
Public Works								
02 S-10 Pickup	18,702							
00 One-ton				45,000				
03 Utility Truck water and sewer							100,000	
99 S-10 Pickup (parks)								
99 3/4 ton (parks)								
05 3/4 ton								
82 Ford Backhoe								
68 Motor Grader								
98 Front End Loader								
81 Sweeper			65,000					
98 Loader - John Deere								
66 Paver						26,000		
91 Chipper						26,523		
96 Skid Steer		31,562						
01 Mower -Farris		19,000						
03 Mower - Farris Mower							35,000	
06 Mower - John Deere								
87 Dump Truck - Ford		150,000						
90 Dump Truck - Ford								
03 Dump Truck - Sterling								
Police Department								
13 Ford Explorer	41,284							
09 Ford CV								43,000
09 Ford CV					43,500			
09 Ford Explorer Investigator								
00 Ford CV			43,000					
03 Chevy Tahoe 4x4 Portable Radios						43,000		
Fire Department								
70 F-1 Grass Rig								
82 F-2 Tanker/Tender								150,000
86 F-1 Rescue				450,000 bonds				
88 F-2 Pumper				Replace with '86				
88 F-1 Grass Rig					40,000			
04 F-1 Pumper								
05 F-1 Chief's Vehicle						Replace with Tahoe		
67 F-1 10kw Generator						70,000		
<b>TOTAL EXPENDITURES</b>	<b>\$ 59,986</b>	<b>\$ 200,562</b>	<b>\$ 108,000</b>	<b>\$ 45,000</b>	<b>\$ 83,500</b>	<b>\$ 165,523</b>	<b>\$ 135,000</b>	<b>\$ 193,000</b>
Excess (Deficiency) of Revenue over Expenditures	\$ (9,145)	\$ (125,562)	\$ 170,000	\$ 20,000	\$ (33,500)	\$ (115,523)	\$ (35,000)	\$ (93,000)
Fund Balance: Beginning of Year	218,803	209,658	84,096	254,096	274,096	240,596	125,074	90,074
Fund Balance: End of Year	\$ 209,658	\$ 84,096	\$ 254,096	\$ 274,096	\$ 240,596	\$ 125,074	\$ 90,074	\$ (2,927)

**CITY OF NEWPORT, MINNESOTA**  
**PARKS CAPITAL IMPROVEMENT PLAN**  
**2014 - 2019 PROPOSED BUDGET**

REVENUE	2012	2013	2014	2015	2016	2017	2018	2019
Transfer from General Fund	\$ 11,800	\$ 57,000	\$ 32,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Investments	\$ 170							
Donations	\$ 1,212							
<b>TOTAL REVENUE</b>	<b>\$ 13,182</b>	<b>\$ 57,000</b>	<b>\$ 32,000</b>	<b>\$ 40,000</b>				
<b>EXPENDITURES</b>								
Bailey School Forest								
Install 45' gazebo	25,697							
Parkinglot and trail maintenance								
Busy Beaver Park								
Build shelter with table						15,000		
Fencing			6,000					
Lions Park								
New lighting for skating								30,000
Asphalt hockey rink								
Parkinglot overlay								
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		64,800						
Parkinglot overlay	33,144							
Replace 2 ADA drinking fountains							7,500	
New fencing for backstops				16,000				
Springler system on ball fields								15,000
Pioneer Park								
Veteran's Memorial			15,000					
Install class five parking area with bituminous						8,500		
Install ADA swing and 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>\$ 64,800</b>	<b>\$ 34,500</b>	<b>\$ 16,000</b>	<b>\$ 35,000</b>	<b>\$ 73,500</b>	<b>\$ 32,500</b>	<b>\$ 45,000</b>
Excess (Deficiency) of Revenue over Expenditures	\$ (45,659)	\$ (7,800)	\$ (2,500)	\$ 24,000	\$ 5,000	\$ (33,500)	\$ 7,500	\$ (5,000)
Fund Balance: Beginning of Year	73,994	28,335	20,535	18,035	42,035	47,035	13,535	21,035
Fund Balance: End of Year	\$ 28,335	\$ 20,535	\$ 18,035	\$ 42,035	\$ 47,035	\$ 13,535	\$ 21,035	\$ 16,035

**CITY OF NEWPORT, MINNESOTA**

**BUILDINGS CAPITAL IMPROVEMENT PLAN  
2014 - 2019 PROPOSED BUDGET**

<b>REVENUE</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
Transfer from General Fund	\$ 40,000	\$ 70,000	\$ 50,000	\$ 55,000	\$ 60,000	\$ 65,000	\$ 70,000
<b>TOTAL REVENUE</b>	<b>\$ 40,000</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>EXPENDITURES</b>							
City Hall							
Upgrade HVAC in Police Department		-	7,500	-	-	-	-
Carpet Council Chambers/Offices		17,000					
Paint interior and exterior				5,000			
Replace roof					30,000		
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							
Concrete work for aprons and sidewalk							
Replace roof on east site							
Replace roof on west side							
Fire Hall No.2							
Renovate exterior of building		-	-	12,000	-	-	-
Replace HVAC throughout building	-			done	-	-	-
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	12,000						
Foundation repair			8,000				
Install new roof			15,000				
Paint exterior			5,000				
Upgrade lighting					5,000		
Carpeting					5,000		
Public Works							
Paint interior of maint. Shop and 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			12,000				
Upgrade windows and doors							-
Upgrade electrical system & lighting				6,000			
Upgrade HVAC							
Railroad Tower							
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,000</b>	<b>\$ 50,000</b>	<b>\$ 92,000</b>	<b>\$ 49,000</b>	<b>\$ 40,000</b>	<b>\$ 41,000</b>	<b>\$ 16,000</b>
Excess (Deficiency) of Revenue over Expenditures	\$ 28,000	\$ 32,000	\$ (42,000)	\$ 6,000	\$ 20,000	\$ 24,000	\$ 54,000
Fund Balance: Beginning of Year	-	28,000	60,000	18,000	24,000	44,000	68,000
Fund Balance: End of Year	\$ 28,000	\$ 60,000	\$ 18,000	\$ 24,000	\$ 44,000	\$ 68,000	\$ 122,000

**CITY OF NEWPORT, MINNESOTA**

**NEWPORT ECONOMIC DEVELOPMENT AUTHORITY  
2014 PROPOSED BUDGET**

	2009 ACTUAL BUDGET	2010 ACTUAL BUDGET	2011 ACTUAL BUDGET	2012 ACTUAL BUDGET	2013 APPROVED BUDGET	2014 PROPOSED BUDGET
<b>Revenue</b>						
Intergovernmental	\$ -	\$ -	\$ 305,806	\$ 24,405	\$ -	\$ -
Investment earnings	79	1,000	1,119	2,226	1,000	2,500
Lodging Tax	0	0	0	5,320	6,840	6,840
Miscellaneous	0	0	0	14,051	0	0
<b>Total Revenue</b>	<b>79</b>	<b>1,000</b>	<b>306,925</b>	<b>46,002</b>	<b>7,840</b>	<b>9,340</b>
<b>Expenditures</b>						
General Government	0	17,642	750	151,698	0	0
Professional consulting services	0	0	0	0	0	0
<b>Special projects</b>						
Red Rock Gateway properties	0	0	0	0	0	100,000
Business Incentive Program	0	0	0	0	100,000	0
Façade Improvement Program	0	0	0	0	25,000	20,000
Matching Grant for Cleanup	0	0	0	0	25,000	0
Property purchase behind City Hall	0	0	0	0	50,000	50,000
Property purchases on the Levee	0	0	0	0	50,000	75,000
Property purchases by Mill Pond	0	0	0	0	75,000	120,000
Internship	0	0	0	0	10,400	0
Miscellaneous costs	0	0	0	0	5,000	5,000
<b>Total Expenditures</b>	<b>0</b>	<b>17,642</b>	<b>750</b>	<b>151,698</b>	<b>340,400</b>	<b>370,000</b>
<b>Excess (deficiency) of revenue over expenditures</b>	<b>79</b>	<b>(16,642)</b>	<b>306,175</b>	<b>(105,696)</b>	<b>(332,560)</b>	<b>(360,660)</b>
<b>Other financing sources</b>						
Transfers in	19,937	108,393	70,000	150,000	245,000	218,500
Transfers out	0	0	0	18,750	0	0
<b>Net change in fund balances</b>	<b>20,016</b>	<b>91,751</b>	<b>376,175</b>	<b>25,554</b>	<b>(87,560)</b>	<b>(142,160)</b>
<b>Fund balances (deficit)</b>						
Beginning of year	49,207	69,223	160,974	537,149	562,703	475,143
<b>End of year</b>	<b>\$ 69,223</b>	<b>\$ 160,974</b>	<b>\$ 537,149</b>	<b>\$ 562,703</b>	<b>\$ 475,143</b>	<b>\$ 332,983</b>

# City of Newport



## Proposed 2014 Property Tax Levy & Budget

### Truth in Taxation Hearing

December 5, 2013

# Local Government Aid

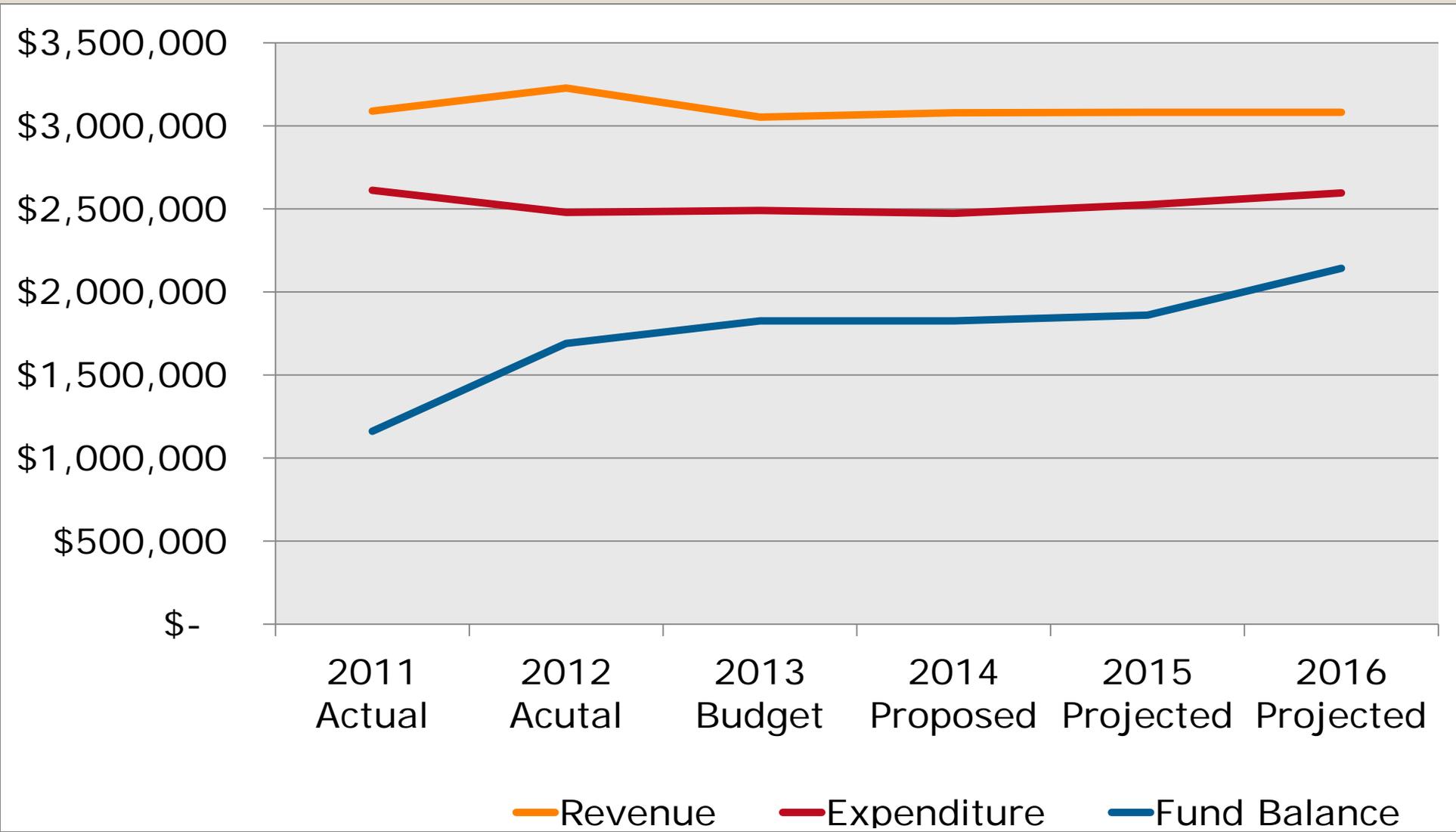
Local aid cuts from the state budget have had an impact on municipal budgets. Newport's history of LGA funding for the past seven years:

• 2008 unallotment	\$100,247
• 2009 unallotment	\$ 77,748
• 2010 unallotment	\$289,351
• 2011 reduction	\$289,351
• 2012 no change	\$ 0
• 2013 no change	\$ 0
• 2014 increase	\$ 38,462
<hr/>	
TOTAL CHANGE since 2008	-\$718,235

# Budget Issues

- Newport continues to provide for essential services. The current General Fund Budget is:
  - 42%-police and fire
  - 16%-streets
  - 14%-parks and recreation
  - 28%-general government
- Fiscal disparities have increased \$41,872 from \$287,572 in 2013 to \$329,444 in 2014.
- Newport's Bond Rating from Standard & Poor's was raised from a A1 to an AA Stable rating. This resulted in a \$40,000 interest savings.

# General Fund



# 2014 General Fund

	2011	2012	2013	2014	2015	2016
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	<u>Projected</u>	<u>Projected</u>
Revenue	<u>3,088,899</u>	<u>3,226,900</u>	<u>3,051,576</u>	<u>3,078,688</u>	<u>3,080,688</u>	<u>3,080,688</u>
Expenditures	2,611,503	2,479,017	2,490,683	2,472,025	2,524,551	2,595,756
Transfers	165,320	219,000	424,200	605,700	522,200	202,200
Total Exp.	<u>2,776,823</u>	<u>2,698,017</u>	<u>2,914,883</u>	<u>3,077,725</u>	<u>3,046,751</u>	<u>2,797,956</u>
Fund Balance	<u>1,160,102</u>	<u>1,688,775</u>	<u>1,825,468</u>	<u>1,825,328</u>	<u>1,859,265</u>	<u>2,141,997</u>
FB as % of Exp.	41.8%	62.6%	62.6%	59.3%	60.4%	69.5%

# Other Financing Sources (uses)

	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2014 Proposed</u>	<u>2015 Projected</u>	<u>2016 Projected</u>
Economic Development Fund	150,000	245,000	218,500	361,000	25,000
Heritage Preservation Fund	7,200	7,200	7,200	7,200	7,200
Parks Fund	11,800	57,000	32,000	4,000	50,000
Equipment Fund	50,000	75,000	278,000	65,000	50,000
Building Fund		40,000	70,000	85,000	70,000
<b>Total</b>	<b><u>219,000</u></b>	<b><u>424,200</u></b>	<b><u>605,700</u></b>	<b><u>522,200</u></b>	<b><u>202,200</u></b>

# Proposed Levy Certification

	2013	2014
General Fund	\$2,128,900	\$2,128,900
Equipment Cert. of Ind.	91,928	89,723
Bonded Indebtedness	130,172	128,361
2014 General Obligation Bond		68,707
<b>Total Levy Certification</b>	<b>\$2,351,620</b>	<b>\$2,415,691</b>

# Summary

- For 2014, the tax impact on a median value home of \$139,900 in Newport will decrease from \$878.67 to \$829.56. A reduction of \$49.11.
- The change in market value from 2013 to 2014 is a -5.5 percent, which is the city median change.
- Although not a direct reflection of the tax impact, the local tax rate goes up as market value goes down and vice versa.

# Questions

City Administration Office: 651-459-5677

County Tax Department: 651-430-6175



# MEMO

TO: Mayor and City Council  
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: November 27, 2013

SUBJECT: 2014 Fee Schedule

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## DISCUSSION

The City Council approves an annual fee schedule each year. Attached for your review is a draft 2014 Fee Schedule. The draft outlines any revisions in red. Below is a summary of the revisions per section.

### Liquor

- The maximum fee that the City can charge for off-sale liquor licenses is \$240 and \$100 of that is refundable if the business conducts training for its employees, agrees to post a policy requiring ID checks, or provides an incentive program for employees to catch underage drinkers. The City Council approved an increase from \$100 to \$200 for the 2013 Fee Schedule. It is recommended that the fee be increased from \$200 to \$240 for 2014.
- Per Section 500.05, Subd. 1, a liquor license applicant is required to pay the actual cost of the background investigation, not to exceed \$500 for in-state and \$10,000 for out-state. Staff is recommending that this be placed on the fee schedule.

### Business

- The City Council approved Ordinance No. 2013-5 in April regarding Pawn Shops. Per the Ordinance, the fees related to a Pawn Shop are:

○ Annual License Fee	\$10,000
○ Monthly Transaction Fee	\$1.50 per transaction
○ Reporting Failure Penalty	\$2.50 per transaction
○ Investigation Fee	\$750

Staff is recommending that these fees be added to the Fee Schedule.

### Utilities:

- Utility rates were amended per Resolutions 2013-7 and 2013-36. The fees are outlined on an attached fee schedule, as such staff recommends that they be removed from Section 8.
- Late Fee for Utility Bill: The late fee for utility bills is 10% and is placed on the bill immediately following the due date. As such, staff is recommending that this line item replace the "Penalty After 30 Days" line item.

### Water Meter Rental Per Day:

- Public Works Staff noted that the City only provides 1" or 2 1/2" adapters, not 1 1/2" as on the previous fee schedule.

### Library and Community Center:

- The City charges for items such as copies, printing, fax transmissions, books, and media items at the Library and Community Center. Additionally, individuals have been asking for the City to sell headphones at the Library and Community Center. As such, staff is recommending that these items be added to the Fee Schedule.

## Planning and Zoning

- Residential Land Dedication: Per Section 1200.15(A)(5) of the City Code, the City requires that a minimum of 10% of the land of a subdivision be dedicated to meet the open space requirements.
- Escrow Fees: Escrow fees are collected for all planning requests to pay for expenses that the City incurs by investing time in reviewing the requests. The current escrow fees are geared towards larger commercial projects or subdivisions and don't address all planning request items such as rezoning, street/alley vacation, variances, or conditional use permits, especially for residential sites. Staff is recommending that the escrow fees be amended to address all planning requests. Staff researched the following municipalities to see what they charge for escrow fees and spoke with City Planner Sherri Buss to get her recommendation since she handles the planning requests. Ms. Buss noted that commercial requests take more time for review.

	Bayport	Scandia	St. Paul Park	Stillwater Township	Average	Recommended
<b>Rezoning</b>	\$1,000	\$575	\$300	\$750 - \$1,000	\$725	\$500
<b>Street/Alley Vacation</b>	\$500	N/A	N/A	N/A	\$500	\$1,000
<b>Residential Variance</b>	\$300	\$325	\$300	\$500 - \$1,000	\$485	\$500
<b>Commercial Variance</b>	\$300	\$325	\$300	\$500 - \$1,000	\$485	\$1,000
<b>Residential Conditional Use Permit</b>	\$500	\$300	\$300	\$1,000 - \$2,000	\$820	\$750
<b>Commercial Conditional Use Permit</b>	\$500	\$300	\$300	\$1,000 - \$2,000	\$820	\$1,500
<b>Residential Interim Use Permit</b>	\$500	\$325	\$300	N/A	\$375	\$750
<b>Commercial Interim Use Permit</b>	\$500	\$325	\$300	N/A	\$375	\$1,500
<b>Minor Subdivision</b>	\$500	\$550	\$500	Varies	\$517	Based on Current Escrow Fee
<b>Major Subdivision</b>	N/A	\$1,000	\$2,000	Varies	\$1,500	
<b>Site Plan Review</b>	Varies	Varies	\$2,000	N/A	\$2,000	
<b>Final Plat</b>	N/A	\$1,000	\$2,000	N/A	\$1,500	
<b>Planned Unit Development</b>	\$2,500	\$550	\$2,000	\$1,000 - \$2,000	\$1,610	

All unused escrow fees are returned to the applicant once the planning request has been finalized. Additionally, if actual costs are above the paid escrow, invoices are sent to the applicant for the additional amount.

## RECOMMENDATION

It is recommended that the City Council approve Resolution No. 2013-58 approving the 2014 Fee Schedule with the above changes.

# RESOLUTION NO. 2013-58

## A RESOLUTION ADOPTING THE 2014 ANNUAL FEE SCHEDULE

**WHEREAS**, the City Council of Newport annually establishes and approves a fee schedule for services rendered by the City Attorney, City Engineer, City Planner and other City personnel; and

**WHEREAS**, the 2014 Fee Schedule includes changes to the following fees: off-sale liquor licenses and utilities; and

**WHEREAS**, fees for liquor license investigations, pawn shops, the Library and Community Center, and escrow for planning requests are being added to the 2014 Fee Schedule; and

**WHEREAS**, the City Council did present the 2014 Fee Schedule at the December 5, 2013 City Council meeting; and

**NOW, THEREFORE, BE IT RESOLVED**, That the Newport City Council hereby approves the 2014 Fee Schedule.

Adopted by this council this 5th day of December, 2013 by the Newport City Council.

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

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

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

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

**CITY OF NEWPORT  
2014 DRAFT FEE SCHEDULE**

	<b>FEE AMOUNT</b>	
	<b>2013</b>	<b>2014</b>
<b>1. LIQUOR</b>		
On-sale	\$ 2,500.00	
Off-sale	200.00	240.00
Sunday on-sale	200.00	
On-sale wine	1,250.00	
3.2 On-sale	100.00	
3.2 One Day	25.00	
3.2 Off-sale	30.00	
Park Permit (Non-intoxicating)	50.00	
Park Maintenance Deposit	100.00	
Liquor Entertainment	400.00 /yr.	
1 - 4 Day Temporary On-sale	200.00	
Investigation Fee for In-State		Actual Cost, Not to Exceed \$500
Investigation Fee for Out-State		Actual Cost, Not to Exceed \$10,000
<b>2. BUSINESS</b>		
Rubbish Haulers	\$ 300.00	
Commercial Contractors - not licensed with the State	50.00	
Seasonal		
Farmer's Market	75.00	
Christmas Trees	75.00	
Fireworks	350.00	
Incidental Fireworks	50.00	
Billboard	100.00	
Cigarettes	250.00	
Games of Skill	50.00 /game	
Solicitors (per day)	50.00	
Solicitors (per year)	300.00	
Transient Merchant (per day)	100.00	
Transient Merchant (per year)	300.00	
Peddler / Hawker (per day)	50.00	
Peddler / Hawker (per year)	250.00	
Investigation Fee for Solicitors, Transient Merchants, Peddlers, Hawkers, and Massage Therapists	50.00	
Whether or not permit is issued, this fee is not refundable.		
Pawn Shop License	1,500.00	10,000.00
Investigation Fee for Pawn Shop	1,500.00	750.00
\$500 will be refunded if total investigation is within MN.		
Monthly Transaction Fee for Pawn Shops		1.50 per transaction
Reporting Failure Penalty for Pawn Shops		2.50 per transaction
Massage Therapy Businesses		
Application Fee	300.00	
Investigation Fee	300.00	
Additional Owner/New Officer	300.00	
Change in On-Site Manager	100.00	
Amendment to License	75.00	
Massage Therapists		
New Application Fee	100.00	
Renewal Application Fee	75.00	
<b>3. ANIMAL CONTROL</b>		
Dog License	\$ 10.00	
Dog License after Jan. 31st	20.00	
Domestic Impound		
2nd Occurrence	50.00	
3rd Occurrence	75.00	
4th Occurrence	100.00	
Chicken Permit	25.00	
Farm Animal Permit	25.00	
Kennel Permit (4 or more dogs / cats)	50.00	
Domestic Boarding	actual cost	
Domestic Disposal	actual cost	
Farm Animal Impound	actual cost	
Farm Animal Boarding	actual cost	
Farm Animal Disposal	actual cost	
<b>4. BUILDING PERMIT</b>		
Business Sign (Temporary Banner, etc.)	\$ 10.00 /sign request	
Business Sign (Permanent)	based on value	
Fireplace (Wood Burning)	based on value	
Fireplace (Gas)	50.00	
Swimming Pool	based on value	
Storage Shed Under 120 Square Feet	75.00	
Storage Shed Over 120 Square Feet	based on value	
Residing (Residential)	50.00	
Reroofing (Residential)	50.00	
Commercial Fencing	based on value	
Commercial Slab	based on value	
Demolition (Residential)	100.00	
Demolition (Commercial)	150.00	
Commercial Roofing	based on value minus the plan review	
Commercial Siding	based on value minus the plan review	
Retaining Wall Over 4' (Residential)	based on value	
Retaining Wall Over 4' (Commercial)	based on value	

Replacing Windows (Residential)	50.00
Replacing Windows (Commercial)	based on value minus the plan review
New Windows (Residential and Commercial)	based on value
Moving House / Building	300.00
Bituminous Paving / Parking Lot Repair	based on value
Building Without Permit	double fee
Fire Inspection Permit	50.00
Rental Inspections	50.00 /unit
Each additional unit	12.00 /unit
Certificate of Occupancy	50.00
Vacant Building Registration	
Residential - First Year	1,000.00
Residential - Second Year	2,000.00
Commercial - First Year	1,500.00
Commercial - Second Year	3,000.00

**5. MECHANICAL**

Air to Air Exchanger	\$	75.00
Air Conditioner		75.00
Furnace		75.00
Residential:		
Up to 400,000 BTU's		75.00
Each additional 100,000 BTU's		15.00
Commercial:		
Per Heating Unit		based on value minus the plan review
Ceiling Unit		based on value minus the plan review
Extra Piping Inspection Per Foot		based on value minus the plan review

**6. PLUMBING**

Residential:		
Permit	\$	50.00
Per Opening		15.00
Commercial:		
Minimum or as set by City Administrator		based on value
Per Opening		based on value
Water Heater Replacement or New		15.00
Water Softener Replacement or New		15.00
Sprinkling System		based on value
Must be reviewed by State Fire Marshal		

**7. ELECTRICAL - SEE ATTACHED FEE SCHEDULE FOR RATES**

**8. UTILITY - SEE ATTACHED FEE SCHEDULE FOR RATES**

Sewer Fund		
Base Rate Minimum Charge	\$	<del>38.59</del>
Senior Citizen Minimum		<del>19.29</del>
Water Fund		
Minimum		<del>25.01</del>
Senior Citizen Minimum		<del>12.50</del>
Penalty After 30 Days		<del>0.10</del>
Late Fee for Utility Bill		
Combined Minimum		<del>63.60</del>
Senior Citizen Combined minimum		<del>31.79</del>

10%

<b>Note:</b> Senior citizen discount is only applied to individually metered household accounts.		
Certification of Delinquent Utilities Fee		25.00 plus 18% interest
Normal Working Hours		
Water On	\$	50.00
Water Off		50.00
After Normal Working Hours (OT)		
Water On		120.00
Water Off		120.00
Final Meter Read		25.00
Fire Flow Test		100.00

**9. WATER PERMIT**

Hook-Up	\$	100.00
Water Disconnect		100.00

**10. WATER TAPPING**

1" - 1 1/2" line	\$	400.00
2" line and over		time & material

**11. SEWER PERMIT**

4" line hook-up	\$	100.00
Sewer Disconnect		100.00

**12. HYDRANT USE / HOOK-UP**

Plus water usage at \$.01 / gal	\$	50.00
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**13. WATER METER TESTING**

2" or less	\$	75.00
2" or more		75.00

**14. WATER METER RENTAL PER DAY**

1" with hydrant adapter (deposit)	\$	10.00
1" with hydrant adapter (deposit)		350.00
2 1/2" with hydrant adapter (deposit)		550.00

<b>15. WATER SALES TAX</b>		7.1250 %	
<b>16. SEWER AND WATER MAIN TRUNK</b>	\$	3,000.00	
<b>17. CITY ACCESS FEE (WAC)</b>	\$	750.00	
<b>18. CITY SEWER ACCESS FEE (SAC)</b>	\$	750.00	
<b>19. UTILITY SERVICE AGREEMENT</b>	\$	300.00	
For I & I inspections (refundable upon successful inspection of all items)			
<b>20. PUBLIC WORKS MAINTENANCE DEPARTMENT</b>			
Truck use per hour (pick-up)	\$	40.00	
Other vehicle use per hour		75.00	
Single axle dump truck		150.00	
Tandem axle dump truck		200.00	
Front end loader		150.00	
Back hoe		150.00	
Materials used		125%	
Labor		150%	
<b>21. ADMINISTRATION</b>			
Election Filing	\$	2.00	
Assessment Search		25.00	
Searches may be requested in writing or oral. A fee is established 336A.09 MN Statutes 2008			
Comprehensive Land Use Plan		50.00	
City Code of Ordinances		100.00	
Zoning Ordinance		50.00	
Large Zoning Map		5.00	
Ortho Photomap		City cost at 125%	
Copies per page		0.25	
		Based on cost of	
Public Data Requests		staff's time	
Fax Transmissions		3.00	
Each additional page		1.00	
Compost brush per cubic yard		5.00	
Leaves and grass clippings per load		5.00	
Rental of Railroad Building per day		1.00	
Non-Sufficient Funds (NSF) Checks		30.00	
<b>22. USE OF CITY HALL (capacity of 75)</b>			
Commercial	\$	150.00	
Special Council Meeting		200.00	
<b>23. USE OF LIBRARY AND COMMUNITY CENTER</b>	\$	35.00	
<b>24. LIBRARY AND COMMUNITY CENTER</b>			
Copies/Printing			0.25 /page
Fax Transmissions			3.00 First Page
Each additional page			1.00
Headphones			Actual Cost
Paperback Books for Sale			0.50
Hardcover Books for Sale			1.00
VHS/DVDs/Cds for Sale			2.00
<b>25. POLICE DEPARTMENT</b>			
Accident Report	\$	10.00	
Driver's License Record		5.00	
Police Report		0.25 /page	
Permit to carry a firearm		10.00	
Photographs		actual cost	
DVD's		actual cost	
CD's		actual cost	
Vehicle Towing		actual cost	
Vehicle Impounding		actual cost	
Commercial lot per day		actual cost	
<b>26. PLANNING &amp; ZONING</b>			
Rezoning	\$	500.00 plus escrow	
Street / Alley Vacation		350.00 plus escrow	
Variance		300.00 plus escrow	
Building Without Variance		double fee	
Conditional Use/Interim Use Permit			
Residential		300.00 plus escrow	
Commercial		450.00 plus escrow	
Special Meeting		200.00 plus escrow	
Certificate of Compliance (Home Occupation)		150.00	
Home Occupation annual renewal		25.00	
Comprehensive Guide Plan		500.00 plus escrow	
Minor Subdivision		300.00 plus escrow	
Major Subdivision Preliminary Plat		500.00 plus escrow	
Plus per lot		50.00	
Final Plat		200.00	
Park Dedication Fees			
Residential - Land Dedication		9% of land	10% of land
Residential Single Family (in lieu of land dedication)		3,400.00 per dwelling unit	
Residential Multi-Family (in lieu of land dedication)		3,000.00 per dwelling unit	
Commercial / Industrial (in lieu of land dedication)		5% of land	
<b>Escrow Fees</b>			
Rezoning			500.00
Street/Alley Vacation			1,000.00
Residential Variance			500.00

Commercial Variance	1,000.00
Residential Conditional Use/Interim Use Permit	750.00
Commercial Conditional Use/Interim Use Permit	1,500.00
Preliminary Plat Under 10 Acres	3,500.00
Preliminary Plat Over 10 Acres	6,500.00
Fees for Residential Minor Subdivision, Major Subdivision, Site Plan Review, Final Plat and Planned Unit Development	
8 Units or Less	2,000.00
9 to 40 Units	3,200.00
41 Units or More	4,500.00
Fees for Commercial Minor Subdivision, Major Subdivision, Site Plan Review, Final Plat and Planned Unit Development	
0 to 5,000 sq ft building	2,000.00
5,001 to 10,000 sq ft building	3,000.00
10,001 to 50,000 sq ft building	3,750.00
50,000 plus sq ft building	4,500.00

**CITY OF NEWPORT  
2014 UTILITY FEE SCHEDULE**

<b>WATER</b>	<b>2013</b>	<b>2014</b>
<b>Flat Rates</b>	<b>Amount</b>	<b>Amount</b>
Residential	\$15.25	\$16.28
Senior	\$11.44	\$12.21
Multi-Family	\$11.44 per unit	\$12.21 per unit
Commercial	\$25.00	\$26.69
<b>Usage Rates</b>		
<b>Residential and Multi-Family</b>		
0-8,000 Gallons	\$1.25 per 1,000 gallons used	\$1.33 per 1,000 gallons used
8,001-20,000 Gallons	\$1.56 per 1,000 gallons used	\$1.67 per 1,000 gallons used
Over 20,000 Gallons	\$2.19 per 1,000 gallons used	\$2.34 per 1,000 gallons used
<b>Senior</b>		
0-8,000 Gallons	\$0.00 per 1,000 gallons used	\$0.00 per 1,000 gallons used
8,001-20,000 Gallons	\$1.56 per 1,000 gallons used	\$1.67 per 1,000 gallons used
Over 20,000 Gallons	\$2.19 per 1,000 gallons used	\$2.19 per 1,000 gallons used
<b>Commercial</b>		
0-30,000 Gallons	\$1.25 per 1,000 gallons used	\$1.33 per 1,000 gallons used
30,001-70,000 Gallons	\$1.56 per 1,000 gallons used	\$1.67 per 1,000 gallons used
Over 70,000 Gallons	\$2.11 per 1,000 gallons used	\$2.25 per 1,000 gallons used
<b>SEWER AND MWCC</b>		
<b>Flat Rates</b>		
Residential	\$13.00	\$13.78
Senior	\$9.75	\$10.34
Multi-Family	\$9.75	\$10.34 per unit
Commercial	\$14.33	\$15.19
<b>Usage Rates</b>		
Sewer Only	\$3.40 per 1,000 gallons used	\$3.60 per 1,000 gallons used
Residential, Multi-Family and Commercial	\$3.40 per 1,000 gallons used	\$3.60 per 1,000 gallons used
Senior	\$2.55 per 1,000 gallons used	\$2.70 per 1,000 gallons used
<b>STORM WATER</b>	\$2.18 per REU per quarter	\$4.25 per REU per quarter
<b>RESIDENTIAL STREET LIGHT</b>	\$4.17 per quarter	\$7.61 per quarter
<b>MULTI-FAMILY STREET LIGHT</b>	\$50.07 per quarter	\$55.20 per quarter
<b>COMMERCIAL STREET LIGHT</b>	\$83.40 per quarter	\$91.95 per quarter

**CITY OF NEWPORT  
2014 ELECTRICAL PERMIT FEE SCHEDULE**

<b>Residential</b>	<b>Fee Amount</b>
Minimum Fee	\$ 38.50
Single Family Dwelling and Multi Family Dwelling with Individual Service	148.50
Multi-Family Dwelling with Common Service	77.00 each
Swimming Pool, Spa, Fountain	84.00
Finish Basement, Rough-In- and Final Inspection	77.00
Amperes Service, Generators, and Other Power Supplies and Feeders to Separate Structures	
0-400 Amperes	38.50
401-800 Amperes	66.00
> 800 Amperes	110.00
Circuits	
0-200 Amperes	6.60
> 200 Amperes	16.50
Street, Parking, and Outdoor Lighting Standard	5.50
Traffic Signals	5.50
Transformers for Light, Heat, and Power (0-10 KVA)	16.50
Transformers for Light, Heat, and Power (> 10 KVA)	33.00
Transformers for Electronic Power Supplies, Signs, and Outline Lighting	5.50
Alarm Communication, Remote Control and Signal Circuits less than 50 Volts	0.83 each
Electrical Reinspection Fee	38.50
Investigation Fee for Electrical Work Started Without a Permit	Permit Fee
Residential Service Change Fuses to Breakers	75.00
 <b>Commercial</b>	
Minimum Commercial Electric Fee	\$ 77.00
Electrical Reinspection Fee	38.50
Services	
0-400 Amperes	38.50 each
401-800 Amperes	66.00 each
> 800 Amperes	110.00 each
Circuits and Feeders	
0-200 Amperes	6.60 each
> 200 Amperes	16.50 each
Street, Parking and Outdoor Lighting Standards	5.50 each
Traffic Signals	5.50 each
Transformers for Light, Heat, and Power (0-10 KVA)	16.50 each
Transformers for Light, Heat, and Power (> 10 KVA)	33.00 each
Transformers for Electronic Power Supplies, Signs and Outline	5.50 each

**CITY OF NEWPORT  
2014 Based on Value Fees**

**Permit Cost**

<b>Project Valuation</b>	<b>Fee Amount</b>
\$1-\$500	\$25
\$501-\$2,000	\$25 + \$3.25/each additional \$100
\$2,001 - \$25,000	\$73.50 + 14.75/additional \$1,000
\$25,001 - \$50,000	\$415.75 + \$10.75/additional \$1,000
\$50,001 - \$100,000	\$682.50 + \$7.50/additional \$1,000
\$100,001 - \$500,000	\$1,053.50 + \$6/additional \$1,000
\$500,001 - \$1,000,000	\$3,427.75 + \$5/additional \$1,000
\$1,000,001 and up	\$5,945.25 + \$4/additional \$1,000

**Plan Review Cost**

65% of Permit Cost

**State Surcharge Cost**

<b>Project Valuation</b>	<b>Fee Amount</b>
Minimum Cost	\$5
\$1,000,000 or less	\$0 + 0.0005 x Project Valuation
\$1,000,001 - \$2,000,000	\$500 + 0.0004 x Project Valuation - \$1,000,000
\$2,000,001 - \$3,000,000	\$900 + 0.0003 x Project Valuation - \$2,000,000
\$3,000,001 - \$4,000,000	\$1,200 + 0.0002 x Project Valuation - \$3,000,000
\$4,000,001 - \$5,000,000	\$1,400 + 0.0001 x Project Valuation - \$4,000,000
\$5,000,001 and up	\$1,500 + 0.00005 x Project Valuation - \$5,000,000

## RESOLUTION NO. 2013-59

**A RESOLUTION DIRECTING CITY ADMINISTRATOR TO CERTIFY UNPAID WATER, SANITARY SEWER, STORM SEWER, AND STREET LIGHTING CHARGES TO THE COUNTY TREASURER/AUDITOR TO BE COLLECTED WITH OTHER TAXES ON SAID PROPERTY IN THE CITY OF NEWPORT, COUNTY OF WASHINGTON, MN**

**WHEREAS**, the City of Newport ordinances establishes rules, rates and charges for water, sanitary sewer, storm sewer, and street lighting services, and

**WHEREAS**, Minnesota Statutes, Section 444.075, Subd. 3, provides that all delinquent water, sanitary sewer, storm sewer and street lighting charges not paid may be certified to the County Treasurer/Auditor with the taxes on such property; and

**WHEREAS**, the City Council of the City of Newport has determined that all delinquent Utility Charges shall be certified to the County Treasurer/Auditor with the taxes on such property; and

**WHEREAS**, an Assessment Roll has been prepared specifying the property and delinquent amount including all penalties to be certified against each particular property; and

**WHEREAS**, the City Council has elected to charge a service charge of \$25, \$5 of which goes to the County, and an annual interest rate charge of 18% to all delinquent accounts.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Newport, Minnesota hereby ordains:

1. Special Assessment No. 2013-02 in the amount of \$30,930.19 relating to the certification of delinquent utility bills is calculated as follows:

Sewer and Water Amount Delinquent	\$30,379.12
<u>Storm Water Amount Delinquent</u>	<u>\$ 551.07</u>
Total Certified	\$30,930.19

A copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute a special assessment against the lands named therein.

Adopted by this council this 5th day of December, 2013 by the Newport City Council.

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

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

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

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

STATE OF MINNESOTA  
COUNTY OF WASHINGTON

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the City of Newport at a duly authorized meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_, 2013, as shown by the minutes of said meeting in my possession.

\_\_\_\_\_  
City Administrator

Notary Public  
My Commission expires:

**2013  
CITY OF NEWPORT  
SEWER AND WATER UTILITY**

<b>Account</b>	<b>Service Address</b>	<b>Customer Name</b>	<b>Property ID</b>	<b>Utility bill</b>	<b>Ceritifed balance</b>
00-00008901-00-6	1764 1ST AVENUE	WELLS FARGO BANK	26.028.22.44.0089	\$ 217.24	\$ 281.34
03-00009041-00-7	1890 1ST AVENUE	TEKESTE DIRAR	26.028.22.44.0095	\$ 299.34	\$ 378.22
03-00009051-00-0	1911 1ST AVENUE	KRIS BOSARD	26.028.22.44.0053	\$ 225.32	\$ 290.88
03-00009406-00-8	2025 1ST AVENUE	ROBERT CONKLIN	26.028.22.44.0061	\$ 292.31	\$ 369.93
02-00218502-00-2	512 2ND AVENUE	CRAIG AND PAULINE RICE	02.027.22.11.0041	\$ 207.39	\$ 269.72
02-00220101-00-4	1181 2ND AVENUE	JOHN GRABER	35.028.22.41.0030	\$ 94.88	\$ 136.96
03-00010202-00-2	1362 2ND AVENUE	JOHN AND KELLIE WIEDERHOLT	35.028.22.41.0047	\$ 358.24	\$ 447.72
03-00011201-00-0	1482 2ND AVENUE	LAURIE PAVEK	35.028.22.14.0027	\$ 263.29	\$ 335.68
03-00011302-00-8	1523 2ND AVENUE	DAVID AND MARGARET BARRETT	35.028.22.14.0045	\$ 124.96	\$ 172.45
03-00011402-00-5	1543 2ND AVENUE	STEVEN JUCKEL	35.028.22.14.0044	\$ 122.42	\$ 169.46
03-00012071-00-6	1625 2ND AVENUE	STEVEN JOHNSON	35.028.22.11.0056	\$ 199.68	\$ 260.62
03-00013604-00-9	1740 2ND AVENUE	JOSHUA GROCHOW	26.028.22.44.0107	\$ 118.80	\$ 165.18
03-00014832-00-9	1980 2ND AVENUE	CHRIS AND STEVE BROBERG	26.028.22.44.0032	\$ 222.32	\$ 287.34
02-00217302-00-9	309 3RD AVENUE	ROBERT SANFORD	02.027.22.11.0032	\$ 66.55	\$ 103.53
02-00217504-00-5	390 3RD AVENUE	JULIE SCOTT	02.027.22.11.0049	\$ 121.48	\$ 168.35
03-00000502-00-0	1409 3RD AVENUE	ERIC TAYLOR	35.028.22.14.0021	\$ 383.22	\$ 477.20
03-00001704-00-5	1567 3RD AVENUE	FEDERAL NATIONAL MORTGAGE	35.028.22.14.0037	\$ 103.41	\$ 147.02
03-00002602-00-5	1644 3RD AVENUE	GEORGE AND DEANNA HUKKA	35.028.22.11.0014	\$ 80.01	\$ 119.41
03-00002902-00-6	1661 3RD AVENUE	THOMAS AND CRAIG BUSLEE	35.028.22.11.0035	\$ 248.64	\$ 318.40
03-00003201-00-5	1672 3RD AVENUE	ANTHONY LARSON	35.028.22.11.0007	\$ 221.00	\$ 285.78
03-00004302-00-2	1740 3RD AVENUE	LIZ YOUNG	26.028.22.44.0127	\$ 174.69	\$ 231.13
02-00215501-00-4	496 4TH AVENUE	JEFF DAVIS	01.027.22.22.0020	\$ 159.25	\$ 212.92
02-00215584-00-1	589 4TH AVENUE	RORI HOSKINS	01.027.22.22.0005	\$ 138.94	\$ 188.95
02-00216394-00-9	1185 4TH AVENUE	PETER VIRNIG	36.028.22.32.0103	\$ 165.52	\$ 220.31
03-00015953-00-2	1282 4TH AVENUE	DANIEL WELDON	36.028.22.32.0057	\$ 111.62	\$ 156.71
03-00016502-00-7	1406 4TH AVENUE	DAVID OLSON	36.028.22.23.0033	\$ 280.68	\$ 356.20
03-00016702-00-1	1421 4TH AVENUE	BRIDGET ZACCARDI	36.028.22.23.0001	\$ 75.89	\$ 114.55
03-00016801-00-7	1430 4TH AVENUE	JAMES SWANSON JR	36.028.22.23.0031	\$ 134.84	\$ 184.11
03-00017202-00-5	1492 4TH AVENUE	KELLY SUTTON	36.028.22.23.0027	\$ 145.12	\$ 196.24
03-00017871-00-7	1609 4TH AVENUE	SARAH EISEN	35.028.22.11.0022	\$ 261.91	\$ 334.05
03-00018131-00-5	1685 4TH AVENUE	LINDSAY CHRISTIANSON	35.028.22.11.0004	\$ 527.62	\$ 647.59
03-00019501-00-3	1310 5TH AVENUE	JAY MILLER	36.028.22.32.0046	\$ 194.73	\$ 254.78
03-00019411-00-9	1320 5TH AVENUE	MARK ENGFER	36.028.22.32.0045	\$ 301.21	\$ 380.43
02-00209801-00-8	627 6TH AVENUE	PHILIP FRANKE	01.027.22.22.0038	\$ 541.32	\$ 663.76
02-00210404-00-5	684 6TH AVENUE	MARIA ORENDAIN	36.028.22.33.0085	\$ 142.38	\$ 193.01
02-00208809-00-7	481 7TH AVENUE	DAVID ERICKSON	01.027.22.22.0066	\$ 171.01	\$ 226.79
02-00208702-00-3	562 7TH AVENUE	DUSTIN RAMBERG	01.027.22.21.0008	\$ 263.08	\$ 335.43
02-00208303-00-6	610 7TH AVENUE	USONIA PROPERTIES	01.027.22.21.0002	\$ 186.18	\$ 244.69
02-00207603-00-8	695 7TH AVENUE	KISS'S AUTO BODY	36.028.22.33.0078	\$ 168.25	\$ 223.54
02-00207101-00-1	795 7TH AVENUE	DEBRA SANCHEZ	36.028.22.33.0032	\$ 209.75	\$ 272.51
02-00206601-00-7	898 7TH AVENUE	RAUL CAMPOS	36.028.22.33.0004	\$ 390.41	\$ 485.68
02-00206102-00-3	1002 7TH AVENUE	KERI LANE	36.028.22.33.0048	\$ 171.62	\$ 227.51
01-00100462-00-8	1350 8TH AVENUE	A1 GARAGE	36.028.22.24.0121	\$ 158.02	\$ 211.46
01-00106922-00-5	1741 8TH AVENUE	WILLIAM SUKSTORF	25.028.22.33.0012	\$ 373.08	\$ 465.23
01-00106912-00-2	1761 8TH AVENUE	RACHEL LIFTO	25.028.22.33.0016	\$ 320.79	\$ 403.53
01-00106892-00-9	1781 8TH AVENUE	JASON GLENN	25.028.22.33.0008	\$ 348.48	\$ 436.21
01-00106552-00-6	1960 8TH AVENUE	KIM NOWICKI	25.028.22.34.0025	\$ 112.85	\$ 158.16
01-00106402-00-4	1990 8TH AVENUE	MARK LASKA	25.028.22.34.0027	\$ 160.89	\$ 214.85
01-00117244-00-6	1035 10TH AVENUE	FTK INC	36.028.22.31.0060	\$ 363.50	\$ 453.93
01-00117311-00-1	1080 10TH AVENUE	TAMI FUELLING	36.028.22.31.0118	\$ 338.34	\$ 424.24
01-00116702-00-8	1505 10TH AVENUE	TAMMY PETTIGREW	36.028.22.24.0100	\$ 170.00	\$ 225.60
01-00116582-00-8	1568 10TH AVENUE	JENNIFER DULL	36.028.22.24.0093	\$ 119.58	\$ 166.10
01-00115402-00-8	1870 10TH AVENUE	NATHAN GROEND	25.028.22.34.0060	\$ 107.58	\$ 151.94
01-00115201-00-3	1890 10TH AVENUE	NICHOLE AND AARON GARSIDE	25.028.22.34.0059	\$ 136.26	\$ 185.79
01-00115002-00-0	1905 10TH AVENUE	BRIAN JACKSON	25.028.22.34.0068	\$ 341.53	\$ 428.01

01-00119302-00-7	1207 11TH AVENUE	FERNANDO RAMIREZ AND YESENIA RUELAS	36.028.22.31.0010	\$ 380.86	\$ 474.41
01-00119802-00-2	1324 11TH AVENUE	JESSE GILIUSON	36.028.22.42.0026	\$ 1,924.56	\$ 2,295.98
01-00118774-00-9	1420 12TH AVENUE	ANDREW PATTON	36.028.22.13.0034	\$ 198.24	\$ 258.92
02-00204452-00-1	425 5TH STREET	JENNIFER SMITH	01.027.22.22.0028	\$ 87.84	\$ 128.65
02-00204702-00-7	620 5TH STREET	ABEL ALSIDES	01.027.22.22.0067	\$ 126.39	\$ 174.14
02-00204301-00-8	577 6TH STREET	RA KONG	01.027.22.22.0040	\$ 407.18	\$ 505.47
02-00203373-00-2	460 7TH STREET	JOE WIEGEL	36.028.22.33.0076	\$ 190.88	\$ 250.24
02-00202001-00-9	121 10TH STREET	STEVEN MARKO	35.028.22.44.0026	\$ 364.33	\$ 454.91
02-00203001-00-8	675 10TH STREET	CHARLES TESSIER	36.028.22.33.0006	\$ 100.30	\$ 143.35
02-00201452-00-4	310 11TH STREET	DEBRA MCKEEHEN	35.028.22.44.0054	\$ 522.41	\$ 641.44
03-00022804-00-7	317 12TH STREET	CORY THOEMKE	35.028.22.41.0008	\$ 220.70	\$ 285.43
03-00022901-00-1	345 12TH STREET	RICK BLECHINGER	35.028.22.41.0007	\$ 214.27	\$ 277.84
03-00023602-00-0	649 12TH STREET	C NELSON	36.028.22.32.0028	\$ 81.84	\$ 121.57
01-00119902-00-9	843 12TH STREET	BRENDA MIDDLETON	36.028.22.31.0077	\$ 227.50	\$ 293.45
01-00120301-00-8	943 12TH STREET	GLEN KADERLIK	36.028.22.31.0035	\$ 297.82	\$ 376.43
01-00120652-00-5	1040 12TH STREET	PATRICK MCADOO	36.028.22.31.0006	\$ 181.29	\$ 238.92
01-00120752-00-2	1060 12TH STREET	BRENDA MURPHY	36.028.22.31.0003	\$ 119.39	\$ 165.88
03-00007101-00-4	161 16TH STREET	ELEANOR MCGEE	35.028.22.11.0058	\$ 183.04	\$ 240.99
01-00108104-00-3	812 17TH STREET	SCOTT FISHER	36.028.22.21.0030	\$ 211.53	\$ 274.61
01-00108802-00-0	945 17TH STREET	CARRIE WELER AND DANIEL MILLIGA	25.028.22.34.0098	\$ 338.52	\$ 424.45
01-00109351-00-8	785 18TH STREET	WILLIAM MELBY	25.028.22.33.0071	\$ 199.62	\$ 260.55
01-00105706-00-0	780 21ST STREET	TROY AND JULIE KIRCHNER	25.028.22.33.0032	\$ 105.56	\$ 149.56
01-00105602-00-9	786 21ST STREET	BARB BOWEN	25.028.22.33.0031	\$ 292.07	\$ 369.64
01-00104802-00-4	820 21ST STREET	ROBERT KNAUFF	25.028.22.34.0006	\$ 112.74	\$ 158.03
01-00110463-00-2	1830 BARRY DRIVE	RANDY HOPKINS	25.028.22.34.0036	\$ 82.97	\$ 122.90
01-00110561-00-7	1970 BARRY DRIVE	SCOTT BERG	25.028.22.34.0031	\$ 195.13	\$ 255.25
01-00135801-00-1	1525 BLUESTEM LANE	SHEILA HARRELL	36.028.22.24.0113	\$ 834.23	\$ 1,009.39
01-00136401-00-2	1537 BLUESTEM LANE	MOHAMED JALDO AND HALIMO ABDI	36.028.22.24.0107	\$ 246.30	\$ 315.63
03-00020702-00-0	1539 CEDAR LANE	KEN HUNTER	35.028.22.14.0070	\$ 119.06	\$ 165.49
03-00021302-00-1	1597 CEDAR LANE	JAMES WALSH	35.028.22.14.0065	\$ 282.88	\$ 358.80
01-00104981-00-4	970 ELLEN COURT	TODD DOMBROCK	25.028.22.31.0015	\$ 136.41	\$ 185.96
01-00104524-00-1	1111 FORD ROAD	RANDAL LEWIS	25.028.22.31.0050	\$ 538.11	\$ 659.97
01-00104553-00-9	1125 FORD ROAD	SCOTT ELLINGBOE	25.028.22.31.0016	\$ 79.17	\$ 118.42
01-00112251-00-1	1315 GLEN ROAD	BRIAN AND ANGELA SYDNES	36.028.22.12.0024	\$ 70.11	\$ 107.73
01-00112601-00-4	1425 GLEN ROAD	BONNIE SJERVEN	36.028.22.11.0034	\$ 229.72	\$ 296.07
01-00110982-00-2	831 GLEN TERRACE	JILL KNAUFF	36.028.22.21.0070	\$ 192.50	\$ 252.15
01-00102105-00-0	1778 HASTINGS AVENUE	TINUCCI BROS	25.028.22.33.0078	\$ 362.11	\$ 452.29
01-00102401-00-7	1806 HASTINGS AVENUE	GENE RECHTZIGEL	25.028.22.33.0067	\$ 92.09	\$ 133.67
01-00102505-00-8	1842 HASTINGS AVENUE	TINUCCI BROS	25.028.22.33.0065	\$ 573.92	\$ 702.23
01-00102607-00-7	1894 HASTINGS AVENUE	TINUCCI BROS	25.028.22.33.0064	\$ 329.88	\$ 414.26
01-00107801-00-0	850 HIGH STREET	MICHELLE ESTRADA	36.028.22.21.0007	\$ 159.32	\$ 213.00
01-00104651-00-4	2230 LARRY LANE	JACKIE LANGE	25.028.22.31.0026	\$ 139.72	\$ 189.87
<b>TOTAL UNCOLLECTED AMOUNT DELINQUENT</b>				<b>\$</b>	<b>30,379.12</b>

**2013  
CITY OF NEWPORT  
STORM WATER UTILITY**

<b>Accont</b>	<b>Service Address</b>	<b>Customer Name</b>	<b>Property ID</b>	<b>Utility bill</b>	<b>Ceritfied balance</b>
04-00000821-00-7		JOHN MONDRY	25.028.22.11.0006	\$ 9.59	\$ 36.32
04-00001041-00-6		STEPHEN SANCHEZ	36.028.22.11.0035	\$ 9.59	\$ 36.32
04-00000421-00-9		DAVID AND JANELLE DUBOIS	36.028.22.32.0054	\$ 9.59	\$ 36.32
04-00001261-00-6		NANCY WAHLIN	36.028.22.33.0094	\$ 9.59	\$ 36.32
04-00000691-00-4	1012 CATHERINE DR	SANDRA WEIDT	30.028.21.24.0002	\$ 27.94	\$ 57.97
04-00000681-00-1	1851 CENTURY AVE	CHARLES LAUBER	25.028.22.14.0001	\$ 27.94	\$ 57.97
04-00000201-00-9	1385 MILITARY RD	BRENT AND JACQUEL BOYER	25.028.22.14.0011	\$ 27.94	\$ 57.97
04-00000001-00-5	25 OAKRIDGE DR	WILLIAM SIKORSKI	01.027.22.41.0003	\$ 27.94	\$ 57.97
04-00000031-00-4	39 OAKRIDGE DR	BRIAN AND MICHAELA ANDERSEN	01.027.22.41.0004	\$ 27.94	\$ 57.97
04-00001011-00-7	60 OAKRIDGE DR	MATTHEW AND KARI RUMPCA	01.027.22.41.0011	\$ 27.94	\$ 57.97
04-00000591-00-7	2815 STERLING AVE S	SCOTT AND TRACY HROUDA	25.028.22.21.0006	\$ 27.94	\$ 57.97
<b>TOTAL UNCOLLECTED AMOUNT DELINQUENT</b>				<b>\$</b>	<b>551.07</b>

October 2013

Newport Police Department  
Activity Report

		Monthly Total	Yearly Total
ACCIDENTS		8	96
ADMINISTRATIVE		94	921
ALARMS		5	90
ANIMAL CALLS		17	107
ARRESTS	Felony	2	23
	Misdemeanor	6	74
	Gross Misd.	3	32
ASSAULTS	Aggravated		2
	Simple	1	12
ASSIST OTHER DEPT/OFFICER		63	594
ASSIST PUBLIC		158	1565
AUTO THEFT			3
	Attempted		1
BURGLARY		2	19
	Attempted		3
CHILD ABUSE/NEGLECT			10
CIVIL DISPUTES		9	76
CRIMINAL SEXUAL CONDUCT			3
CURFEW			2
DAMAGE TO PROPERTY		2	39
DEATH INV.			4
DISORDER CONDUCT			29
DOMESTICS		18	117
DRIVING COMPLAINT		7	87
DRUGS/PARAPHERNALIA			15
DRUNKS/DETOX		2	15
D.W.I.		3	38
FIRECALLS		6	49
FORGERY			6
FOUND PROPERTY		2	11
HAR/COMM		2	16
HANG UPS (911)		3	32
HOMICIDE			1
JUVENILE PETTY CITATIONS		1	23
JUVENILE PROBLEMS		7	73
LOCK-OUTS		8	32
MEDICAL CALLS		34	201
MISSING PERSONS		3	9
ORDINANCE VIOLATIONS		37	328
ORDINANCE WINTER PARK			87
PROWLERS			
ROBBERY			3
	Attempted		1
RUN-AWAY		4	12
STOLEN AUTOS RECOVERED			10
SUSPICIOUS ACTIVITY		26	231
THEFT		12	86
	Attempted		
CITATIONS		114	1047
TRAFFIC WARNINGS		58	689
		Monthly Total	Yearly Total
Overall Grand Total All Events		717	7641



# MEMO

TO: Mayor and City Council  
Deb Hill, City Administrator

FROM: Renee Helm, Executive Analyst

DATE: November 27, 2013

SUBJECT: Liquor Violation

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## BACKGROUND

In 2012, the City Council approved an ordinance adding penalties for cigarette and liquor violations. The penalties for liquor violations are under Section 530.02 of the City Code and are:

**530.02** The following are minimum periods of suspension or revocation which shall be imposed by the city council for violations of the provisions of this chapter or Minnesota statutes section 340A.509, as it may be amended from time to time or any rules promulgated under that chapter as they may be amended from time to time:

**Subd. 1** For commission of a felony related to the licensed activity, sale of alcoholic beverages while the license is under suspension, sale of intoxicating liquor whether the only license is for 3.2 percent malt liquor, the license shall be revoked.

**Subd. 2** After a finding under this subsection A that the licensee has failed to comply with any applicable statute, rule, or provision of this chapter, the license shall be suspended for at least the minimum periods as follows:

- A. For the first violation within any four (4) year period, at least one (1) day suspension.
- B. For the second violation within any four (4) year period, at least three (3) consecutive days' suspension in addition to any criminal or civil penalties which may be imposed.
- C. For the third violation within any four (4) year period, at least seven (7) consecutive days' suspension in addition to any criminal or civil penalties which may be imposed.
- D. For a fourth violation within any four (4) year period, the license shall be revoked.

**Subd. 3** The City Council shall select the day or days during which the license will be suspended.

## DISCUSSION

On October 30, 2013, Investigator Freemyer conducted a compliance check at Newport Liquor, 1638 Hastings Avenue, which they failed and sold to a minor. The City Council approved an off-sale liquor license for Newport Liquor on June 20, 2013 and this is their first violation. The City Council will need to hold a public hearing for the violation and then discuss whether or not the license should be suspended. If so, the Council will need to determine how many days the suspension is for and what day(s) the suspension is for. Attorney Knaak will be present to discuss the process for City Council.

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**To:** Honorable Mayor Geraghty and City Council  
Deb Hill, City Administrator

**From:** Jon Herdegen, P.E. – Project Engineer

**Subject:** Project Update: 2013 Street Improvement Project

**Date:** December 2, 2013

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**Project Update**

The 2013 Street Improvements project has been complete for a few weeks now. The Contractor, McNamara Construction has requested a third partial payment for the project. Enclosed for consideration is an itemized account of the total construction quantities to date. Some of these construction items were not completed/verified prior to the payment considered at the November 7<sup>th</sup> meeting and the contractor did not supply proper documentation for the other items listed.

The original contract price was \$984,462.78, after the approval of Change Order No. 1; the contract amount was revised to \$725,308.15. The value of the work completed to date is \$459,589.28. Less 5% retainage and \$416,439.42 previously paid, the amount requested by McNamara is \$20,170.40.

We have observed the work performed by McNamara Contracting throughout the duration of construction activities. We have determined the work to be satisfactory and the project is substantially complete. We have prepared the enclosed Certificate of Substantial Completion for review and consideration.

**Action Requested:** We respectfully request the Council to consider Partial Payment No. 3 in the amount of \$20,170.40. If the payment is acceptable; please sign and return one copy each application to McNamara with payment; return one copy to MSA and retain one copy for your records.

PARTIAL PAY ESTIMATE NO. 3

FROM: November 1, 2013  
TO: November 27, 2013

COMPLETION DATE: 11/15/13  
ORIGINAL:  
REVISED:  
WORKING DAYS USED: N/A  
WORKING DAYS REMAINING: N/A

AMOUNT OF CONTRACT  
ORIGINAL: \$984,462.78  
REVISED:

PROJECT: 2013 STREET IMPROVEMENTS  
CITY PROJECT NO. 2013-15

CONTRACTOR: MCNAMARA CONTRACTING, INC  
ADDRESS: 16700 CHIPPEPENDALE AVE., ROSEMOUNT, MN 55068  
OFFICE: 651-322-5500  
FAX: 651-322-5550

OWNER: CITY OF NEWPORT

ITEM NO	SPEC NO.	ITEM DESCRIPTION	UNIT	QTY	TOTAL	UNIT PRICE	THIS PERIOD		TOTAL TO DATE	
							QTY	TOTAL	QTY	TOTAL
<b>SCHEDULE 1.0 - STREET</b>										
1	2021.501	MOBILIZATION	LS	1		\$ 77,500.00			1.00	\$ 77,500.00
2	2101.502	CLEARING	TREE	15		\$ 200.00			0.00	\$ -
3	2101.507	GRUBBING	TREE	15		\$ 200.00			0.00	\$ -
4	2104.501	REMOVE CONCRETE CURB	LF	0		\$ 7.00			0.00	\$ -
5	2104.503	REMOVE CONCRETE WALK	SF	600		\$ 2.00			150.00	\$ 300.00
6	2104.505	REMOVE CONCRETE PAVEMENT	SY	312		\$ 15.00			371.00	\$ 5,565.00
7	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	12,883		\$ 0.01			5214.00	\$ 52.14
8	2104.509	REMOVE MAILBOX SUPPORT	EACH	74		\$ 42.00			65.00	\$ 2,730.00
9	2104.509	REMOVE SIGN & POST	EACH	40		\$ 27.00	3.00	\$ 81.00	3.00	\$ 81.00
10	2104.523	SALVAGE SIGN & POST	EACH	10		\$ 27.00	4.00	\$ 108.00	4.00	\$ 108.00
11	2104.523	SALVAGE LANDSCAPING	EACH	5		\$ 600.00			8.00	\$ 4,800.00
12	2104.618	SALVAGE PAVERS (ALL TYPES & SIZES)	SF	120		\$ 10.00			100.00	\$ 1,000.00
13	2105.501	COMMON EXCAVATION (STREET) (EV)	CY	1,403		\$ 20.00	195.00	\$ 3,900.00	1235.00	\$ 24,700.00
14	2105.522	GRANULAR BORROW (CV)	CY	1,519		\$ 19.00			0.00	\$ -
15	2105.525	TOPSOIL BORROW (LV)	CY	870		\$ 22.00	317.00	\$ 6,974.00	317.00	\$ 6,974.00
16	2211.501	AGGREGATE BASE CLASS 5	TON	1,691		\$ 13.00			356.68	\$ 4,636.84
17	2232.501	MILL BITUMINOUS SURFACE (1.5")	SY	9,264		\$ 0.30			4126.00	\$ 1,237.80
18	2360.501	TYPE SP 9.5 WEAR COURSE MIXTURE 2B (D/W)	TON	63		\$ 160.00			129.98	\$ 20,796.80
19	2360.501	TYPE SP 9.5 WEAR COURSE MIXTURE 2B (STREET)	TON	1,032		\$ 45.00			1046.56	\$ 47,095.20
20	2360.505	TYPE SP 12.5 BIT MIXTURE FOR PATCHING	TON	1,032		\$ 110.00			736.40	\$ 81,004.00
21	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1,085		\$ 2.00			675.00	\$ 1,350.00
22	2521.501	4" CONCRETE WALK	SF	600		\$ 5.00			150.00	\$ 750.00
23	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	360		\$ 36.00			371.00	\$ 13,356.00
24	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	9,240		\$ 9.00	10.00	\$ 90.00	5,846.00	\$ 52,614.00
25	2540.602	INSTALL MAIL BOX SUPPORT (SINGLE)	EACH	57		\$ 110.00	5.00	\$ 550.00	5.00	\$ 550.00
26	2540.602	INSTALL MAIL BOX SUPPORT (DOUBLE)	EACH	5		\$ 125.00	11.00	\$ 1,375.00	11.00	\$ 1,375.00
27	2540.602	INSTALL MAIL BOX SUPPORT (MULTIPLE)	EACH	2		\$ 200.00	7.00	\$ 1,400.00	7.00	\$ 1,400.00
28	2563.601	TRAFFIC CONTROL	LS	1		\$ 20,000.00			1.00	\$ 20,000.00
29	2564.533	F&I SIGN PANEL TYPE C	SF	148		\$ 26.00	51.00	\$ 1,326.00	51.00	\$ 1,326.00
30	2564.602	F&I SIGN PANEL TYPE SPECIAL	EACH	14		\$ 210.00			0.00	\$ -
31	2564.602	SIGN POST	EACH	30		\$ 52.00	15.00	\$ 780.00	15.00	\$ 780.00
32	2564.602	SIGN POST TYPE SPECIAL	EACH	14		\$ 52.00	4.00	\$ 208.00	4.00	\$ 208.00
33	2573.502	SILT FENCE, TYPE MACHINE SLICED	LF	300		\$ 3.00			0.00	\$ -
34	2573.540	FIBER LOG	LF	200		\$ 5.00			0.00	\$ -
35	2573.603	ROCK LOG	LF	300		\$ 12.00			0.00	\$ -
36	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	4		\$ 850.00			0.00	\$ -
37	2573.602	CONCRETE WASH-OUT AREA	EACH	2		\$ 0.01			0.00	\$ -
38	2573.602	INLET PROTECTION	EACH	23		\$ 300.00			7.00	\$ 2,100.00
39	2575.523	EROSION CONTROL BLANKET CATEGORY II	SY	612		\$ 2.00			0.00	\$ -
40	2575.505	SODDING TYPE LAWN	SY	10,240		\$ 3.50			2770.00	\$ 9,695.00
41	2575.535	WATER	MGAL	343		\$ 48.00			0.00	\$ -
42	2575.601	SITE RESTORATION	LS	1		\$ 15,000.00			1.00	\$ 15,000.00
43	2575.601	EROSION & SEDIMENT CONTROL	LS	1		\$ 8,000.00			1.00	\$ 8,000.00
44	2575.608	HYDRAULIC SOIL STABILIZER TYPE 6	LB	1,378		\$ 4.00			0.00	\$ -
<b>T SCHEDULE 1.0 - STREET - TOTAL CONSTRUCTION</b>								<b>\$ 16,792.00</b>		<b>\$ 407,084.78</b>
<b>SCHEDULE 2.0 - SANITARY SEWER</b>										
45	2104.501	REMOVE SEWER PIPE (SERVICE)	LF	220		\$ 5.00			129.50	\$ 647.50
46	2104.601	REMOVE SEWER PIPE (TRANSITE)	LF	80		\$ 53.00			0.00	\$ -
47	2503.602	TEMPORARY SANITARY SEWER BYPASS	EACH	15		\$ 525.00			8.00	\$ 4,200.00
48	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	23		\$ 220.00			22.00	\$ 4,840.00
49	2503.602	8" X 4" PVC WYE	EACH	17		\$ 585.00			16.00	\$ 9,360.00
50	2503.602	12" X 4" PVC WYE	EACH	0		\$ 585.00			0.00	\$ -
51	2503.602	12" X 6" PVC WYE	EACH	0		\$ 3,100.00			0.00	\$ -
52	2503.602	15" X 4" PVC WYE	EACH	0		\$ 615.00			0.00	\$ -
53	2503.602	18" X 4" PVC WYE	EACH	0		\$ 615.00			0.00	\$ -
54	2503.602	18" X 6" PVC WYE	EACH	0		\$ 3,200.00			0.00	\$ -
55	2503.603	4" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	220		\$ 26.00			129.50	\$ 3,367.00
56	2503.603	6" PVC SANITARY SEWER SERVICE PIPE - SDR 26	LF	0		\$ 28.00			0.00	\$ -
57		SERVICE PIPE - NO WYE (9' TO 12' DEEP)	EACH	3		\$ 220.00			3.00	\$ 660.00
58	2506.602	INSTALL CASTING LID	EACH	30		\$ 173.00	15.00	\$ 2,595.00	15.00	\$ 2,595.00
59	2506.602	ADJUST STRUCTURE (SANITARY)	EACH	1		\$ 500.00			0.00	\$ -
60	2506.602	ADJUST FRAME & RING CASTING (SANITARY)	EACH	30		\$ 420.00	1.00	\$ 420.00	16.00	\$ 6,720.00
<b>T SCHEDULE 2.0 - SANITARY - TOTAL</b>								<b>\$ 3,015.00</b>		<b>\$ 32,389.50</b>
<b>SCHEDULE 3.0 - WATERMAIN</b>										
61	2104.601	REMOVE PIPE (WATER SERVICE)	LF	275		\$ 6.00			0.00	\$ -
62	2504.602	ADJUST VALVE BOX	EACH	28		\$ 335.00	3.00	\$ 1,005.00	13.00	\$ 4,355.00
63	2504.602	1" CORPORATION STOP	EACH	10		\$ 265.00			0.00	\$ -
64	2504.602	1" CURB STOP & BOX	EACH	10		\$ 310.00			0.00	\$ -
65	2504.603	1" TYPE K COPPER PIPE	LF	275		\$ 30.00			0.00	\$ -
66	2504.604	4" POLYSTYRENE INSULATION	SY	47		\$ 52.00			0.00	\$ -
<b>T SCHEDULE 3.0 - WATERMAIN - TOTAL</b>								<b>\$ 1,005.00</b>		<b>\$ 4,355.00</b>

<b>SCHEDULE 4.0 - STORM</b>									
67	2451.507	GRANULAR BEDDING (CV) (PIPE)	CY	240	\$ 26.00	\$ -	0.00	\$ -	
68	2503.541	12" RC PIPE SEWER DES 3006 CLV	LF	171	\$ 42.00	\$ -	0.00	\$ -	
69	2506.502	CONST DRAINAGE ST. DESIGN SPECIAL 24"X36"	EACH	2	\$ 2,400.00	\$ -	0.00	\$ -	
70	2506.521	INSTALL CASTING	EACH	3	\$ 650.00	\$ -	0.00	\$ -	
71	2506.602	CONNECT TO EXISTING STRUCTURE (STORM)	EACH	1	\$ 1,050.00	\$ -	0.00	\$ -	
72	2506.602	ADJUST STRUCTURE (STORM)	EACH	3	\$ 500.00	\$ -	0.00	\$ -	
73	2506.602	ADJUST FRAME & RING CASTING (STORM)	EACH	15	\$ 420.00	\$ 420.00	3.00	\$ 1,260.00	1.00

**T SCHEDULE 4.0 - STORM - TOTAL**

**\$ 420.00      \$ 1,260.00**

<b>SCHEDULE 5.0 - ALTERNATE BID</b>									
74	2531.507	6" CONCRETE DRIVEWAY PAVEMENT (APRON)	SY	480	\$ 38.00	\$ -	0.00	\$ -	
75	2575.561	BLOWN COMPOST SEEDING	SY	10,027	\$ 1.80	\$ -	0.00	\$ -	
76	2575.535	WATER	MGAL	336	\$ 40.00	\$ -	0.00	\$ -	
77	2575.601	SITE RESTORATION	LS	1	\$ 15,000.00	\$ -	0.00	\$ -	
78	ADJ	SODDING TYPE LAWN	SY	-10,027	\$ 3.50	\$ -	0.00	\$ -	
79	ADJ	WATER	MGAL	-336	\$ 48.00	\$ -	0.00	\$ -	
80	ADJ	SITE RESTORATION	LS	-1	\$ 15,000.00	\$ -	0.00	\$ -	

**T SCHEDULE 5.0 - ALTERNATE BID - TOTAL**

**\$ -      \$ -**

<b>SCHEDULE 6.0 - MAINLINE JOINT REPAIR</b>									
81		SPEC 8" VCP REPAIR (<5' FROM WYE)	EA	8	\$ 1,050.00	\$ -	10.00	\$ 10,500.00	

**T SCHEDULE 6.0 - MAINLINE JOINT REPAIR - TOTAL**

**\$ -      \$ 10,500.00**

<b>SCHEDULE 7.0 - MAINLINE CRACK REPAIR</b>									
82		SPEC REPLACE 8" VCP SEGMENT (11'DEPH)	LF	11	\$ 400.00	\$ -	10.00	\$ 4,000.00	

**T SCHEDULE 7.0 - MAINLINE CRACK REPAIR - TOTAL**

**\$ -      \$ 4,000.00**

**PROJECT SUMMARY**

	THIS PERIOD	TOTAL TO DATE
T SCHEDULE 1 - STREET - TOTAL	\$ 16,792.00	\$ 407,084.78
T SCHEDULE 2 - SANITARY - TOTAL	\$ 3,015.00	\$ 32,389.50
T SCHEDULE 3 - WATERMAIN - TOTAL	\$ 1,005.00	\$ 4,355.00
T SCHEDULE 4 - STORM - TOTAL	\$ 420.00	\$ 1,260.00
T SCHEDULE 5 - ALTERNATE BID - TOTAL	\$ -	\$ -
T SCHEDULE 6 - MAINLINE JOINT REPAIR - TOTAL	\$ -	\$ 10,500.00
T SCHEDULE 7 - MAINLINE CRACK REPAIR - TOTAL	\$ -	\$ 4,000.00

AMOUNT EARNED	\$ 21,232.00	\$ 459,589.28
AMOUNT RETAINED - 5%	\$ 1,061.60	\$ 22,979.46
PREVIOUS PAYMENTS		\$ 416,439.42
<b>AMOUNT DUE</b>	<b>\$ 20,170.40</b>	

**CONTRACTOR'S CERTIFICATION**

The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimates was issued and payments received from the owner, and that current payment shown herein is now due.

Contractor: **MCNAMARA CONTRACTING, INC**

By \_\_\_\_\_

Date \_\_\_\_\_

**ENGINEER'S CERTIFICATION**

The undersigned certifies that the work has been carefully observed and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

Engineer: **MSA PROFESSIONAL SERVICES**

By \_\_\_\_\_

Date \_\_\_\_\_

**APPROVED BY OWNER**

Owner: **CITY OF NEWPORT**

By \_\_\_\_\_

Date \_\_\_\_\_