



AGENDA OF THE
REGULAR MEETING OF THE CITY COUNCIL
CITY OF BIRCHWOOD VILLAGE
207 BIRCHWOOD AVENUE
WASHINGTON COUNTY, MINNESOTA
MARCH 22, 2011
7:00 P.M.

CALL TO ORDER

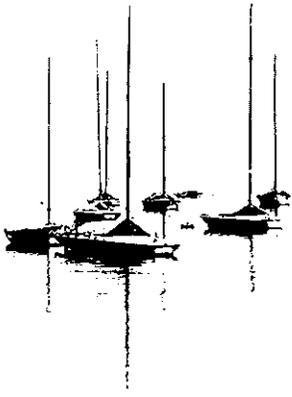
PLEDGE OF ALLEGIANCE

APPROVE AGENDA

WORKSHOP TOPICS

1. 7:00 Police and Fire Service (WBL Police Chief Lynne Banks – see exhibits)
Time Budget: 60 minutes
2. 8:00 2011 Parks and Natural Resource Committee Work Plan (John Lund – see exhibit)
Time Budget: 60 minutes

ADJOURN



City of White Bear Lake

4701 Highway 61 • White Bear Lake, Minnesota 55110

TDD (651) 429-8511 • Fax (651) 429-8500

Phone (651) 429-8526

January 31, 2011

City of Birchwood Village
ATTN: Dale Powers
207 Birchwood Avenue
Birchwood, MN 55110

Dear Dale:

Enclosed are two copies of the Agreement for Police Service between the City of White Bear Lake and the City of Birchwood Village for the calendar year 2011. Please have both copies signed and return one fully executed copy to me for my files.

Police services for 2011 will be provided at an over all cost of \$88,505. This represents a 3.35% increase compared to 2010. Detail of related cost expenditures is included with your contract information.

If you have any question, please contact me at 651-429-8517.

Sincerely,

A handwritten signature in cursive script that reads "Don Rambow". The signature is written in black ink and is located below the "Sincerely," text.

Don Rambow
Finance Director

Enclosures

Department: Police (1110)

Fund: General (1000)

Department Activities and Responsibilities:

The Police Department is responsible for promoting overall peaceful and safe conduct in the City. Primary activities include enforcement of federal, state and city laws; investigation of crimes; apprehension of violators; enforcement of traffic laws; development of ideas to reduce traffic accidents; promotion of crime prevention education; and supervision of safe pedestrian movement. The department conducts drug awareness, enforcement and prevention activities through law enforcement initiatives. The Department partners with the School District to provide school resource officers in the district buildings to assist in providing a safe school environment and mentoring the students. In addition to these responsibilities, the Department performs a variety of public services outside their traditional law enforcement duties in the interest of community safety and service to the public.

The Department maintains a close relationship with other law enforcement agencies throughout the state, county, and neighboring communities, and provides law enforcement services under contract to the City of Birchwood Village.

Department Staff:

	<u>2008 Actual</u>	<u>2009 Actual</u>	<u>2010 Adopted</u>	<u>2010 Revised</u>	<u>2011 Budget</u>
Chief	1.00	1.00	1.00	1.00	1.00
Captain	2.00	2.00	2.00	2.00	2.00
Sergeant ¹	4.00	4.00	4.00	4.00	4.00
Detective	3.00	3.00	3.00	3.00	3.00
Patrol Officer	19.00	19.00	19.00	19.00	19.00
Office Manager	.15	.15	.15	.15	.15
Records Tech	2.60	2.60	2.60	2.60	2.60
Total Police	<u>31.75</u>	<u>31.75</u>	<u>31.75</u>	<u>31.75</u>	<u>31.75</u>

¹ Note: Although the budgeted position of Sergeants was five since 1995, one position has been held vacant since 2003. An appropriation for 5 Sergeant positions was included in the adopted 2009 budget but the funding was cut to 4 Sergeant positions in the revised 2009, 2010, and 2011 budgets. There are actually 5 Sergeant positions authorized by the Civil Service Commission, however, only 4 Sergeants positions are funded in the current budgets with one authorized Sergeant position remaining vacant.

Budget Activities:

The Police Department Budget continues to support a good relationship between law enforcement and the local school district. The budget provides for police contact in the middle and high school facilities by assigning two sworn officers to work as School

Department: Police (1110)

Fund: General (1000)

Budget Activities (cont.):

Resource Officers (SROs). This initiative began in 2004 and has remained a high priority. These officers are the primary contact for school personnel in need of law enforcement assistance, conduct enforcement within the school buildings and provide police investigative resources. Other benefits of this initiative are that the officers serve as mentors to the student population, counsel students in law violations or potential problems, and provide law enforcement perspectives in the classrooms with the goal of preventing future law enforcement issues.

The Department's success is determined by its ability to respond to the ever-increasing diversity of calls for police service. This diversity is multifaceted as it crosses cultural, generational, and racial lines. The Department is responding to more calls for service involving property crimes as the economic downturn is affecting all social and economic demographics.

Officers have the opportunity to work during off duty times to provide police services for driver safety programs sponsored by State/Federal grants or police coverage at special events for local organizations. The City receives reimbursement from outside agencies and organizations to cover the cost associated with these efforts.

The Department currently has one officer assigned to the Ramsey County Violent Crime Enforcement Team. This officer is assigned responsibilities for the investigation of narcotic cases, interviewing potential informants and proactively gathering criminal intelligence. The City continues to receive a State grant through Ramsey County during 2010 and 2011 to help fund this project.

Budget Summary:

The Revised 2010 Budget increases by \$16,912 or 0.54%, from the Adopted Budget. A majority of the expenditure increase is in the Personal Services section of the budget. The overtime amount for regular employees was adjusted up \$18,000 to be on par with the actual amounts estimated to be spent on overtime hours worked during the year. The department receives reimbursement for some overtime pay categories from the organization requesting police assistance or grants. The City has received reimbursements for overtime hours of approximately \$33,800 as of the beginning of October 2010 and there are more monies expected in the remaining months of the year. The second amount increasing this budget section is a line item that sets aside severance costs incurred by full-time employees who will meet their 10 years of service minimum with the City during the year. This expenditure amount is transferred to the Employment Expense Fund to be held until the employee leaves their position with the City.

Department: Police (1110)

Fund: General (1000)

Budget Summary (cont.):

The Revised 2010 budget was also adjusted to account for higher fuel prices this year. Additional funds were also added to the professional services expenditure to cover costs related to an employment issue. These increases were offset by reductions in other budget line items. For example, due to the overtime expenditure constraints, the department decided to postpone non-mandatory training opportunities for the year. The department has also been very diligent at maintaining their equipment and vehicles; by watching the associated repair charges for these items they were able to reduce the related maintenance accounts in the budget.

The Proposed 2011 Budget increases \$112,051 over the Revised 2010 Budget. The majority of the increase results from a \$104,479 change in the Personal Services costs. The department has been operating at a reduced staffing level for a majority of the year 2010; however, the two vacant positions were filled in November 2010 so the 2011 budget anticipates the department at a full staffing level. The Training budget line items was also increased to allow for non-mandatory training opportunities for department employees. The budget amount for Telephone expenditures includes the addition of voicemail for all sworn personnel to facilitate Community Policing initiatives.

In an effort to proactively maintain the police department's fleet of vehicles, the 2011 Equipment Acquisition Fund provides funding for 4 vehicles. Of the four vehicles, two vehicles would be marked squad cars and one vehicle would be an unmarked squad used by the investigations personnel. These purchases are expected to replace high mileage vehicles currently in the fleet which require significant and costly maintenance repairs. The fourth vehicle is a squad to be used by the on duty Sergeants. Currently, there is one vehicle shared by all Sergeants and it is used 24 hours per day by the on duty Sergeant. A second vehicle for their use would allow all patrol vehicles 12 hours of downtime as the vehicles are rotated among shifts and extends the life of each vehicle.

The 2011 Equipment Acquisition Fund also provides funding to replace the in-squad laptop computers as they age and begin to have issues since they are outside of their warranty limit. This budget appropriation will minimize the budget impact by spreading the replacement costs out over time. The department would like to purchase automated ticket writer units to allow officers to write citations electronically and print out the citation in their squad. This item has been requested in previous budgets but eliminated each year when the revised budgets were prepared. The department continues to request this purchase because these writers would generate more patrol/traffic enforcement time by department personnel because the duration of traffic stops would decrease by approximately 50%. In addition to helping officers be more efficient with their time, implementation of this purchase would eliminate the need for duplicate entry of citation data into the police records management system and court databases.

Department: Police (1110)

Fund: General (1000)

Capital Outlay:

Provided through the Equipment Acquisition Fund:

<u>Item</u>	<u>2010</u>	<u>2011</u>
Office/Computer equipment	\$ 60,000	\$ 60,000
Automated Ticket Writers		28,000
Vehicles	68,000	115,000
Lap-top computers for police squads		10,000
Squad video equipment	2,100	
Traffic Enforcement Equipment		3,500
Fax machine		500
Total	<u>130,100</u>	<u>217,000</u>

Goals:

- I. Promote and expand Community Oriented-Problem Solving policing. Officers will initiate support to block captains for neighborhood communication and provide timely crime data, citizen surveys, and crime free/crash free initiatives.
- II. Analyze our Crime Free Multi-Housing Initiatives, which leverages our Community Oriented – Problem Solving Policing Program. Review, revise, reinvest with Crime Free Multi-housing managers and owners.
- III. Initiate and analyze traffic patterns and crash reduction philosophies in our neighborhoods. EN-4CE Program / Administrative Citations.
- IV. Update all policies and procedures to ensure compliance with State POST Board mandates.
- V. Initiate Citizen Satisfaction Surveys and analyze results to improve service.

Department: Police (1110)

Fund: General (1000)

Performance Indicators:

	<u>2008 Actual</u>	<u>2009 Actual</u>	<u>2010 Budget</u>	<u>2011 Budget</u>
Number of police service calls (Beginning in 2010 case numbers are now being issued for all police activities requiring action.)	14,322	14,169	17,351*	22,000
Citizen volunteer hours	2,670	4,757	2,250	4,000
Number of neighborhood watch groups maintained	37	37	37	40
Number of days lost due to job-related accidents	10	8	5	5
Number of formal public complaints against officers	1	2	1	1
Part I Crimes: homicide, sexual assault, robbery, aggravated assault, burglary, larceny-theft, motor vehicle theft, arson	1,060	982	743*	**
Part II Crimes: property crimes and all other offenses except for driving offenses	1,730	1,779	1,256*	**
Moving violations	1,616	1,454	822*	**
Non-Moving violations	1,277	1,992	1,188*	**
Minnesota Administrative Tags – New Performance Indicator in 2010.			144*	**
City Administrative Tags	1,235	690	237*	**

*This information is as of September 30, 2010.

**The Police Department does not estimate future crime statistics.

**City of White Bear Lake
2011 Police Contract
Exhibit A**

Police Departmental Operations	3,266,920
Equipment Replacement	
See schedule below	189,463
Building - Public Safety Facility (\$1,822,049 / 15 yrs.) (1997 - 2011)	<u>121,470</u>

Total Police operations 3,577,853

Less: Direct police revenue	
State Police Aid	188,000
WB Area School District	<u>130,000</u>
Total direct police revenue	(318,000)

Less: Generic Costs	
Administrative	
Sworn salary & benefits (\$100,396+174,653) + 20%	330,059
Sergeants salary & benefits (\$314,424)+20%	377,309
Office personnel (\$98,081) + 20%	<u>117,697</u>
Total generic costs	<u>(825,065)</u>

Net operations 2,434,788

Distribution formula:

	2009 Population	Percentage Distribution	Operations Distribution	Billing Amount
Birchwood	933	3.64%	88,505	88,505
White Bear Lake	24,734	96.36%	2,346,283	2,346,283
Total	<u>25,667</u>	<u>100.00%</u>	<u>2,434,788</u>	<u>2,434,788</u>

Equipment depreciation is carried over a three year period.

Equipment Deprecation	Cost	Previous Deprecation	Annual Deprecation
2009			
Vehicles	90,000	60,000	30,000
Communications	82,325	54,883	27,442
Miscellaneous	4,565	3,044	1,521
	<u>176,890</u>	<u>117,927</u>	<u>58,963</u>
2010			
Vehicles	95,000	31,667	31,667
Communications	60,000	29,333	15,334
Security	30,000	23,333	3,334
Miscellaneous	23,500	7,833	7,834
Total	<u>208,500</u>	<u>92,166</u>	<u>58,167</u>
2011			
Vehicles	115,000		38,333
Communications	88,000		29,333
Miscellaneous	14,000		4,667
Total	<u>217,000</u>		<u>72,333</u>

Grand Total

189,463

FUNCTION:		FUND:	DEPT. & DIV:		ACCT. NO:	
Public Safety		General	Public Safety Police		1000 - 1110	
SUMMARY OF EXPENDITURES						
CODE NO.	ITEMS	2008 ACTUAL	2009 ACTUAL	2010 ADOPTED	2010 REVISED	2011 BUDGET
		\$	\$	\$	\$	\$
	PERSONAL SERVICES					
6105	Salaries-reg. employees	1,965,232	2,092,128	2,130,015	2,120,522	2,172,662
6117	Overtime - reg. employees	113,394	97,622	80,000	98,000	80,000
6119	Salaries-temp. employees	26,859	31,836	31,517	31,517	31,517
6122	PERA	259,472	241,703	241,850	241,850	312,920
6124	FICA/Medicare	36,958	29,411	33,300	33,300	41,251
6128	Insurance contrib.	159,600	165,585	165,585	165,585	169,311
6138	Worker's compensation	102,080	105,910	105,910	105,910	107,499
6146	Severence				13,997	
	Total Personal Services	2,663,595	2,764,195	2,788,177	2,810,681	2,915,160
	SUPPLIES					
6210	Office supplies	7,303	6,579	6,100	6,100	6,100
6220	Equipment supplies	3,053	2,275	3,900	3,900	3,900
6221	Range supplies	7,238	8,151	9,000	8,050	9,000
6230	Vehicle supplies	5,506	5,121	6,000	6,000	6,000
6240	Building supplies	2,432	1,037	1,500	2,428	2,400
6250	Other supplies	5,064	5,261	6,500	7,980	6,500
6272	Motor fuels	79,609	60,127	63,000	72,000	75,000
6280	Books & Periodicals	509		500	500	500
6290	Uniforms	29,374	26,528	22,775	22,775	22,775
6295	Small tools	1,400	989	2,400	2,400	2,400
	Total Supplies	141,488	116,068	121,675	132,133	134,575
	OTHER SERVICES & CHARGES					
6401	Professional services	7,323	2,860	7,050	12,325	6,550
6402	Data processing	6,346	5,152	7,700	7,700	7,930
6411	Telephone	6,631	6,958	8,000	6,950	9,800
6412	Cellular	4,496	5,021	7,000	5,200	5,200
6413	Radio communications	1,408				
6422	Electric	18,680	18,851	21,300	16,500	17,500
6423	Natural gas	7,305	5,629	7,200	5,100	6,000
6434	General Liab. insurance	26,512	27,572	27,572	27,572	27,986
6436	Vehicle Liab. insurance	7,085	7,368	7,368	7,368	7,479
6445	Postage	2,961	2,598	3,100	2,800	3,100
6450	Outside printing	3,346	4,488	4,580	3,500	3,500
6460	Subscriptions/memberships	1,120	945	920	865	865
6470	Training	10,785	16,310	15,885	9,195	13,295
6492	Advertising			1,000	1,000	1,000
6505	Equipment maint. service	5,375	2,121	9,200	6,000	7,000
6508	Shop maint. service	11,705	18,048	12,530	9,530	9,530
6510	Vehicle maint. service	8,247	11,000	16,150	19,150	19,150
6515	Building maint. service	5,645	3,868	5,900	5,900	5,900
6555	Equipment rental	1,905	1,931	1,950	1,950	1,950
6560	Other contractual svc	54,397	57,455	63,700	63,450	63,450
	Total Other Services and Charges	191,272	198,175	228,105	212,055	217,185
	Total	2,996,355	3,078,438	3,137,957	3,154,869	3,266,920

POLICE BUDGET
CITY OF WHITE BEAR LAKE
FORM B
DETAIL OF PERSONAL SERVICES

01/31/11

Position Employee Name	Long. Rate	2010 Budget				2011 Budget				
		Start Date	Hourly Rate	Budgeted Hours	Base Salary	Total Pay	Hourly Rate	Budgeted Hours	Base Salary	Total Pay
POLICE CHIEF										
Banks		08/16/04	49.5190	2,088	103,396	103,396	49.5190	2,088	103,396	103,396
2011 Adjustment @ 0%		103,396								
Total				2,088	103,396	103,396		2,088	103,396	103,396
CAPTAINS										
Swenson		12/11/06	41.8230	2,088	87,326	87,326	41.8230	2,088	87,326	87,326
Johnson		10/23/06	41.8230	2,088	87,326	87,326	41.8230	2,088	87,326	87,326
2011 Adjustment @ 0%		174,653								
Total				2,088	174,653	174,653		2,088	174,653	174,653
SERGEANTS										
Twert		03/16/87	37.4000	2,088	78,091	78,091	37.4000	2,088	78,091	78,091
Clark		11/16/98	37.7500	2,088	78,822	78,822	37.7500	2,088	78,822	78,822
Siedschlag		8/28/2005	37.6860	2,088	78,688	78,688	37.6860	2,088	78,688	78,688
Swanson		5/16/2007	36.6550	800	29,324					
			37.7500	1,288	48,622					
Last step for Swanson to get her to the top rate for Sergeants.										
2011 Adjustment @ 0%		314,424	@ 0%							
Subtotal				8,352	313,548	313,548		8,352	314,424	314,424
PATROL OFFICERS										
Flick	9%	07/30/84	33.6175	2,088	70,193	70,193	33.6175	2,088	70,193	70,193
Rohow, J	9%	10/31/89	33.6175	2,088	70,193	70,193	33.6175	2,088	70,193	70,193
Stannard	7%	1/1 - 6/5	33.0010	880	29,041					
	9%	6/6 - 12/31	33.6175	1,208	40,610	69,651				
Rohow, A.	7%	1/1 - 9/10	33.0010	2,088	68,906	68,906	33.0010	1,528	50,426	
		9/11 - 12/31						560	18,826	69,251
Auren, T.	7%	12/11/96	33.0010	2,088	68,906	68,906	33.0010	2,088	68,906	68,906
Henry	7%	12/29/97	33.0010	2,088	68,906	68,906	33.0010	2,088	68,906	68,906

POLICE BUDGET
CITY OF WHITE BEAR LAKE
FORM B
DETAIL OF PERSONAL SERVICES

01/31/11

Position Employee Name	Long. Rate	Start Date	2010 Budget			2011 Budget			Total Pay	Total Pay
			Hourly Rate	Budgeted Hours	Base Salary	Hourly Rate	Budgeted Hours	Base Salary		
Gillen	1/1 - 9/18 5% 9/19 - 12/31 5%	09/19/99	32.3840	2,088	67,618	32.3840	1,528	49,483	67,963	
Kraus (Range)	1/1 - 11/22 5% 11/23 - 12/31 5%	11/23/99	32.3840	2,088	67,618	32.3840	1,928	62,436	67,717	
Paipooovong	1/1 - 1/26 3% 1/27 - 12/31 3%	01/27/03	31.7669	2,088	66,329	31.7669	160	5,280	67,518	
Saumweber	Education incentive 5%	11/20/03	30.8416 1.5421	2,088	64,397 3,220	30.8416 1.5421	2,088	64,397 3,220	67,617	
Auren, J.	Education incentive 3%	03/07/05	30.8416 0.9252	2,088	64,397 1,932	30.8416 0.9252	2,088	64,397 1,932	66,329	
George	Education incentive 5%	10/31/05	30.8416 1.5421	2,088	64,397 3,220	30.8416 1.5421	2,088	64,397 3,220	67,617	
Allen	Education incentive 5%	07/10/06	30.8420 1.5421	2,088	64,398 3,220	30.8420 1.5421	2,088	64,398 3,220	67,618	
Arbuckle	Education incentive 5%	03/05/07	30.8420 1.5421	2,088	64,398 3,220	30.8420 1.5421	2,088	64,398 3,220	67,618	
Burth	Education incentive 3%	03/19/07	30.8420 0.9253	2,088	64,398 1,932	30.8420 0.9253	2,088	64,398 1,932	66,330	
Just	1/1 - 8/19 8/20-12/31 Education incentive 5% Education incentive 5%	08/20/07	27.7574 30.8416 1.3879 1.5421	1,288 800 1,288 800	35,752 24,673 1,788 1,234	27.7574 30.8416 1.3879 1.5421	2,088	64,397 3,220	67,617	
Murphy, H.	Education incentive 5%	08/20/07	30.8420 1.5421	2,088	64,398 3,220	30.8420 1.5421	2,088	64,398 3,220	67,618	

Started at the 1 year step, received step to 2 year amount at 6 month review.

POLICE BUDGET
 CITY OF WHITE BEAR LAKE
 FORM B
 DETAIL OF PERSONAL SERVICES

01/31/11

Position Employee Name	Long. Rate	Start Date	2010 Budget			2011 Budget			Total Pay
			Hourly Rate	Budgeted Hours	Base Salary	Hourly Rate	Budgeted Hours	Base Salary	
Sanders	1/1 - 2/12 2/13 - 12/31	02/13/08	27.7570	2,088	57,957	27.7570	240	6,662	57,957
Vette	Education incentive 7%.	05/19/08	30.8420	2,088	64,398	30.8416	1,848	56,995	63,657
Butte	1/1 - 8/3	08/04/08	24.6733	1,288	31,779	27.7574	1,288	35,752	68,906
	8/4 - 12/31		27.7574	800	22,206	30.8416	800	24,673	
	Education incentive 5%		1.2337	1,288	1,589	1.3879	1,288	1,788	
	Education incentive 5%		1.3879	800	1,110	1.5421	800	1,234	
Vacant (Tuthill)	1/1 - 3/31 4/1 - 9/30 10/1 - 12/31		20.0470	488	9,783	20.0470	560	11,226	9,783
Johnson	Actual 11/1 - 12/31 1/1 - 4/30 5/1 - 10/31 11/1 - 12/31		20.0470	328.00	42,230	20.0470	720	14,434	48,805
Subtotal					6,575			22,453	1,394,649
2011 salary adjustment @ 0%								8,093	1,445,914
Subtotal									1,445,914
Other patrol pay									
Detective 3.0 per year			0.9211	6,264	5,770	0.9211	6,264	5,770	5,770
School Officer 2.0 per year			0.7368	4,176	3,077	0.7368	4,176	3,077	3,077
Field training officers			1.5500	3,800	5,890	1.5500	3,800	5,890	5,890
Holiday pay (8day,9off,5hrs)			33.6175	360	12,102	33.6175	360	12,102	12,102
Lead Investigator 1.0 per year - Position vacant in 2010 and 2011.			1.1500	2,088		1.1500	2,088		
2011 salary adjustment @ 0%									
Subtotal					26,839			26,839	26,839
Total Patrol					1,421,488			1,472,753	1,472,753

Kraus and Murphy receive school officer pay differential; Johnson, Allen and A. Rohow receive detective pay differential.

POLICE BUDGET
 CITY OF WHITE BEAR LAKE
 FORM B
 DETAIL OF PERSONAL SERVICES

01/31/11

Position Employee Name	Long. Rate	2010 Budget				2011 Budget				
		Start Date	Hourly Rate	Budgeted Hours	Base Salary	Total Pay	Hourly Rate	Budgeted Hours	Base Salary	Total Pay
OFFICE MANAGER										
Sells @ 15%			29.8920	313	9,356	9,356	29.8920	313	9,356	9,356
2011 salary adjustment @ 0%										
RECORDS				313	9,356	9,356		313	9,356	9,356
Christenson			17.4300	2,088	36,394	36,394	17.4300	2,088	36,394	36,394
Ristow			19.1800	2,088	40,048	40,048	19.1800	2,088	40,048	40,048
Dreher 60%			17.2700	1,253	21,639	21,639	17.2700	1,253	21,639	21,639
2011 salary adjustment @ 0%										
		98,081		5,429	98,081	98,081		5,429	98,081	98,081
Budget adjustment										
TOTAL REGULAR EMPLOYEES										
					2,120,522	2,120,522			2,172,662	2,172,662
6117 OVERTIME REG. EMPLOYEES										
Regular					55,000	55,000			42,000	42,000
Shift					8,000	8,000			6,000	6,000
Training					15,000	15,000			15,000	15,000
Court					15,000	15,000			12,000	12,000
Safe & Sober					5,000	5,000			5,000	5,000
Local / Events					98,000	98,000			80,000	80,000
TOTAL OVERTIME										

DETAIL OF PERSONAL SERVICES

Position Employee Name	Long. Rate	Start Date	Hourly Rate	2010 Budget		2011 Budget		Total Pay	Total Pay
				Budgeted Hours	Base Salary	Budgeted Hours	Base Salary		
6119 TEMPORARY EMPLOYEES									
Administrative CSO / Vacant									
Kvitrud, Jim			12.0000	615	6,765	615	6,765	12.0000	6,765
Eriksen, Scott			11.0000	424	4,198	424	4,198	11.0000	4,198
Lillehei, Greg			9.9000	425	4,208	425	4,208	9.9000	4,208
Grimsby, Mike			9.6500	425	4,101	425	4,101	9.6500	4,101
Benson, Kate			9.6500	425	4,101	425	4,101	9.6500	4,101
Swenson, Dan			9.9000	425	4,208	425	4,208	9.9000	4,208
Sellner, Mike			9.5000	425	4,038	425	4,038	9.5000	4,038
District 916 student assistants									
Parks patrol CSO: 4 people at \$9.50									
Temporary seasonal parks patrol CSO positions. 5/1/08-9/30/08 4 hours per day.									
2010 Salary Adjustment 42,478 @ 0%									
				3,776	(10,962)	3,776	(10,962)		
					31,517		31,517		
								<u>31,517</u>	
TOTAL TEMPORARY EMPLOYEES									
6146 SEVERANCE ACCRUAL									
2010 Ristow					2,757				2,757
2010 Swanson					9,570				9,570
2011 Sells					1,670				1,670
					13,997			<u>13,997</u>	
TOTAL SEVERANCE									
PENSION AND INSURANCE CONTRIBUTIONS									
6122 PERA (14.10%, 7.25%)			Current		(685)			Less	
6124 FICA (1.45%, 7.65%)					(840)			LB-CSO	
6128 INSURANCE CONTRIBUTIONS			242,535		241,850			Total	312,920
6138 WORKERS COMP.			34,140		33,300				41,251
			165,585		165,585				169,311
			105,910		105,910				107,499
			548,170		(1,525)				630,981
									(1,634)
								<u>2,810,680</u>	
								<u>2,915,160</u>	

DETAIL OF SUPPLIES AND OTHER SERVICES AND CHARGES

01/31/11

PUBLIC SAFETY

Object NO.	Classification and Description	2010		2011		NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET		
6210	OFFICE SUPPLIES					
	Miscellaneous (Boxes, paper, binders, and folders)	2,500	2,500	2,500		no changes from 2010 budget
	Printer cartridges	2,600	2,600	2,600		
	Printer toner	500	500	500		
	Printer supplies	500	500	500		
	Total 2008 7,303 2009 6,100	6,100	6,100	6,100	6,100	
6220	EQUIPMENT, SUPPLIES AND PARTS					
	Photo and digital supplies - batteries Lith	400	400	400		
	Flashlight batteries and bulbs	200	200	200		
	Evidence room supplies	400	400	400		
	CDs, DVDs	1,000	1,000	1,000		
	Laminating and merlin supplies	150	150	150		
	Medical supplies	100	100	100		
	Crime scene supplies - tape	200	200	200		
	Fusee safety flares - 90 per case	100	100	100		
	Alco sensor tester and mouth PCs	300	300	300		
	Cellular phone and battery replacement	200	200	200		
	Portable radio batteries	250	250	250		800 Mhz radio 3 years old; may need
	McGruff uniform cleaning	200	200	200		to replace portable batteries in 2011
	Miscellaneous	400	400	400		
	Total 2008 3,053 2009 2,275	3,900	3,900	3,900	3,900	
6221	RANGE & AMMUNITION SUPPLIES					
	Range supplies and targets	600	500	400		
	Pepper spray / foam	500	500	200		
	Taser cartridges for qualifications and training	900	900	800		
	Taser batteries	450	450	450		
	Ammunition 1,000 in each case - .40 cal	3,700	3,700	3,500		
	AR 15 - 500 in each case - Patrol Rifle ammo	1,200	1,400	2,100		pricing increase & increased trng
	Simunition Rounds 1000 rounds	820	100	720		
	Duty cartridges for tasers	400	400	400		
	Shot gun	430	100	430		
	Total 2008 7,238 2009 8,151	9,000	8,050	9,000	9,000	
6230	VEHICLE, SUPPLIES AND PARTS					
	General repair and maint.	2,500	2,500	2,500		
	Tire replacements	3,350	3,350	3,350		
	Vehicle license tax (tabs) - Unmarked cars and forfeited vehicles	150	150	150		
	Total 2008 5,506 2009 5,121	6,000	6,000	6,000	6,000	

DETAIL OF SUPPLIES AND OTHER SERVICES AND CHARGES
 FORM C

01/31/11

PUBLIC SAFETY

Object Number	Classification and Description	2010		2010	2011	NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET		
6240	BUILDING, SUPPLIES AND PARTS					
	Building repairs	850	850	850		
	Cleaning supplies	400	400	400		
	Touch up paint	250				
	Lighting		630	500		
	916 Cleaning Supplies		150	150		
	Ceiling Tile		253			
	Air Filters		145	300		replace filter twice per year
	Building Supplies			200		
	Total 2008 2,432 2009 1,037	1,500	2,428	2,400		
6250	OTHER SUPPLIES AND PARTS					
	Crime prevention badges (kids)	200	100	100		
	Awards	250	200	200		
	Community meeting supplies - Predatory offender meetings.	500	500	500		
	TRIAD	380	380	380		
	TRIAD Dance & Picnic	400	400	400		
	Citizens Police Academy	600	600	600		
	DARE supplies	2,600	2,600	2,600		
	DARE teacher gift books	400	400	400		
	National Night Out	800	2,300	800		Rec'd \$1500 from Walmart in 2010
	Misc. supplies and parts	370	250	270		
	Crime Free Multi Housing		250	250		
	Total 2008 5,064 2009 5,261	6,500	7,980	6,500		
6272	FUELS					
	Fuels	31,000	35,500	37,000		Estimated fuel costs at \$3.00/gallon
	Jan - June	31,000	35,500	37,000		(25,000 gallon est); fully staffed PD
	July - Dec	1,000	1,000	1,000		
	Generator fuel					
	Total 2008 79,609 2009 60,127	63,000	72,000	75,000		
	Total					

DETAIL OF SUPPLIES AND OTHER SERVICES AND CHARGES
FORM C

Object Number	Classification and Description	2010		2011		NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET		
6280	BOOKS, PERIODICALS, COMPUTER MANUALS					
	Crime prevention tapes/ programs	300	300	300		
	Misc. publications	200	200	200		
	Total 2008 509 2009 500	500	500	500		
6290	UNIFORMS AND CLOTHING					
	Patrol Officers	12,293	12,293	12,293	19 @ \$647	
	Investigators	1,941	1,941	1,941	3 @ \$ 647	
	Sergeants	2,588	2,588	2,588	4 @ \$647	
	Administrators	1,200	1,200	1,200		
	Community service officers / Boat launch shirts	900	900	900		
	Body armor program (4 vests each year)	2,500	2,500	2,500	Fed reimb. 1/2, State reimb. 1/4	
	Volunteer shirts	200	200	200		
	CPA shirts / hats	750	750	750		
	Misc. uniform items (name pins patch)	403	403	403		
	Total 2008 29,374 2009 26,528	22,775	22,775	22,775		
6295	SMALL TOOLS					
	Digital Cameras and supplies	900	900	900		
	Car unlocking tools	300	300	300		
	Replacement access cards & keys	300	300	300	Need new system now!	
	Cell phone replacement	500	500	500		
	Stream light flashlights	200	200	200		
	Misc. small tools	200	200	200		
	Total 2008 1,400 2009 989	2,400	2,400	2,400		
	TOTAL SUPPLIES	121,675	132,133	134,575		

DETAIL OF SUPPLIES AND OTHER SERVICES AND CHARGES
FORM C

01/31/11

PUBLIC SAFETY

Object Number	Classification and Description	2010		2011		NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET		
6423	NATURAL GAS					
	Jan - June	3,600	2,100	3,000		
	July - Dec	3,600	3,000	3,000		
	Total 2008 7,305 2009 5,629	7,200	5,100	6,000		
6434	GENERAL LIAB INSURANCE	27,572	27,572	27,986		
	Total 2008 26,512 2009 27,572	27,572	27,572	27,986		
6436	AUTO LIAB INSURANCE	7,368	7,368	7,479		
	Total 2008 7,085 2009 7,368	7,368	7,368	7,479		
6445	POSTAGE	3,100	2,800	3,100		
	Total 2008 2,961 2009 2,598	3,100	2,800	3,100		
6450	OUTSIDE PRINTING					
	Ramsey Court tags	1,450	1,200	1,200		
	Printing regular sources	500	500	500		
	State required forms / State Admin Citations	550	550	550		
	Business cards	500	500	500		
	Triad	110	100	100		
	Violation tags (Wash. Cty. Admin, Warning)	1,400	600	600		
	Miscellaneous	70	50	50		
	Envelopes					Paid 1,171 on 9/30/10.
	Total 2008 3,346 2009 4,488	4,580	3,500	3,500		
6460	SUBSCRIPTIONS AND MEMBERSHIPS					
	Tri-County Law Enf. Assn.	50	50	50		
	Assoc. of Training Officers of MN	25	25	25		
	MN Crime Prevention Officers Assn.	30	30	30		
	IACP two memberships	120	240	240		
	MN Chiefs of Police Assn.	150	150	150		
	Bald Eagle Sportsman's Club	225				REMOVE
	Washington County Chiefs Assn	100	100	100		
	National Assn of School Resource Officers	60	60	60		
	Sam's Club membership	10	10	10		
	TRIAD Officers Assn.	50	100	100		
	Miscellaneous	100	100	100		
	PLEAA Ristow & Christensen					
	Total 2008 1,120 2009 945	920	865	865		

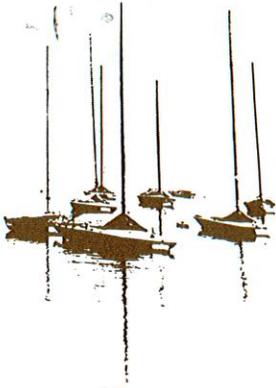
DETAIL OF SUPPLIES AND OTHER SERVICES AND CHARGES
FORM C

01/31/11

PUBLIC SAFETY

Object Number	Classification and Description	2010		2010	2011	NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET	BUDGET	
6470	TRAINING - SUBSISTENCE AND MISCELLANEOUS					
	Chief's national conference	500			500	
	Chief's national conference travel	600			600	
	Spring exec. institute (2) Chief & Captain	550	650		650	325 ea x 2
	Spring exec institute (2) expenses	525	525		525	
	POST training	1,710	1,700		1,700	third of dept every year
	Investigative State training	650	650		650	
	TRIAD seminar	110	110		110	
	BCA training	675	675		675	
	Investigative travel	475	475		475	
	College Tuition Reimbursement	6,000			2,000	currently no employees enrolled
	Intoxilyzer refresher (BCA) - 40 hour course (3)175 45	1,000	1,000		1,000	
	DARE conference	400	400		400	
	Mileage	200	200		200	
	Petty cash (meals, parking, etc.)	300	300		300	
	FBINAA and conference	500			500	
	New Sergeant training	500			500	
	Century College Slot Program	1,190	1,190		1,190	
	LMC Loss Control Workshop (3)		60		60	
	BESA Range Fees for firearms tmrg		600		600	
	MAWP Conference		410		410	3 officer attended
	MISC		250		250	
	Total 2008 10,785 2009 16,310	15,885	9,195	13,295		
6480	MEETING EXPENSE					
	Total 2008 2009					
6485	TRAVEL					
	Total 2008 2009					

FUNCTION:					DEPT. & DIV:	ACCT. NO:	
Capital Projects					Administration	4100 - 4102	
SUMMARY OF EXPENDITURES							
CODE NO.	ITEMS	2008 ACTUAL	2009 ACTUAL	2010 ACTUAL	2010 ADOPTED	2010 REVISED	2011 BUDGET
	GENERAL FUND	\$	\$	\$	\$	\$	\$
	Police (4108)						
7130	Computer / Office equipment	28,663	4,829	3,130	60,000	60,000	60,000
7130	Automated ticket writer (7)				28,000		28,000
7130	Mobile video units		37,119	2,074		2,100	
7130	Use of force equipment		826		20,000		
7150	Squad laptop computers						10,000
7150	Vehicles (3 in 2010; 5 in 2011)	28,013	74,937	49,284	95,000	68,000	115,000
7150	Range improvements				35,000		
7150	Radar units / Miscellaneous equip.				3,500		4,000
	Total Police	56,676	117,711	54,488	241,500	130,100	217,000



City of White Bear Lake

4701 Highway 61 • White Bear Lake, Minnesota 55110
TDD (651) 429-8511 • Fax (651) 429-8500
Phone (651) 429-8526

January 31, 2011

City of Birchwood Village
ATTN: Dale Powers
207 Birchwood Avenue
Birchwood, MN 55110

Dear Dale:

Enclosed are two copies of the 2011 Fire Service Addendum. The contract language is consistent with our long standing agreement. I am also sending you detailed information from the City's 2011 budget to support the calculation of the amounts due.

The 2011 contract represents a \$1,789 decrease from 2010. This decrease results from the over fire suppression costs decreasing by \$23,704 when compared to 2010. Birchwood's share of this expenditure reductions results in an annual decrease for 2011 totaling \$1,789.

Please sign copies of the contracts and addendum and return one copy of each contract and a copy of the addendum to me. The second copy is for your records.

Please call me at 429-8517 if you have any questions.

Sincerely,

Don Rambow
Finance Director

Enclosures

2011 ADDENDUM

Service charges for the year 2011 as determined from Section 6 of the contract, for the City of Birchwood Village shall be:

\$ 20,078

Fire Services

CITY OF WHITE BEAR LAKE

Jo Emerson, Mayor

Attest:

Cory L. Vadnais, City Clerk

CITY OF BIRCHWOOD VILLAGE

Its Mayor

Attest:

Its Clerk

Dated: _____

CONTRACT FOR SERVICES

THIS AGREEMENT, made and entered into this 1st day of January, 2008, by and between the City of White Bear Lake, County of Ramsey, State of Minnesota (hereinafter referred to as the "City"), and the City of Birchwood Village, County of Washington, State of Minnesota (hereinafter referred to as the "Contracting Jurisdiction").

WHEREAS, the City presently operates and maintains fire fighting and rescue services, with full-time dispatching or call service, and

WHEREAS, the Contracting Jurisdiction does not itself operate or maintain this service and is desirous of contracting for such with the City,

WITNESSETH

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **PROVISION OF SERVICES.** The City will furnish fire fighting or rescue services together with dispatching or call service to the residents and properties in Contracting Jurisdiction for the compensation and on conditions hereinafter set forth.
2. **OBLIGATIONS AND CONDITIONS.** The City will make reasonable efforts to respond to all contract calls from the Contracting Jurisdiction, whenever notified, but subject to the following conditions and limitations:
 - A. The City will not be required to furnish any services unless the road and weather conditions are such that any fire or rescue response to a contract call can be made with reasonable safety to personnel and equipment. The judgment of the City Fire Chief, or other officer in charge at the time of the contract call, that a response cannot be made with reasonable safety to personnel and equipment shall be final and conclusive.
 - B. In the event all of the City's equipment is being used at the time a contract call is received, or is otherwise needed for local service, or in the event the City has received a prior contract call, or receives simultaneous contract calls, the Fire Chief or other officer in charge at the time of the contract call shall have complete discretion in deciding how to respond to the contract call(s), including the order of response.

CONTRACT FOR SERVICES

3. **INDEMNIFICATION.** The Contracting Jurisdiction will indemnify and hold the City harmless against all claims or causes of action resulting from any action by the contracting jurisdiction under this Agreement. The City shall not be liable in any way to the Contracting Jurisdiction for loss or damage of any kind resulting from the failure of the City to respond to a fire or rescue call, or the failure of the City's dispatching or call service, whether such loss or damage is caused by the negligence of the officers, agents, or employees or the City, its Fire Department, or other department.
4. **AUTHORITY AT THE SERVICE SITE.** The officer in charge will have complete authority for direction and control over the immediate area of the service scene. This includes, but is not limited to, investigation of the cause of the fire and/or injury and the authority to direct the demolition of any building which is deemed to be unsafe by reason of fire damage or threat of fire damage. If it is determined that an unsafe building needs to be demolished, Contracting Jurisdiction will be responsible for any reasonable costs incurred under the direction of the City. Contracting Jurisdiction will consult with the City regarding all burning and fireworks display permits that it is considering.
5. **OBLIGATIONS OF THE CONTRACTING JURISDICTION.** The Contracting Jurisdiction will provide the City with a street map showing the area to receive services under this Agreement. The Contracting Jurisdiction will further furnish the City with a map or diagram showing the location and street addresses of fire hydrants, water mains, and buildings within the area to receive services.

CONTRACT FOR SERVICES

6. **CHARGE FOR SERVICES.** The City will furnish services to the Contracting Jurisdiction for annual consideration as determined by using the following information. As presented in Exhibit A.

(S) = Cost of fire suppression and rescue services for Contracting Jurisdiction for one (1) year.

(S) = $(O + L + B + V + E + D + A)$ divided by $(T + P)$

(O) = Projected yearly cost of fire and rescue services as budgeted by the City.

(L) = Cost of land depreciated (straight line) over the asset's useful life.

(B) = Cost of buildings depreciated (straight line) over the asset's useful life.

(V) = Cost of vehicles depreciated (straight line) over the asset's useful life.

(E) = Cost of equipment depreciated (straight line) over the asset's useful life.

(D) = Percentage of dispatching cost attributed to fire and rescue calls

(A) = Surcharge for administrative costs one to five (1-5%) percent.

These calculations will be developed and presented to the affected jurisdictions annually. The Contracting Jurisdictions annual share for fire suppression service will be determined using two formulas. Each Contracting Jurisdiction's percentage of tax capacity valuation out of the total served by fire services of White Bear Lake (Dellwood, Birchwood Village, Gem Lake, White Bear Township and White Bear Lake.) and each Contracting Jurisdiction's percentage of population out of the total area served by fire services of White Bear Lake will be combined to determine the applicable annual percentage cost. The percentages will be applied to the total annual Fire suppression expenditures as calculated and presented annually to each community.

(T) = Contracting Jurisdiction's percentage of tax capacity valuation out of the total area served by the White Bear Lake Fire Department.

(P) = Contracting Jurisdiction's percentage of population out of the total area served by the White Bear Lake Fire Department.

The City will give to the Contracting Jurisdiction, on or before November 1st of each year; the costs budgeted for the following year and the most recent figures for tax capacity valuation and population. The amount due is payable in four equal installments on the first day of January, April, July, and October of each

CONTRACT FOR SERVICES

year or by twelve equal installments on the first day of each month of the contract year.

7. **TERM.** The term of this Agreement shall be five (5) years, commencing January 1, 2008, and shall renew automatically, unless terminated by the Contracting Jurisdiction or the City by giving at least two (2) years written notice.

8. **DEFAULT AND TERMINATION.** The City may, at its option, terminate this Agreement in the event of default by the Contracting Jurisdiction by giving written notice to Contracting Jurisdiction. Termination will be effective 60 days from receipt of written notice. Upon termination, the City shall have no further obligation to provide services, but the City is entitled to charge the Contracting Jurisdiction for any unpaid services provided prior to termination, and for any services provided after termination at the request of the Contracting Jurisdiction, based on the formula set forth in Article 6 above. The Contracting Jurisdiction shall pay all costs and disbursements, including attorneys' fees, incurred by or on behalf of the City in the enforcement of the provisions of this Agreement resulting from any failure by the Contracting Jurisdiction to perform any of the terms and conditions of this Agreement. At any time, and for any reason, either party may cancel this Agreement upon two (2) years written notice, and such cancellation shall not affect the liability of the Contracting Jurisdiction to pay for services rendered by the City prior to cancellation, or the obligation of the City to provide the Contracting Jurisdiction with services paid for prior to cancellation.

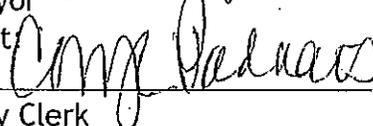
IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

CITY OF WHITE BEAR LAKE

By 

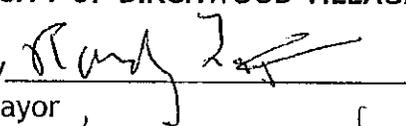
Mayor

Attest

By 

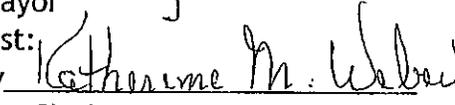
City Clerk

CITY OF BIRCHWOOD VILLAGE

By 

Mayor

Attest:

By 

City Clerk

2/12/08

Department: Fire (1210)

Fund: General (1000)

Department Activities and Responsibilities:

The Fire Department, which is comprised of 55 volunteer members, provides fire suppression and prevention services for the City as well as the communities of White Bear Township, Dellwood, Birchwood Village, and Gem Lake and coordinates EMS services for the City of Hugo through contract agreements. The Department also provides fire inspection services for commercial and multi-family buildings, building plan review, and preplanning programs for businesses within the City, White Bear Township, and Gem Lake. Adequate records are maintained to satisfy State Statutes regarding safety training requirements and insurance service inspection for the City's fire rating.

The Fire Department service area's population is 38,898 compared to the City's population of 24,734.

Department Staff:

	2008 <u>Actual</u>	2009 <u>Actual</u>	2010 <u>Adopted</u>	2010 <u>Revised</u>	2011 <u>Budget</u>
Chief	.50	.50	.50	.50	.50
Fire Marshall	1.00	1.00	1.00	1.00	1.00
Secretary	.25	.25	.25	.25	.25
Firefighters (Volunteer)	55.00	55.00	55.00	55.00	55.00
Total Fire	56.75	56.75	56.75	56.75	56.75

Budget Activities:

During 2010, the Fire Department has maintained a constant presence throughout each community served. While budget constraints have required the department to focus on its core responsibility, the department has continued to be involved with numerous public service demonstrations. These demonstrations are geared towards educating the community on how to keep safe and plan an escape route in the event of a house fire.

The State Aid Fire Relief contribution had a slight increase for 2010; however, it is still significantly down from the aid amount in 2006. The State's contributions over the last five years and amount of change from the previous year are as follows:

<u>Year</u>	<u>Amount</u>	<u>Change</u>
2010	\$159,880	\$5,377
2009	154,503	(29,276)
2008	183,779	(34,133)
2007	217,912	(35,720)
2006	253,632	(14,712)

Department: Fire (1210)

Fund: General (1000)

Budget Activities (cont.):

The State has attributed these decreases to the following factors:

1. Insurance companies were overstating the amount of insurance premiums they were charging related to fire coverage. This resulted in excess fire aid being submitted to the State for reallocation. This adjustment represents about 5% of the aid reduction.
2. The actual 2% fire aid collected on commercial/industrial property insurance decreased by nearly \$2 million according to the Minnesota Department of Revenue, which represented about 10% of the aid reduction for the fiscal period.

Budget Summary:

The Revised 2010 Budget decreases \$14,390, or 2.1%, from the 2010 Adopted Budget. For the most part, many of the account budget amounts could be slightly adjusted down in the revised budget based on the actual amounts spent for the year. The Temporary Salary account budget was reduced to reflect the actual amount spent on firefighter pay for the year. The Fuel and Natural Gas account budgets were lowered by a larger amount than other accounts because their usage level was down for the year. The Advertising expense account includes budgeted funds for 20 year rings for members who meet the years of service milestone and necklaces for their spouses to honor their commitment in helping their loved one make the commitment to the department. The Advertising budget originally had an amount set aside to purchase a long term supply of necklaces; however, this amount was removed in the revised budget to help the City balance the General Fund budget.

The reductions listed above were offset by increases in the Building Supplies account and the Building Maintenance account. In the past the City has purchased houses adjacent to city owned property when they are for sale so that the property is available to the City for possible future expansion plans. This investment policy has been beneficial to the fire department members because these houses provide affordable rental units close to the fire station for members needing living arrangements. Currently, there are three units that house fire department personnel. The building supplies and maintenance costs for these properties are charged to the fire department budget since the renters are department members.

The Proposed 2011 Budget increases \$29,852 from the Revised 2010 Budget. This increase is quite large in comparison to most budgets but there are necessary costs that need to be addressed by the department next year. The Temporary Salary account budget includes a \$.50 per hour pay increase for volunteer firefighters. The actual number of fire calls has been down for the past couple of years so the new budget amount with the pay increase is actually lower than the original budget was in 2010.

Department: Fire (1210)

Fund: General (1000)

Budget Summary (cont.):

handle compensation for more calls in the year with the hopes of adjusting it down in the budget revisions process the next year.

The second significant budget increase is in the Uniform expense budget to purchase replacement turnout gear for firefighters. The National Fire Protection Association (NFPA) has issued Standard 1851, which gives advice on the care and maintenance of protective ensembles for structural fire fighting and proximity fire fighting. The standard advises organizations to replace turnout gear for firefighters if the suit is 10 years or older. Department personnel have reviewed all turnout gear suits and determined that 13 sets need to be replaced in 2011. This expenditure greatly increases the department's budget but safety of our firefighters is a concern so the line item has been included in the account.

Other budget accounts, such as Fuels, Advertising, and Vehicle Maintenance, were increased to previous budgetary levels for the year.

Capital Outlay:

The departmental operating capital purchases are as follows:

<u>Item</u>	<u>2010</u>	<u>2011</u>
Hoses and Adapters	\$4,000	\$4,000
Pagers and Radios	1,500	1,700
Carbon Monoxide Detectors	1,400	
Smoke Detectors		3,000
Total	<u>6,900</u>	<u>8,700</u>

The Municipal Building Fund provides \$1,855 for office chairs at Station 1 .

The Equipment Acquisition Fund provides funding for the renovation of Ladder truck #9 and Rescue truck #2 in 2010. These two projects are estimated to cost \$20,500 in total. The Fund also includes funding for the department to purchase a 4 Wheel Drive vehicle. This truck will have multiple functions as it will be used as a grass fire truck, to haul the department's Boston Whaler boat to water rescue scenes, and accommodate full-time staff vehicle needs. The department will consider both new and used vehicle options when making the purchase to ensure budget compliance while meeting the vehicle use requirements.

Department: Fire (1210)

Fund: General (1000)

Capital Outlay provided through the Equipment Acquisition Fund:

<u>Item</u>	<u>2009</u>	<u>2010</u>
Self Contained Breathing Apparatus masks	\$2,500	\$2,500
Supply line hose	2,000	2,000
Cut-off saws (2)	2,029	
Fire Interruption Technology (FIT-5) devices	5,970	
GPS antennas	237	
Security system	2,800	
Total	<u>15,536</u>	<u>4,500</u>

Goals:

- I. Expand fire safety awareness to children and senior residents through use of the fire safety trailer.
- II. Develop leadership and professionalism among department officers through training opportunities in preparation for supervisory attraction.
- III. Expand staged response program utilization.

Performance Indicators:

	<u>2008</u> <u>Actual</u>	<u>2009</u> <u>Actual</u>	<u>2010</u> <u>Budget</u>	<u>2011</u> <u>Budget</u>
Number of Fire and Rescue Calls	546	488	522	519
Number of Staged Responses	311	277	315	301
General Alarms	27	25	21	24
Plan Reviews	214	162	150	165
Inspections	906	796	750	800
Follow-up Inspections for Minor Revisions	200	180	170	185
Fire Education Classes	141	119	120	125
Juvenile Fire Setter Classes	22	19	20	20
Department Vehicle Accidents	2	5	0	0

Department: Fire (1210)

Fund: General (1000)

Performance Indicators (cont.):

	2008 Actual	2009 Actual	2010 Budget	2011 Budget
Accidental Fire Deaths	0	0	0	0
Maintain Class 3 IOS Rating -Best in MN	X	X	X	X

FUNCTION:		FUND:	DEPT. & DIV:		ACCT. NO:	
Public Safety		General	Public Safety Fire		1000 - 1210	
SUMMARY OF EXPENDITURES						
CODE NO	ITEMS	2008 ACTUAL	2009 ACTUAL	2010 ADOPTED	2010 REVISED	2011 BUDGET
		\$	\$	\$	\$	\$
PERSONAL SERVICES						
6105	Salaries-reg. employees	112,082	117,608	116,798	116,798	116,798
6117	Overtime - reg. employees	851	1,391	1,000	1,000	1,000
6119	Salaries-temp. employees	125,608	98,250	117,000	107,000	114,000
6122	PERA	10,306	11,641	9,395	11,675	11,838
6124	FICA/Medicare	14,510	13,040	13,795	13,795	14,748
6126	Fire Relief	183,779	154,503	160,000	159,880	154,503
6128	Insurance contrib.	19,515	20,255	20,255	20,255	20,711
6138	Worker's compensation	50,925	52,855	52,855	52,855	53,648
	Total Personal Services	517,576	469,543	491,098	483,258	487,246
SUPPLIES						
6210	Office supplies	1,242	2,865	2,700	2,700	2,700
6220	Equipment supplies	4,426	3,220	3,700	3,900	3,900
6230	Vehicle supplies	1,823	3,896	5,300	5,300	5,800
6240	Building supplies	5,844	5,881	3,800	5,600	5,600
6250	Other supplies	42,055	4,646	2,900	3,200	3,200
6272	Motor fuels	10,881	8,446	12,000	9,700	11,000
6280	Books & periodicals	1,471	1,864	1,500	1,500	1,745
6290	Uniforms	19,266	17,068	17,500	17,500	33,900
6295	Small tools	1,663	1,883	2,000	1,950	2,000
	Total Supplies	88,671	49,769	51,400	51,350	69,845
OTHER SERVICES & CHARGES						
6401	Professional services	14,205	19,402	20,000	20,000	20,500
6402	Data processing	4,230	3,457	5,175	5,175	5,330
6411	Telephone	3,697	3,816	4,150	4,100	4,150
6412	Cellular	3,928	3,915	4,700	4,200	4,200
6422	Electric	19,525	18,789	18,500	18,000	18,500
6423	Natural gas	10,081	7,008	11,000	7,500	8,500
6434	General Liab. insurance	8,656	9,002	9,002	9,002	9,137
6436	Vehicle Liab. insurance	11,804	12,276	12,276	12,276	12,460
6445	Postage	626	871	800	800	800
6449	Inhouse printing	22	136	500	300	500
6450	Outside printing	730	546	550	550	550
6460	Subscription/memberships	1,997	2,225	2,090	1,980	2,000
6470	Training	20,196	8,787	18,530	18,530	17,910
6492	Advertising		1,837	2,300	860	2,300
6505	Equipment maint. service	9,453	4,796	6,950	6,955	7,350
6508	Shop maint. service	12,482	13,371	12,675	12,675	12,675
6510	Vehicle maint. service	13,149	10,862	18,900	17,625	19,500
6515	Building maint. service	2,930	9,093	6,500	7,465	7,000
6555	Equipment rental	150	251	400	400	400
6560	Other contractual svc	8,643	8,137	9,050	9,155	9,355
	Total Other Services & Charges	146,504	138,577	164,048	157,548	163,117
CAPITAL OUTLAY						
7140	Equipment	6,843	5,937	6,900	6,900	8,700
	Total Capital Outlay	6,843	5,937	6,900	6,900	8,700
	Total	759,594	663,826	713,446	699,056	728,908

FIRE BUDGET
 CITY OF WHITE BEAR LAKE
 FORM B
 DETAIL OF PERSONAL SERVICES

01/31/11

BUDGET ESTIMATE 2011

BUDGET ESTIMATE 2010

Position, Employee Name	Present Salary:	BUDGET ESTIMATE 2010		BUDGET ESTIMATE 2011		Total Pay	Total Pay
		Hourly Rate	Budgeted Hours	Hourly Rate	Budgeted Hours		
6105 SALARIES OF REGULAR EMPLOYEES							
FIRE CHIEF							
Vadnais (50%)	46,1110	1,044	46,1110	48,140	1,044	46,1110	48,140
FIRE SECRETARY							
Anderson (25%)	18,6500	522	18,6500	9,735	522	18,6500	9,735
FIRE INSPECTOR							
Turnbull	28,2200	2,088	28,2200	58,923	2,088	28,2200	58,923
SUBTOTAL				116,798		116,798	116,798
SALARY ADJUSTMENT							
2011 adjustment	116,798 @ 0%						0
TOTAL SALARIES OF REGULAR EMPLOYEES				116,798		116,798	116,798
6117 OVERTIME REG. EMPLOYEES				1,000		1,000	1,000
6119 TEMPORARY EMPLOYEES							
Firefighters				107,000		107,000	114,000

Object NO.	Classification and Description	2010		2011		NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET		
6210	OFFICE SUPPLIES - MISCELLANEOUS					
	Office supplies	1,400	1,400	1,400		
	Toner supplies	1,000	1,000	1,000		
	Miscellaneous	300	300	300		
	Total	2,700	2,700	2,700	2,700	
6220	EQUIPMENT, SUPPLIES AND PARTS					
	batteries(handlantern, pagers, radios)	1,200	1,200	1,200		
	sawblades etc.	100	100	100		
	pager/radio parts & supplies	300	300	300		
	Foam	1,400	1,400	1,400		
	Miscellaneous	700	900	900		
	Total	3,700	3,900	3,900	3,900	
6230	VEHICLE, SUPPLIES AND PARTS					
	truck batteries 2 sets @ 250	500	500	500		
	light bars	2,000	2,000	2,000		
	Vehicle tires 4 @ 450 each	1,800	1,800	1,800		
	miscellaneous	1,000	1,000	1,000		
	GPS systems			500		
	Total	5,300	5,300	5,300	5,300	
6240	BUILDING, SUPPLIES AND PARTS					
	light bulbs	500	500	500		
	General cleaning supplies	1,300	1,300	1,300		
	Supplies	1,500	1,700	1,700		
	4701 Miller Avenue	500	700	700		
	1325 South Birch Lake Blvd.		700	700		
	4709 Miller Avenue		700	700		
	Total	3,800	5,600	5,600	5,600	

Object Number	Classification and Description	2010		2011		NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET	BUDGET	
6402	DATA PROCESSING					
	LOGIS - Repair	5,175	5,175	5,330		
	Total	5,175	5,175	5,330		
6411	TELEPHONE					
	2008 4,230 2009 3,457					
	Jan. - June	2,075	2,050	2,075		
	July - Dec.	2,075	2,050	2,075		
	Total	4,150	4,100	4,150		
6412	CELLULAR	2,200	2,000	1,800		
	Wireless connection cards for department vehicles	2,500	2,200	2,400		
	Total	4,700	4,200	4,200		
6421	WATER & SEWER					
	2008 3,928 2009 3,915					
6422	ELECTRIC					
	2008					
	Jan. - June	9,250	8,000	8,500		
	July - Dec.	9,250	10,000	10,000		
	Total	18,500	18,000	18,500		
6423	NATURAL GAS					
	2008 19,525 2009 18,789					
	Jan. - June	6,000	3,000	3,500		
	July - Dec.	5,000	4,500	5,000		
	Total	11,000	7,500	8,500		
6434	GENERAL LIAB INSURANCE	9,002	9,002	9,137		
	2008 8,656 2009 9,002					
6436	AUTO LIAB INSURANCE	12,276	12,276	12,460		
	2008 11,604 2009 12,276					
6445	POSTAGE	800	800	800		
	2008 626 2009 871					
	Total	800	800	800		

Object Number	Classification and Description	2010		2011	NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT		
6449	IN-HOUSE PRINTING	500	300	500	
	Total	500	300	500	
6450	OUTSIDE PRINTING				
	Annual report, Forms, tickets, etc.	550	550	550	
	Total	550	550	550	
6455	LEGAL NOTICES PUBLICATION				
	Total	550	550	550	
6460	SUBSCRIPTIONS AND MEMBERSHIPS				
	MSFCA Dues	265	185	265	
	IAFC Dues	508	508	508	
	Rams co fire chiefs	60	60	60	
	Wash co fire chiefs	50	50	50	
	capitol city MA Assn	50	50	50	
	NFPA	150	150	150	
	capitol city regional	50	50	50	
	lake country chapter ICBO	25	25	25	
	metro chiefs Assn	100	100	100	
	fire marshall Assn	35	35	35	
	Purchasing consortium MFAPC	35	35	35	
	natl. society of EFO	50	50	50	
	Smokeater	90	90	90	
	Boys Scouts Explorer charter	60	60	90	
	IFSI	75			
	IAAI	25	100	100	
	MSFDA	432	432	432	
	Fire Engineering	30			
	Total	2,090	1,980	2,000	

Object Number	Classification and Description	2010		2011		NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET	PROPOSED BUDGET	
6470	TRAINING - SUBSISTENCE AND MISCELLANEOUS					
	MN fire school	600	600	600	600	
	Firefighter I training	3,250	3,250	2,630	2,630	
	Fire apparatus operator	1,500	1,500	1,500	1,500	
	Line officer	400	400	400	400	
	Haz-mat course	300	300	300	300	
	MSFCA conference registration & lodging (4)	2,000	1,780	1,780	1,780	
	Natl. fire academy & meal ticket	330	330	330	330	Airfare Reimbursed by FEMA
	Arson invest course	800	800	800	800	
	Fire insp. courses	200	200	200	200	
	MN State certification board FFIG II	600	600	600	600	
	Training trailer	900	900	900	900	
	Defensive Driving Course	750	750	750	750	
	Hennepin Tech	1,300	1,300	1,300	1,300	
	RTR / Bloodbone	700	700	700	700	
	Miscellaneous	1,000	1,000	1,000	1,000	
	MSFDA conference	2,000	2,000	1,150	1,150	
	Dive Rescue	1,000	1,000	1,000	1,000	
	Confined Space	900		900	900	
	LMC training		70	70	70	
	Books		1,050	1,000	1,000	
	Total	20,195	20,999	18,530	17,910	
6492	ADVERTISING/RECOGNITION					
	Service Awards Allocated to banquet	800	300	500	500	
	20 year necklaces (long term supply)	1,000				
	20 rings - 2011:Hawkins, Engstman, Kindsvater, 2012:Ballis, 2013:Barnard	500	560	1,800	1,800	
	Total	2,300	1,837	2,300	2,300	

Object Number	Classification and Description	2010		2010	2010	2011	NOTES
		ADOPTED BUDGET	REVISED BUDGET AMOUNT	PROPOSED BUDGET			
6505	REPAIR/MAINT EQUIPMENT						
	Radio/pager repair	500	500			500	
	Ladder 9 inspection	600	600			600	
	Power equipment	500	300			500	
	SCBA testing	2,700	2,825			2,000	
	CO Monitor repairs	100	100			100	
	Gas pump repairs	300	200			500	
	Ladder testing	500	500			500	
	Compressor service and maintenance	700	700			800	
	Copier	150	130			150	
	Miscellaneous	900	300			900	
	Boat repairs		800			800	
	Total	9,453	9,955	6,950		7,350	
6508	SHOP REPAIR SERVICES						
	Greg Coleman 155 hours @ \$ 60.75 per hour	9,475	9,475			9,475	2010: Includes boat trlr
	Parts charge back	3,200	3,200			3,200	repairs that will be 1/2 reimb. by Mahtomedi fire.
	Total	12,482	12,675	12,675		12,675	
6510	REPAIR/MAINTENANCE VEHICLES						
	Engine #3	400	400			400	
	Engine #5	4,000	3,500			3,250	
	Engine #8	1,000	1,300			1,400	
	Engine #7	2,000	2,125			2,500	
	Ladder #9	3,500	2,750			3,500	
	Squad #3	200	200			200	
	Squad #4	200	200			100	
	Squad #1	100	100			100	
	Squad #2	100	500			500	
	Squad # 15	300	300			300	
	Rescue # 2	1,300					
	Annual maintenance (General & Pump test)	4,500	4,500			4,500	
	Chief vehicle	1,000	1,750			1,000	
	DOT servicing	300				1,750	
	Total	13,149	17,625	18,900		19,500	

Object Number	Classification and Description	2010		2010 REVISED BUDGET AMOUNT	2011 PROPOSED BUDGET	NOTES
		ADOPTED BUDGET	BUDGET			
6515	REPAIR & MAINTENANCE-BUILDING					
	HVAC repairs	1,800		2,500	1,800	
	Plumbing	1,200		1,200	1,200	
	Door maintenance and repair	300		300	300	
	Locks	400		400	400	
	Lighting	1,300		1,815	1,300	
	Rental houses	1,500		750	1,500	
	Annual sprinkler test			500	500	
	Total	2,930	2009	9,093	7,000	
6525	ELECTRICAL REPAIR SERVICE					
	Total	2008	2009			
6555	RENTALS EQUIPMENT					
	Uniting rugs	400		400	400	
	Total	2008	2009			
6560	OTHER CONTRACTUAL SERVICES					
	MSFCA Certification	400		400	400	
	Banquet	4,500		4,300	4,700	
	Metro cleaning	3,750		3,750	3,750	
	Towing	200			200	
	Shredding service	200		200	200	
	Lawn service			400		
	Explorer Banquet			105	105	
	Terminex 48.09 per month paid during 2010 but not budgeted.					
	Total	8,643	2009	9,155	9,355	
	TOTAL OTHER SERV & CHGS	164,048		157,548	163,117	

FUNCTION:		DEPT. & DIV:		ACCT. NO:		
Capital Projects		Administration		4100 - 4102		
SUMMARY OF EXPENDITURES						
CODE NO.	ITEMS	2008 ACTUAL	2009 ACTUAL	2010 ADOPTED	2010 REVISED	2011 BUDGET
	<u>GENERAL FUND</u>	\$	\$	\$	\$	\$
	Fire (4109)					
7130	Vehicle Laptops	6,643				
7140	Thermal imaging camera	12,000				
7140	SCBA and equipment		4,214	9,000	2,500	2,500
7140	Hose rack / Hoses		3,120	2,000	2,000	2,000
7140	Turn out gear washer	7,677				
7140	Rescue equipment		5,510	1,800	2,029	
7140	Rescue Boat	29,034				
7140	Security system / equipment			30,000	2,800	
7140	Fire Interruption Technology (FIT 5)				5,970	
7140	GPS antennas				237	
7140	Vehicle renovations			25,000	20,500	
7150	Vehicle	19,204	862	1,500		30,000
	Total Fire	74,558	13,706	69,300	36,036	34,500

(2011 Budget Proposals for Birchwood Parks and Natural Resources)

Item	Monthly	2010 Annual	6-Oct	Remaining	Proposed 2011	Note
1 New 2011 highlighted in yellow						
2 Porta Potty Tighe Schmitz	103	1236	997	239	1900	Replace standard size with handicap accessible
3 Porta Potty Bloomquist		0			600	Summer months only
4 Turn Drinking Fountains On/Off (Spring/Fall)	175	360		360	360	Hugo Plumbing
5 Flag (replace every 2 yrs)				0	100	2011
6 Materials & Supplies		100		1200	1450	Includes paint, hardware, posts, timbers, gravel, landscape supplies, tools, equip, rental, etc.
7 Repair Labor - Handyman 10 Hours @ \$50				500	500	
8 Teen/Young adult maintenance 50 hours @ \$12				500	3000	STEVE DEAN ESTIMATE \$2600 add'l for unforeseen
9 Tree Maintenance / Inspection (New in 2010)		500		200	200	Based on past contribution
10 Fireworks contribution		200		0	890	Dec-Feb
11 Ice Rinks						
12 Portable Warming house						
13 Salaries for Student Workers * (New for 2010)		5000	4365.12	634.88	1440	
14 Level 1 144 hours @ \$10 per hour				0	3648	
15 Level 2 456 hours at \$8 per hour		1680		0		
16 Ongoing Recreational Equipment Maintenance						
17 Soccer nets						
18 Volleyball Court (equip and sand)					0	Replaced 2010
19 Baseball Diamond					0	
20 Basketball nets			139		0	
21 Sand/Pea Gravel for Play Equipment				0		
22 (Hockey Goals)				0	600	None required in 2011
23 Tennis Court Nets				0		None required in 2011
24						
25 Elac Hock warming house						
26 Deferred Maintenance					15888	15588
27 Canoe rack Repairs						
28 Picnic tables/benches (repair/replace as needed)		2000			1300	
29 Add'l trees at Tighe Schmitz to prevent vndals					2000	
30 Curt Feischer Step repair and drainage					250	
31 Signage Repairs and Improvements					2600	
32					3000	
33 Sawing & Chair Replacement					9150	
					360	Supplies only

300 + 1500 = 1800
 5538
 18,000
 Budget

91511

Potential Improvements

34	Northing Park and Rain garden improvements					1500	Plantings/ hardscapes
35	Warming House Replacement		23820		23820		See attached information
36	Building	8253					
37	Concrete(materials and labor)	7060			0		
38	Electric	4000			0		
39	Rubber floor 592 SF	1161			0		
40	Benches inside 32 LF and outside 28LF	500			0		
41	Paint	600			0		see 2010
42	Gutters and downspout 60LF @ 12.43 per LF	746			0		
43	Permit	500			0		
44	Removal of old building	1000			0		
45	Windows				2000		
46	Bars for windows				1000		
47	Labor if not volunteer				9945		
48							
					Total Potential Improve.	38265	
(49)	Emerald Ash <i>Moved to on going maintenance</i>					(2000)	Potential tree removal for control

STEVE DEAN
FALL 2010

Two lined Chestnut Boles

236 Hall Ave., 1 Red dead, 2 whites dead, 1 white dying.

(115 Birchwood Ave. 1 Red dead.

owner (125 Birchwood Ave. 2 whites dead.

20 Oakridge drive, 1 Red dead, 1 Red dying

121 Cedar, 2 Red dead. Bark falling off. ?

175 Cedar, 1 Red dead

177 Cedar 1 Red dead, 1 Red dying

624 Lower Birchwood Ave. 1 Red dead.

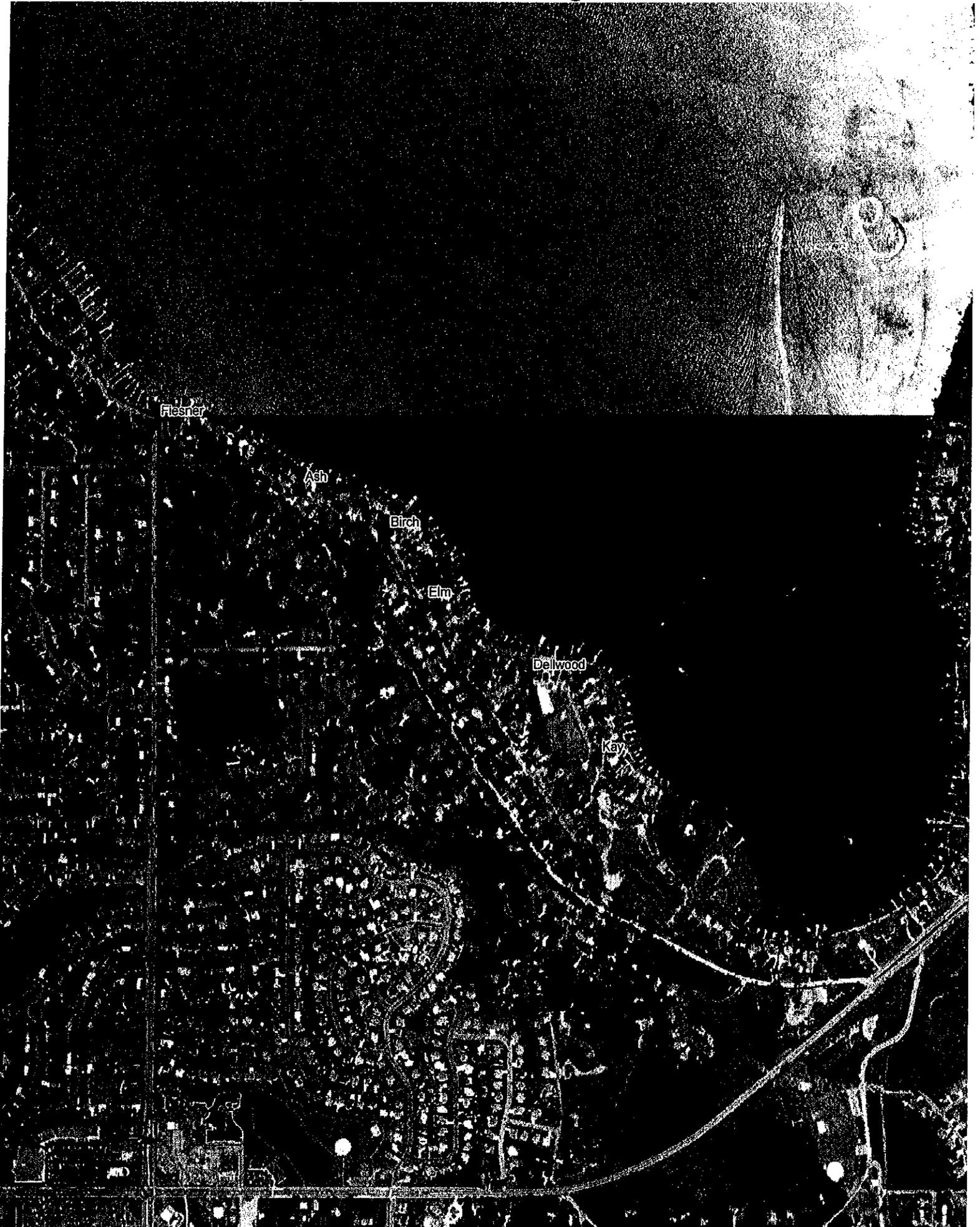
600 Lower Birchwood Ave. 1 Red dead.

(700 Lower Birchwood Ave 1 white dead, 1 white dying

Stressed
Oaks

(531 Hall Ave. 1 white dying.

City of Birchwood Village Beaches



Summary of processes and services for the City of Birchwood Village Beaches

1. **Proposal and DNR Permit Application:** Upon approval of proposal for application and authorized signature received, the permit application is sent to the MN DNR for inspection and approval. Shoreline footages for treatment are determined by the DNR and permit is issued.

2. **Product Selection:** Lake Management's control programs use only EPA approved and DNR allowed herbicides and algaecides which control Minnesota's nuisance species including Eurasian watermilfoil. The products provide control ***only for aquatic vegetation present at the time of application and do not prevent future growth.*** Duration of control may vary dependent on lake conditions. For most Minnesota lakes, two applications spaced approximately 8 weeks apart provide seasonal control. Species that are resistant to aquatic herbicides are rarely found at nuisance levels (certain wide-leaved pondweeds and wild celery). Control of these weeds is not guaranteed.

3. **Upon pre-treatment inspection,** if little or no aquatic vegetation is present, no application will occur and LMI will contact the City of Birchwood Village.

4. **Water Use Restrictions:** Prior to control application, posting signs are placed adjacent to application site following MN DNR protocol. Listed on these signs are water restrictions, if any, and the duration of these limits. There are no swimming or fishing restrictions. ***It is the responsibility of the customer to remove the notices posted at the end of the restriction period.***

5. **Clean-Up:** It is not necessary to rake or otherwise remove vegetation following treatment. Vegetation will settle to the bottom and decomposition takes place rapidly.

If there are questions regarding the effectiveness of the application, please contact us approximately 21 days following the application. Certain types of vegetation may take up to 21 days for maximum control.



APPLICATION FOR A PERMIT TO CONTROL: AQUATIC PLANTS, ALGAE, SWIMMER'S ITCH, AND LEECHES
(This application does not constitute a permit)
(Print or type)

I. APPLICANT INFORMATION
(First, MI, Last) Day Time Telephone Number
Lake Home Address (# and street, RFD, Box #, City, State, Zip Code) Fire # or 911 # Lake Residence Telephone Number
Permanent Mailing Address (Indicate if it is the same as above) Same Email Address
Have you ever applied for an Aquatic Plant Control Permit at this address before? No [] Yes [X] If yes, Permit # 000-0000

II. LAKE INFORMATION
Lake Name (and bay if applicable) County
Length of Shoreline Owned. I own [] feet of shoreline on the above lake.

III. TREATMENT INFORMATION
1. Type of Treatment Proposed. (check all that apply)
Mechanical Tools/Harvester [] Chemical [X] An Automated Device:
Weed Roller [] Beach Groomer [] Lake Maid [] Other [] Explain:
2. Type of Vegetation / Organism to be Treated (check all that apply)
Submerged Vegetation [X] Filamentous Algae [X] Floating Bog []
Floating-leaf Vegetation [] Chara [X] Snails (swimmer's itch) [X]
Emergent Vegetation [] Plankton Algae [X] Leeches [] Duckweed []
3. Dimensions of Proposed Treatment Area. I propose to control vegetation in an area that extends:
[] feet along shore and into the lake a distance of [] feet where the lake is approximately [] feet deep, and/or a channel which is [] feet wide and extends [] feet into the lake to open water.
4. Who will be doing the treatment? The Applicant [] A Commercial Applicator/Harvester [X]
If the applicant is treating, what chemical(s) or mechanical device (give brand name) - do you intend to use?
If a commercial applicator / harvester will be treating, what is the name and address of the company? Lake Management, Inc., 10400 185th St. N., Marine on St. Croix, MN 55047

IV. JUSTIFICATION: (explain reason for control)
Excessive vegetation interferes with swimming, boating, fishing, and/or other aquatic recreation.

V. FEE INFORMATION: If two or more treatment types are requested, only the largest fee shall apply.
Individual property applications
Submerged, emergent or floating leaf control \$35.00 Fee Total []
Duckweed \$20.00 per property (\$200.00 maximum) []
Snails, Filamentous Algae, Chara, or Leech control. \$4.00 per 100 feet of shoreline, or any portion thereof. (\$200.00 maximum Fee) (Fee for 150 feet = \$8.00) []
Multiple party applications
Plankton Algae \$20.00 plus \$0.40 per acre, \$200.00 maximum fee. (Acres to be treated x \$0.40) + \$20.00 = Fee []
All other types of control \$35.00 per property (maximum fee \$750.00). \$35.00 x number of properties to be treated = Fee []
Offshore Harvest of Submerged Vegetation (Offshore >150 feet from shore)
Mechanical Control of Submerged Vegetation \$35.00 for the first acre plus \$2.00 each additional acre to a maximum of \$750.00 (Total # acres to be harvested - 1) x 2 + \$35.00 = Fee []

This application is two-sided. Please complete both sides.

Sketch of treatment area. Include: North arrow, treatment area location, dock – distance from nearest property boundary or nearest identifiable land mark.

Please provide clear driving directions and show the location of your property on the lake with any significant intersections or landmarks:

VI. ENCLOSURES	<input type="checkbox"/> Sketch/Map	<input type="checkbox"/> Signature	<input type="checkbox"/> Check or Money Order for Fee	<input type="checkbox"/> Other _____
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By signing this form I hereby make application for a permit to destroy or control aquatic vegetation or aquatic nuisance as described above. I understand that the control of aquatic nuisances, including destruction of aquatic plants and algae, is subject to rules of the Commissioner of Natural Resources. I understand that an Aquatic Plant Management Specialist may wish to inspect the proposed treatment area before, during, and/or after work is completed and that by making this application I give permission to the specialist to enter my property to make such inspection at reasonable times. I understand that an annual report will be required on results achieved. Completion of this form and processing of the accompanying application fee does not constitute obtaining a permit.

Applicants Signature	Date
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LAKE MANAGEMENT, INC.

Minnesota Operations
10400 185th Street North
Marine on St. Croix, MN 55047
(651) 433-3283 Phone Fax # (651) 433-5316

PROPOSAL FOR AQUATIC NUISANCE MANAGEMENT PROGRAM 2011

Submitted to:

City of Birchwood Village
C/O Alan Mitchell, Mayor
207 Birchwood Ave
Birchwood, MN 55110

Date: February 2011

Phone: (952) 472-0611

Lake Management, Inc. proposes to furnish at it's expense, all of the necessary materials, subject to state and federal regulations, equipment and labor as well as to direct and administer treatment as needed for the control of the excessive growth of submerged vegetation and algae in the water area described as follows:

City of Birchwood Beaches located on White Bear Lake:
Kay, Dellwood, Elm, Birch, Ash and Curt Fiesner Beaches

Two applications for submerged weeds and algae.....\$ 2.35 per shoreline foot/application
DNR permit fees - \$35.00 per beach.....\$210.00

In consideration of the goods and materials furnished, use of equipment and services rendered, payment is to be:
To Be Determined Dollars (\$TBD)

Terms: Net June 30, 2011

Questions about our program or special requests should be directed to: Mike O'Connell at (651) 433-3283.

Lake Management, Inc. will post such signs as may be required to restrict the use of treated water. It is the responsibility of the customer to remove the signs at the end of the restriction periods.

**Lake Management (LMI) will obtain the DNR permit for customer and customer will reimburse LMI for permit fees. If the DNR raises permit fees from the current charge of \$35.00 per property with a \$750.00 maximum, LMI will notify you for your approval. All work, when permit is required, is contingent upon DNR approval. The DNR permit fee is non-refundable.

Lake Management, Inc. carries insurance for both liability and property damage and workers' compensation and will, upon request, confirm that coverage by certificates issued to the customer.

This proposal may be withdrawn by Lake Management, Inc. if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above payment and conditions are satisfactory and are accepted. Lake Management, Inc. is authorized to conduct the management program described above. Payment will be made as indicated above. If you have any questions regarding the effectiveness of the treatment, please call us between the 14th and 18th day following treatment.

Signature _____ Date _____

Representing _____

PROPOSED NORDLING
PARK IMPROVEMENT
PLAN IS POSTED
AT THE VILLAGE HALL
BULLETIN BOARD