

**CITY OF WOODLAND  
COUNCIL AGENDA**

**MONDAY, JUNE 13, 2011  
7:00 P.M.**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

**3. CONSENT AGENDA**

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no special discussion of these items unless a Councilmember or Citizen so requests, in which event will be removed from the Consent Agenda and will be considered separately.

A. Minutes May 9, 2011; Regular Council Meeting

**4. PUBLIC COMMENTS**

**5. OLD BUSINESS**

A. Stone Arch Structure

B. Eagle Scout Project Update – John Dhamer

C. Sign Retroreflectivity Inventory – Continue Discussion

D. Review of Hydrant Flushing & Gate Valve Exercise

**6. NEW BUSINESS**

A. LMCIT 2011/2012 Liability Insurance Renewal

- Workers Compensation for Elected Officials

- Accident Coverage for Volunteers

B. Contract for Services with Deephaven

C. National Night Out Discussion

**7. MAYOR'S REPORT**

**8. COUNCIL REPORTS**

A. Council Member Jilek – Ordinances, Website & LMCD

B. Council Member Rich - Roads, Signs & Trees

C. Council Member Carlson - Finance, Enterprise Funds, Intergovernmental Relations & MCWD

D. Council Member Massie - Public Safety & Deer Management

**9. ACCOUNTS PAYABLE**

**10. TREASURERS REPORT**

**11. ADJOURNMENT**

**CONSENT AGENDA**

15 minutes will be allotted for public comments. If the full 15 minutes is not needed, the City Council will continue with the agenda.

**PUBLIC COMMENTS**

Individuals may address the Council about any item not contained on the regular agenda. Limit comments to 5 minutes. The Council may ask questions for clarification purposes but will take no official action on items discussed with the exception of referral to staff or with the agreement of the Council may be scheduled on the current or future agenda.

**CITY COUNCIL MINUTES**  
**Monday, May 9, 2011**  
**7:00 P.M.**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor Doak called the meeting to order at 7:00 P.M.

**ROLL CALL**

Present: Mayor Jim Doak; Council Members, Michael Jilek, Sliv Carlson, Chris Rich and John Massie.

Absent: None

Guests: John Dhamer, Maria Saulsbury, Thomas Dhamer, Curtis Marks, Tom & Susan Newberry

**CONSENT AGENDA**

**A. Minutes of the Board of Appeals, April 11, 2011**

**B. Minutes & of the Council Meeting, April 11, 2011.**

*Council Member Jilek moved and Council Member Massie seconded the motion to approve the consent agenda as submitted. Motion carried 5-0.*

**PUBLIC COMMENTS**

Mayor Doak reported that he had received a call from Dave Nordmeyer, 2500 Spirit Knob Road, expressing concern with the erosion caused by wave action from watercraft traveling around Spirit Knob Point. Mayor Doak moved this issue to item F. under New Business.

**NEW BUSINESS**

**A. Resolution No. 07-2011; Extension of the Special Use Permit for 2750 Gale Road**

Mr. Marks, 2750 Gale Road, was present to request an additional one year extension of the Special Use Permit, originally approved in 2007. Mr. Marks stated that their building project continues to be delayed due to pending litigation concerning the original home construction.

*Council Member Rich moved approval of Resolution No. 07-2011, extending the Special Use Permit for one year. Council Member Carlson seconded the motion. Motion carried 5-0.*

**B. Eagle Scout Project**

John Dhamer, 2805 Stone Arch Road, addressed Council to request approval to create a community landscape garden around the Stone Arch. This project is part of the process of qualifying as an Eagle Scout. Mr. Dhamer distributed a power point presentation outlining the project, its timeline, and explaining that a qualifying Eagle Scout project must benefit the community. The proposal would be to enhance the area around the Stone Arch with perennial plantings and possibly a rain garden. Mr. Dhamer stated that he would also like to install a plaque denoting the history of the arch and anticipates completing the project by September 2011 with community financial and in-kind support.

Mayor Doak stated that Woodland counts on volunteers and appreciates the effort of John Dhamer. Mayor Doak suggested that underwriting a portion of the costs by the City would be reasonable. The City may want to consider matching the contributions from residents and friends.

Council suggested Mr. Dhamer contact the Minnehaha Creek Watershed District (MCWD) regarding grant options for rain gardens and also check with the Lake Minnetonka Garden Club as a resource. Council Member Massie also suggested Mr. Dhamer contact his wife Betsy Massie who is a master gardener and could offer suggestions on plantings.

Mayor Doak suggested that the City Engineer's examine the stone arch to determine if it is stable and sound prior to any work taking place around the arch.

Council thanked John Dhamer for his idea and leadership to bring the plan to the city.

Sue Newberry, 2750 Stone Arch Road, expressed her excitement about the project and suggested one option may include donations of plants from residents.

Maria Saulsbury, 2805 Stone Arch Road, reported that the original gate hinges still exist and the scouts may want to consider replacing the gate.

### **C. Sign Retroreflectivity, Inventory and Assessment**

Mayor Doak reported that he met with the City Engineer and staff regarding the federal mandate for all cities to adopt a sign maintenance program. Woodland must establish and implement a sign maintenance and management program by January 22, 2012. Mayor Doak summarized the options for review and replacement of city signs in order to meet the deadline. Options include a blanket replacement method or measuring individual signs to determine the retroreflectivity and the life-span.

Council reviewed the quote from the City Engineer to inventory, locate, and assess the signs throughout Woodland.

Council Member Rich reported that that he looked at the signs in the City, noting that there are about 120 signs. Approximately 40 of the existing signs are old and need to be replaced. Council Member Rich suggested the Council consider applying the costs of the proposed inventory and assessment towards new signs.

Mayor Doak suggested that Council Member Rich contact City Engineer Dave Martini to confirm the audit requirements necessary to satisfy the federal mandate.

Council Member Jilek and Council Member Rich will work together on a sign assessment plan.

Discussion will continue at the June 13, Council meeting.

**D. Centerline Road Stripe**

Council reviewed the quotes for a centerline stripe on Breezy Point Road and Maplewood Road. Council Member Rich asked if it would be prudent to postpone painting a new centerline stripe on Breezy Point Road until completion of the anticipated 2012 seal coat.

Council Member Jilek asked Chief of Police Johnson about the benefit of centerlines on the roadways.

Chief Johnson stated that it is important to have clear center lines for law enforcement and public safety. Recent data gathered, following the placement of the speed trailer, indicates that 40,000 cars traveled down Breezy Point Road during a nine day period. Breezy Point Road is well traveled and a visible centerline stripe is essential.

*Council Member Jilek moved to approve AAA Striping to apply a latex center stripe along Breezy Point Road and Maplewood Road. Council Member Rich seconded the motion. Council Member Jilek amended the motion to approve the AAA Striping quote not to exceed \$2,3359.44. Council Member Rich seconded the amendment. Motion carried 5-0.*

**E. Tree Removal Service**

Council reviewed three quotes for tree removal services.

Mayor Doak noted that Woodland does not have city staff available to respond to fallen tree emergencies after hours and a quality and timely response is essential as a matter of public safety.

Chief Johnson reported that the police officers are typically the first to make the emergency calls to Aarons Services for downed trees. Chief Johnson stated that Aaron Smith and his crew are quick to respond and generally on site within 30 minutes of the call.

Council Member Rich stated that he has had positive experience with Aaron's Services and as the tree and road liaison, but wants to be judicious with the city budget and make sure Woodland is getting competitive quotes.

The Council noted Aaron's Services competitive prices and excellent record of service to the City.

*Council Member Carlson moved to approve Aaron's Service for tree removal during 2011. Council Member Massie seconded the motion. Motion carried 5-0.*

**F. Lake Minnetonka High Water**

Mayor Doak reported that he received a call from Dave Nordmeyer, 2500 Spirit Knob Road, regarding shoreline erosion caused by natural wave action and wake created by watercraft traveling around Breezy Point during the high water level of Lake Minnetonka.

Council discussed the high water levels on Lake Minnetonka, the high water emergency declaration and enforcement levels. It suggested additional temporary no-wake buoys and possibly channel buoys be placed at the Point.

Mayor Doak stated that he would contact the LMCD and the Water Patrol regarding a closed throttle sign for Wayzata Bay and possible temporary buoys markers at the Point. Mayor Doak will follow up with Dave Nordmeyer.

### **OLD BUSINESS**

None.

### **MAYOR'S REPORT**

Mayor Doak reported that CenterPoint Energy will be replacing the gas line along Breezy Point Road and Maplewood Road this summer. Architectural details are not yet available.

### **COUNCIL REPORTS**

#### **Public Safety**

No report.

#### **Ordinance, LMCD and Website**

Council Member Jilek reported that the Lake Minnetonka Communications Commission (LMCC) completed the fiber-to-the-home survey. The LMCC will be looking at pricing options for fiber services and hiring a consultant to evaluate the future of fiber-to-the-home. The next steps would be a business and financing plan. Council Member Jilek reported that Mediacom is seeking renewal of their franchise agreement for a 15-year term. The LMCC is looking to limit the franchise agreement to 10 years.

#### **Roads, Signs and Trees**

Council Member Rich reported that Cornerstone completed the pothole patching. Cornerstone will complete the patching along Stone Arch Road once the new home construction is finished.

#### **Finance, Enterprise Funds, Intergovernmental & MCWD**

Council Member Carlson reported that the MCWD has a grant program available for septic system replacement. Residents can learn more about the grant options from the MCWD and information will be placed in the City's July newsletter.

Council Member Carlson reported that the House and Senate passed an amendment to the statute permitting zoning variances, giving cities more authority to approve variances and attaching conditions to the approval.

### **ACCOUNTS PAYABLE**

*Council Member Jilek moved approval of the Accounts Payable as submitted. Council Member Rich seconded the motion. Motion carried 5-0.*

Woodland Council Minutes

May 9, 2011

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**TREASURER'S REPORT**

*Council Member Rich moved approval of the Treasurer's Report as submitted. Council Member Carlson seconded the motion. Motion carried 5-0.*

**ADJOURNMENT**

*Council adjourned by consent at 9:25 P.M.*

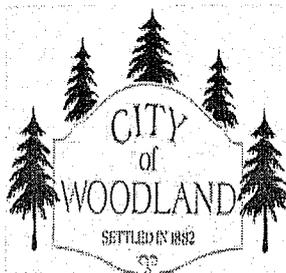
**ATTEST:**

\_\_\_\_\_  
Shelley J. Souers, City Clerk

\_\_\_\_\_  
James S. Doak, Mayor

**REQUEST FOR ACTION**

**WOODLAND CITY COUNCIL**



MEETING DATE: June 13, 2011  
FROM: Shelley Souers, City Clerk  
SUBJECT: Stone Arch

**OVERVIEW**

The Stone Arch is a boulder stone archway located at the entrance of Stone Arch Road, adjacent to McKenzie Point Road. It is estimated that the arch was constructed around the turn of the 20<sup>th</sup> century as the grand entrance to the private summer estate located on the shores of Lake Minnetonka owned by George Gillette.

The estate property was divided into single family homesites in 1954 (Gilson First Addition) and further divided creating additional properties in 1969 (Stone Arch Acres).

Stone Arch Road is a public roadway maintained by the City of Woodland. Seven privately owned homes are located along Stone Arch Road.

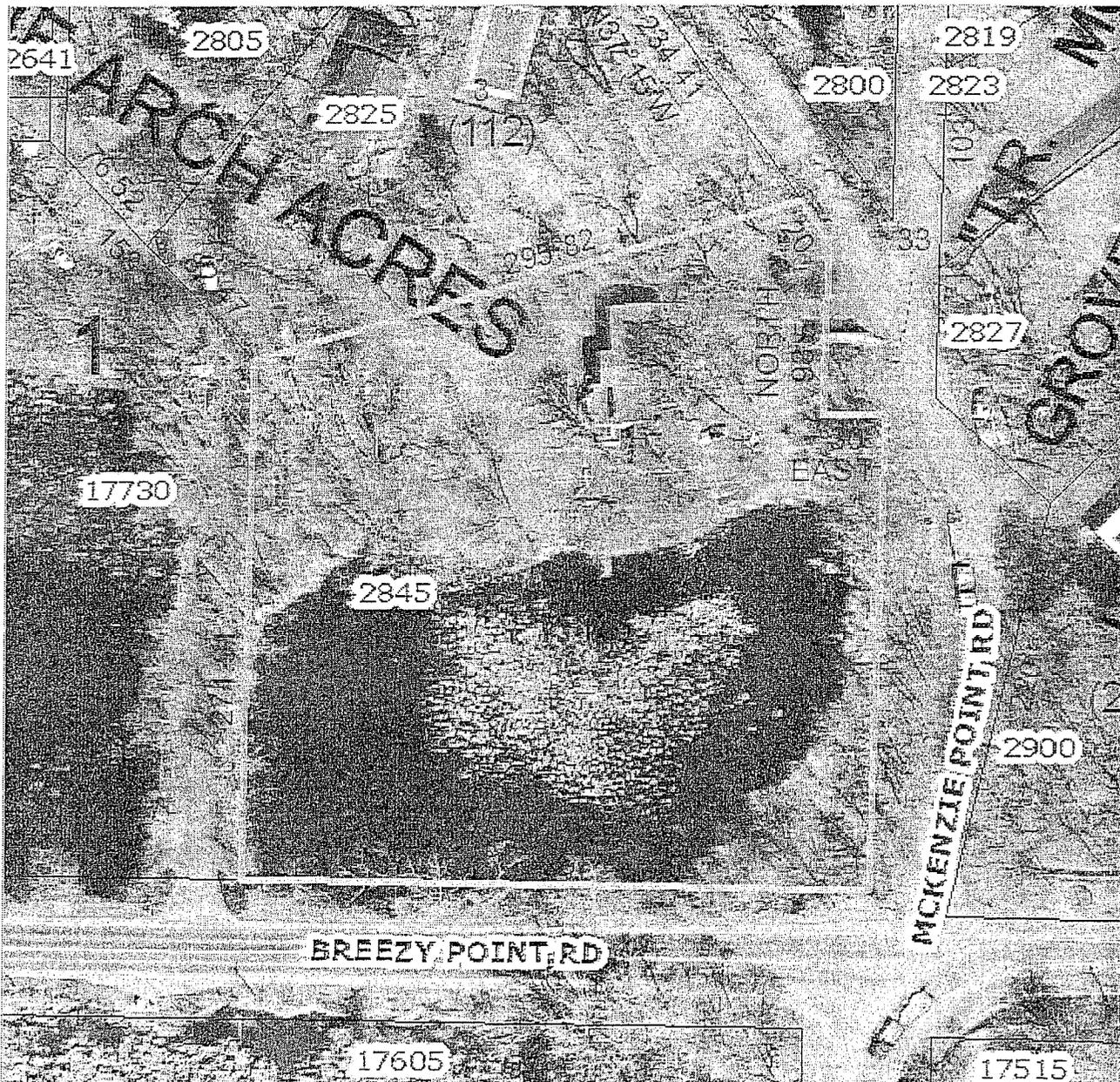
In 2004, the Council sought a quote to make repairs to the arch. The quote was for \$4,000. Modest repairs were made to the Arch in 2004 and the roadway was diverted around the east side of the Arch.

The Council has been approached by John Dhamer, a Woodland resident and Boy Scout, who has requested to construct a low maintenance shade garden around the Arch to complete his Eagle Scout project.

In May 2011, City Council heard and was supportive of the proposed Eagle Scout project. Prior to the start of any landscape project near the arch, the Council is looking into insurance coverage for all volunteers working on the City's behalf and also reviewing the structural integrity of the arch.

### Hennepin County Property Map - Tax Year: 2011

The data contained on this page is derived from a compilation of records and maps and may contain discrepancies that can only be disclosed by an accurate survey performed by a licensed land surveyor. The perimeter and area (square footage and acres) are approximates and may contain discrepancies. The information on this page should be used for reference purposes only. Hennepin County does not guarantee the accuracy of material herein contained and is not responsible for any misuse or misrepresentation of this information or its derivatives.



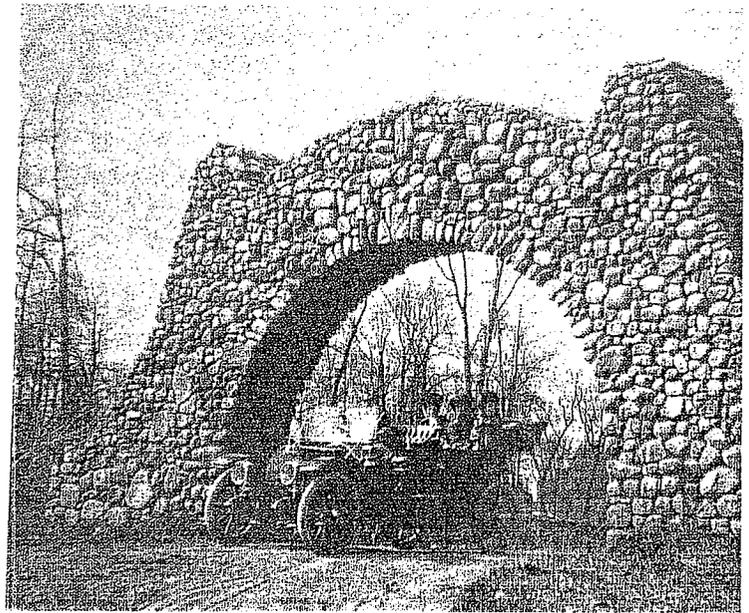
War I. The leading architect of the area was Harry Wild Jones of Minneapolis, and it was his distinctive sheathing of sophisticated modern plans with rugged natural materials that set the tone for Deephaven.

Jones's first clients on the lake were prominent members of the Minnetonka Yacht Club, and their clubhouse of 1890 was among his finest achievements. Five of the yacht club members also called on him to design private cottages, though only two actually executed them according to his plans. Even the humblest of Jones's designs was endowed with gracious interior spaces quite unlike any the lake had seen. The William T. Rolph cottage, for example, exposed its sticklike framing members in the old Adirondack fashion, but the house within radiated from a two-story octagonal hall.<sup>55</sup>

A much larger house built for Sarah Passmore incorporated the foundation of a boulder-faced cottage of the 1880s, but also drew occupants into the house through a nearly round entry hall. Jones also designed a number of secondary structures, such as a monumental entry arch for the George Gil-

lette summer estate. Most made conspicuous use of lake boulders or dark-stained shingles.

Even W. C. Whitney, ordinarily the most style-conscious of architects, contributed to the environment-bound character that the east shore began to acquire in the last decade of the century. In 1892, across Carson's Bay from Cottagewood, he designed a boulder-and-shingle cottage for Minneapolis clothier and avid yachtsman Hazen J. Burton. Called Chimo, the house was the first year-round



*George Gillette entering his summer estate, ca. 1915*

May 31, 2011

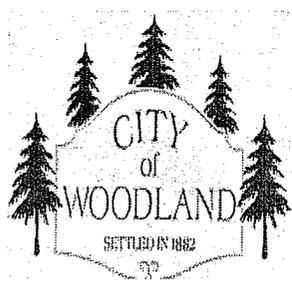
**Stone Arch Road – Quotes for tuck pointing repairs**

R. J. Valek Construction \$7,500 Randy Valek #612-275-7773-cell #952-471-7773-home

DayCo Concrete Company \$25,000 James Berg #952-890-6450

**REQUEST FOR ACTION**

**WOODLAND CITY COUNCIL**



MEETING DATE: June 13, 2011  
FROM: Shelley Souers, City Clerk  
SUBJECT: Continued Discussion on Regulatory Street Signs

**OVERVIEW**

The Federal Highway Administration (FHWA) recently mandated all cities that maintain roadways open to the public to adopt a sign maintenance program, which is designed to maintain traffic sign retroreflectivity at or above specific levels.

Continue discussion regarding the sign inventory and replacement method.

The City Engineer provided the City with a quote for the city-wide sign inventory, GPS location and evaluation of the reflectivity of each sign of \$4,500 - \$5,500. Ongoing management of the sign inventory would be \$1,000 annually.

**Cost of some typical signs**

- stop sign = \$135
- Yield sign = \$79
- Speed limit = \$128
- No parking = \$28

Sign Posts depending on the length = \$45 - \$57

Installation: \$120 - \$200 per sign

**Compliance Dates:**

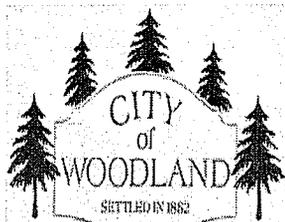
**January 22, 2012** - Establish and implement a sign maintenance and management program (a written policy).

**January 22, 2015** - Cities must comply with the new retroreflectivity requirements by replacing all regulatory signs, warning and ground mounted guide signs that do not meet the established minimum levels.

**January 22, 2018** - Cities must replace all street name signs and overhead guide signs that do not meet the established minimum levels.

**REQUEST FOR ACTION**

**WOODLAND CITY COUNCIL**



MEETING DATE: June 13, 2011  
FROM: Shelley Souers, City Clerk  
SUBJECT: Annual Hydrant Flushing

**OVERVIEW/BACKGROUND**

Infratech Technologies has completed the hydrant flushing and gate valve exercise throughout the Groveland Association and along Stone Arch Road.

15 hydrants were flushed  
10 of the 13 gate valves were exercised.  
2 gate valves had sand and debris in the valve channel. Infratech was not able to access the valves in order to exercise. 1 valve on Center Road could not be turned.

The public works department does not have the type of vacuum needed to clean out the debris, in an effort to access the valve.

The City can call back infratech to clean out and exercise the 2 clogged valves and or address the matter during the 2012 hydrant flushing. Consider requesting Infratech to attempt to exercise the inoperable valve with the assistance of the City Engineer, either this year or next during the scheduled flushing.

**History of Charges for flushing hydrants with Infratech**

2006 - \$ 525 (\$175/hour)  
2007 - \$ 740 (\$185/hour)  
2008 - \$1,072 (\$195/hour)  
2009 - \$ 615 (\$205/hour) + \$1635 (2 fire hydrants repairs)  
2010 - \$2,480 (\$205/hour) – flushed hydrants & vacuumed out & exercised gate valves  
2011 - \$1,050 (\$210/hour) – flushing & exercised gate valves

**BUDGET IMPACT**

The 2011 budget included \$1,800 for hydrant flushing and \$1,590 to exercise gate valves and repairs as needed. The costs to-date are under budget.

**COUNCIL ACTION:** Decide the next steps

- vacuum out the 2 gate valve channels and exercise the 2 gate valves that Infratech was not able to access. Request infratech along with the City Engineer attempt to exercise the inoperable gate valve.
- Wait until the routine hydrant flushing in 2012 and vacuum out the 2 gate valve channels and test the 2 valves at that time and attempt to operate the stuck valve.

# Infratech

Infrastructure Technologies, Inc.

21040 Commerce Boulevard

Rogers, MN 55374-9341

www.infratechonline.com

Phone 763/428-6488 • FAX 763/428-6489

May 25, 2011

Ms. Shelley Souers

City of Woodland

RE: Hydrant Flushing / Gate Valve

Exercising Results

All hydrants flushed until they ran clear. There are three problem gate valves.

- At 2850 - valve box is full of dirt and could not get wrench on the valve
- At 2890 - valve box is full of dirt and could not get wrench on the valve
- At south end of Center Road by parking - could not turn valve and did not want to break it (note: this valve turned very hard last year)

Please let me know if you have any questions.

Thank you,



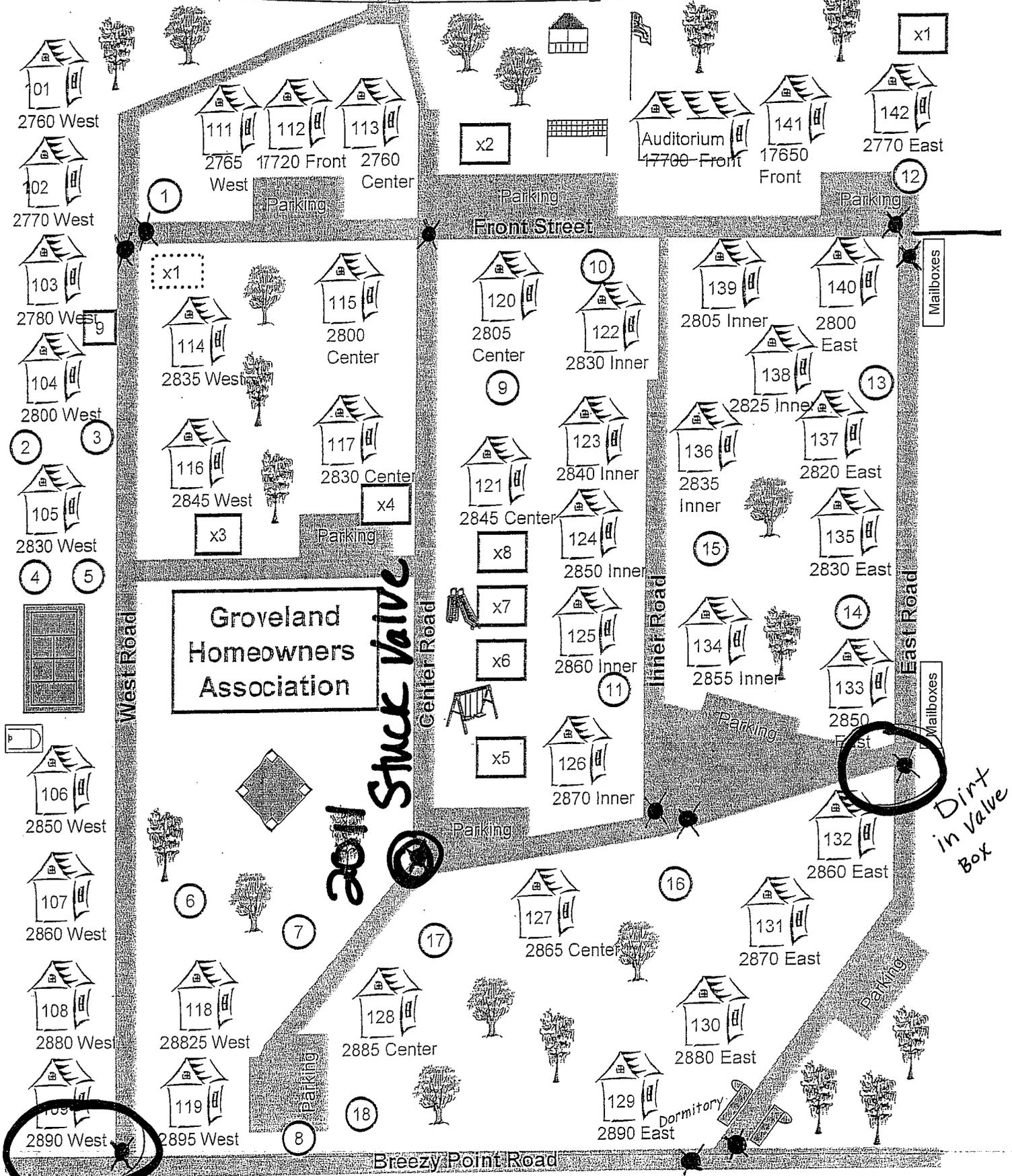
Richard Quast

President

Infratech

2850 East Rd

2890 West Rd

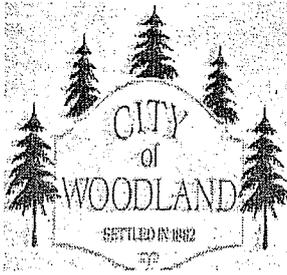


Dirt in Valve Box

Dirt in Valve Box

**REQUEST FOR ACTION**

**WOODLAND CITY COUNCIL**



MEETING DATE: June 13, 2011

FROM: Shelley Souers, City Clerk

SUBJECT: General Liability Insurance Coverage  
 Workers Compensation Coverage  
 Accident Coverage for City Volunteers

**OVERVIEW**

Each year the City renews its general liability coverage with the League of Minnesota Cities Insurance Trust (LMCIT).

The LMCIT has organized an insurance pool and most Minnesota Cities carry insurance through the LMCIT. At the end of each year, cities get a dividend back, based on the payout of claims.

• **General Liability Insurance Coverage**

Attached is the 2011/2012 quote of \$2805 and a Resolution approving the coverage. The quote includes general liability, property content coverage, no-fault sewer backup coverage and Independent Contractors Coverage to protect the City in case a hired independent contractor does not have General Liability coverage.

• **Workers Compensation Coverage**

The City has the option to include workers compensation coverage for elected and appointed officials. The rate is \$.24 per \$100 of payroll. The premium will be \$100 with a \$250 deductible.

In past years the Council has passed on coverage for elected and appointed officials. Our agent representative, Carl Bennetsen, has suggested that the City consider coverage because Council Members drive around the city and area on city business.

• **Accident Coverage for City Volunteers**

The Volunteer Accident coverage is a separate, stand alone coverage, with "limited" benefits. The coverage automatically covers, on a blanket basis, almost all city volunteers who work under the City's direction and control. The minimum premium is \$110. Adding \$1,000 medical benefit is an additional \$50 premium.

## **BUDGET IMPACT**

The City budgeted \$3,200 for insurance coverage in 2011.

The quote for general liability coverage is \$2805

**Additional** - Workers compensation coverage will be \$ 100

**Additional** - Accident Coverage for volunteers will be \$ 110 or \$160 (with medical)  
\$3015 or \$3065

\*Cities typically receive a dividend each year (returned to LMCIT members).

The dividend is the difference between premiums collected, and the amounts paid for losses. The dividend is divided between cities based on members' total premium. (Woodland received a \$1,017 dividend in 2010)

## **COUNCIL ACTION:**

- **General Liability Insurance Coverage**

Motion to approve the 2011/2012 General Liability Insurance Coverage Quote.

### **Additional Coverage:**

- **Workers Compensation Coverage**

Motion to approve Resolution No. 07-2011, authorizing Workers Compensation Insurance Coverage for elected and appointed officials.

- **Accident Coverage for City Volunteers**

Motion to approve Resolution No. 08-2011, authorizing insurance coverage for all volunteers who work under the City's direction and control.



CONNECTING & INNOVATING  
SINCE 1913

May 27, 2011

NCI-BIB  
Northern Capital Insurance Group  
PO Box 9396  
Minneapolis, MN 55440-9396

Covered Party: City of Woodland

Effective Date: 05/01/2011

**RENEWAL PREMIUM SUMMARY**

**Common Coverages**

Coverage	Deductible	Premium
• Property	\$250.	\$90.
• Mobile Property		Not Covered.
• Municipal Liability	250.	1,552.
• Automobile Liability	250.	69.
• UM/UIM \$200,000 all covered autos		Not Covered.
• Basic Economic Loss Benefits (PIP) all covered autos		Not Covered.
• Automobile Physical Damage	250.	Included.
• Crime	250.	Included.
• Petrofund	NA	Included.
• Open Meeting Law	NA	Included.

**Optional Coverages**

Coverage		Deductible	Premium
• Bond			Not Covered.
• Equipment Breakdown			Not Covered.
• Excess Liability Limit:	\$ 1,000,000	NA	900.
• Liquor Liability Limit:	\$	NA	Not Covered.
• Fireworks			Not Covered.
• No Fault Sewer Back Up Limit:	\$ 40,000	250.	194.
• Airport Liability			Not Covered.
<b>TOTAL</b>			<b>\$ 2,805.</b>

**DO NOT PAY UNTIL YOU RECEIVE INVOICES**

**TORT LIMIT \$500,000. /\$1,500,000.**

Comments:

CITY OF WOODLAND

RESOLUTION NO. 07-2011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND,  
MINNESOTA REGARDING WORKERS COMPENSATION COVERAGE FOR  
ELECTED AND APPOINTED OFFICERS

WHEREAS, Pursuant to Minnesota Statutes 176.011, Subd. 9, clause 6; the Minnesota Workers' Compensation Act, enables elected or appointed officers of the City to be covered by Workers' Compensation Benefits; and

WHEREAS, the Mayor and Council members are the elected and appointed officers of the City of Woodland; and

NOW THEREFORE BE IT RESOLVED that the officers of the City of Woodland, elected or appointed for a regular term of office, authorize the addition of and payment for annual Workers Compensation insurance coverage pursuant to the Minnesota Workers' Compensation Act, Minnesota Statutes 176.011, Subd. 9, clause 6; effective for elected and appointed City Officials.

Adopted by the City Council of Woodland, Minnesota on this 13 day of June, 2011.

This Resolution shall supersede previously adopted resolution and remain in effect until amended by the City Council of the City of Woodland.

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James S. Doak, Mayor

ATTEST:

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Shelley Souers, City Clerk

cc: LMCIT – Northern Capital Agent Representative (Carl Bennetsen)  
City Insurance File  
2011 Resolution Records

CITY OF WOODLAND

RESOLUTION NO. 08-2011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODLAND,  
MINNESOTA REGARDING ACCIDENT COVERAGE FOR CITY VOLUNTEERS

WHEREAS, the City of Woodland supports the services of its volunteers; and

WHEREAS, the City Council of the City of Woodland will from time-to-time authorize and approve volunteers working under the City's direction and control; and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Woodland, authorize the addition of and payment for accident insurance coverage for City volunteers.

Adopted by the City Council of Woodland, Minnesota on this 13 day of June, 2011.

This Resolution shall supersede previously adopted resolution and remain in effect until amended by the City Council of the City of Woodland.

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James S. Doak, Mayor

ATTEST:

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Shelley Souers, City Clerk

cc: LMCIT – Northern Capital Agent Representative (Carl Bennetsen)  
City Insurance File  
2011 Resolution Records

**CITY OF WOODLAND & CITY OF DEEPHAVEN  
LETTER OF UNDERSTANDING FOR YEAR 2012**

**RESOLUTION NO. 09-2011**

**1. Clerical Services**

The City of Deephaven will provide clerical services to the City of Woodland that will be compensated in the amount of \$45,655.00 per year or \$3,804.58 per month. This represents clerical services provided 8 hours per day on Tuesdays, Wednesdays and Thursdays at \$36.58 per hour for both wages and benefits. Deephaven Staff will provide clerical services on Mondays and Fridays to the City of Woodland at no additional charge. This represents a 0.8% annual increase.

**2. Police Services**

The City of Deephaven will provide police services to the City of Woodland as described in the attached Agreement for Police and Administrative Services and will be compensated in the amount of \$102,233.00. This amount will be payable to the City of Deephaven in the amount of \$8,519.42 per month. This represents a 1.0% annual increase.

**3. Zoning Coordinator**

The Deephaven Zoning Coordinator will be a full-service provider to the City of Woodland for all matters relating to zoning, building permits, planning, shoreland ordinance compliance issues, and enforcement of those Woodland ordinances that specify specific action by the Zoning Coordinator. The City of Deephaven will be compensated at a rate of \$34.19 per hour for these services. This represents a 1.0% annual increase.

**4. Building Inspection Services**

Building Permit Fees, Plan Check Fees and all other fees collected in connection with the issuance of building permits up to a maximum of \$10,000.00 shall be paid to the City of Deephaven. All fees in excess of \$10,000.00 shall be divided 60%-40% with 60% payable to Woodland and 40% payable to Deephaven. The City of Deephaven shall pay Woodland's portion of the State Surcharge Fee.

**5. Public Works Services**

Public works services may be provided solely upon the request of the City of Woodland. In the event that services are provided, the City of Woodland will be billed an hourly labor rate of \$32.40 per public works employee and an hourly vehicle rate of \$48.86. This represents a 3.0% annual increase in labor rates and a 4.0% increase in vehicle rates.

**6. Payments**

Payments will be made monthly to the City of Deephaven.

**7. Joint Board**

The Joint Board will consist of the Mayors from each City.

**8. Term of Agreement**

The term of the Agreement is for one year and will expire on December 31, 2012.

May 24, 2011

To: Honorable Mayor Jim Doak & Woodland City Council  
From: Dana H. Young, Deephaven City Administrator  
Re: Proposed 2012 Contract for Services

I am delighted to present this summary of the proposed 2012 Contract for Services between the City of Deephaven and the City of Woodland for your review. The 2012 contract proposes that Deephaven would provide services to Woodland in the following five areas:

- Clerical Services.
- Police Services.
- Zoning Coordinator Services.
- Building Inspection Services.
- Public Works Services, upon request.

**Clerical Services**

Deephaven's 2012 proposal for clerical services would continue to provide Shelley Souers as Woodland City Clerk for 8 hours per day from Tuesday through Thursday. It is my understanding that Shelley has been performing outstanding work as Woodland City Clerk and we look forward to having her continue in that capacity in 2012.

**The proposed annual cost to Woodland for 2012 clerical services is \$45,655.** The 2012 proposal is for an 0.8% increase in the Clerical Services fee from 2011 to 2012. The reason for this increase is a 1% salary increase proposed for Deephaven employees in 2012.

Similar to prior years, Deephaven Staff would continue to provide on-going phone, permit and license assistance to Woodland residents on Mondays, Fridays and during those days when Ms. Souers is either on vacation or sick leave. Ms. Souers' clerical responsibilities are described in Exhibit A. A summary of historic, current and proposed costs for clerical services are shown below:

Clerical Services	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Contract *	2012 Proposed
Annual Cost	\$34,632	\$35,743	\$36,892	\$37,591	\$45,280	\$45,655

\* The increase in 2011 is due to Woodland paying the prorated cost of Shelley's health insurance premium.

**Police Services**

Deephaven proposes a 1% increase in contract fees for 2012 Police Services. The Deephaven City Council has negotiated a 1% salary increase in 2012 with the Police Union and, despite an overall salary increase of 2.3% in 2012 due to step pay increases for several of our newer officers, Deephaven proposes to keep the overall increase at only 1% in 2012. Police responsibilities are defined in Exhibit B, in the proposed January 1, 2012 Agreement for Police and Administrative Services between the City of Deephaven and the City of Woodland. **The proposed annual cost to Woodland for 2012 Police Services is \$102,233.** A summary of historic, current and proposed costs for police services is shown below:

<b>Police Services</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Contract</b>	<b>2012 Proposed</b>
<b>Annual Cost</b>	<b>\$90,957</b>	<b>\$93,686</b>	<b>\$98,370</b>	<b>\$98,615</b>	<b>\$101,321</b>	<b>\$102,233</b>

**Zoning Coordinator Services**

Deephaven proposes a 1.0% increase in the hourly fee for Zoning Coordinator Services in 2012 due to a proposed 1.0% increase for all Deephaven employees in 2012. Zoning Coordinator responsibilities are defined in Exhibit C.

**The proposed annual cost to Woodland for 2012 Zoning Coordinator Services is estimated at \$2,100, although actual costs will vary according to the number of hours provided to Woodland.** A summary of historic, current and proposed hourly rates and costs for Zoning Coordinator services are shown below:

<b>Zoning Services</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Contract</b>	<b>2012 Proposed</b>
<b>Hourly Rate</b>	<b>\$28.09</b>	<b>\$28.93</b>	<b>\$29.80</b>	<b>\$29.80</b>	<b>\$33.85</b>	<b>\$34.19</b>
<b>Annual Cost</b>	<b>\$2,086</b>	<b>\$2,070</b>	<b>\$1,982</b>	<b>\$1,214</b>	<b>\$2,100</b>	<b>\$2,100</b>

**Building Inspection Services**

Deephaven proposes to pay for all costs relating to Building Inspection Services including Deephaven staff time and the cost of Minnetonka's plan review & inspections, plus other administrative costs not reflected in the Clerical Services Fee. This would include costs for city hall office & storage rent, office equipment rental and office charges for phone, software & technical support, copies and postage. The following building permit formula is proposed for 2012:

- 1<sup>st</sup> \$10,000 in Woodland Building Permit Fees is kept by Deephaven and the balance of the fees are split 60% to Woodland and 40% to Deephaven

The purpose and design of the building permit formula is to enable Deephaven to recover two costs while enabling Woodland to retain the remaining balance of the permit revenues. The costs include:

- The cost of Minnetonka’s plan review & inspection services provided on behalf of the City of Woodland, which has averaged \$11,247 per year over the last five years.
- Woodland Building Permit fees also reimburse Deephaven for a number of administrative costs and services that Woodland uses but is not charged a direct fee. These costs would include the use of city hall & storage space, office equipment, phone service, copier use, coping costs, software & technical support, postage, utilities, janitorial services, and salaries to administer permits. The annual cost for these services has been estimated at \$21,093 and is shown in more detail in Exhibit D.

In summary, the design of the building permit formula enables Woodland to retain a significant portion of its building permit revenue, reimburses Deephaven for the services provided to Woodland by Minnetonka, and also reimburses Deephaven for a number of administrative costs and services provided by Deephaven to Woodland at no direct cost. Over the last five years, Woodland’s share of its building permit revenue has averaged \$19,318 per year and Deephaven’s share of Woodland’s permit revenue has averaged \$11,632 per year after deducting the fees paid to the City of Minnetonka for Woodland inspection services. This latter amount reimburses Deephaven for the administrative costs and services that are not directly charged to Woodland.

A summary of 2006 – 2010 building permit revenues are shown on below.

<b>Building Permits</b>	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Actual</b>
<b>Total Permit Revenue</b>	\$32,331	\$47,305	\$63,361	\$10,530	\$57,566
<b>Woodland’s Share</b>	\$13,333	\$22,383	\$32,017	\$ 318	\$28,540
<b>Deephaven’s Net Share *</b>	\$6,969	\$12,362	\$14,893	\$ 856	\$23,078

\* Minus payments to Minnetonka for plan review and inspection services in Woodland.

**Public Works Services**

Public Works Services are only provided only upon request from the City of Woodland. Deephaven proposes a 3% increase in the hourly rate for 2012 public works labor and a 4% increase in the hourly rate for 2012 public works vehicle usage. The increase in the hourly labor and vehicle rates are necessary to cover actual costs. A summary of historic, current and proposed hourly rates for public works services on the next page:

<b>Public Works Services</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Contract</b>	<b>2012 Proposed</b>
<b>Hourly Labor</b>	\$27.94	\$28.78	\$29.64	\$29.64	\$31.46	\$32.40
<b>Hourly Vehicle</b>	\$40.16	\$41.77	\$43.86	\$43.86	\$46.98	\$48.86

<b>Summary</b>
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On behalf of the City of Deephaven, I would like to thank the Woodland City Council for the many years of cooperative service between our two communities and look forward to continuing to provide Woodland and her residents with exceptional service in 2012.

## EXHIBIT A

### CLERICAL SERVICES

- A. **Services to be performed.** The City of Deephaven will perform the following services on behalf of the City of Woodland.
1. Deephaven will provide one clerical staff to work 8 hours per day on Tuesdays, Wednesdays and Thursdays who will work exclusively on behalf of the City of Woodland in performing the services described in this Exhibit.
  2. Deephaven City Staff will assist the Woodland clerical staff when needed or on special projects and will perform the duties described in items No. 3 through No. 5 in this Exhibit.
  3. Deephaven will maintain a physical City office in which residents of Woodland may come for assistance and to obtain all the necessary licenses, applications, homestead exemptions, utility billing payments and building permits required by the City of Woodland.
  4. Provide personal and telephone assistance during normal business hours for the citizens of Woodland.
  5. Keep available forms for applications for permits and licenses to be issued by the City of Woodland, including applications for building permits, and provide routine clerical assistance to individuals in completing such applications.
  6. Perform the utility billing based upon the individual charges for utility service, including the preparation and mailing of statements and receipt of an accounting for payments from Woodland residents.
  7. Perform routine bookkeeping services for the City of Woodland, including the making of bank deposits, preparation of monthly and annual financial reports.
  8. Assist the designated City Auditor in preparing the annual audit of City financial statements.
  9. Administrate local, state and federal elections for the City of Woodland.
  10. Provide the appropriate meeting space in which to conduct monthly meetings of the Woodland City Council and other meetings when appropriate.

11. Attend all City Council meetings and record Council minutes.
12. Development and administration of administrative policies, resolutions and ordinances.
13. Provide clerical assistance in matters relating to public improvement projects.
14. Represent the City of Woodland on matters pertaining to the state and federal governments and other governmental units or agencies.
15. Perform any additional duties, tasks or responsibilities as directed by the Mayor or City Council.
16. Maintain all records of the City of Woodland as recommended by the Record Retention Program provided by the Minnesota Department of Administration.

**APPENDIX B**

**AGREEMENT FOR POLICE AND ADMINISTRATIVE SERVICES  
BETWEEN  
THE CITY OF DEEPHAVEN AND THE CITY OF WOODLAND**

This Agreement is made and entered into the \_\_\_\_\_ day of \_\_\_\_\_, 2011, by and between the CITY OF DEEPHAVEN ("Deephaven"), a Minnesota municipal corporation, and the CITY OF WOODLAND ("Woodland"), a Minnesota municipal corporation.

*WITNESSTH:*

*WHEREAS*, the parties hereto are authorized by law to provide police protection and administrative services to their residents; and

*WHEREAS*, Deephaven has the staff capabilities to provide police protection and administrative services to both residents of Deephaven and Woodland; and

*WHEREAS*, Woodland is desirous of entering into an agreement with Deephaven for the performance of law enforcement, police protection, emergency management, animal control services, zoning and building code enforcement and clerical services within Woodland or on behalf of Woodland by the City of Deephaven; and

*WHEREAS*, both parties have each determined that it will be in the best interest of their respective cities to jointly and cooperatively exercise such powers in the manner provided therein, and that the same shall be for the mutual benefit of both cities; and

*WHEREAS*, pursuant to Minnesota Statutes Section 471.59, the parties may by agreement provide for the exercise of powers by one of the parties on behalf of the other party.

*NOW, THEREFORE*, the parties hereto agree as follows:

*1. Police Officers.*

(a) Deephaven Police Officers shall be designated as police officers of Woodland and shall enforce Woodland ordinances and shall have full authority and responsibility to provide police protection in accordance with all enabling legislation by the laws of the State of Minnesota. The Deephaven Police Officers shall serve as Woodland Animal Control Officers. The Deephaven Police Chief is designated the Woodland Police Chief.

(b) The Deephaven Police Department shall provide Woodland with law enforcement and police protection services, which shall be essentially the same as the services provided in Deephaven.

(c) The Deephaven Police Officers shall provide the Woodland Animal Control Officer services on an "On Call" basis without patrolling responsibility. The service shall be provided in accordance with

Woodland Ordinance No. 405. The impound fees owing under Woodland Ordinance No. 405 for animals impounded by the Deephaven Police Officers shall be collected by and retained by the City of Deephaven. Deephaven shall collect any boarding charges owing for an animal impounded by Deephaven under the Woodland ordinance, and shall pay the impound facility the amount owing. If an animal impounded under Woodland ordinances is not claimed, Woodland shall pay any amounts owing to the impound facility for the animal. Deephaven shall give Woodland a written report as to any animal impounded by Deephaven under the Woodland ordinance.

(d) The law enforcement, police services and animal control services rendered to Woodland by Deephaven will be under the sole direction of Deephaven. The standards of performance, the hiring and discipline of officers assigned, and other matters relating to regulation and policies related to police enforcement, services and activities will be within the exclusive control of Deephaven. Enforcement policies of Deephaven will prevail as to enforcement policies within Woodland. A written statement of the current enforcement policies of Deephaven will be provided to Woodland.

(e) Woodland agrees to pay the cost of prosecution for all offenses charged within its corporate boundaries. Woodland shall be responsible for all costs incurred either before or after trial for confinement of prisoners. Investigations and preparations for trial by police officers, as well as attendance in court by such officers, shall be included within the cost of services established by Section 5 of this agreement. LEAA Funds and confiscated drug funds will be retained by Deephaven. Fine revenue will be paid to Woodland.

## *2. Zoning and Building Code Enforcement.*

The Deephaven Zoning Coordinator shall be designed as the Zoning Coordinator of Woodland and shall enforce Woodland ordinances pertaining to zoning, subdivisions and public nuisances. The Deephaven Zoning Coordinator shall have full authority and responsibility to provide code enforcement in accordance with the State Building Code and the Woodland City Ordinances.

## *3. City Clerical Services.*

A member of the Deephaven City Staff shall be designated as the Woodland City Clerk and shall perform all duties and responsibilities described in Exhibit A. The responsibilities of the Woodland City Clerk may be changed by common consent over time and the number of hours specifically devoted to this position will be established by annual resolution between the two cities.

## *4. Term.*

The term of this agreement shall commence on January 1, 2012 and continue for twelve months ending January 1, 2013, unless the parties mutually agree to terminate or modify this agreement or unless either party gives the other twelve months written notice of termination.

## *5. Cost of Services.*

Deephaven and Woodland shall adopt a joint resolution each year establishing the cost of service owing to the City of Deephaven. The cost of service shall be payable in monthly installments upon receipt of an appropriate invoice from Deephaven.

*6. Insurance.*

Woodland shall be named as an additional insured party on the Deephaven public liability policy.

*7. Communication, Equipment and Supplies.*

Deephaven will furnish all communication equipment and any necessary supplies required to perform the services which are to be rendered by Deephaven to Woodland under this Agreement.

*8. Cooperation and Assistance Agreements.*

Woodland will be included in all cooperative agreements entered into by the Deephaven Police Department with other police services units.

*9. Employees of Deephaven.*

Deephaven Police Officers and other Deephaven employees providing services to Woodland under the Agreement will at all times be employees of Deephaven. All obligations with regard to workers compensation, PERA, withholding tax, insurance, and similar personnel and employment matters will be the obligation of Deephaven. Woodland will not be required to furnish any fringe benefits or assume any other liability of employment to any Deephaven Police Officer and other Deephaven employees providing services to Woodland under this Agreement.

*10. Indemnification.*

Deephaven shall not be responsible for, or in any manner liable for, any claim, demand, action or cause of action of any kind arising out of Deephaven's performance or failure to perform the work covered by this agreement and to be performed within Woodland or for its benefit, whether based on negligence or otherwise, and Woodland agrees to indemnify and defend Deephaven, its Councilmembers, officers and employees and to save and keep them harmless from all claims, losses and expenses incurred or alleged as a result of any claim, demand, action or cause of action arising out of the performance of said work by Deephaven or its employees, or otherwise arising in connection with this agreement, including reasonable attorneys' fees.

*11. Assignment.*

The rights and obligations of the parties under this Agreement will not be assigned, and Deephaven will not subcontract for any services to be furnished to Woodland (except as otherwise provided in this Agreement), without the prior written consent of the other party.

*12. Joint Board.*

A board consisting of the mayor of each municipality shall administer this Agreement. The board shall be responsible for reviewing all matters pertaining to this Agreement, and making recommendations for any changes or modifications of the Agreement to their respective city councils.

*IN WITNESS WHEREOF*, the parties have executed this agreement in duplicate as of this day and year first above written.

CITY OF DEEPHAVEN

CITY OF WOODLAND

BY \_\_\_\_\_

BY \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

## EXHIBIT C

### ZONING COORDINATOR SERVICES

#### Primary Objective of Position

This position will provide services to the cities of Deephaven, Greenwood and Woodland. The objective is to ensure practical application of the zoning, subdivision, shoreland, wetland, nuisance and sign ordinances.

#### Major Areas of Accountability

- Assist persons to comply with the zoning ordinances, special use permits, variances, wetland development regulations, shoreland management regulations and subdivision regulations.
- Review permit applications and conduct plan reviews
- Investigate inquiries regarding ordinance requirements
- Interpret and explain zoning ordinances
- Review all plans to determine compliance
- Research complaints of violations and enforce zoning related issues
- Issue written reports and orders as necessary
- Maintain complete and accurate records
- Develop written policies on ordinance interpretation
- Coordinate activities with other staff as necessary
- Present reports to Planning Commissions and City Councils as necessary
- Meet with property owners, contractors, residents and other interested parties to explain requirements, investigate complaints and determine appropriate action for issue resolution
- Monitor and enforce accumulation of construction debris, construction noise complaints and other similar issues
- Investigate and monitor nuisance complaints and issue orders or citations as necessary.
- Ensure compliance with sign ordinances
- Review sign permit application, issue permits and conduct inspections.
- Periodically survey communities to determine compliance and take appropriate action
- Coordinate activities with other staff as needed
- Keep cities informed and up to date on problems and issues related to this position.
- Recommend ordinance, fee and policy changes as necessary.

**EXHIBIT D**

**SUMMARY OF ADMINISTRATIVE COSTS AND SERVICES**

**BUILDING PERMIT STAFF SALARIES**

<b>Deephaven Staff</b>	<b>Estimated Hours</b>	<b>Hourly Wage</b>	<b>Hourly Benefits</b>	<b>Estimated Annual Cost</b>
Gus Karpas	36.0	\$29.76	\$ 8.63	1,382
Teresa Pendleton	36.0	\$23.30	\$ 9.50	1,181
<b>Total Salaries</b>				<b>\$2,563</b>

**FACILITY RENTAL FEE**

<b>Facility</b>	<b>Square Footage</b>	<b>Monthly Cost per Square Foot</b>	<b>Annual Cost</b>
City Hall Office	76 S.F.	\$4.35	3,967
City Hall Storage	24 S.F.	\$4.35	1,253
<b>Total Facility Rent</b>			<b>\$5,220</b>

**RENTAL OF OFFICE EQUIPMENT**

<b>Item</b>	<b>Replacement Cost</b>	<b>Replacement Schedule</b>	<b>Annual Cost</b>
File Cabinets (3)	\$ 300	15 years	20
Modular Desk	\$1,500	15 years	100
Shelving Units	\$ 400	15 years	27
Computer/Printer	\$1,100	5 years	220
Phone System	\$ 850	10 years	85
Chair	\$ 480	8 years	60
Copier	\$7,670	5 years	1,534
Postage Machine	\$1,200	3 years	400
Fax Machine	\$ 436	10 years	44
<b>Total Equip Rent</b>			<b>\$2,490</b>

**SERVICE COSTS**

<b>Item</b>	<b>Total Cost</b>	<b>Woodland % Of Cost</b>	<b>Annual Cost</b>
Phone Service	\$9,420	25%	2,355
Software Support	\$6,800	25%	1,700
Computer / Phone Technical Support	\$6,460	25%	1,615
Postage Machine lease	\$1,300	25%	325
Copies	Estimated	.01008 x 50,000	505
Postage	Estimated	--	720
Janitorial	Estimated	\$100 per month	1,200
Utilities	Estimated	\$200 per month	2,400
<b>Total Admin. Costs</b>			<b>\$10,820</b>

**TOTAL ADMINISTRATIVE COSTS AND SERVICES**

<b>Total Costs</b>	<b>\$21,093</b>
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60

Hello Council,  
RE: National Night Out – Something to think about

The past several years Woodland (Groveland Association) has hosted the National Night Out. In addition to the Council participation, we have invited Senator Olson, Jan Callison, Connie Doepke and the local police and fire personnel.

**DATE: Tuesday, August 2, 2011**

**National Night Out is designed to:**

- Heighten crime and drug prevention awareness;
- Generate support for, and participation in, local anticrime programs;
- Strengthen neighborhood spirit and police-community partnerships; and
- Send a message to criminals letting them know that neighborhoods are organized and fighting back.

Woodland has not been getting a very big turn out of residents to this 2 hour night out event.

Several questions and things to think about as we get closer to the National Night Out Date:

**Q:** Do you have any ideas to encourage residents to participate?

**Q:** Does this Night Out Event make sense for our community, based on the geography of the neighborhood, private wooded settings and distance between most homes, making the idea of a neighborhood watch not as idyllic as communities that have a close block to block style neighborhood with homes in relative close proximity?

We do put a notice in the News letter. The news letter comes out in July. In the past Sliv has coordinated the snacks and location. Sliv and staff have contacted the local representatives to attend. Last year we may have had more state and local representatives than resident participation, which has caused us to rethink this event going forward.

We want your thoughts and feedback.

# 2011 YEAR TO DATE PERMIT ACTIVITY

## CITY OF WOODLAND

Report Period: Year to Date

Type of Permit	Permit Number	Job Address	Value of Job	Permit Fee	Type of Job
Building	211001	2550 Cedar Ridge Road	\$30,000.00	\$446.75	Siding Repair
Building	211002	3100 Maplewood Road	\$160,000.00	\$2,199.09	Master Bedroom Remodel
Building	211003	2720 Gale Road	\$5,000.00	\$188.56	Remodel Basement
Building	211004	2630 Marshland Road	\$200,000.00	\$2,568.69	Garage Addition
Building	211005	17737 Maple Hill Road	\$10,000.00	\$304.06	Remodel
Building	211006	17730 Breezy Point Road	\$7,900.00	\$311.50	Re-roof
Building	211007	3100 Maplewood Road	\$2,500.00	\$142.36	Wood Burning Fireplace
Building	211008	2770 East Road	\$7,500.00	\$158.25	Re-roof

Yearly Building					
Permit Total	8		\$422,900.00	\$6,319.26	

Electrical	211001	18475 Maple Ridge Road	\$500.00	\$40.00	Bath Exhaust Fan
Electrical	211002	18400 Maple Ridge Road	\$500.00	\$40.00	Temp Service
Electrical	211003	2850 Gale Road	\$400.00	\$40.00	Replace Circuit
Electrical	211004	2720 Gale Road	\$3,000.00	\$78.75	Remodel
Electrical	211005	3100 Maplewood Road	\$37,000.00	\$751.25	Addition
Electrical	211006	17737 Maple Hill Road	\$41.25	\$42.00	Bath Remodel
Electrical	211007	2520 Cedar Ridge Road	\$41,000.00	\$821.25	Generator
Electrical	211008	18400 Maple Ridge Road	\$15,000.00	\$341.25	New Home Wiring

Yearly Electrical					
Permit Total	8		\$97,441.25	\$2,154.50	

Heating	211001	2720 Gale Road	\$3,000.00	\$40.00	Hot Water Heater
Heating	211002	18400 Maple Ridge Road	\$15,300.00	\$327.00	
Heating	211003	18400 Maple Ridge Road	\$3,200.00	\$64.00	
Heating	211004	2865 Maplewood Road	\$8,500.00	\$13.75	

Yearly Heating					
Permit Total	4		\$30,000.00	\$444.75	

Plumbing	211001	2720 Gale Road	\$2,000.00	\$40.00	Bath Tub
Plumbing	211002	18400 Maple Ridge Road	\$23,000.00	\$212.50	25 Fixtures
Plumbing	211003	17737 Maple Hill Road	\$4,000.00	\$40.00	4 Fixtures
Plumbing	211004	18205 Breezy Point Road	\$1,000.00	\$59.50	7 Fixtures
Plumbing	211005	2630 Marshland Road	\$6,000.00	\$40.00	6 Fixtures
Plumbing	211006	2370 Breezy Heights Road	\$200.00	\$40.00	Dishwasher
Plumbing	211007	2859 Gale Road	\$1,500.00	\$15.00	Water Heater

Yearly Plumbing					
Permit Total	7		\$37,700.00	\$252.50	

Woodland		MNCIS - Court						
VIBES - Violations		Fines	Prosecution Costs	Forfeited Bail	State Patrol Not Guilty Fines	State Patrol Not Guilty Forfeited Bail	Total MNCIS	Total Payment
2011	VIBES Revenue							
January	160.00		300.00				300.00	460.00
February	53.60						-	53.60
March	-			150.00			150.00	150.00
April	108.00						-	108.00
May							-	-
June							-	-
July							-	-
August							-	-
September							-	-
October							-	-
November							-	-
December							-	-
	321.60	-	300.00	150.00	-	-	450.00	771.60