



CITY COUNCIL MEETING

April 16, 2024 at 6:30 PM

City Hall Council Chambers – 450 Virginia Avenue, Long Lake, MN 55356

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Mayor's Comments – Long Lake News, Meeting Review and Updates**
4. **Approve Agenda**
5. **Consent Agenda**
 - A. Approve Minutes of April 2, 2024 City Council Work Session
 - B. Approve Minutes of April 2, 2024 City Council Meeting
 - C. Approve Vendor Claims and Payroll
 - D. Adopt Resolution No. 2024-15 Conditionally Appointing Rob Bahneman to the Position of Paid On Call Firefighter for the City of Long Lake
 - E. Adopt Resolution No. 2024-16 Conditionally Appointing Juan Carlos Morales to the Position of Paid On Call Firefighter for the City of Long Lake
 - F. Adopt Resolution No. 2024-17 Approving Issuance of Special Event Permit #S2024-01 for the Temporary Outdoor Patio at the Red Rooster Bar & Restaurant Effective May 1 Through October 1, 2024
 - G. Adopt Resolution No. 2024-18 Approving Issuance of Special Event Permit #S2024-02 for the Temporary Outdoor Patio at Carbone's Pizzeria Long Lake Effective May 1 Through September 30, 2024
 - H. Receive 1st Quarter 2024 Revenues and Expenditures
6. **Open Correspondence**

NOTE: Open Correspondence is an item on the agenda during which the public may address the City Council. **No formal action is taken by the City Council** and comments shall be limited to five minutes or less. *Open Correspondence comments may also be emailed to City staff by 12:00 noon on the date of the meeting.*
7. **Regular Business**
 - A. Public Hearing – Request to Vacate Easements Dedicated in the Belle Aire Estates Plat (1957) Found on 244 Harrington Drive
 - B. Presentation / Discussion - Updating Parking Regulations for the Storage of Boats, Trailers and Recreational Vehicles; Updating Certain Parking Requirements by Use

NOTE: This agenda item is intended as a follow up to address questions that arose during the City Council's February 20, 2024 review of a draft Ordinance amending certain parking requirements.

C. Long Lake Garden Club 2024 Budget Proposal and Recommendations, Concepts for 1905 Wayzata Boulevard W Property

D. Updates Regarding Fire Department Matters

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Tuesday, April 30 / Special Primary Election Day (Hennepin County Commissioner District 6 Office)

Monday, May 6 (5:30 pm) / Park Board Meeting, Holbrook Park

Tuesday, May 7 (5:00 or 5:30 pm) / City Council Work Session

Tuesday, May 7 (6:30 pm) / City Council Meeting

Tuesday, May 14 / Special Election Day (Hennepin County Commissioner District 6 Office)



MINUTES
CITY COUNCIL WORK SESSION
April 2, 2024

CALL TO ORDER

The meeting was called to order at 5:02 pm.

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Gina Joyce, and Deirdre Kvale

Staff Present: City Administrator: Scott Weske; City Attorney: John Thames; Special Counsel: Chris Yetka; and City Clerk: Jeanette Moeller

Absent: Council: Mike Feldmann (with prior notice)

APPROVE AGENDA

A motion was made by Dyvik, seconded by Kvale, to approve the agenda, as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the City Council during Open Correspondence.

BUSINESS ITEMS

Closed Session Pursuant to Minn. Stat. 13D.05, Subd. 3 (b): Discuss Enforcement Action Related to Fire Services Contract

A motion was made by Dyvik, seconded by Joyce, to move the meeting into a Closed Session pursuant to Minn. Stat. 13D.05, subd. 3 (b) to discuss enforcement action related to the Fire Services contract. Ayes: all.

A motion was made by Miner, seconded by Dyvik, to exit the Closed Session. Ayes: all.

City Attorney Thames summarized that the City Council had just adjourned a Closed Session pursuant to Minn. Stat. 13D.05, subd. 3 (b) to discuss enforcement action related to the Fire Services contract, and staff and attorneys had been given direction.

OTHER BUSINESS

No other business was discussed.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:28 pm.

Respectfully submitted,

Jeanette Moeller

City Clerk



**MINUTES
CITY COUNCIL MEETING
April 2, 2024**

CALL TO ORDER

The meeting was called to order at 6:30 pm.

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Gina Joyce, and Deirdre Kvale

Staff Present: City Administrator: Scott Weske; Finance Director: Amanda Nowezki; and City Clerk: Jeanette Moeller

Absent: Council: Mike Feldmann (with prior notice)

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW AND UPDATES

Mayor Miner reported that he had given a presentation last week for the Wayzata Area Chamber of Commerce at their annual 'State of the Cities' meeting.

APPROVE AGENDA

A motion was made by Dyvik, seconded by Joyce, to approve the agenda as presented. Ayes: all.

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of March 19, 2024 City Council Meeting
- B. Receive Unofficial Draft Minutes of March 19, 2024 Economic Development Authority Meeting
- C. Approve Vendor Claims and Payroll
- D. Adopt Resolution No. 2024-14 Approving a Salary Step Increase for Fire Chief Michael Heiland
- E. Approve a Fixed Property Release Waiver Related to Property Damage by a Vehicle in the Vicinity of the Wayzata Boulevard W/Old Long Lake Road intersection, and Authorize the Mayor to Execute the Release

Council member Kvale referenced Consent Agenda Item E and noted that it did not expressly say that the City retains the right to pursue the driver for remaining damages. She pointed out that the total amount of the damage was \$13,000, the City was being paid \$10,000 by insurance, and the City has the right to go after the individual responsible for the damage.

City Administrator Weske confirmed that the City does have the opportunity to go after the individual responsible if they choose to, but explained that at this time, staff was not intending to pursue that avenue because the difference was only about \$3,000.

Council member Kvale asked if the City could send a letter so that the City's right to pursue damages is on the record.

Weske explained that the individual involved had been under-insured which meant that Progressive was only responsible for \$10,000 worth of damages, despite the fact that there was \$13,000 worth of damage. He added that he did not feel that sending a letter to the individual responsible would add any value, and mentioned that the cost to pursue damages might actually exceed the \$3,000 not covered by the driver's insurance.

Council member Kvale stated that she would like to send a message to the driver because the City is taking a financial hit in this situation, and she questioned whether wages could be garnished or whether the amount could be certified to takes.

Weske clarified that light poles had inadvertently not been included in the rider within the City's insurance policy at the time of the damage, but that they have been added for coverage for the year 2024. In the future, any amount not covered by the driver's insurance should be covered by the City's insurance.

A motion was made by Dyvik, seconded by Miner, to approve the Consent Agenda as presented.

Council member Joyce noted that the salary step increase for Fire Chief Heiland was well earned and well deserved.

Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the City Council during Open Correspondence.

BUSINESS ITEMS

Receive and Accept the 2023 Audited Financial Report

Andy Berg of Abdo, LLP gave a presentation and answered Council questions regarding Long Lake's annual audit results. He noted that the City received a clean unmodified opinion with no instances of non-compliance. He indicated that as usual the audit resulted in internal control findings related to preparation of financial statements and limited segregation of duties, but recalled that those findings have been present in the City's audit results for many years and are consistently very common in small cities. He reviewed General Fund balances; a comparison of budgeted numbers to actuals; revenues and expenditures by type; and Special Revenue fund balances. He also highlighted audit results pertaining to the Fire Department Fund; Capital Projects Fund; Debt Service Funds; the Water Fund; the Sewer Fund; the Surface Water Fund; the Recycling Fund; and discussed cash and investment balances by fund types. Lastly, he provided depictions of key performance indicators including comparisons to cities in a similar size class.

Mayor Miner stated that the City has been paying legal fees, many of which were incurred during 2023; however, the City was a party to two court orders directing reimbursement of fees related to legal action, and that will occur once the court's repayment order is final. He reflected that overall, things appear to be looking good for the City. He expressed his appreciation to Finance Director Nowezki and the rest of the City's staff for their work to get the City on the right trajectory, especially in relation to water and sewer funds. He commented that it was nice to see those numbers moving in the right direction.

Mr. Berg stated that the audit process was definitely a team approach between Abdo and the City, and they had also appreciated being able to work together as everything went smoothly.

A motion was made by Dyvik, seconded by Joyce, to receive and accept the Executive Governance Summary and Annual Financial Report for the year ended December 31, 2023 issued by City external auditors, Abdo, LLP. Ayes: all.

Updates Regarding Fire Department Matters

Mayor Miner reported that on the previous Monday, Judge Miller had issued a second order for contempt against the City of Orono in the case of the City of Long Lake versus the City of Orono regarding the contract for fire service. Staff had distributed information on the Listserv and the City website with more details. The ruling was related to the City of Orono hindering the Long Lake Fire Department's operations by recruiting two additional firefighters after the Judge's order in November, and also to activities related to Station 2. The Judge ordered the City of Orono to pay Long Lake's legal fees and also a fine to the court. He observed that the City had been fighting very hard for this and he wanted to be clear that the City's focus is about protecting the Long Lake Fire Department and the citizens it serves, as well as ensuring that the Department can continue to properly provide service to the four cities it serves, including Orono. He commented that he was very thankful for Judge Miller's understanding and ruling in favor of Long Lake in these matters. A trial would not occur until January of 2025.

Council member Joyce mentioned that one other thing that came from Judge Miller's ruling is that Orono cannot hire anymore of Long Lake's firefighters, nor can they build a new facility at Station 2.

Mayor Miner indicated that Orono had already hired 10 Long Lake firefighters, but would not be allowed to hire anyone else without Long Lake's express written consent. He advised that the Council had just held a closed session meeting with staff and the City's legal team earlier this evening to discuss the situation. He pointed out that another part of the order from Judge Miller was to essentially continue some sort of mediation with the City of Orono. He reflected that Long Lake has always been interested in having further discussions with them and will continue to do so. The Council has directed City Administrator Weske and Fire Chief Heiland to have some discussions with their Orono counterparts over the next few weeks regarding operational issues.

Mayor Miner also shared that the West Suburban Fire Department Pancake Breakfast will be April 7, 2024, and the Long Lake Fire Department's Pancake Breakfast will be held on Sunday of the following weekend.

OTHER BUSINESS

Contact Regarding Concept for City Owned Property - City Clerk Moeller stated that she had been contacted by someone interested in putting up a three-story building on the former BP station property. Their described plan would be for 12 to 14 luxury apartments on two upper stories, a first level coffee shop, and possibly a dog related business. She noted that she had spent some time doing parking calculations right before the meeting and they would be at least seven spaces under what was needed without including the coffee shop component of their plans. She indicated that she would be sharing some of the realities of the property with the interested party tomorrow.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:15 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / April 16, 2024

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, Finance Director

Report Date: 4/10/2024

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$292,401.40 and electronic vendor payments in the amount of \$3,668.56 for a total amount of **\$296,069.96**; 1st quarter Fire Department payroll in the amount of **\$32,902.15**; March Fire Department Duty Crew payroll in the amount of **\$4,250.00**; April City Council monthly payroll in the amount of **\$1,300.00**; and gross City Employee payroll paid April 4 in the amount of **\$27,061.94**.

Overview / Background

Check No. 70331 for \$179,975.34 is for payment of the 2023 Fire Relief Association 2% state aid pass-through.

Supporting Information

- Listing of Claims Paid
- Electronic Vendor Payments
- Fire Department Payroll
- City Council Payroll
- Biweekly Payroll



LONG LAKE, MN

04/10/24 12:05 PM

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Section 5C.

*Check Summary Register©

Checks 70331-70366

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
70331	LONG LAKE FIRE RELIEF ASSOC	3/28/2024	\$179,975.34 2023 2% Money-Fire State Aid (Passthrough)
70332	Advanced Imaging Solutions	4/5/2024	\$297.86 Copier Contract Maint - April 2024
70333	ASPEN MILLS	4/5/2024	\$14.85 FD Uniforms - Leather Velcro Nametag - DJ G
70334	BIRCHS ON THE LAKE	4/5/2024	\$100.00 REFUND SPECIAL EVENT-2024 Sled Dog
70335	CARSON, CLELLAND & SCHRED	4/5/2024	\$4,878.75 March Legal Fees-Tmobile lease; Conf with Re
70336	CENTERPOINT ENERGY	4/5/2024	\$1,732.75 Gas Charges - 25 Apple Glen Rd (3/20/24-4/21
70337	CITY OF LONG LAKE	4/5/2024	\$458.36 March 2024 Utility Bills-450 Virginia
70338	CITY OF ORONO	4/5/2024	\$253.17 FD2 - Water/Sewer Bill - 3770 Shoreline Dr (03
70339	CITY OF WAYZATA	4/5/2024	\$27,673.00 Police Services - April 2024
70340	CITY OF WAYZATA	4/5/2024	\$33.25 Fire Fighter Background Cks - March 2024
70341	CIVICPLUS LLC	4/5/2024	\$5,886.40 Unlimited Web Open Subscription/DNS Hostin
70342	ECM PUBLISHERS, INC.	4/5/2024	\$850.00 Notice Pub-2023 Financial Report (pg1)
70343	GOPHER STATE ONE CALL	4/5/2024	\$44.55 March 2024 Locates
70344	HAWKINS INC	4/5/2024	\$4,225.86 Water Chemicals - 239 Gal
70345	HENNEPIN CTY INFO. TECH. DE	4/5/2024	\$2,057.53 FD1 Radio Fees-March 2024
70346	STACY KROMENHOEK	4/5/2024	\$116.19 Refund Utility Overpayment, Act 01-000000500
70347	LONG LAKE FIRE DEPARTMENT	4/5/2024	\$18,411.50 2nd Qtr 2024 Fire Contract
70348	MEDIACOM	4/5/2024	\$940.45 FD2 Phone/ Internet Services - (4/8/24-5/7/24
70349	Metro West Inspection Svcs Inc	4/5/2024	\$887.38 March 2024 Permits
70350	METROPOLITAN COUNCIL	4/5/2024	\$21,005.11 Waste Water Services - May 2024
70351	NORSKE ELECTRIC, INC	4/5/2024	\$724.02 FD1 Electrical Repairs-Replace 6 LED lights
70352	ONE STOP AUTO SERVICE	4/5/2024	\$359.95 PW-Backhoe batteries (x2)
70353	Premium Waters, Inc.	4/5/2024	\$4.32 Bottled Water - April 2024
70354	SAFEASSURE CONSULTANTS	4/5/2024	\$2,105.00 Safety Training (5/1/24-4/30/25)
70355	SUMMIT FIRE PROTECTION, CO	4/5/2024	\$4,277.00 Repair Fire Sprinkler System at PW
70356	TIMESAVER OFF SITE	4/5/2024	\$531.50 3/12 Fire Advisory Board Meeting Minutes
70357	Tonka Plumbing Htg Cooling Inc	4/5/2024	\$1,750.00 FD Plumbing Repairs-Replace water line to pre
70358	TRIMBLE	4/5/2024	\$206.50 FD1 Dashcam Basic Bundle (Pmt 7 of 36)
70359	WRIGHT-HENNEPIN SECURITY	4/5/2024	\$251.60 April 2024 Security-450 Virginia
70360	Xcel Energy	4/5/2024	\$312.24 Steet Lights - 1070 W Wayzata Blvd
70361	ECM PUBLISHERS, INC.	4/10/2024	\$76.51 Public Hearing - 4/16 244 Harrington
70362	LANO EQUIPMENT OF LORETTO	4/10/2024	\$1,488.88 PW Toolcat Repair-Front Axel
70363	LARKIN HOFFMAN	4/10/2024	\$9,303.50 FD CONTRACT DISPUTE W/ORONO - March
70364	MN DEPT OF LABOR & INDUSTR	4/10/2024	\$441.10 1st Qtr 2024 Building Permit Surcharge Report
70365	Minnesota Equipment	4/10/2024	\$436.98 PW-Zero Turn Mower Service
70366	SUTTONS ADVANCED CLEANIN	4/10/2024	\$290.00 CH Cleaning Services - March 2024
Total Checks			\$292,401.40



LONG LAKE, MN

***Check Detail Register©**

Checks 70331-70366

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
70331	03/28/24	LONG LAKE FIRE RELIEF ASSOC.			
E 205-42283-1240		State Fire Aid Pension Co	\$177,975.34	23450A22716	2023 2% Money-Fire State Aid (Passthrough)
E 205-42283-1240		State Fire Aid Pension Co	\$2,000.00	23450A22716	2024 Fire State Aid (Passthrough)
		Total	\$179,975.34		
70332	04/05/24	Advanced Imaging Solutions			
E 101-41500-4135		Copier Maintenance	\$64.00	INV326109	Copier Contract Maint - March 2024
E 101-41500-4135		Copier Maintenance	\$64.00	INV328526	Copier Contract Maint - April 2024
E 101-41500-4135		Copier Maintenance	\$79.86	INV328526	Copier Contract Maint - 1ST QTR OVERAGES
E 101-41410-2100		Operating Supplies	\$90.00	INV328526	Color Copier - Training Manuals and Signs
		Total	\$297.86		
70333	04/05/24	ASPEN MILLS			
E 205-42281-2410		Fire Department Uniforms	\$14.85	330093	FD Uniforms - Leather Velcro Nametag - DJ Goman
		Total	\$14.85		
70334	04/05/24	BIRCHS ON THE LAKE			
E 101-41500-4300		Miscellaneous	\$100.00	9416	REFUND SPECIAL EVENT-2024 Sled Dog
		Total	\$100.00		
70335	04/05/24	CARSON, CLELLAND & SCHREDER			
G 700-29299		445 Willow TMobile Tower	\$217.50	5302	March Legal Fees-Tmobile lease; Conf wth Rep & Staff, Review Slip Sheets, City Approval Issued
E 105-46500-3120		Legal Fees - Civil	\$42.00	5302	March Legal Fees-EDA; Conf re: EDA authority and EDA Mtg prep
E 101-41610-3120		Legal Fees - Civil	\$1,183.25	5302	March Legal Fees-Review CSAH 112 Agmt, Food Truck, review claim, issues
E 101-42110-3120		Legal Fees - Civil	\$2,436.00	5302	March Legal Fees-FD Contract; Respose Letter, Stn 2, Land use, Etc
E 101-41610-3040		Legal Fees - Criminal	\$1,000.00	5302	March Legal Fees-Criminal
		Total	\$4,878.75		
70336	04/05/24	CENTERPOINT ENERGY			
E 602-49450-3830		Natural Gas Expense	\$22.79	106679608-0	Gas Charges - 25 Apple Glen Rd (3/20/24-4/21/24)
E 101-41940-3830		Natural Gas Expense	\$213.23	80000790651	Gas Charges - 450 Virginia
E 205-42282-3830		Natural Gas Expense	\$421.69	80000790651	Gas Charges - 340 N Willow
E 205-42286-3830		Natural Gas Expense	\$220.25	80000790651	Gas Charges - 3770 Shoreline
E 101-41942-3830		Natural Gas Expense	\$675.96	80000790651	Gas Charges - 2145 Daniels
E 602-49450-3830		Natural Gas Expense	\$18.58	80000790651	Gas Charges - 2200 Watertown Rd
E 602-49450-3830		Natural Gas Expense	\$21.97	80000790651	Gas Charges - 250 Lindawood
E 101-45200-3830		Natural Gas Expense	\$138.28	80000790651	Gas Charges - 309 Harrington
		Total	\$1,732.75		
70337	04/05/24	CITY OF LONG LAKE			
E 101-41940-3820		City Utilities (Wat,Sew,Sto	\$55.58	040224	March 2024 Utility Bills-450 Virginia
E 101-41942-3820		City Utilities (Wat,Sew,Sto	\$138.88	040224	March 2024 Utility Bills-2145 Daniels
E 601-49400-3820		City Utilities (Wat,Sew,Sto	\$15.31	040224	March 2024 Utility Bills-1964 Orchard
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$150.37	040224	March 2024 Utility Bills-340 Willow
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$62.17	040224	March 2024 Utility Bills-340 Willow Dr (TruckFill 1051-00-6)



LONG LAKE, MN

***Check Detail Register©**

Checks 70331-70366

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-3820		City Utilities (Wat,Sew,Sto)	\$36.05	040224	March 2024 Utility Bills-350 Harrington
		Total	\$458.36		
70338	04/05/24	CITY OF ORONO			
E 205-42286-3820		City Utilities (Wat,Sew,Sto)	\$190.15	032924	FD2 - Water/Sewer Bill - 3770 Shoreline Dr (03/05/24-03/27/24)
E 205-42282-3820		City Utilities (Wat,Sew,Sto)	\$63.02	032924	FD1 - Storm Wtr Bill - 340 Willow (01/01/24-03/31/24)
		Total	\$253.17		
70339	04/05/24	CITY OF WAYZATA			
E 101-42110-3130		Subcontracted Police Svc	\$27,673.00	032924	Police Services - April 2024
		Total	\$27,673.00		
70340	04/05/24	CITY OF WAYZATA			
E 205-42285-3050		Physicals / Other Medical	\$33.25	040224	Fire Fighter Background Cks - March 2024
		Total	\$33.25		
70341	04/05/24	CIVICPLUS LLC			
E 101-41500-3090		Software Support	\$2,080.00	298311	Agenda & Meeting Management Subscription (06/09/24-06/08/25)
E 101-41500-3090		Software Support	\$3,806.40	298319	Unlimited Web Open Subscription/DNS Hosting (06/09/24-06/08/25)
		Total	\$5,886.40		
70342	04/05/24	ECM PUBLISHERS, INC.			
E 101-41500-3510		Legal Notices Publishing	\$408.00	992122	Notice Pub-2023 Financial Report (pg1)
E 101-41500-3510		Legal Notices Publishing	\$442.00	992123	Notice Pub-2023 Financial Report (pg2)
		Total	\$850.00		
70343	04/05/24	GOPHER STATE ONE CALL			
E 601-49400-3855		Gopher One Locates Expe	\$44.55	4030554	March 2024 Locates
		Total	\$44.55		
70344	04/05/24	HAWKINS INC			
E 601-49400-2160		Chemicals and Chem Pro	\$4,225.86	6717682	Water Chemicals - 239 Gal
		Total	\$4,225.86		
70345	04/05/24	HENNEPIN CTY INFO. TECH. DEPT			
E 205-42281-3235		Cty 800mhz Radio Admin	\$1,184.51	1000225053	FD1 Radio Fees-March 2024
E 205-42285-3235		Cty 800mhz Radio Admin	\$789.68	1000225053	FD2 Radio Fees-March 2024
E 205-42281-3235		Cty 800mhz Radio Admin	(\$311.77)	1000225053	FD1 Radio Fees-March 2024
E 205-42281-3285		Radio Lease	\$311.77	1000225053	FD1 Radio Fees-March 2024
E 205-42285-3235		Cty 800mhz Radio Admin	(\$311.76)	1000225053	FD2 Radio Fees-March 2024
E 205-42285-3285		Radio Lease	\$311.76	1000225053	FD2 Radio Fees-March 2024
E 101-41942-3235		Cty 800mhz Radio Admin	\$83.34	1000225086	PW Radio Fees-March 2024
		Total	\$2,057.53		
70346	04/05/24	STACY KROMENHOEK			
E 601-49400-4320		Utility Overpmts/Uncollect	\$116.19	500-01-9	Refund Utility Overpayment, Act 01-000000500-01-9
		Total	\$116.19		



LONG LAKE, MN

***Check Detail Register©**

Checks 70331-70366

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
70347	04/05/24	LONG LAKE FIRE DEPARTMENT			
E 101-42110-3135		Fire Department Services	\$18,411.50	20240011	2nd Qtr 2024 Fire Contract
		Total	\$18,411.50		
70348	04/05/24	MEDIACOM			
E 205-42282-3275		Internet Access (Mediaco)	\$522.63	90000051-03	FD1 Phone/ Internet Services - (4/8/24-5/7/24)
E 205-42286-3275		Internet Access (Mediaco)	\$417.82	91560-0324	FD2 Phone/ Internet Services - (4/8/24-5/7/24)
		Total	\$940.45		
70349	04/05/24	Metro West Inspection Svcs Inc			
E 101-42400-3035		Bldg Inspection - Subcontr	\$887.38	4087	March 2024 Permits
		Total	\$887.38		
70350	04/05/24	METROPOLITAN COUNCIL			
E 602-49450-3100		MCES Sewer Treatment	\$21,005.11	1170572	Waste Water Services - May 2024
		Total	\$21,005.11		
70351	04/05/24	NORSKE ELECTRIC, INC			
E 205-42282-4010		Bldg Maint & Repairs	\$724.02	19640757	FD1 Electrical Repairs-Replace 6 LED lights
		Total	\$724.02		
70352	04/05/24	ONE STOP AUTO SERVICE			
E 101-43000-2210		Equipment Parts	\$359.95	39662	PW-Backhoe batteries (x2)
		Total	\$359.95		
70353	04/05/24	Premium Waters, Inc.			
E 101-41500-4145		Bottled Water Service	\$4.32	310013546	Bottled Water - April 2024
		Total	\$4.32		
70354	04/05/24	SAFEASSURE CONSULTANTS			
E 101-43050-2080		Training/Instruct Materials	\$2,105.00	3564	Safety Training (5/1/24-4/30/25)
		Total	\$2,105.00		
70355	04/05/24	SUMMIT FIRE PROTECTION, CO			
E 101-41942-4010		Bldg Maint & Repairs	\$4,277.00	2236922	Repair Fire Sprinkler System at PW
		Total	\$4,277.00		
70356	04/05/24	TIMESAVER OFF SITE			
E 205-42280-3000		Professional Svcs	\$167.00	M29046	3/12 Fire Advisory Board Meeting Minutes
E 105-46500-3000		Professional Svcs	\$180.00	M29046	3/19 EDA Meeting Minutes
E 101-41500-3000		Professional Svcs	\$184.50	M29046	3/19 City Council Meeting Minutes
		Total	\$531.50		
70357	04/05/24	Tonka Plumbing Htg Cooling Inc			
E 205-42282-4010		Bldg Maint & Repairs	\$450.00	9243	FD Plumbing Repairs-Replace water line to pressure washer
E 205-42286-4010		Bldg Maint & Repairs	\$1,300.00	9243	FD Plumbing Repairs-Repairs to eye wash station
		Total	\$1,750.00		
70358	04/05/24	TRIMBLE			
E 205-42281-3225		Truck Communication Ser	\$118.00	30089235841	FD1 Dashcam Basic Bundle (Pmt 7 of 36)
E 205-42285-3225		Truck Communication Ser	\$88.50	30089235841	FD Dashcam Basic Bundle (Pmt 7 of 36)



LONG LAKE, MN

***Check Detail Register©**

Checks 70331-70366

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$206.50		
70359	04/05/24	WRIGHT-HENNEPIN SECURITY			
E 101-41940-3000		Professional Svcs	\$62.90	032824	April 2024 Security-450 Virginia
E 101-41942-3000		Professional Svcs	\$62.90	032824	April 2024 Security-2145 Daniels
E 205-42286-3000		Professional Svcs	\$62.90	032824	April 2024 Security-3770 Shoreline
E 205-42282-3000		Professional Svcs	\$62.90	032824	April 2024 Security-340 Willow
Total			\$251.60		
70360	04/05/24	Xcel Energy			
E 101-43100-3815		Street Lighting Maint/Elect	\$36.68	870671695	Street Lights - 1070 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	\$68.92	870684127	Street Lights - 2129 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	\$206.64	870684127	Street Lights - 1758 W Wayzata Blvd
Total			\$312.24		
70361	04/10/24	ECM PUBLISHERS, INC.			
E 101-41500-3510		Legal Notices Publishing	\$76.51	993225	Public Hearing - 4/16 244 Harrington
Total			\$76.51		
70362	04/10/24	LANO EQUIPMENT OF LORETTO			
E 101-43000-2210		Equipment Parts	\$739.60	03-1065523	PW Toolcat Repair-Front Axel
E 101-43000-2210		Equipment Parts	\$749.28	03-1066281	PW Toolcat Repair-Front Axel
Total			\$1,488.88		
70363	04/10/24	LARKIN HOFFMAN			
E 101-42110-3120		Legal Fees - Civil	\$9,303.50	836988	FD CONTRACT DISPUTE W/ORONO - March 2024
Total			\$9,303.50		
70364	04/10/24	MN DEPT OF LABOR & INDUSTRY			
E 101-42400-4055		MN Bldg Permit Surcharg	\$441.10	531052024	1st Qtr 2024 Building Permit Surcharge Report - MARCH0531052024
Total			\$441.10		
70365	04/10/24	Minnesota Equipment			
E 101-45200-2200		Repair & Maint/Supply	\$436.98	P15408	PW-Zero Turn Mower Service
Total			\$436.98		
70366	04/10/24	SUTTONS ADVANCED CLEANING SRV			
E 101-41940-3840		Custodial & Waste Remov	\$290.00	7013	CH Cleaning Services - March 2024
Total			\$290.00		
10100			\$292,401.40		



LONG LAKE, MN

*Check Detail Register©

Checks 70331-70366

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$79,472.49
105 ECONOMIC DEVELOPMENT	\$222.00
205 FIRE DEPARTMENT	\$187,019.05
601 WATER FUND	\$4,401.91
602 SANITARY SEWER FUND	\$21,068.45
700 BUILDING PERMIT ESCROWS	\$217.50
	<hr/>
	\$292,401.40



LONG LAKE, MN

04/09/24 2:25 PM

Section 5C.

Page 1

***Check Summary Register©**

Checks 2945, 2952-2954, 2957

	Name	Check Date	Check Amt	
10100	GENERAL FUND CASH			
2945e	USBANK CREDIT CARD	3/26/2024	\$2,413.70	March 2024 Purchases
2952e	POSTALIA	4/3/2024	\$300.00	Postage
2953e	PSN UTILITY ONLINE BILLING	4/3/2024	\$274.65	BILL PAY FEE - March 2024 (FREE CKS)
2954e	NAPA Auto Parts	4/4/2024	\$65.21	Napa Purchases - March 2024
2957e	MN DEPT OF REVENUE	4/8/2024	\$615.00	March 2024 Sales Tax
	Total Checks		\$3,668.56	



LONG LAKE, MN

***Check Detail Register©**

Checks 2945, 2952-2954, 2957

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
2945 e	03/26/24	USBANK CREDIT CARD			
E 101-41942-3840		Custodial & Waste Remov	\$85.78	032524	PW-Amazon; Paper Towels
E 101-43000-2150		Shop Supplies	\$22.11	032524	PW-Ace; Paper Towels, Bolts
E 101-41942-2230		Bldg & Grnds Maint Suppli	\$3.59	032524	PW-Ace; Sponge
E 101-41942-2230		Bldg & Grnds Maint Suppli	\$44.06	032524	PW-Grainger; Soap Dispenser
E 101-41942-3840		Custodial & Waste Remov	\$135.45	032524	PW-Grainger; Hand Soap
E 101-43000-2150		Shop Supplies	\$111.06	032524	PW-Ace; Spray Paint and Primer
E 101-43000-2150		Shop Supplies	\$33.98	032524	PW-Ace Bondo Repair for Street Sweeper and painters tape
E 101-43050-2010		Office Supplies	\$9.95	032524	PW-Background Check (RETURNED IN APRIL)
E 101-43000-2150		Shop Supplies	\$72.96	032524	PW-Ace; Sealant, Oil, Etc
E 101-45200-2230		Bldg & Grnds Maint Suppli	\$50.00	032524	PW-Ace; Gloves and Park Supplies
E 101-43000-2210		Equipment Parts	\$141.06	032524	PW-Northern Tool; Reflective Tape
E 101-43000-2210		Equipment Parts	\$49.98	032524	PW-Ace; Chainsaw Chain
E 101-43050-4170		Uniforms	\$254.94	032524	PW-Dickies; Noah Uniform (RETURNED IN APRIL)
E 101-43050-4170		Uniforms	\$59.98	032524	PW-Dickies; Noah Uniform Work Shirt
E 101-41942-2230		Bldg & Grnds Maint Suppli	\$88.12	032524	PW-Grainger; Soap Dispenser
E 101-41500-3090		Software Support	\$65.78	032524	CH-Google; Company Emails
E 101-41410-2100		Operating Supplies	\$70.98	032524	CH-Walmart; Election Judge Styluses, Beverages, & Snacks
E 101-41410-4300		Miscellaneous	\$83.29	032524	CH-Tris Wok LLC; Election Judge Dinner
E 101-41410-4040		Equip Maint & Repair	\$17.99	032524	CH-Ace; Election Harware; Cable Ties and Dust tape
E 101-41410-4300		Miscellaneous	\$61.74	032524	CH-Jimmy Johns; Election Judge Lunch
E 101-41500-3220		Postage	\$9.85	032524	CH-USPS; Postage to mail T-Mobile Lease
E 101-41500-3500		Printing/Binding	\$39.28	032524	CH-Name Tag Wizard; Name Plates (Mike H, Sean D, Judd A)
E 101-41940-3210		Telephone	\$65.40	032524	CH-Nextivia VOIP Phone Service
E 101-41942-3210		Telephone	\$21.62	032524	PW-Nextivia VOIP Phone Service
E 205-42281-2190		Medical Supplies	\$26.32	032524	FD-Amazon; Wound wash
E 205-42281-2120		Motor Fuels	\$60.95	032524	FD-Lakeshore; Fuel for C1
E 205-42281-2010		Office Supplies	\$24.11	032524	FD-Amazon; Stapler
E 205-42281-2120		Motor Fuels	\$69.84	032524	FD-Lakeshore; Fuel for C1
E 205-42280-4330		Dues and Subscriptions	\$16.27	032524	FD-Amazon Prime
E 205-42280-4450		Food & Beverage (Mtgs/Tr	\$33.83	032524	FD-Lunds; Eggs, Hashbrowns, and OJ
E 205-42282-2230		Bldg & Grnds Maint Suppli	\$59.19	032524	FD-Ace; Paint and Paint Supplies
E 205-42286-2230		Bldg & Grnds Maint Suppli	\$59.19	032524	FD-Ace; Paint and Paint Supplies
E 205-42281-4040		Equip Maint & Repair	\$101.53	032524	FD-Amazon; Thermal Camera Battery Charger
E 205-42285-4040		Equip Maint & Repair	\$101.52	032524	FD-Amazon; Thermal Camera Battery Charger
E 205-42281-2010		Office Supplies	\$153.49	032524	FD-Office Max; Copy Paper, Ink, Markers, Etc
E 205-42281-2010		Office Supplies	\$108.51	032524	FD-Amazon; Ipad keyboard
		Total	\$2,413.70		
2952 e	04/03/24	POSTALIA			
E 601-49400-3220		Postage	\$150.00		Postage
E 602-49450-3220		Postage	\$150.00		Postage
		Total	\$300.00		
2953 e	04/03/24	PSN UTILITY ONLINE BILLING			



LONG LAKE, MN

***Check Detail Register©**
Checks 2945, 2952-2954, 2957

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-3090		Software Support	\$137.32	292666	BILL PAY FEE - March 2024 (FREE CKS)
E 602-49450-3090		Software Support	\$137.33	292666	BILL PAY FEE - March 2024 (FREE CKS)
		Total	\$274.65		
2954 e	04/04/24	NAPA Auto Parts			
E 205-42281-2150		Shop Supplies	\$36.37	3270-593888	FD-Spray paint for chairs
E 101-45200-2210		Equipment Parts	\$17.09	3270-594646	PW-High Beam Light
E 101-43000-2150		Shop Supplies	\$11.75	3270-594922	PW-2.5 Def for freightliner
		Total	\$65.21		
2957 e	04/08/24	MN DEPT OF REVENUE			
G 601-20801		Sales Tax Payable	\$615.00	0324	March 2024 Sales Tax
		Total	\$615.00		
		10100	\$3,668.56		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$1,627.79
205 FIRE DEPARTMENT	\$851.12
601 WATER FUND	\$902.32
602 SANITARY SEWER FUND	\$287.33
	\$3,668.56



LONG LAKE, MN

Payroll Summary

Pay Group: 02 Fire Department

Check Date: 4/10/2024 per. 4

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Tax			Tips	Reimb.	Net Pay
									Retire	Sheltered	Voluntary			
000000153 ADAMS, CHRISTOPHER D.	782.50	782.50	782.50	32.10	23.45		48.52	11.35						667.08
000000050 ALDRICH II, THOMAS C.	672.95	672.95	672.95				41.72	9.76						621.47
000000216 BERBIG, ZACHARY P.	1,445.50	1,445.50	1,445.50	54.17	38.44		89.62	20.96						1,242.31
000000291 BROWN, JOHN	438.20	438.20	438.20		5.03		27.17	6.35						399.65
000000095 BULLEMER, PAUL D.	753.82	753.82	753.82	29.23	21.91		46.74	10.93						645.01
000000281 CARLSON, BEN	399.08	399.08	399.08				24.74	5.79						368.55
000000154 COTTON, PATRICK J.	1,051.17	1,051.17	1,051.17				65.17	15.24						970.76
000000259 DAVIS, THOMAS	758.40	758.40	758.40	29.11	21.85		47.02	11.00						649.42
000000093 FARLEY, COLE	1,735.55	1,735.55	1,735.55	159.04	45.94		107.60	25.17						1,397.80
000000274 FAUE, JESSE	532.10	532.10	532.10	7.06	10.05		32.99	7.72						474.28
000000233 FRANK, BRYAN	948.35	948.35	948.35	48.49	32.22		58.80	13.75						795.09
000000049 GOMAN, DAVID	719.90	719.90	719.90				44.63	10.44						664.83
000000177 GONSIOR, RYAN J.	1,932.50	1,932.50	1,932.50	100.33	32.25		119.82	28.02						1,652.08
000000229 GRADY, JOSHUA	719.90	719.90	719.90				44.63	10.44						664.83
000000278 HAYDEN, ADAM	719.90	719.90	719.90	25.84			44.63	10.44						638.99
000000194 HINKER, JUSTIN L.	352.13	352.13	352.13				21.83	5.11						325.19
000000226 HOSTER, RYAN	1,456.93	1,456.93	1,456.93	35.31	28.36		90.33	21.13						1,281.80
000000270 JOHNSRUD, MICHAEL	485.15	485.15	485.15	153.85	76.92		30.08	7.03						217.27
000000180 KANIVE, RYAN J.	790.33	790.33	790.33	32.88	4.11		49.00	11.46						692.88
000000112 KRAHL, JEFFREY C.	929.65	929.65	929.65				57.64	13.48						858.53
000000248 KULSETH, MATT	579.05	579.05	579.05	11.75	12.56		35.90	8.40						510.44
000000253 LOOSBROCK, RICHARD	892.05	892.05	892.05				55.31	12.93						823.81
000000290 MCCAHERTY, ALEX	500.80	500.80	500.80				31.05	7.26						462.49
000000275 MORSE, PAUL	1,782.47	1,782.47	1,782.47	112.33	37.60		110.51	25.85						1,496.18
000000196 PALMER, ERIK J.	514.73	514.73	514.73	4.55	8.71		31.91	7.46						462.10
000000223 PASZKIEWICZ, JOHN	1,735.75	1,735.75	1,735.75	11.46	54.38		107.62	25.17						1,537.12
000000277 REWERTS, ANTHONY	1,145.07	1,145.07	1,145.07	68.35	3.65		70.99	16.60						985.48
000000241 RHEA, CHRISTOPHER	766.85	766.85	766.85				47.54	11.12						708.19
000000232 RIOUX, SHAUN	461.68	461.68	461.68				28.62	6.69						426.37
000000190 ROTHSTEIN, DAVID J.	438.20	438.20	438.20				27.17	6.35						404.68
000000244 SEALS, JAMES	672.95	672.95	672.95	21.14			41.72	9.76						600.33
000000222 SMILEY, MATTHEW	1,040.72	1,040.72	1,040.72				64.53	15.09						961.10
000000212 SPINKS, SCOTT D.	1,969.50	1,969.50	1,969.50	52.71	32.72		122.11	28.56						1,733.40
000000276 STRAKA, AMANDA	2,817.19	2,817.19	2,817.19	247.95	78.65		174.67	40.85						2,275.07



LONG LAKE, MN

Payroll Summary

Pay Group: 02 Fire Department

Check Date: 4/10/2024 per. 4

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Tax			Tips	Reimb.	Net Pay
									Retire	Sheltered	Voluntary			
000000282 SWEARINGEN, LANCE	835.55	835.55	835.55				51.80	12.12						771.63
000000280 VASINA, VERONICA	951.20	951.20	951.20	52.81	34.53		58.97	13.79						791.10
000000240 VEACH, BENJAMIN	1,109.62	1,109.62	1,109.62		1.75		68.80	16.09						1,022.98
000000118 WOYCHICK, TED J.	1,314.76	1,314.76	1,314.76				81.52	19.06						1,214.18

941 Deposit

Federal Tax	\$1,290.46
Medicare	\$1,077.44
Social Security	\$4,606.84
Advanced EIC	None
Total Deposit	\$6,974.74

Pay Summary

Gross	37,152.15
Federal Gross	37,152.15
State Gross	37,152.15
FICA Gross	37,152.15

Tax Summary

Federal Tax	1,290.46
State Tax	605.08
Local Tax	
FICA Ded/Ben	2,303.42
Medicare Ded/Ben	538.72

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net Pay (-tips)	32,414.47



LONG LAKE, MN

Payroll Summary

Pay Group: 06 City Council

Check Date: 4/4/2024 per. 4

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Tax			Tips	Reimb.	Net Pay
									Retire	Sheltered	Voluntary			
000000219 DYVIK, JAHN	250.00	250.00	250.00				15.50	3.63						230.87
000000264 FELDMANN, MICHAEL	250.00	250.00	250.00				15.50	3.63						230.87
000000263 JOYCE, GINA	250.00	250.00	250.00				15.50	3.63						230.87
000000247 KVALE, DEIRDRE	250.00	250.00	250.00				15.50	3.63						230.87
000000246 MINER, CHARLES	300.00	300.00	300.00				18.60	4.35						277.05

941 Deposit

Federal Tax	None
Medicare	\$37.74
Social Security	\$161.20
Advanced EIC	None
Total Deposit	\$198.94

Pay Summary

Gross	1,300.00
Federal Gross	1,300.00
State Gross	1,300.00
FICA Gross	1,300.00

Tax Summary

Federal Tax		
State Tax		
Local Tax		
FICA Ded/Ben	80.60	80.60
Medicare Ded/Ben	18.87	18.87

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net Pay (-tips)	1,200.53



LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 4/4/2024 per. 7

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net Pay
000000287 DECKER JR, MICHAEL	1,472.90	1,472.90	1,472.90	100.21	70.78		91.32	21.36						1,189.23
000000243 DIERCKS, SEAN	3,967.63	3,711.03	3,711.03	575.39	222.97		245.99	57.53	256.60					2,609.15
000000286 HEILAND, MICHAEL	4,864.38	4,360.25	4,360.25	440.79	234.04			70.53	504.13					3,614.89
000000004 LAAKKONEN, DONALD A	3,314.74	2,729.70	2,729.70	359.50	123.17		188.72	44.14	314.16	270.88				2,014.17
000000292 MACKEY, NOAH	2,097.84	1,962.78	1,962.78	159.00	104.09		130.07	30.42	135.06					1,539.20
000000091 MOELLER, JEANETTE	3,196.55	2,976.99	2,976.99	242.47	127.43		197.46	46.18	207.78	11.78				2,363.45
000000252 NOWEZKI, AMANDA	3,241.65	2,999.81	2,999.81	242.13	209.70		200.98	47.00	241.84					2,300.00
000000214 WESKE, SCOTT	4,906.25	4,599.97	4,599.97	787.23	287.88		303.81	71.05	300.21	6.07				3,150.00

941 Deposit

Federal Tax	\$2,906.72
Medicare	\$776.42
Social Security	\$2,716.70
Advanced EIC	None
Total Deposit	\$6,399.84

Pay Summary

Gross	27,061.94
Federal Gross	24,813.43
State Gross	24,813.43
FICA Gross	21,908.83

Tax Summary

Federal Tax	2,906.72
State Tax	1,380.06
Local Tax	
FICA Ded/Ben	1,358.35
Medicare Ded/Ben	388.21

Others

Retirement	1,959.78
Tax-Sheltered	288.73
Voluntary	
Tips	0.00
Reimbursement	0.00
Net Pay (-tips)	18,780.09



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / April 16, 2024

SUBJECT: Appointment of New Firefighter to the Long Lake Fire Department

Prepared By: Mike Heiland, Fire Chief / JM

Report Date: 4/2/2024

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2024-15 conditionally appointing Rob Bahneman to the position of paid on call firefighter for the City of Long Lake.

Overview / Background

With an application and interview process completed, staff recommends that a conditional job offer for the position of paid on call firefighter be made to applicant Rob Bahneman. The conditions of the offer are that Mr. Bahneman pass a physical exam, psychological exam, agility test, and complete a probationary period as a Long Lake firefighter. The interview panel consisted of Captain Ryan Hoster, firefighter Amanda Straka, and probationary firefighter Adam Hayden.

Supporting Information

- Resolution No. 2024-15



**City Council
Resolution No. 2024-15**

**A RESOLUTION APPOINTING A CANDIDATE TO THE POSITION OF PAID ON CALL FIREFIGHTER
FOR THE CITY OF LONG LAKE**

WHEREAS, the City of Long Lake requires the services of an effective Fire Department; and

WHEREAS, applicant Rob Bahneman has met the minimum requirements for the position of paid on call firefighter and has completed a background check, social media check, reference check and an oral interview with a Fire Department officer and firefighter members.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby appoints Rob Bahneman to the position of paid on call firefighter responding to Station 2 for the City of Long Lake, contingent upon passing the required medical exam, psychological evaluation, pre-employment drug screening, physical agility test, and the successful completion of a probationary period.

Adopted by the City Council of the City of Long Lake this 16th day of April 2024.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / April 16, 2024

SUBJECT: Appointment of New Firefighter to the Long Lake Fire Department

Prepared By: Mike Heiland, Fire Chief / JM

Report Date: 4/2/2024

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2024-16 conditionally appointing Juan Carlos Morales to the position of paid on call firefighter for the City of Long Lake.

Overview / Background

With an application and interview process completed, staff recommends that a conditional job offer for the position of paid on call firefighter be made to applicant Juan Carlos Morales. The conditions of the offer are that Mr. Morales pass a physical exam, psychological exam, agility test, and complete a probationary period as a Long Lake firefighter. The interview panel consisted of firefighters Chris Adams and AJ Rewerts, along with probationary firefighter Adam Hayden.

Supporting Information

- Resolution No. 2024-16



**City Council
Resolution No. 2024-16**

**A RESOLUTION APPOINTING A CANDIDATE TO THE POSITION OF PAID ON CALL FIREFIGHTER
FOR THE CITY OF LONG LAKE**

WHEREAS, the City of Long Lake requires the services of an effective Fire Department; and

WHEREAS, applicant Juan Carlos Morales has met the minimum requirements for the position of paid on call firefighter and has completed a background check, social media check, reference check and an oral interview with Fire Department firefighter members.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby appoints Juan Carlos Morales to the position of paid on call firefighter responding to Station 2 for the City of Long Lake, contingent upon passing the required medical exam, psychological evaluation, pre-employment drug screening, physical agility test, and the successful completion of a probationary period.

Adopted by the City Council of the City of Long Lake this 16th day of April 2024.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / April 16, 2024

SUBJECT: Special Event Permit Request for a Temporary Outdoor Patio at the Red Rooster Bar & Restaurant

Prepared By: Jeanette Moeller, City Clerk

Report Date: 4/9/2024

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2024-17 approving issuance of Special Event Permit #S2024-01 for the Temporary Outdoor Patio at the Red Rooster Bar & Restaurant effective May 1 through October 1, 2024.

Overview / Background

Michael Simpson, on behalf of the Red Rooster Bar & Restaurant, has made application for a Special Event Permit to permit installation of their annual temporary outdoor patio for the restaurant.

This year's temporary outdoor patio site plan remains identical to the site plan approved for use in prior years. Their proposed plan identifies seating and table arrangements; depicts all entry and exit points; includes descriptions of temporary fencing materials and temporary lighting to be utilized; is designed to create a compact and contiguous service area in accordance with Minnesota Rules 7515.0430, subpart 2; and shows how alcohol will be restricted with a barrier between the temporary outdoor patio and surrounding area. No more than 12 tables will be permitted in the temporary outdoor patio area, with seating not to exceed 50 at any time.

Staff recommends approval of a Special Event Permit for the Temporary Outdoor Patio at the Red Rooster Bar & Restaurant with conditions as specified in the attached permit. If approved, the temporary patio would be permitted to be in place from May 1 through October 1, 2024.

Supporting Information

- Resolution No. 2024-17
- Special Event Permit application, site map and exhibits



**City Council
Resolution No. 2024-17**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2024-01 FOR A
TEMPORARY OUTDOOR PATIO AT THE RED ROOSTER BAR & RESTAURANT**

WHEREAS, Michael Simpson, on behalf of the Red Rooster Bar & Restaurant, has made a Special Event Permit application to permit installation of a temporary outdoor patio for the restaurant; and

WHEREAS, the applicant has submitted a site plan which identifies seating and table arrangements; depicts all entry and exit points; includes descriptions of temporary fencing materials and temporary lighting to be utilized; is designed to create a compact and contiguous service area in accordance with Minnesota Rules 7515.0430, subpart 2; and shows how alcohol will be restricted with a barrier between the temporary outdoor patio and surrounding area; and

WHEREAS, City staff and the Wayzata Police Department have reviewed the event application and identified conditions to permit issuance outlined on the Special Event Permit attached hereto and made a part of this Resolution; and

WHEREAS, by accepting this permit the applicant agrees to comply with the conditions outlined on the Special Event Permit attached hereto and made a part of this Resolution.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2024-01 for the Temporary Outdoor Patio at the Red Rooster Bar & Restaurant effective May 1, 2024 through October 1, 2024 contingent on receipt of documentation, agency approvals, and satisfaction of all applicable conditions outlined by the Special Event Permit.

Adopted by the City Council of the City of Long Lake this 16th day of April 2024.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk

2024



Special Event Permit Application

CITY OF LONG LAKE
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356
Phone / 952.473.6961

FOR OFFICE USE	
Amount Due: \$	10 Section 5F.
Date Paid:	4/3/24
<input checked="" type="checkbox"/> Check #	6098
<input type="checkbox"/> Credit Card	
<input type="checkbox"/> Cash Receipt #	
Deposit Required?	
<input type="checkbox"/> Yes, Check #	
<input checked="" type="checkbox"/> No	

- **REVIEW PAGE 3 for the Special Event Permit application fee schedule and application submittal checklist.**
- Complete this permit application form and submit to City Hall **at least 45 days prior to the event start date.** Permit application must be accompanied by all exhibits requested to be considered complete.

Event Name Temporary Outdoor Patio - Red Rooster Bar & Restaurant

Describe Location or Area of City Where Event Will Take Place Corner of 1830 W. Wayzata Blvd. & Mill St. Long Lake, MN 55356

of Participants Expected to Attend Event Varies - Day to Day

Describe Any Participation/Entry Fees to be Charged No Entry Fees

Event Dates/Times Proposed

**** List all Event Dates/Times Below ****

Day of Week	Date	Start Time	End Time
Beginning May 1, 2024. The Red Rooster will utilize temporary dining space, weather dependant, offering full service food & bev.			
9am → 12 midnight - 7 days a week during Restaurant Hours Ending Oct 1-2024			

Event Type (CHECK ALL THAT APPLY)

Parade Festival Run/Walk Sporting Event Block Party Private Party

Other, Explain Installation of temporary outdoor patio, secure area to permit outdoor dining service

Event Includes (CHECK ALL THAT APPLY)

Liquor Service Food Service Bingo/Raffles Live Music Amplified Audio

Animals Pedestrians/Runners Bicycles Floats Motor Vehicles, # Expected _____

Other Vehicles, Explain _____

Games, Amusement Devices or Carnival Equipment, Describe _____

Will Parking for Event Exceed On Site Parking Facilities Available?

Yes, WRITTEN PERMISSION FROM AREA PROPERTY OWNERS ALLOWING USE OF THEIR PROPERTY FOR PARKING IS ATTACHED

No

Traffic Control Personnel Provided by Whom _____

Delineation Equipment (Barricades, Signs, Traffic Cones, No Parking Signs, etc.) Provided by Whom Temporary split rail fencing to be provided by the Red Rooster

Street(s) to be Closed (A MAP SHOWING THE SPECIFIC ROUTE OR AREA TO BE CLOSED **MUST BE ATTACHED**)

N/A

Site Map and Detailed Description of Event Required

A DETAILED SITE MAP OF THE EVENT AREA AND DETAILED EVENT DESCRIPTION NARRATIVE MUST BOTH BE ATTACHED TO THIS APPLICATION. The Site Map should show locations of food and beverage vendors (noting controlled entry to any alcoholic beverage service areas), where activities will be taking place, and where any temporary infrastructure such as tents or bandstand facilities will be installed.

Insurance Carrier for Event

A Certificate of Insurance naming the City of Long Lake as an additional insured **must be submitted at least 10 days prior to the event start date.** Amount of insurance required is \$1,000,000.

Name of Insurance Carrier Secura Insurance Policy Number CP 3357378

Chairperson, Event Manager, or Director (Person Responsible for Duties of Permit Holder)

Full Name Michael David Simpson Daytime Phone 612-702-9536

Alternate Phone 952-473-4089 RR Email Address michael.simpson81@hotmail.com

Street Address 142 Chevy Chase Dr.

City, State, Zip Wayzata, MN 55391

Organization Information

Organization Name Red Rooster Bar & Restaurant

Mailing Address PO Box 516

City, State, Zip Long Lake, MN 55356

Phone 952-473-4089 Fax N/A

By signature below, applicant/event organizer agrees to abide by any and all conditions of Special Event Permit approval, if approved; and hereby agrees to indemnify, hold harmless, and exempt the City of Long Lake, its officers, employees, and agents from any and all claims, costs and liabilities, including reasonable attorneys' fees, in any way related to the applicant's Special Event as approved.

X Signature of Applicant  Date 4/13/24

****** FOR CITY USE ONLY ******

APPLICATION SUBMITTED WAS: Complete With Exhibits [] Incomplete – Date Completed _____

Review by Department Head or Designee

Public Works Reviewed By SD / JM Date 4/9/2024

Fire Department Reviewed By MH / JM Date 4/10/2024

Police Department Reviewed By MS / JM Date 4/9/2024

Special Event Permit Approved By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

Date Approved _____ PERMIT # 82024-01

Conditions of Permit Approval

Permit Conditions Detailed in Attached Letter Dated 4/9/2024

[] Permit Conditions Listed Below:



April 9, 2024

Michael Simpson
Red Rooster Bar & Restaurant
1830 Wayzata Boulevard W
PO Box 516
Long Lake, MN 55356

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2024-01
Temporary Outdoor Patio – Red Rooster Bar & Restaurant
Effective May 1, 2024 – October 1, 2024

Dear Applicant:

Your application for a Special Event Permit to permit installation of a Temporary Outdoor Patio for the Red Rooster Bar & Restaurant is hereby approved, subject to the conditions listed below. The Wayzata Police Chief or the Chief's designee, acting on behalf of the City of Long Lake, and Long Lake Fire Chief are each empowered to revoke this Special Event Permit at any time for any safety concerns that are not immediately resolved by the Applicant/Permit Holder or a representative of the Permit Holder.

- [] No modifications may be made to the approved temporary outdoor patio site plan without prior approval of the Fire Chief and Wayzata Police Chief or the Chief's designee. The approved site plan attached to this Permit shows the location of tables (maximum of 12 tables permitted) and seats with calculation of maximum number of customer seating (not to exceed 50 at any time); depicts all entry and exit points; and includes descriptions of temporary fencing materials and temporary lighting to be utilized. Patios for alcohol serving establishments must display a compact and contiguous service area in accordance with Minnesota Rules 7515.0430, subpart 2; and must show how alcohol will be restricted with a barrier or other means between the temporary outdoor patio and surrounding area.
- [] The temporary patio structure may only be installed consistent with the approved site plan. The Applicant must call Fire Chief Mike Heiland for inspection of any temporary lighting installations at 952.473.9701 ext. 1.
- [] Security of the temporary outdoor patio shall be the responsibility of the Applicant/Permit Holder.
- [] Patio coverings for customers must be limited to secured umbrellas over dining tables. No permanent covering structures are permitted.
- [] Applicant/Permit Holder shall be responsible for picking up litter within 100 feet of the temporary outdoor patio on a daily basis.

SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2024-01

Temporary Outdoor Patio – Red Rooster Bar & Restaurant / Effective May 1 – October 1, 2024

Page 2 of 2

Section 5F.

- [] A portion of public right-of-way is included in the temporary patio area, and maintenance of public right-of-way shall be the responsibility of the Property Owner.
- [] As the temporary outdoor patio site plan encompasses an area of City public right-of-way along Mill Street, Applicant must enter into a License and Indemnification Agreement with the City of Long Lake, on a form provided by the City, prior to temporary patio installation.
- [] Applicant must provide proof of authorization to occupy Hennepin County right-of-way prior to temporary patio installation.
- [] Where the temporary outdoor patio is located alongside Wayzata Boulevard W and Mill Street, the temporary patio fence boundary must be setback a minimum of eight feet behind the curb in order to maintain accessibility for City of Long Lake Public Works staff.
- [] Signage stating “No Alcohol Allowed Beyond This Point” is required to be posted at any exits from the patio.
- [] A Certificate of Insurance listing the City of Long Lake as an additional insured is required to be submitted prior to temporary patio installation.
- [] This Special Event Permit for a temporary outdoor restaurant patio is effective May 1, 2024 through October 1, 2024. This Permit may be extended if approved in writing by the City Clerk.
- [] Failure to abide by any of the conditions in this Permit may result in permit revocation.

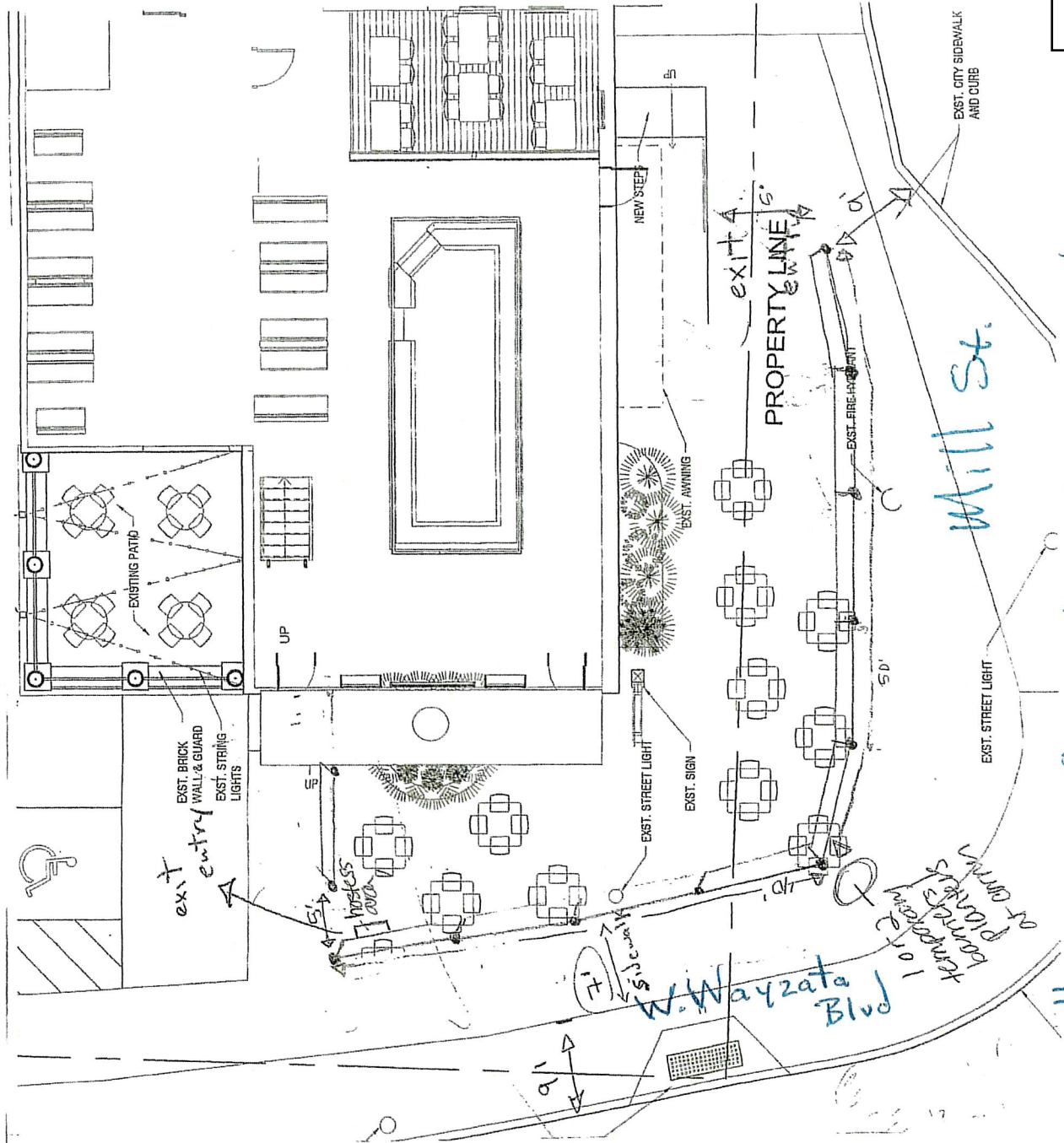
Please be advised that by acceptance of Special Event Permit #S2024-01, the Applicant/Permit Holder, on behalf of any and all organizations and private persons, grants authority to operate under the Special Event Permit, and agrees to indemnify and hold harmless the City of Long Lake from all claims arising from said event. The permit holder, all organizations and private persons exercising authority under this Permit, do waive and release all claims against the City of Long Lake, its officers or employees for any damage to person or property arising from the exercise of privileges granted by this Permit and agrees to hold harmless the City of Long Lake, its employees and officers from any such claim.

Thank you in advance for your cooperation, and best wishes to you and your business.

Sincerely,



Jeanette Moeller
City Clerk



Hemipen Co., Long Lake MN 55356

Temporary patio area will be contiguous to the Red Rooster building.

Temporary patio fencing location to be set back 16 feet behind curb (leaving sidewalk unobstructed) on W Wayzata Boulevard area. Posts to be placed 10 feet apart. Fencing material will be split rail fence with construction block securing posts.

Two entry/exit points will be 5 feet wide.

Approximately 12 tables will be placed with seating for 2 or 4 customers, with ability to move chairs to seat 6 customers at a table for family groups. Seating will not exceed 50, or the current number as established by Governor Executive Orders.

Actual location of tables - tables will be spaced minimum 6 feet apart.

May add temporary lighting if needed by affixing "café lights" to fencing materials, but will call Fire Chief for input and inspection if lighting is to be requested.

Plan includes installation of 1 or 2 larger temporary concrete barriers or planters at the corner of Wayzata Boulevard W/Mill Street as safety measures for corner.

Building access for customers will be to restrooms only.







CERTIFICATE OF LIABILITY INSURANCE

Section 5F.

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

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

PRODUCER Twin City Group 4500 Park Glen Rd ste 400 Minneapolis MN 55416		CONTACT NAME: Nick Proudfoot PHONE (A/C, No, Ext): (952) 924-6900 E-MAIL ADDRESS: nproudfoot@twincitygroup.com FAX (A/C, No): (952) 925-0631	
INSURED McCormick Red Rooster Operating, LLC dba Red Rooster Bar & Restaurant 1830 W Wayzata Blvd Long Lake MN 55356		INSURER(S) AFFORDING COVERAGE INSURER A: Secura Insurance 22543 INSURER B: Sequoia Insurance Company 22985 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 24/25 GL, Liq, Umb, WC **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CP 3357378	01/01/2024	01/01/2025	EACH OCCURRENCE § 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) § 100,000 MED EXP (Any one person) § Excluded PERSONAL & ADV INJURY § 1,000,000 GENERAL AGGREGATE § 2,000,000 PRODUCTS - COMP/OP AGG § 2,000,000 Hired and Non-Owned § 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) § BODILY INJURY (Per person) § BODILY INJURY (Per accident) § PROPERTY DAMAGE (Per accident) §
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION § 10,000			CU 3357379	01/01/2024	01/01/2025	EACH OCCURRENCE § 1,000,000 AGGREGATE § 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	QWC1289467	06/14/2023	06/14/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT § 500,000 E.L. DISEASE - EA EMPLOYEE § 500,000 E.L. DISEASE - POLICY LIMIT § 500,000
A	Liquor Liability			CP 3357378	01/01/2024	01/01/2025	Each Common Cause \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Coverage is extended to the outdoor patio area

CERTIFICATE HOLDER


City of Long Lake
450 Virginia Ave., PO Box 606

Long Lake MN 55356

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CITY OF LONG LAKE
TEMPORARY BUSINESS PREMISES EXPANSION
LICENSE AND INDEMNIFICATION AGREEMENT

WHEREAS, the Applicant has sought permission from the City of Long Lake (the "City") to temporarily expand its business premises under a Special Event Permit for a seasonal outdoor temporary patio, and some or all of that expansion will encroach upon City owned property or upon City right-of-way; and

WHEREAS, as a condition of permitting such temporary expansion, the City requires that Applicant indemnify, hold harmless, and defend the City of Long Lake for and against any claims related to the City's approval of such permitting and Applicant's use of the expanded business premises contemplated in the permit, and agree to the full restoration of any City owned property or City right-of-way at Applicant's sole cost upon termination of this temporary authorization.

NOW, THEREFORE, AS CONSIDERATION FOR THE CITY'S APPROVAL OF APPLICANT'S TEMPORARY BUSINESS PREMISES EXPANSION SPECIAL EVENT PERMIT AND TEMPORARY LICENSE, APPLICANT AGREES AS FOLLOWS:

1. Applicant hereby releases the City from any claims for loss or damage to property or any injury to or death of any person arising out of or relating to Applicant's use or occupancy of the temporarily expanded business premises, or the City's grant of permission to temporarily expand said premises. Applicant shall defend, indemnify and hold the City, its directors, employees, agents, contractors, and representatives harmless from and against any and all claims, losses, costs, damages, liens and liabilities, including reasonable attorneys' fees (collectively "Claims"), arising from or related to Applicant's use or occupancy of the temporarily expanded business premises or the City's grant of permission to temporarily expand said premises, pursuant to this Agreement.
2. Applicant shall promptly, and prior to the use or occupancy of any expanded business premises, disclose the obligations contained within this Agreement to its business insurance provider(s).
3. Applicant hereby agrees to promptly, and at its sole cost, restore any portion of City owned property or City right-of-way upon termination or expiration of the rights conferred in the City's temporary license and permit to expand Applicant's business premises. Applicant acknowledges that the City's approval of this expansion of Applicant's business premises is temporary and is subject to termination by the City at any time. Any improvements made by Applicant are made at Applicant's sole cost and risk and no such improvements may permanently alter any City property or right-of-way without the separate, written permission of the City.
4. Applicant shall comply with all provisions of the City-issued permit and license as well as all other applicable provisions of federal, state, and local law.
5. The undersigned hereby certifies that she/he is authorized and empowered to bind the Applicant business to the terms of this Agreement.

I have read, understand and agree to be bound by all the terms contained herein.

**APPLICANT: MCCORMICK RED ROOSTER OPERATING LLC DBA
RED ROOSTER BAR & RESTAURANT**

Signature: Michael Simpson

Print Name: Michael Simpson

Title: Owner - Operator

Date: 4/3/24

Right of Way / Utility Utility/ ROW Permit Permi# 2021-U0193, UID# 71817
App. Status: Active
Valid: 03/15/2021 - 12/31/2024

Hennepin County Public Works
Transportation Department (Roads and Bridges)
1600 Prairie Drive
Medina, MN 55340-5421

PROJECTS NORTH OF HIGHWAY 55
Jacob Cardinal (612-328-1622) 24 hours before starting work

PROJECTS SOUTH OF HIGHWAY 55
Tony Hooper (612-442-5025) 24 hours before starting work

[Email](#)

Information

Aerial or Underground?	Neither
Construction Description:	Use of Sidewalk in Hennepin County Right of Way for patio restaurant seating for 2021, 2022, 2023, 2024
Construction Dates:	03/15/2021 to 12/31/2024

Location



City/Twp:	Long Lake			
Site(s):	County Road #	From	To	Relative to Road
	112	1832 Wayzata Blvd	Mill Street	North
Is the area of the disturbance is over 1 acre?	No			

Sketch / Site Plan

Upload sketch:	File 1: Red_Rooster_Patio.pdf
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Applicant

Applicant name:	Name: Michael Simpson Company name: Red Rooster Bar & Lounge Title: Manager Phone: (612) 702 - 9536 Email: michaelsimpson81@hotmail.com Company address: 1832 W Wayzata Blvd Long Lake MN 55356
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Terms

Definitions

UTILITY. Under this order "Utility" shall mean and include all privately, publicly or co-operatively owned communication lines and facilities, any systems, lines and facilities for the distribution and transmission of electrical energy, oil, gas, water, sewer, steam and other pipe lines, railways, ditches or other structures which under the laws of this State or the Ordinance of any County or City may be constructed, placed or maintained across, along or on County Highway Right-of-Way. Dependent upon the meaning intended in the context, "utility" shall also mean the Utility Company, inclusive of any wholly owned subsidiary.

- 1) Except as otherwise permitted, utility construction and relocation on County Highway Right-of-Way shall not be commenced until an application for a Permit has been made and such Permit granted. The Permit submittal shall include detailed construction plans that show the location of the proposed utility with reference to County Highway Centerline.
- 2) Each registrant shall, at the time of registration and by January 1 of each year, file a construction and major maintenance plan for all work within the county right-of-way for the upcoming year with the Permit Office. Such plan shall be submitted using a format designated by the Permit Office and shall contain the information necessary to facilitate coordination and reduction in the frequency of excavations and obstructions of right-of-way. The registrant shall map electronically upcoming major projects onto the county's established mapping application (Utility Infrastructure Integration, UI2).
- 3) INCLEMENT WEATHER shall be reason for delay of the project start or suspension of the project as determined by Hennepin County.
- 4) SAFETY VESTS shall be worn by ANYONE occupying County right-of-way.
- 5) PERMIT ON JOB: Permits or copies shall be kept on the work site, while work is in progress, in the custody of the individual in charge, and shall be exhibited upon request by any county official.
- 6) PROVISION AND REQUIREMENTS: These general permit requirements and specifications shall be considered as forming an integral part of each and every permit issued for operations on county roadways. The work authorized by this permit shall be done at such time and in such manner as shall be consistent with the safety of the public and shall conform to all requirements and standards of the County of Hennepin as herein specified. If at any time Hennepin County finds that the work is not being, or has not been, properly performed, the Permittee, upon being notified, shall immediately take the necessary steps, at their own expense, to place the work in conformance to said requirements or standards.
- 7) ANNULMENT: In the event of failure or neglect by said Permittee or Permittee's employees, to perform and comply with the prescribed conditions, restrictions and regulations, the Transportation Department may revoke and annul this permit and order said Permittee to immediately remove any and all structures or property belonging to said Permittee from the legal limits of the roadway or county property.
- 8) PRIVATE PROPERTY: The Permit as issued does not in any way imply an easement on private property or grant a right to encroach on private property.
- 9) DRIVING LIMITATIONS: No driving onto highway from ditch or driving on shoulders or over curbs where damage will occur.
- 10) LUGS ON EQUIPMENT: No lugs shall be used on equipment traversing Hennepin County roadways.
- 11) INSURANCE: The Permittee shall have in force during the operation of Permittee's vehicles and equipment over and/or adjacent to Minnesota roadways, (1) Commercial General Liability Insurance with each occurrence of \$1,500,000 and general aggregate limits of \$2,000,000, and (2) Automobile Liability Insurance with combined single limit each occurrence coverage for bodily injury and property damage limits of \$1,500,000. These are minimum insurance requirements. It is the sole responsibility of the Permittee to determine the need for and to procure additional insurance which may be needed in connection with this Permit. If requested, a Certificate of Insurance must be provided naming Hennepin County as certificate holder and as an additional insured for the Commercial General Liability coverage with respect to operations covered under this Permit.
- 12) INDEMNITY: The permittee shall, to the extent permitted by law, defend, indemnify and hold harmless the County, it's employees, officers, agents, and contractors against any claim of liability or against any loss of any kind, including compliance with administrative orders and regulations, and specifically including, without limitation, against any claim of liability or loss from personal injury or property damage resulting from or arising from, or is in any way related to, the presence of the permitted encroachments or other personal property on County managed public right-of-way or on County-owned property and also as to any willful misconduct of the permittee, it's employees, contractors or agents, except to the extent such claims or damages may be due to or caused by the willful misconduct of the County, or its employees, contractors, or agents.
- 13) LIABILITY WAIVER: The permittee waives any claims of any type against the County, or any of its respective agents, representatives, successors or employees for any damages, even if the County has been advised of the possibility of such damages, whether under theory of contract, tort (including negligence), strict liability or otherwise that is related to, arises out of, or is in some part, caused by the location of the permitted encroachments on Hennepin County right-of-way or County-owned property.

TRAFFIC CONTROL:

- 1) All warning devices and barricades shall conform to the Minnesota Manual on Uniform Traffic Control Devices, current edition, and any and all updates or supplements thereto.
- 2) All warning devices, barricades, flagmen and equipment shall be provided by parties or organizations performing the work. Said devices shall be removed from the job site promptly upon completion of work.
- 3) Standard warning devices and barricades and safety vests shall be kept clean and in good repair at all times.
- 4) Detour on a County roadway requires ten (10) working days advance notice to the Permit Office.
- 5) Execution: The Permittee shall use due diligence in the execution of the work authorized under this permit in order not to endanger or unnecessarily obstruct travel along the said highway. Operations shall be so conducted at all times as to permit safe and reasonably free travel over the roads within the limits of the work herein prescribed. All safety measures for the free movement of traffic shall be provided by the Permittee at its own cost.

GENERAL CONSTRUCTION

- 1) CONFORMITY TO LAWS: The installation shall be made in conformity with all applicable laws, regulations and codes covering said installations. All installations shall be made in conformity with regulations of governmental agencies for the protection of the public.
- 2) AMERICANS WITH DISABILITIES ACT: Any work in the County's rights-of-way that impacts any pedestrian facilities requires that the restoration of the pedestrian facilities impacted be restored to conform to current ADA requirements and standards.
- 3) NPDES: Any project that requires a Stormwater Pollution Prevention Plan (SWPPP) must submit that plan to the Hennepin County Permits Office to be attached to the permit.
- 4) REMOVAL: If at any time the permitted structure or facility shall fail from any cause whatsoever, the Permittee shall have the same removed or repaired immediately upon receipt of written notice to do so.
- 5) EXISTING FACILITIES: Applicant must protect all existing installations.
- 6) CUTTING TREES: The permission herein granted does not confer upon the Permittee the right to cut, remove or destroy trees or shrubbery within the legal limits of the roadway or relieve Permittee from obtaining any consent otherwise required from the owner of the property adjacent thereto.
- 7) DRAINAGE: The existing drainage patterns shall not be altered unless approved by Hennepin County. Watershed District approval and drainage calculations are required if plan alters existing drainage patterns.
- 8) CLEAN-UP: Street surface and roadside shall be kept clean, neat and presentable throughout construction as determined by the Hennepin County Transportation Department.
- 9) DUST CONTROL shall be provided upon request of the Hennepin County Transportation Department at the Permittee's expense.
- 10) TREES AND VEGATATION: Burning or disking operations and or the use of chemicals to control or kill trees, brush and other vegetation is prohibited without Hennepin County approval.
- 11) ILLICIT DISCHARGE: permittee shall not discharge any liquid or materials into Hennepin County right-of-way other than adequately treated stormwater or allowable uncontaminated waters as defined by MPCA in part 1A of the MS4 general permit. Any illicit discharge must be reported immediately to permits office staff, properly contained and remediated.

RESTORATION

- 1) DAMAGE TO ROADWAY: If pavement, roadway or right-of-way is damaged; same shall be restored, in a timely manner to its original or a better condition, at the sole expense of the Permittee.
- 2) The Permittee will be responsible for MAINTENANCE AND REPAIR of any and all failures due to settlement, erosion, lack of vegetation growth, rutting or other job related problems for a period of two (2) years after project completion and Notice of Work Completion form has been received by Hennepin County. Permittee shall perform all said maintenance immediately after it has been notified of deficiencies. Permittee shall be responsible for all costs and expenses related to said maintenance.
- 3) Permittee's failure to perform MAINTENANCE OR REPAIR of any failures and/or damage to roadway or right-of-way immediately will result in Hennepin County, through its own forces or its contractors, performing said maintenance or repairs and billing Permittee for all costs and expenses related thereto. Permittee shall make payment to Hennepin County within fifteen (15) days of receipt of said bill. Permittee agrees, that if it fails to make payment of said amounts within the specified time, to Hennepin County, Permittee shall pay all costs related to debt collections, including, but not limited to, court costs, fees, interest and attorneys' fees.
- 4) PERMANENT RESTORATION plans must be submitted to the County's Permit Office prior to starting construction for temporary restoration/winter stabilization work occurring between

November 1st and April 30th.

5) QUALITY OF WORK: Finished surface, base and sub-base of road upon completion of work shall be equal to or better than specifications for original road.

Section 5F.

216D.03 NOTIFICATION CENTER Subdivision 1 ? Participation. An operator shall participate in and share in the costs of one statewide notification center operated by a vendor selected under subdivision 2. Subdivision 2 ? Establishment Of Notification Center; Rules. (a) The notification center services must be provided by a nonprofit corporation approved in writing by the commissioner. The nonprofit corporation must be governed by a board of directors of up to 20 members, one of whom is the director of the Office of Pipeline Safety. The other board members must represent and be elected by operators, excavators, and other persons eligible to participate in the center. In deciding to approve a nonprofit corporation, the commissioner shall consider whether it meets the requirements of this paragraph and whether it demonstrates that it has the ability to contract for and implement the notification center service. (b) The commissioner shall adopt rules: 74STATE LAW (651)454-0002 - OR - (800)252-1166 (1) establishing a notification process and competitive bidding procedure for selecting a vendor to provide the notification service; (2) governing the operating procedures and technology needed for a statewide notification center; and (3) setting forth the method for assessing the cost of the service among operators. (c) The commissioner shall select a vendor to provide the notification center service. The commissioner may advertise for bids as provided in section 16C.06, subdivisions 1 and 2, and base the selection of a vendor on best value as provided in section 16C.06, subdivision 6. The commissioner shall select and contract with the vendor to provide the notification center service, but all costs of the center must be paid by the operators. The commissioner may at any time appoint a task force to advise on the renewal of the contract or any other matter involving the center's operations. (d) An operator may submit a bid and be selected to contract to provide the notification center service under paragraph (a) or (c). The commissioner shall annually review the services provided by the nonprofit corporation approved under paragraph (a) or the vendor selected under paragraph (c). Subdivision 3 ? Cooperation With Local Government. www.gopherstateonecall.org 75STATE LAW In establishing operating procedures and technology for the statewide notification center, the board of directors or the commissioner must work in cooperation with the League of Minnesota Cities, the Association of Minnesota Counties, and the Township Officers' Association. The purpose of this cooperation is to maximize the participation of local governmental units that issue permits for activities involving excavation to assure that excavators receive notice of and comply with the requirements of sections 216D.01 to 216D.07. Subdivision 4 ? Notice To Local Government. The notification center shall provide local governmental units with a master list, by county, of the operators in the county who are participants in the notification center, and the telephone number and mailing address of the notification center. 216D.04 ? EXCAVATION; LAND SURVEY. Subdivision 1 ? Notice Required; Contents. (a) Except in an emergency, an excavator shall and a land surveyor may contact the notification center and provide notice at least 48 hours, excluding Saturdays, Sundays, and holidays and not more than 14 calendar days before beginning any excavation or boundary survey. An excavation or boundary survey begins, for purposes of this requirement, the first time excavation or a 76STATE LAW (651)454-0002 - OR - (800)252-1166 boundary survey occurs in an area that was not previously identified by the excavator or land surveyor in the notice. (b) The notice may be oral or written, and must contain the following information: (1) the name of the individual providing the notice; (2) the precise location of the proposed area of excavation or survey; (3) the name, address, and telephone number of the individual or individual's company; (4) the field telephone number, if one is available; (5) the type and extent of the activity; (6) whether or not the discharge of explosives is anticipated (7) the date and time when the excavation or survey is to commence; and (8) the estimated duration of the activity. Subdivision 1A ? Plans For Excavation. (a) Any person, prior to soliciting bids or entering into a contract for excavation, shall provide a proposed notice to the notification center to obtain from the affected operators of underground facilities the type, size, and general location of underground facilities. Affected operators shall provide the information within 15 working days. An operator who provides information to a person who is not a unit of government may indicate any portions www.gopherstateonecall.org 77STATE LAW of the information which are proprietary and may require the person to provide appropriate confidentiality protection. The information obtained from affected operators must be submitted on the final drawing used for the bid or contract and must depict the utility quality level of that information. This information must be updated not more than 90 days before completion of the final drawing used for the bid or contract. (b) This subdivision does not apply to bids and contracts for: (1) routine maintenance of underground facilities or installation, maintenance, or repair of service lines; (2) excavation for operators of underground facilities performed on a unit of work or similar basis; or (3) excavation for home construction and projects by home owners. (c) A person required by this section to show existing underground facilities on its drawings shall conduct one or more preliminary design meetings during the design phase to communicate the project design and coordinate utility relocation. Affected facility operators shall attend these meetings or make other arrangements to provide information. (d) A person required by this section to show existing underground facilities on its drawings shall conduct one or more preconstruction 78STATE LAW (651)454-0002 - OR - (800)252-1166 meetings to communicate the project design and coordinate utility relocation. Affected facility operators and contractors shall attend these meetings or make other arrangements to provide information. (e) This subdivision does not affect the obligation to provide a notice of excavation as required under subdivision 1. Subdivision 2 ? Duties Of Notification Center; Regarding Notice. The notification center shall assign an inquiry identification number to each notice and retain a record of all notices received for at least six years. The center shall immediately transmit the information contained in a notice to every operator that has an underground facility in the area of the proposed excavation or boundary survey. Subdivision 3 ? Locating Underground Facility; Operator. (a) Prior to the excavation start time on the notice, an operator shall locate and mark or otherwise provide the approximate horizontal location of the underground facilities of the operator and provide readily available information regarding the operator's abandoned and out-of-service underground facilities as shown on maps, drawings, diagrams, or other records used in the operator's normal course www.gopherstateonecall.org 79STATE LAW of business, without cost to the excavator. The excavator shall determine the precise location of the underground facility, without damage, before excavating within two feet of the marked location of the underground facility. (b) Within 96 hours or the time specified in the notice, whichever is later, after receiving a notice for boundary survey from the notification center, excluding Saturdays, Sundays, and holidays, unless otherwise agreed to between the land surveyor and operator, an operator shall locate and mark or otherwise provide the approximate horizontal location of the underground facilities of the operator, without cost to the land surveyor. (c) For the purpose of this section, the approximate horizontal location of the underground facilities is a strip of land two feet on either side of the underground facilities. (d) Markers used to designate the approximate location of underground facilities must follow the current color code standard used by the American Public Works Association. (e) If the operator cannot complete marking of the excavation or boundary survey area before the excavation or boundary survey start time stated in the notice, the operator shall promptly contact the excavator or land surveyor. (f) After December 31, 1998, operators shall maintain maps, drawings, diagrams, and other records of any underground facility abandoned or 80STATE LAW (651)454-0002 - OR - (800)252-1166 out-of-service after December 31, 1998. (g) An operator or other person providing information pursuant to this subdivision is not responsible to any person, for any costs, claims, or damages for information provided in good faith regarding abandoned, out-of-service, or private or customer-owned underground facilities. Subdivision 4 ? Locating Underground Facility; Excavator Or Land Surveyor. (a) The excavator or land surveyor shall determine the precise location of the underground facility, without damage, before excavating within two feet on either side of the marked location of the underground facility. (b) If the excavator or land surveyor cancels the excavation or boundary survey, the excavator or land surveyor shall cancel the notice through the notification center. (c) The notice is valid for 14 calendar days from the start time stated on the notice. If the activity will continue after the expiration time, then the person responsible for the activity shall serve an additional notice at least 48 hours, excluding Saturdays, Sundays, and holidays, before the expiration time of the original notice, unless the excavator makes arrangements with the operators affected to periodically verify or refresh the marks, in which case the notice is valid for six months from the start time stated on the notice. www.gopherstateonecall.org 81STATE LAW (d) The excavator is responsible for reasonably protecting and preserving the marks until no longer required for proper and safe excavation near the underground facility. If the excavator has reason to believe the marks are obliterated, obscured, missing, or incorrect, the excavator shall notify the facility operator or notification center in order to have an operator verify or refresh the marks. 216D.05 Precautions To Avoid Damage. An excavator shall: (1) plan the excavation to avoid damage to and minimize interference with underground facilities in and near the construction area; (2) use white markings for proposed excavations except where it can be shown that it is not practical; (3) maintain a clearance between an underground facility and the cutting edge or point of any mechanized equipment, considering the known limit of control of the cutting edge or point to avoid damage to the facility; (4) provide support for underground facilities in and near the construction area, including during backfill operations, to protect the facilities; and (5) conduct the excavation in a careful and prudent manner. 216D.06 ? DAMAGE TO FACILITY. Subdivision 1 ? Notice; Repair 82STATE LAW (651)454-0002 - OR - (800)252-1166 (a) If any damage occurs to an underground facility or its protective covering, the excavator shall notify the operator promptly. When the operator receives a damage notice, the operator shall promptly dispatch personnel to the damage area to investigate. If the damage results in the escape of any flammable, toxic, or corrosive gas or liquid or endangers life, health, or property, the excavator responsible shall immediately notify the operator and the 911 public safety answering point, as defined in section 403.02, subdivision 19, and take immediate action to protect the public and property. The excavator shall also attempt to minimize the hazard until arrival of the operator's personnel or until emergency responders have arrived and completed their assessment. The 911 public safety answering point shall maintain a response plan for notifications generated by this section. (b) An excavator shall delay backfilling in the immediate area of the damaged underground facilities until the damage has been investigated by the operator, unless the operator authorizes otherwise. The repair of damage must be performed by the operator or by qualified personnel authorized by the operator. (c) An excavator who knowingly damages an underground facility, and who does not notify the operator as soon as reasonably possible or who backfills in violation of paragraph (b), is guilty of a misdemeanor. www.gopherstateonecall.org 83STATE LAW Subdivision 2 ? Cost Reimbursement. (a) If an excavator damages an underground facility, the excavator shall reimburse the operator for the cost of necessary repairs, and for a pipeline the cost of the product that was being carried in the pipeline and was lost as a direct result of the damage. (b) Reimbursement is not required if the damage to the underground facility was caused by the sole negligence of the operator or the operator failed to comply with section 216D.04, subdivision 3. Subdivision 3 ? Prima Facie Evidence Of Negligence. It is prima facie evidence of the excavator's negligence in a civil court action if damage to the underground facilities of an operator resulted from excavation, and the excavator failed to give an excavation notice under section 216D.04 or provide support as required by section 216D.05. 216D.07 EFFECT ON LOCAL ORDINANCES. (a) Sections 216D.01 to 216D.07 do not affect or impair local ordinances, charters, or other provisions of law requiring permits to be obtained before excavating. (b) A person with a permit for excavation from the state or a public agency is subject to sections 216D.01 to 216D.07. The state or public agency that issued a permit for excavation is not liable 84STATE LAW (651)454-0002 - OR - (800)252-1166 for the actions of an excavator who fails to comply with sections 216D.01 to 216D.07.

Invoice #39986 (03/15/2021) Expected Payment Method: Unknown

Section 5F.

Charge	Cost	Quantity	Total
Grand Total			
		Total	\$0.00
		Payment 03/15/2021	\$0.00
		Due	\$0.00

Special Provisions

*** Contact Mike Olmstead at (612) 221-7162 or via email at michael.olmstead@hennepin.us at least 24 hours prior to construction. Failure to contact either Mr. Olmstead or the Permits Office shall be considered a violation of the permit and grounds for dismissing contactor from job site.

This permit allows Red Rooster Bar & Lounge to use the sidewalk area detailed on the attached sketch for outdoor seating during 2021, 2022 & 2023. All activities must remain inside fenced area and not expanded further than detailed sketch. The applicant must follow all the rules and regulations of other agencies and the City of Long Lake. Hennepin County reserves the right to have the patio seating removed at any time for any reason at no cost to the county.

This Permit for the seasonal sidewalk seating in County Right of Way is approved for the additional outdoor season of 2022 under the same layout and arraignment. M D Olmstead HC Permits Supervisor 4/5/2022

This Permit for the seasonal sidewalk seating in County Right of Way is approved for the additional outdoor season of 2023 under the same layout and arraignment. M D Olmstead HC Permits Supervisor 4/6/2023

Approvals

Approval	Signature
Applicant	Michael Simpson - 03/15/2021 1:17 PM - witnessed by Michael D. Olmstead 1dc771f299de05e89897bc2af6020f13 8c57bf06b6ee48b8f56095729a5c47e5
#1 Permits Inspector	Michael D. Olmstead - 03/15/2021 1:17 PM a82cfdfe1bff170392a913549030c9d6 8d482760ebdc233dee60cb5070835854
#3 Permits Supervisor	Michael D. Olmstead - 03/15/2021 1:38 PM c8b123eaf59e95e256f064bec6f4a306 3156889001b1ee90ebace530c4916cb9

Internal Notes

Text:	<input type="text"/>
File(s):	<input type="text"/>

Print View



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / April 16, 2024

SUBJECT: Special Event Permit Request for a Temporary Outdoor Patio at Carbone’s Pizzeria Long Lake

Prepared By: Jeanette Moeller, City Clerk

Report Date: 4/11/2024

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2024-18 approving issuance of Special Event Permit #S2024-02 for the Temporary Outdoor Patio at Carbone’s Pizzeria Long Lake effective May 1 through September 30, 2024.

Overview / Background

Neil Heinen, on behalf of Carbone’s Pizzeria Long Lake, has made application for a Special Event Permit to permit installation of their annual temporary outdoor patio for the restaurant.

This year’s temporary outdoor patio site plan remains identical to the site plan approved for use in prior years. Their proposed site plan in combination with their temporary patio narrative identifies seating and table arrangements; depicts all entry and exit points; includes descriptions of temporary fencing materials and possible temporary lighting to be utilized; is designed to create a compact and contiguous service area in accordance with Minnesota Rules 7515.0430, subpart 2; and shows how alcohol will be restricted with a barrier between the temporary outdoor patio and surrounding area. No more than five picnic tables will be permitted in the temporary outdoor patio area, with seating not to exceed 30 at any time.

Staff recommends approval of a Special Event Permit for the Temporary Outdoor Patio at Carbone’s Pizzeria Long Lake with conditions as specified in the attached permit. If approved, the temporary patio would be permitted to be in place from May 1 through September 30, 2024.

Supporting Information

- Resolution No. 2024-18
- Special Event Permit application, temporary patio narrative, site map and exhibits



**City Council
Resolution No. 2024-18**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2024-02 FOR A
TEMPORARY OUTDOOR PATIO AT CARBONE’S PIZZERIA LONG LAKE**

WHEREAS, Neil Heinen, on behalf of Carbone’s Pizzeria Long Lake, has made a Special Event Permit application to permit installation of a temporary outdoor patio for the restaurant; and

WHEREAS, the applicant has submitted a site plan and temporary patio narrative which identifies seating and table arrangements; depicts all entry and exit points; includes descriptions of temporary fencing materials and possible temporary lighting to be utilized; is designed to create a compact and contiguous service area in accordance with Minnesota Rules 7515.0430, subpart 2; and shows how alcohol will be restricted with a barrier between the temporary outdoor patio and surrounding area; and

WHEREAS, City staff and the Wayzata Police Department have reviewed the event application and identified conditions to permit issuance outlined on the Special Event Permit attached hereto and made a part of this Resolution; and

WHEREAS, by accepting this permit the applicant agrees to comply with the conditions outlined on the Special Event Permit attached hereto and made a part of this Resolution.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2024-02 for the Temporary Outdoor Patio at Carbone’s Pizzeria Long Lake effective May 1, 2024 through September 30, 2024 contingent on receipt of documentation, agency approvals, and satisfaction of all applicable conditions outlined by the Special Event Permit.

Adopted by the City Council of the City of Long Lake this 16th day of April 2024.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Special Event Permit Application

CITY OF LONG LAKE
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356
Phone / 952.473.6961

FOR OFFICE USE ONLY Section 5G.

Amount Due: \$ 110
Date Paid: 4/11/24
 Check # 2094
 Credit Card
 Cash Receipt # _____
Deposit Required?
 Yes, Check # _____
 No

- REVIEW PAGE 3 for the Special Event Permit application fee schedule and application submittal checklist.
- Complete this permit application form and submit to City Hall **at least 45 days prior to the event start date.** Permit application must be accompanied by all exhibits requested to be considered complete.

Event Name TEMPORARY PATIO AT CARBONES

Describe Location or Area of City Where Event Will Take Place 2069 W WAYzata BLVD, LONG LAKE, MN 55356

of Participants Expected to Attend Event 25 AT THE MOST

Describe Any Participation/Entry Fees to be Charged N/A

Event Dates/Times Proposed

**** List all Event Dates/Times Below ****

Day of Week	Date	Start Time	End Time
	<u>5.1.24</u>		
	<u>9.30.24</u>		

Event Type (CHECK ALL THAT APPLY)

- Parade
 Festival
 Run/Walk
 Sporting Event
 Block Party
 Private Party
 Other, Explain TEMP. PATIO

Event Includes (CHECK ALL THAT APPLY)

- Liquor Service
 Food Service
 Bingo/Raffles
 Live Music
 Amplified Audio
 Animals
 Pedestrians/Runners
 Bicycles
 Floats
 Motor Vehicles, # Expected _____
 Other Vehicles, Explain _____
 Games, Amusement Devices or Carnival Equipment, Describe _____

Will Parking for Event Exceed On Site Parking Facilities Available?
 Yes, WRITTEN PERMISSION FROM AREA PROPERTY OWNERS ALLOWING USE OF THEIR PROPERTY FOR PARKING IS ATTACHED
 No

Traffic Control Personnel Provided by Whom N/A

Delineation Equipment (Barricades, Signs, Traffic Cones, No Parking Signs, etc.) Provided by Whom CARBONES

Street(s) to be Closed (A MAP SHOWING THE SPECIFIC ROUTE OR AREA TO BE CLOSED **MUST BE ATTACHED**)
N/A

Site Map and Detailed Description of Event Required

A DETAILED SITE MAP OF THE EVENT AREA AND DETAILED EVENT DESCRIPTION NARRATIVE MUST BOTH BE ATTACHED TO THIS APPLICATION. The Site Map should show locations of food and beverage vendors (noting controlled entry to any alcoholic beverage service areas), where activities will be taking place, and where any temporary infrastructure such as tents or bandstand facilities will be installed.

Insurance Carrier for Event

A Certificate of Insurance naming the City of Long Lake as an additional insured **must be submitted at least 10 days prior to the event start date.** Amount of insurance required is \$1,000,000.

Name of Insurance Carrier ILLINOIS CASUALTY Policy Number 190975

Chairperson, Event Manager, or Director (Person Responsible for Duties of Permit Holder)

Full Name NEIL HEINEN Daytime Phone 763.350.8760

Alternate Phone _____ Email Address CAMPONESLONGLAKE@gmail.com

Street Address 2009 W WAY 24TH BLVD

City, State, Zip LONG LAKE, MN 55356

Organization Information

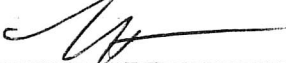
Organization Name CAMPONES LONG LAKE

Mailing Address PO BOX 306

City, State, Zip LONG LAKE, MN 55356

Phone 763.350.8760 Fax _____

By signature below, applicant/event organizer agrees to abide by any and all conditions of Special Event Permit approval, if approved; and hereby agrees to indemnify, hold harmless, and exempt the City of Long Lake, its officers, employees, and agents from any and all claims, costs and liabilities, including reasonable attorneys' fees, in any way related to the applicant's Special Event as approved.

X Signature of Applicant  Date 4.10.24

****** FOR CITY USE ONLY ******

APPLICATION SUBMITTED WAS: Complete With Exhibits [] Incomplete – Date Completed _____

Review by Department Head or Designee

Public Works Reviewed By SD / JM Date 4/11/2024

Fire Department Reviewed By ok - JM Date _____

Police Department Reviewed By MS / JM Date 4/11/2024

Special Event Permit Approved By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

Date Approved _____ PERMIT # S2024-02

Conditions of Permit Approval

[] Permit Conditions Detailed in Attached Letter Dated 4/11/2024

[] Permit Conditions Listed Below:



April 11, 2024

Neil Heinen
Carbone's Pizzeria Long Lake
2069 Wayzata Boulevard W
Long Lake, MN 55356

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2024-02
Temporary Outdoor Patio – Carbone's Pizzeria Long Lake
Effective May 1, 2024 – September 30, 2024

Dear Applicant:

Your application for a Special Event Permit to permit installation of a Temporary Outdoor Patio for Carbone's Pizzeria Long Lake is hereby approved, subject to the conditions listed below. The Wayzata Police Chief or the Chief's designee, acting on behalf of the City of Long Lake, and Long Lake Fire Chief are each empowered to revoke this Special Event Permit at any time for any safety concerns that are not immediately resolved by the Applicant/Permit Holder or a representative of the Permit Holder.

- [] No modifications may be made to the approved temporary outdoor patio site plan without prior approval of the Fire Chief and Wayzata Police Chief or the Chief's designee. The approved site plan attached to this Permit shows the location of tables (maximum of 5 picnic tables permitted) and seats with calculation of maximum number of customer seating (not to exceed 30 at any time); depicts all entry and exit points; and includes descriptions of temporary fencing materials and possible temporary lighting to be utilized. Patios for alcohol serving establishments must display a compact and contiguous service area in accordance with Minnesota Rules 7515.0430, subpart 2; and must show how alcohol will be restricted with a barrier or other means between the temporary outdoor patio and surrounding area.
- [] The temporary patio structure may only be installed consistent with the approved site plan and the Applicant's approved temporary patio narrative submitted with the permit application. The Applicant must call Fire Chief Mike Heiland for inspection of any temporary lighting installations at 952.473.9701 ext. 1.
- [] Security of the temporary outdoor patio shall be the responsibility of the Applicant/Permit Holder.
- [] Patio coverings for customers must be limited to secured umbrellas over dining tables. No permanent covering structures are permitted.
- [] Applicant/Permit Holder shall be responsible for picking up litter within 100 feet of the temporary outdoor patio on a daily basis.

SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2024-02

Temporary Outdoor Patio – Carbone’s Pizzeria Long Lake / Effective May 1 – September 30, 2024

Page 2 of 2

Section 5G.

- [] As the temporary outdoor patio site plan may encroach into an area of City public right-of-way along Shaughnessy Avenue, Applicant must enter into a License and Indemnification Agreement with the City of Long Lake, on a form provided by the City, prior to temporary patio installation.
- [] Signage stating “No Alcohol Allowed Beyond This Point” is required to be posted at any exits from the patio.
- [] A Certificate of Insurance listing the City of Long Lake as an additional insured is required to be submitted prior to temporary patio installation.
- [] This Special Event Permit for a temporary outdoor restaurant patio is effective May 1, 2024 through September 30, 2024. This Permit may be extended if approved in writing by the City Clerk.
- [] Failure to abide by any of the conditions in this Permit may result in permit revocation.

Please be advised that by acceptance of Special Event Permit #S2024-02, the Applicant/Permit Holder, on behalf of any and all organizations and private persons, grants authority to operate under the Special Event Permit, and agrees to indemnify and hold harmless the City of Long Lake from all claims arising from said event. The permit holder, all organizations and private persons exercising authority under this Permit, do waive and release all claims against the City of Long Lake, its officers or employees for any damage to person or property arising from the exercise of privileges granted by this Permit and agrees to hold harmless the City of Long Lake, its employees and officers from any such claim.

Thank you in advance for your cooperation, and best wishes to you and your business.

Sincerely,



Jeanette Moeller
City Clerk

Barcelona314 Corp DBA Carbone's Pizzeria Long Lake

To: **Mayor –**
Charlie Miner
Council Members –
Jahn Dyvik
Gina Joyce
Mike Feldmann
Deirdre Kvale

From: Owners -
Sigrid & Neil Heinen

Date: 04/10/2024

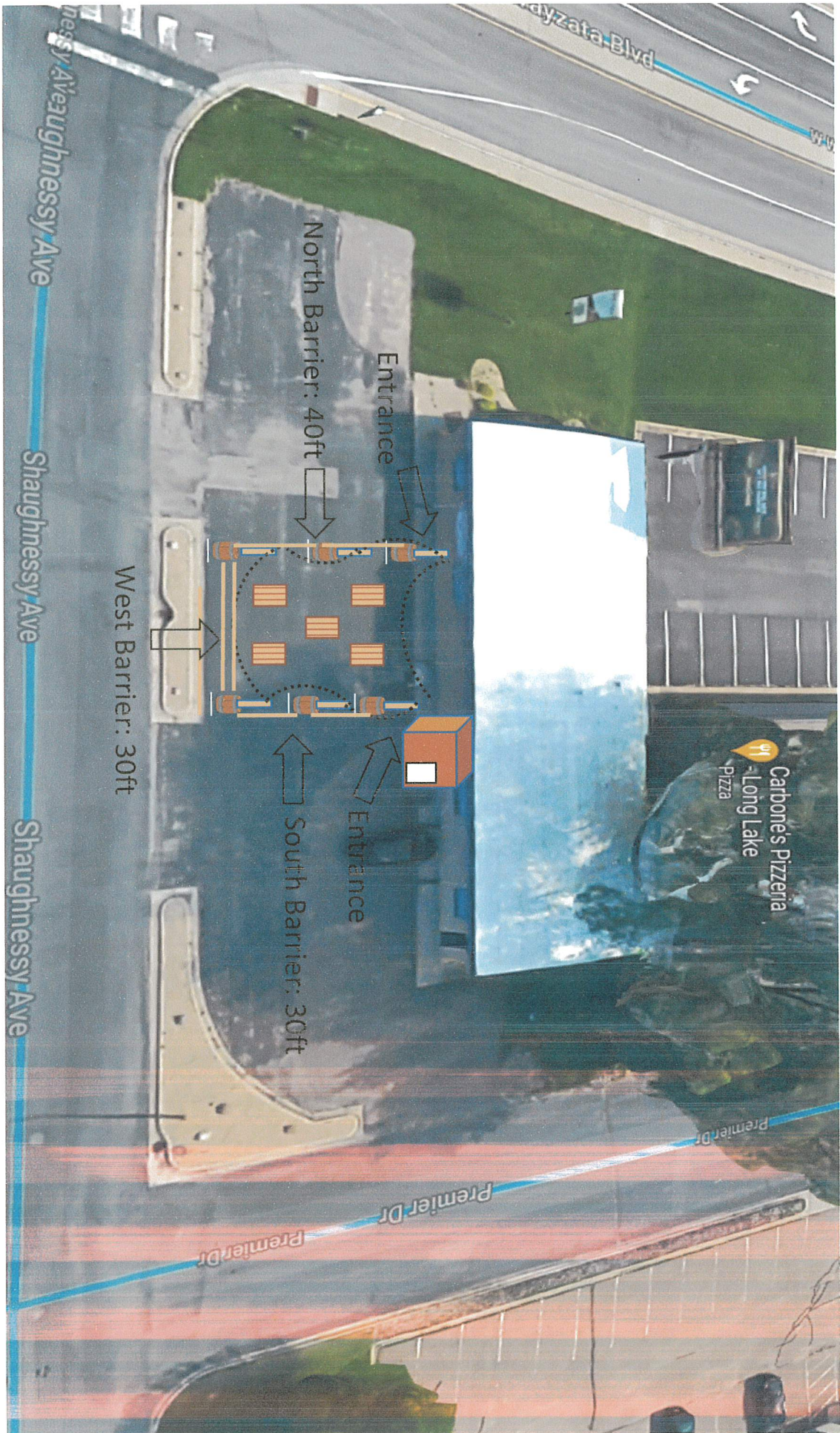
Re: Temporary Patio

Comments:

We are asking for your consideration to set up a temporary enclosed patio in our parking lot on or around 5/1/24. The intention will be to use the patio as long as weather permits. The temporary patio would be identical to years past in size (30' x 40') and amount of patrons (five tables each sitting up to five people). The only change from previous years would be the possibility of setting up string lights around the perimeter.

- Parking will still be accessible from both sides
- Patio area to be contiguous to the building
- Fencing to be comprised of 2x4's to secure a perimeter
- Pedestrian entrances on north and south sides
- Easy access to building for restroom facilities
- 'No Alcohol Past this Point' signs will be posted at both exits

We thank you for your time.



CITY OF LONG LAKE
TEMPORARY BUSINESS PREMISES EXPANSION
LICENSE AND INDEMNIFICATION AGREEMENT

WHEREAS, the Applicant has sought permission from the City of Long Lake (the "City") to temporarily expand its business premises under a Special Event Permit for a seasonal outdoor temporary patio, and some or all of that expansion will encroach upon City owned property or upon City right-of-way; and


WHEREAS, as a condition of permitting such temporary expansion, the City requires that Applicant indemnify, hold harmless, and defend the City of Long Lake for and against any claims related to the City's approval of such permitting and Applicant's use of the expanded business premises contemplated in the permit, and agree to the full restoration of any City owned property or City right-of-way at Applicant's sole cost upon termination of this temporary authorization.

NOW, THEREFORE, AS CONSIDERATION FOR THE CITY'S APPROVAL OF APPLICANT'S TEMPORARY BUSINESS PREMISES EXPANSION SPECIAL EVENT PERMIT AND TEMPORARY LICENSE, APPLICANT AGREES AS FOLLOWS:

1. Applicant hereby releases the City from any claims for loss or damage to property or any injury to or death of any person arising out of or relating to Applicant's use or occupancy of the temporarily expanded business premises, or the City's grant of permission to temporarily expand said premises. Applicant shall defend, indemnify and hold the City, its directors, employees, agents, contractors, and representatives harmless from and against any and all claims, losses, costs, damages, liens and liabilities, including reasonable attorneys' fees (collectively "Claims"), arising from or related to Applicant's use or occupancy of the temporarily expanded business premises or the City's grant of permission to temporarily expand said premises, pursuant to this Agreement.
2. Applicant shall promptly, and prior to the use or occupancy of any expanded business premises, disclose the obligations contained within this Agreement to its business insurance provider(s).
3. Applicant hereby agrees to promptly, and at its sole cost, restore any portion of City owned property or City right-of-way upon termination or expiration of the rights conferred in the City's temporary license and permit to expand Applicant's business premises. Applicant acknowledges that the City's approval of this expansion of Applicant's business premises is temporary and is subject to termination by the City at any time. Any improvements made by Applicant are made at Applicant's sole cost and risk and no such improvements may permanently alter any City property or right-of-way without the separate, written permission of the City.
4. Applicant shall comply with all provisions of the City-issued permit and license as well as all other applicable provisions of federal, state, and local law.
5. The undersigned hereby certifies that she/he is authorized and empowered to bind the Applicant business to the terms of this Agreement.

I have read, understand and agree to be bound by all the terms contained herein.

**APPLICANT: BARCELONA314 CORP DBA
CARBONE'S PIZZERIA LONG LAKE**

Signature: 

Print Name: NEIL HEINEN

Title: OWNER

Date: 4.10.24



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / April 16, 2024

SUBJECT: Receive 1st Quarter 2024 Revenues and Expenditures

Prepared By: Amanda Nowezki, Finance/Utilities Officer

Report Date: 4/9/2024

Recommended City Council Action

Staff recommends the following:

Motion to receive 1st Quarter 2024 Revenues and Expenditures as of March 31, 2024 as presented.

Overview / Background

For the Council’s awareness, snapshots of the City’s fund account balances are to be presented on a quarterly basis. Attached are 1st quarter 2024 revenue and expenditures for review.

Revenues: Fund-Revenue XXX-XXXXX

Expenses: Fund-Department-Expense XXX-XXXXX-XXXX

Notes: Current fund balances are listed on page 1. Numbered references are addressed at the bottom of each fund report - General Fund is on page 6, Water Fund is on page 8, Sewer Fund is on page 10, Surface Water Fund is on page 11, Recycling Fund is on page 12, and the Fire Department Fund is on page 15.

Additional Commentary

Currently all funds are on budget for the year with total expenses ranging between 10%-28% of budget. Here are some important things to note regarding current fund balances and fund revenue and expenses:

Fund Balance Factors:

- Debt Service Funds 392-394 will receive revenue with the 2024 property tax settlements.

General Fund (101) Factors:

- An Insurance claim reimbursement for light pole damages (occurred in 2023) is pending.
- Window replacement at Public Works.
- Legal fees related to Fire Department negotiations.

Enterprise Funds (601/602/603) Notes:

- Sanitary sewer revenue includes the newly created MCES Sewer Treatment Fee of \$10/month.

Should you have any questions regarding any of the information contained in these reports, please contact me by email or phone prior to the Council meeting for any clarification.

Supporting Information

- 1st Quarter 2024 Budget Spreadsheets

FUND BALANCES

AS OF: March 31, 2024

<u>FUND</u>	<u>ACCOUNT</u>	<u>FUND BALANCE</u>
GENERAL FUND	G 101-10100	\$536,494.89
ECONOMIC DEVELOPMENT	G 105-10100	\$75,345.94
FIRE DEPARTMENT	G 205-10100	\$158,558.93
PARK FUND	G 210-10100	\$86,514.88
LAKE QUALITY IMPROVEMENT FUND	G 213-10100	\$5,000.00
CHARITABLE GAMBLING	G 225-10100	\$26,731.41
TAX INCREMENT # 1-9	G 380-10100	\$372.93
TAX INCREMENT # 1-6	G 385-10100	\$744,122.99
Debt Svc-2013A Refnd Bond18568	G 392-10100	(\$9,067.20)
Debt Svc-2016A-Watertown/19513	G 393-10100	(\$13,698.59)
Debt Svc-2017A GO Bond-CSAH112	G 394-10100	(\$4,378.06)
CAPITAL PROJECT FUND	G 401-10100	\$3,363,178.09
PAVEMENT MGMT IMPROVEMENT FUND	G 420-10100	\$122,604.30
FIRE CAPITAL FUND	G 462-10100	\$229,760.79
WATER FUND	G 601-10100	\$1,346,455.26
SANITARY SEWER FUND	G 602-10100	\$160,976.28
SURFACE WATER MGMT FUND	G 603-10100	\$178,306.58
RECYCLING FUND	G 604-10100	(\$3,163.18)
BUILDING PERMIT ESCROWS	G 700-10100	\$253,919.21
	TOTAL CITY BALANCE	\$7,258,035
	INVESTMENT ACCOUNT	\$6,771,097.69
	BANK ACCOUNT	\$486,937.76
		\$7,258,035

2024 Quarterly Budget Spreadsheet-General Fund (101)

AS OF: March 31, 2024

	Budget	Year to Date	Difference	Percent of Budget
Total YTD Revenues	\$1,652,993.00	\$74,734.88	\$1,578,258.12	4.5%
Total YTD Expenses	\$1,628,923.44	\$456,743.61	\$1,172,179.83	28.0%
Total Profit/Loss	\$24,069.56	(\$382,008.73)		

Revenue	General	Budget	Year to Date	Remaining	% Revd.	Note:
101-31010	Current Ad Valorem Taxes	\$1,430,993.00	\$7,999.12	\$1,422,993.88	0.6%	<i>Semi-Annual</i>
101-31020	Delinquent Ad Valorem Taxes	\$0.00	\$285.29	(\$285.29)	100.0%	
101-31040	Fiscal Disparities	\$60,000.00	\$3,150.20	\$56,849.80	5.3%	<i>Semi-Annual</i>
101-31900	Penalties and Interest Del Tax	\$0.00	\$7.01	(\$7.01)	100.0%	
101-32110	Alcoholic Beverages	\$31,750.00	\$31,700.00	\$50.00	99.8%	<i>Annual</i>
101-32180	Other Licenses/Permits	\$1,500.00	\$775.00	\$725.00	51.7%	
101-32181	Tobacco Licenses	\$750.00	\$750.00	\$0.00	100.0%	<i>Annual</i>
101-32182	Refuse Haulers	\$750.00	\$1,200.00	(\$450.00)	160.0%	<i>Annual</i>
101-32210	Building Permits	\$25,000.00	\$9,403.91	\$15,596.09	37.6%	
101-32222	Plan Check Fee	\$10,000.00	\$5,002.77	\$4,997.23	50.0%	
101-32230	Plumbing Permits	\$5,000.00	\$1,398.85	\$3,601.15	28.0%	
101-32235	Heating / Mechanical Per	\$5,000.00	\$1,571.24	\$3,428.76	31.4%	
101-32240	Animal Licenses	\$850.00	\$220.00	\$630.00	25.9%	
101-34001	Administrative Fees	\$0.00	\$175.00	(\$175.00)	100.0%	
101-34219	FD Admin Fees to LL	\$18,000.00	\$0.00	\$18,000.00	0.0%	<i>Annual</i>
101-34780	Park Fees	\$1,500.00	\$1,110.00	\$390.00	74.0%	
101-34952	Rent- Public Works Facility	\$8,300.00	\$0.00	\$8,300.00	0.0%	[1]
101-35100	Court Fines	\$10,000.00	\$5,592.75	\$4,407.25	55.9%	
101-36210	Interest Earnings	\$0.00	\$201.76	(\$201.76)	100.0%	
101-36221	Verizon	\$42,500.00	\$10,746.48	\$31,753.52	25.3%	
101-36230	Contributions and Donations	\$0.00	\$3,000.00	(\$3,000.00)	100.0%	
101-36250	State Permit Surcharge	\$900.00	\$445.50	\$454.50	49.5%	
101-36280	Insurance Claims Reimb	\$0.00	(\$10,000.00)	\$10,000.00	100.0%	[2]
Revenues	Total	\$1,652,993.00	\$74,734.88	\$1,578,258.12	4.5%	

Expense	City Council	Budget	Year to Date	Remaining	% Spent	Note:
101-41110-1040	Council Salaries	\$15,600.00	\$3,900.00	11,700.00	25.0%	
101-41110-1220	FICA	\$1,000.00	\$298.41	701.59	29.8%	
101-41110-1510	Workers Comp Insurance Prem	\$100.00	\$99.45	0.55	99.5%	<i>Annual</i>
101-41110-3000	Professional Svcs	\$0.00	\$568.75	(\$568.75)	100.0%	[3]
101-41110-3350	Education / Conferences	\$1,200.00	\$0.00	1,200.00	0.0%	
101-41110-3510	Legal Notices Publishing	\$200.00	\$0.00	200.00	0.0%	
101-41110-4300	Miscellaneous	\$0.00	\$0.00	0.00	100.0%	
101-41110-4330	Dues and Subscriptions	\$650.00	\$0.00	650.00	0.0%	
101-41110-4600	Recognition Expenditures	\$250.00	\$70.00	180.00	28.0%	
Total		\$19,000.00	\$4,936.61	\$14,063.39	26.0%	

Expenses	Elections	Budget	Year to Date	Remaining	% Spent
101-41410-1045	Temp Election Judge Pay	\$9,500.00	\$1,005.00	8,495.00	10.6%
101-41410-2100	Operating Supplies	\$1,500.00	\$114.47	1,385.53	7.6%
101-41410-3220	Postage	\$500.00	\$0.00	500.00	0.0%
101-41410-3510	Legal Notices Publishing	\$2,000.00	\$91.64	1,908.36	4.6%
101-41410-4040	Other Equip Maint & Repair	\$1,750.00	\$752.91	997.09	43.0%
101-41410-4300	Miscellaneous	\$250.00	\$145.03	104.97	58.0%
Total		\$15,500.00	\$2,109.05	\$13,390.95	13.6%

Expenses	Administration	Budget	Year to Date	Remaining	% Spent	Note:
101-41500-1000	FT Admin Office Salaries	\$279,930.67	\$59,336.12	220,594.55	21.2%	
101-41500-1130	Insurance opt Out Pay	\$13,279.80	\$3,347.28	9,932.52	25.2%	
101-41500-1210	PERA	\$21,000.00	\$4,467.23	16,532.77	21.3%	
101-41500-1220	FICA	\$21,000.34	\$4,787.03	16,213.31	22.8%	
101-41500-1310	Employer Paid Health	\$7,446.60	\$3,021.28	4,425.32	40.6%	
101-41500-1510	Workers Comp Insurance Prem	\$5,000.00	\$2,262.57	2,737.43	45.3%	
101-41500-2010	Office Supplies	\$1,200.00	\$346.21	853.79	28.9%	
101-41500-2030	Printed Forms	\$500.00	\$252.85	247.15	50.6%	
101-41500-2080	Training/Instruct Materials	\$1,000.00	\$0.00	1,000.00	0.0%	
101-41500-3000	Professional Svcs	\$3,500.00	\$1,509.00	1,991.00	43.1%	
101-41500-3010	Auditing and Accounting Services	\$40,000.00	\$25,078.00	14,922.00	62.7%	
101-41500-3025	Assessor Fees - Subcontracted	\$27,000.00	\$9,239.70	17,760.30	34.2%	
101-41500-3090	Software Support	\$10,000.00	\$1,270.28	8,729.72	12.7%	
101-41500-3095	Computer Network Support	\$500.00	\$0.00	500.00	0.0%	
101-41500-3220	Postage	\$4,000.00	\$669.10	3,330.90	16.7%	
101-41500-3310	Travel / Mileage Reimbursement	\$250.00	\$0.00	250.00	0.0%	
101-41500-3350	Education / Conferences	\$1,000.00	\$898.46	101.54	89.8%	
101-41500-3500	Printing/Binding	\$250.00	\$39.28	210.72	15.7%	
101-41500-3510	Legal Notices Publishing	\$750.00	\$0.00	750.00	0.0%	
101-41500-3520	General Notices and Pub Info	\$500.00	\$0.00	500.00	0.0%	
101-41500-3530	Ordinance Publication	\$200.00	\$37.13	162.87	18.6%	
101-41500-3550	Codification	\$3,000.00	\$0.00	3,000.00	0.0%	
101-41500-3610	General Liability Ins	\$41,000.00	\$19,916.00	21,084.00	48.6%	
101-41500-3700	Insurance Broker Fee	\$3,750.00	\$3,500.00	250.00	93.3%	Annual
101-41500-4130	Postage Machine Maint	\$1,000.00	\$171.00	829.00	17.1%	
101-41500-4135	Copier Maintenance	\$1,000.00	\$181.31	818.69	18.1%	
101-41500-4140	Folder Inserter Machine	\$450.00	\$0.00	450.00	0.0%	
101-41500-4145	Bottled Water Service	\$500.00	\$46.98	453.02	9.4%	
101-41500-4300	Miscellaneous	\$425.00	\$75.00	350.00	17.6%	
101-41500-4330	Dues and Subscriptions	\$2,940.00	\$845.00	2,095.00	28.7%	
101-41500-4450	Food & Beverage (Mtgs/Trng)	\$380.00	\$0.00	380.00	0.0%	
101-41500-5710	Computer/Printer Replacement	\$1,400.00	\$0.00	1,400.00	0.0%	
Total		\$494,152.41	\$141,296.81	\$352,855.60	28.6%	

Expenses	City Attorney	Budget	Year to Date	Remaining	% Spent	Note:
101-41610-3040	Legal Fees - Criminal	\$12,000.00	\$2,000.00	10,000.00	16.7%	
101-41610-3120	Legal Fees - Civil	\$43,000.00	\$3,291.50	39,708.50	7.7%	
Total		\$55,000.00	\$5,291.50	\$49,708.50	9.6%	

Expenses	Planning	Budget	Year to Date	Remaining	% Spent
101-41910-1040	Planning Comm Salaries	\$5,000.00	\$1,050.00	3,950.00	21.0%
101-41910-1220	FICA	\$400.00	\$80.33	319.67	20.1%
101-41910-2010	Office Supplies	\$100.00	\$14.76	85.24	14.8%
101-41910-3000	Professional Srvs	\$1,000.00	\$206.50	793.50	20.7%
101-41910-3030	Engineering Fees	\$2,000.00	\$1,207.50	792.50	60.4%
101-41910-3032	General Planning	\$10,000.00	\$3,051.50	6,948.50	30.5%
101-41910-3120	Legal Fees - Civil	\$100.00	\$0.00	100.00	0.0%
101-41910-3350	Education / Conferences	\$300.00	\$0.00	300.00	0.0%
101-41910-3500	Printing/Binding	\$100.00	\$0.00	100.00	0.0%
101-41910-3510	Legal Notices Publishing	\$500.00	\$0.00	500.00	0.0%
Total		\$19,500.00	\$5,610.59	\$13,889.41	28.8%

[4]

Expenses	City Hall Facility	Budget	Year to Date	Remaining	% Spent	Note:
101-41940-2200	Repair/Maint Supply	\$200.00	\$0.00	200.00	0.0%	
101-41940-3000	Professional Srvs	\$2,100.00	\$188.70	1,911.30	9.0%	
101-41940-3210	Telephone	\$600.00	\$130.80	469.20	21.8%	
101-41940-3275	Internet	\$3,000.00	\$1,000.00	2,000.00	33.3%	
101-41940-3810	Electricity Expense	\$3,400.00	\$226.55	3,173.45	6.7%	
101-41940-3820	City Utilities (Wat,Sew,Storm)	\$600.00	\$99.43	500.57	16.6%	
101-41940-3830	Natural Gas Expense	\$2,200.00	\$736.52	1,463.48	33.5%	
101-41940-3840	Custodial & Waste Removal	\$3,700.00	\$893.20	2,806.80	24.1%	
101-41940-4010	Bldg Maint & Repairs	\$10,000.00	\$432.00	9,568.00	4.3%	
101-41940-4015	Grounds Maintenance	\$200.00	\$0.00	200.00	0.0%	
101-41940-5700	Office Equip and Furnishings	\$4,000.00	\$1,174.96	2,825.04	29.4%	
Total		\$30,000.00	\$4,882.16	\$25,117.84	16.3%	

Expenses	Public Works Facility	Budget	Year to Date	Remaining	% Spent	Note:
101-41942-2230	Bldg & Grnds Maint Supplies	\$1,500.00	\$135.77	1,364.23	9.1%	
101-41942-3000	Professional Srvs	\$2,000.00	\$1,156.70	843.30	57.8%	
101-41942-3210	Telephone	\$500.00	\$43.24	456.76	8.6%	
101-41942-3235	Cty 800mhz Radio Admin Fee	\$1,000.00	\$166.68	833.32	16.7%	
101-41942-3275	Internet Access	\$2,000.00	\$600.00	1,400.00	30.0%	
101-41942-3810	Electricity Expense	\$14,000.00	\$1,058.04	12,941.96	7.6%	
101-41942-3820	City Utilities (Wat,Sew,Storm)	\$1,500.00	\$289.49	1,210.51	19.3%	
101-41942-3830	Natural Gas Expense	\$13,000.00	\$2,490.19	10,509.81	19.2%	
101-41942-3840	Custodial & Waste Removal	\$1,500.00	\$950.37	549.63	63.4%	
101-41942-4010	Bldg. Maint & Repairs	\$5,000.00	\$32,396.54	(27,396.54)	647.9%	[5]
101-41942-4015	Grounds Maintenance	\$500.00	\$0.00	500.00	0.0%	
Total		\$42,500.00	\$39,287.02	\$3,212.98	92.4%	

Expenses	Police/Fire Services	Budget	Year to Date	Remaining	% Spent	Note:
101-42110-3120	Legal Fees -Civil	\$0.00	\$55,046.93	(55,046.93)	100.0%	[6]
101-42110-3130	Subcontracted Police Services	\$332,072.00	\$83,019.00	249,053.00	25.0%	
101-42110-3135	Fire Department Contract	\$94,747.00	\$18,411.50	76,335.50	19.4%	
101-42110-3180	Adult Corrections	\$509.00	\$0.00	509.00	0.0%	
101-42110-4040	Other Equip Maint & Repair	\$0.00	\$0.00	0.00	100.0%	
Total		\$427,328.00	\$156,477.43	\$270,850.57	36.6%	

Expenses	Inspection Services	Budget	Year to Date	Remaining	% Spent	Note:
101-42400-3035	Bldg. Inspection - Subcontract	\$20,000.00	\$14,411.25	5,588.75	72.1%	
101-42400-4055	MN Bldg. Permit Surcharge Exp	\$2,500.00	\$0.00	2,500.00	0.0%	
Total		\$22,500.00	\$14,411.25	\$8,088.75	64.1%	

Expenses	Public Works Fleet	Budget	Year to Date	Remaining	% Spent	Note:
101-43000-2120	Motor Fuels	\$20,000.00	\$2,786.50	17,213.50	13.9%	
101-43000-2150	Shop Supplies	\$2,000.00	\$425.92	1,574.08	21.3%	
101-43000-2200	Repair/Maint Supply	\$1,500.00	\$718.96	781.04	47.9%	
101-43000-2210	Equipment Parts	\$9,000.00	\$6,008.13	2,991.87	66.8%	
101-43000-2400	Small Tools and Minor Equip	\$1,200.00	\$67.62	1,132.38	5.6%	
101-43000-3000	Professional Svcs	\$1,500.00	\$0.00	1,500.00	0.0%	
101-43000-3355	Motor Vehicle Lic & Reg	\$500.00	\$301.50	198.50	60.3%	
101-43000-4040	Other Equip Maint & Repair	\$5,000.00	\$0.00	5,000.00	0.0%	
101-43000-5000	Capital Outlay	\$20,000.00	\$0.00	20,000.00	0.0%	
Total		\$60,700.00	\$10,308.63	\$50,391.37	17.0%	

Expenses	Public Works Administration	Budget	Year to Date	Remaining	% Spent	Note:
101-43050-1010	FT Public Works Salaries	\$148,249.70	\$21,120.11	127,129.59	14.2%	
101-43050-1015	Part -Time PW Salaries	\$20,000.00	\$8,595.35	11,404.65	43.0%	
101-43050-1025	Public Works Overtime	\$5,000.00	\$515.43	4,484.57	10.3%	
101-43050-1210	PERA	\$13,860.00	\$1,626.81	12,233.19	11.7%	
101-43050-1220	FICA	\$13,868.23	\$2,288.30	11,579.93	16.5%	
101-43050-1310	Employer Paid Health	\$25,415.10	\$5,756.43	19,658.67	22.6%	
101-43050-1510	Work Comp Insurance	\$23,000.00	\$14,307.00	8,693.00	62.2%	
101-43050-2010	Office Supplies	\$200.00	\$60.56	139.44	30.3%	
101-43050-2080	Training/Instruct Materials	\$500.00	\$0.00	500.00	0.0%	
101-43050-3350	Education / Conferences	\$5,000.00	\$0.00	5,000.00	0.0%	
101-43050-3500	Printing/Binding	\$0.00	\$767.48	(767.48)	0.0%	[7]
101-43050-3610	General Liability Insurance	\$15,000.00	\$12,986.00	2,014.00	86.6%	Annual
101-43050-4050	Office Equip Repair/Maint	\$100.00	\$0.00	100.00	0.0%	
101-43050-4170	Uniform	\$2,000.00	\$356.90	1,643.10	17.8%	
101-43050-4330	Dues and Subscriptions	\$1,000.00	\$0.00	1,000.00	0.0%	
Total		\$273,193.03	\$68,380.37	\$204,812.66	25.0%	

Expenses	Streets-Public Works	Budget	Year to Date	Remaining	% Spent	Note:
101-43100-2240	Street Maint Materials	\$15,000.00	\$0.00	15,000.00	0.0%	
101-43100-2245	Sand / Salt Plowing Materials	\$6,000.00	\$0.00	6,000.00	0.0%	
101-43100-2250	Landscaping Materials	\$3,000.00	\$0.00	3,000.00	0.0%	
101-43100-2260	Sign Repair Materials	\$500.00	\$0.00	500.00	0.0%	
101-43100-3000	Professional Svcs	\$2,000.00	\$0.00	2,000.00	0.0%	
101-43100-3030	Engineering Fees	\$3,000.00	\$0.00	3,000.00	0.0%	
101-43100-3350	Education / Conferences	\$500.00	\$0.00	500.00	0.0%	
101-43100-3815	Street Lighting Maint/Elect	\$28,000.00	\$2,791.87	25,208.13	10.0%	
101-43100-4040	Other Equip Maint & Repair	\$1,000.00	\$0.00	1,000.00	0.0%	
101-43100-4045	Insurance Claim Expense	\$250.00	\$0.00	250.00	0.0%	
101-43100-4080	Pvmt Mgmt-Seal Coating/Patch	\$65,000.00	\$0.00	65,000.00	0.0%	
101-43100-4085	Pvmt Mgmt-Reconstruction	\$5,000.00	\$0.00	5,000.00	0.0%	

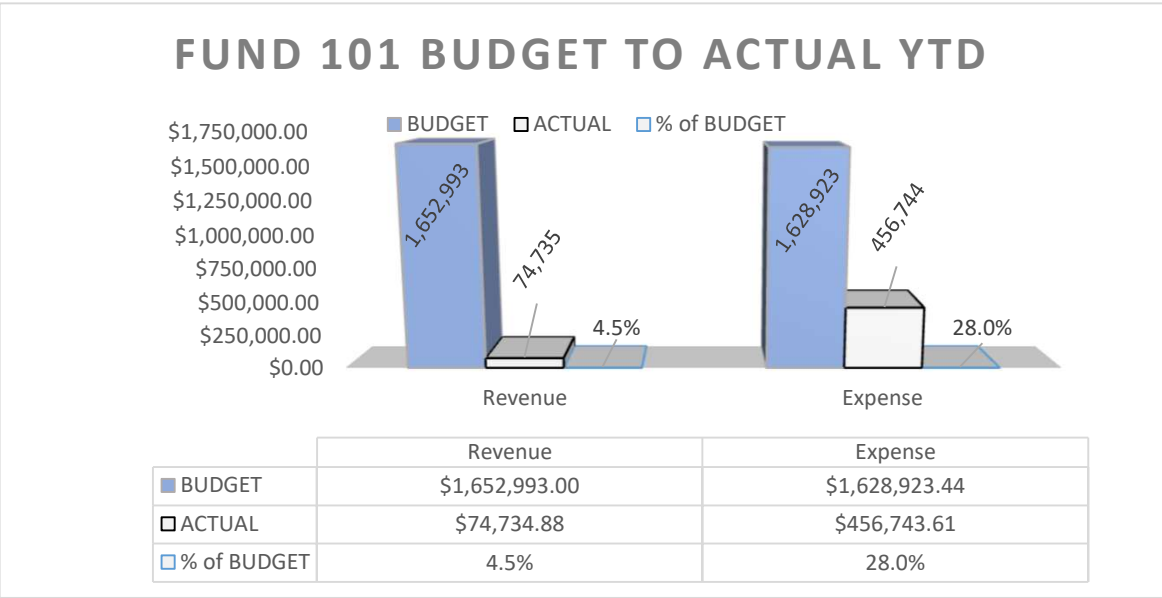
Total	\$129,250.00	\$2,791.87	\$126,458.13	2.2%
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Expenses	Parks-Public Works	Budget	Year to Date	Remaining	% Spent	Note:
101-45200-1050	Rink Attendant Pay	\$1,800.00	\$0.00	1,800.00	0.0%	
101-45200-2150	Shop Supplies	\$250.00	\$24.41	225.59	9.8%	
101-45200-2200	Repair/Maint Supply	\$2,000.00	\$0.00	2,000.00	0.0%	
101-45200-2210	Equipment Parts	\$1,200.00	\$0.00	1,200.00	0.0%	
101-45200-2230	Bldg & Grnds Maint Supplies	\$3,500.00	\$50.00	3,450.00	1.4%	
101-45200-2250	Landscaping Materials	\$2,000.00	\$0.00	2,000.00	0.0%	
101-45200-2400	Small Tools and Minor Equip	\$400.00	\$0.00	400.00	0.0%	
101-45200-3000	Professional Svcs	\$2,000.00	\$0.00	2,000.00	0.0%	
101-45200-3350	Education / Conferences	\$250.00	\$0.00	250.00	0.0%	
101-45200-3810	Electricity Expense	\$4,000.00	\$339.41	3,660.59	8.5%	
101-45200-3820	City Utilities (Wat,Sew,Storm)	\$300.00	\$72.10	227.90	24.0%	
101-45200-3830	Natural Gas Expense	\$2,500.00	\$474.40	2,025.60	19.0%	
101-45200-3840	Custodial & Waste Removal	\$1,600.00	\$0.00	1,600.00	0.0%	
101-45200-3845	Lawn & Turf Maintenance	\$1,500.00	\$0.00	1,500.00	0.0%	
101-45200-3880	Portable Toilet Rental	\$4,000.00	\$0.00	4,000.00	0.0%	
101-45200-4010	Bldg Maint & Repairs	\$1,000.00	\$0.00	1,000.00	0.0%	
101-45200-4040	Other Equip Maint & Repair	\$1,500.00	\$0.00	1,500.00	0.0%	
101-45200-4150	Other Equipment Rentals	\$500.00	\$0.00	500.00	0.0%	
101-45200-5000	Capital Outlay	\$10,000.00	\$0.00	10,000.00	0.0%	
Total		\$40,300.00	\$960.32	\$39,339.68	2.4%	

Expenses	Total	\$1,628,923.44	\$456,743.61	\$1,172,179.83	28.0%
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Ref Note:

- [1] Former tenant (Drug Task Force) moved out in 2023, new tenant (LMCC) on hold pending building sale
- [2] Pending 2023 Insurance claim reimbursement for damaged light pole on Wayzata Blvd W
- [3] Setup meeting live stream capability in the Council Chambers
- [4] Grand Ave bonding bill presentation and lead services line proposal/review
- [5] Council approved window replacement at Public Works (Pmt 1 of 2)
- [6] Legal fees incurred on Fire Department negotiations
- [7] Public Works job postings in multiple newspapers



2024 Quarterly Budget Spreadsheet-Water Fund (601)

AS OF: March 31, 2024

	Budget	Year to Date	Difference	Percent of Budget
Total YTD Revenues	\$372,000.00	\$121,739.07	\$250,260.93	32.7%
Total YTD Expenses	\$570,347.21	\$117,870.06	\$452,477.15	20.7%
Total Profit/Loss	(\$198,347.21)	\$3,869.01		

Revenue	Water Fund	Budget	Year to Date	Remaining	% Recvd	Note:
601-37100	Water Billings	\$350,000.00	\$111,729.61	238,270.39	31.9%	
601-37105	Water Sales to Orono	\$15,000.00	\$1,459.08	13,540.92	9.7%	
601-37150	City WAC Hookup Fee	\$0.00	\$1,800.00	(1,800.00)	100.0%	
601-37158	Water Meter Sales	\$0.00	\$3,102.80	(3,102.80)	100.0%	
601-37160	Water Penalty	\$0.00	\$674.39	(674.39)	100.0%	
601-37170	MDH Water Test Fee	\$7,000.00	\$2,973.19	4,026.81	42.5%	
Revenues	Total	\$372,000.00	\$121,739.07	\$250,260.93	32.7%	

Expenses	Water Fund	Budget	Year to Date	Remaining	% Spent	Note:
601-49400-1010	FT Public Works Salaries	\$59,300.00	\$7,949.93	51,350.07	13.4%	
601-49400-1070	PW On-Call Pay	\$6,582.00	\$379.80	6,202.20	5.8%	
601-49400-1210	PERA	\$5,271.00	\$628.90	4,642.10	11.9%	
601-49400-1220	FICA	\$5,278.17	\$611.70	4,666.47	11.6%	
601-49400-1310	Employer Paid Health	\$10,166.04	\$2,335.31	7,830.73	23.0%	
601-49400-1510	Workers Comp Insurance Prem	\$8,500.00	\$7,153.51	1,346.49	84.2%	<i>Annual</i>
601-49400-2010	Office Supplies	\$500.00	\$0.00	500.00	0.0%	
601-49400-2150	Shop Supplies	\$1,000.00	\$16.90	983.10	1.7%	
601-49400-2160	Chemicals and Chem Products	\$33,000.00	\$3,781.81	29,218.19	11.5%	
601-49400-2205	Water Meter Purchases	\$2,500.00	\$0.00	2,500.00	0.0%	
601-49400-2210	Equipment Parts	\$5,000.00	\$0.00	5,000.00	0.0%	
601-49400-2270	Utility Maint Supplies	\$5,000.00	\$199.46	4,800.54	4.0%	
601-49400-2400	Small Tools and Minor Equip	\$200.00	\$0.00	200.00	0.0%	
601-49400-3000	Professional Srvs	\$1,000.00	\$0.00	1,000.00	0.0%	
601-49400-3030	Engineering Fees	\$2,000.00	\$0.00	2,000.00	0.0%	
601-49400-3090	Software Support	\$2,500.00	\$965.93	1,534.07	38.6%	
601-49400-3120	Legal Fees - Civil	\$1,300.00	\$0.00	1,300.00	0.0%	
601-49400-3220	Postage	\$2,500.00	\$425.00	2,075.00	17.0%	
601-49400-3310	Travel / Mileage Reimbursement	\$100.00	\$0.00	100.00	0.0%	
601-49400-3350	Education / Conferences	\$1,000.00	\$137.50	862.50	13.8%	
601-49400-3510	Legal Notices Publishing	\$750.00	\$0.00	750.00	0.0%	
601-49400-3610	General Liability Ins	\$2,000.00	\$3,181.00	(1,181.00)	159.1%	<i>Annual</i>
601-49400-3810	Electricity Expense	\$30,000.00	\$2,399.12	27,600.88	8.0%	
601-49400-3820	City Utilities (Wat,Sew,Storm)	\$1,000.00	\$36.22	963.78	3.6%	
601-49400-3825	Water Testing Expense	\$2,000.00	\$145.50	1,854.50	7.3%	
601-49400-3855	Gopher One Locates Expense	\$800.00	\$95.90	704.10	12.0%	
601-49400-4010	Bldg Maint & Repairs	\$600.00	\$0.00	600.00	0.0%	
601-49400-4040	Other Equip Maint & Repair	\$10,000.00	\$0.00	10,000.00	0.0%	
601-49400-4065	Water Main Breaks	\$30,000.00	\$5,757.00	24,243.00	19.2%	

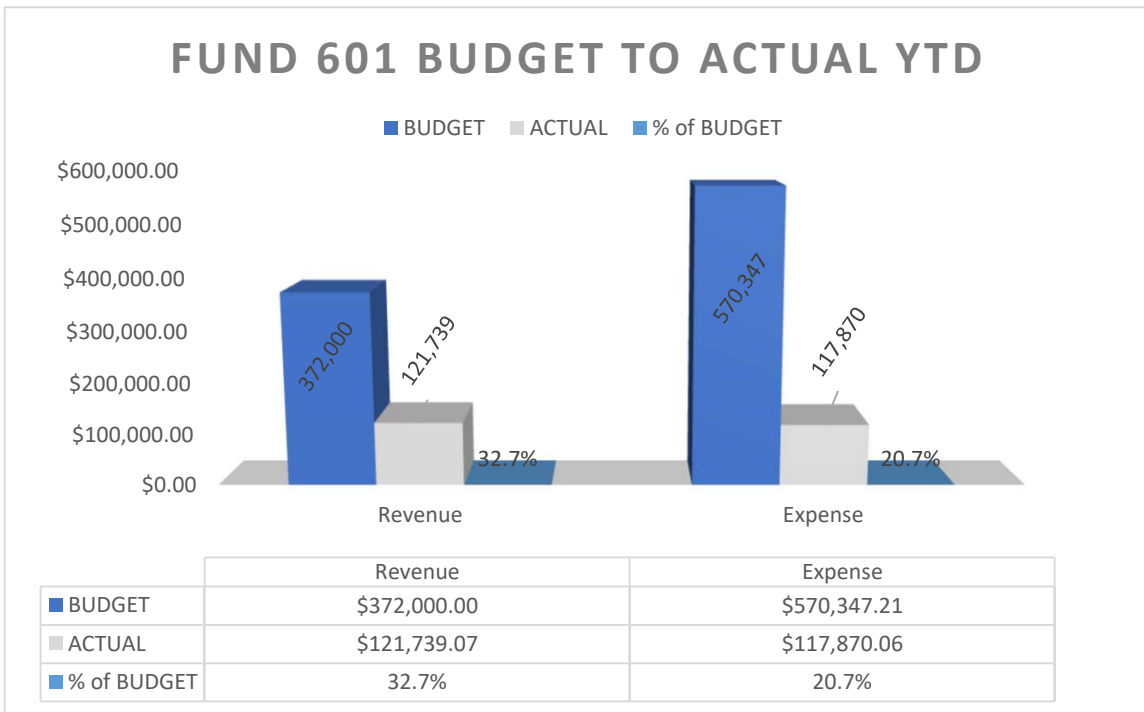
601-49400-4070	Water/Sewer Easements	\$500.00	\$0.00	500.00	0.0%
601-49400-4100	Rentals	\$300.00	\$0.00	300.00	0.0%
601-49400-4300	Depreciation	\$135,000.00	\$0.00	135,000.00	0.0%
601-49400-4300	Miscellaneous	\$1,000.00	\$0.00	1,000.00	0.0%
601-49400-4320	Utility Overpmts/Uncollectable	\$500.00	\$1,356.02	(856.02)	271.2%
601-49400-4330	Dues and Subscriptions	\$700.00	\$798.80	(98.80)	114.1%
601-49400-4400	MHD Water Act Fees Remitted	\$7,500.00	\$1,849.00	5,651.00	24.7%
601-49400-5000	Capital Outlay	\$70,000.00	\$0.00	70,000.00	0.0%
601-49400-6010	Debt Srv Bond Principal	\$100,000.00	\$66,250.00	33,750.00	66.3%
601-49400-6110	Bond Interest	\$25,000.00	\$11,408.25	13,591.75	45.6%
601-49400-6200	Fiscal Agent Fees	\$0.00	\$7.50	(7.50)	100.0%
Total		\$570,347.21	\$117,870.06	\$452,477.15	20.7%

Annual

[1]

Ref Note:

[1] Utility overpayments refunded to customers, payments captured in revenue



2024 Quarterly Budget Spreadsheet-Sewer Fund (602)

AS OF: March 31, 2024	Budget	Year to Date	Difference	Percent of Budget
Total YTD Revenues	\$530,000.00	\$199,012.53	\$330,987.47	37.5%
Total YTD Expenses	\$585,397.83	\$142,212.17	\$443,185.66	24.3%
Total Profit/Loss	(\$55,397.83)	\$56,800.36		

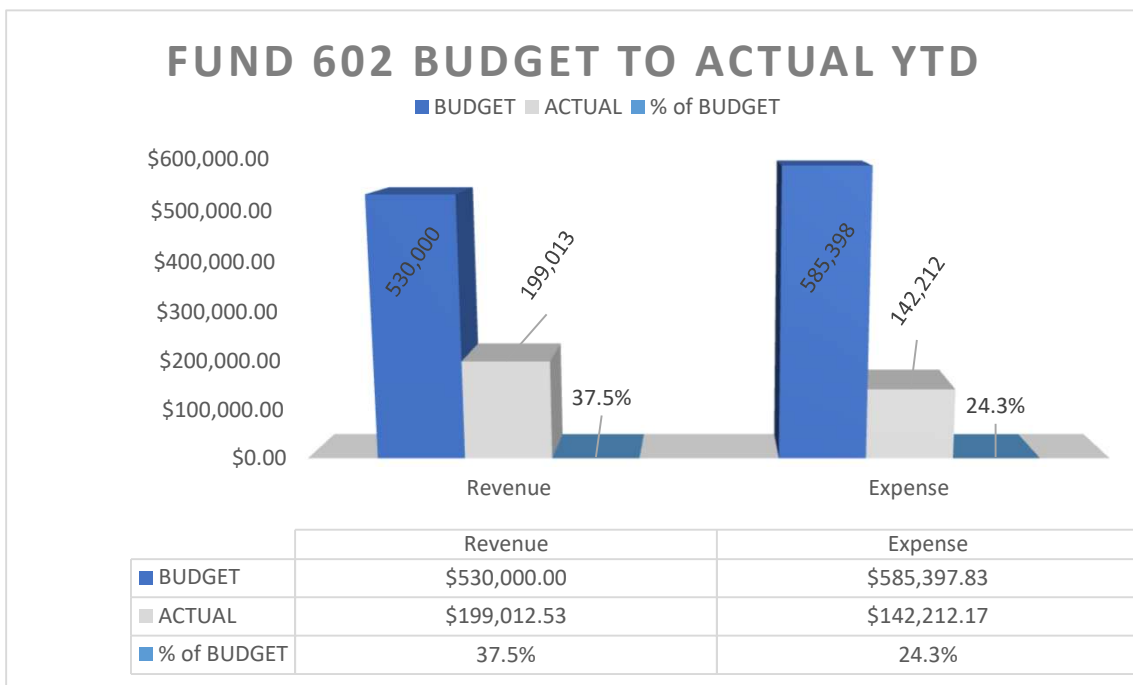
Revenue	Sewer Fund	Budget	Year to Date	Remaining	% Recvd	Note:
602-34401	Orono Sewerage Sales	\$30,000.00	\$5,014.65	24,985.35	16.7%	
602-37200	Sanitary Sewer Billings	\$500,000.00	\$169,537.56	330,462.44	33.9%	
602-37210	MetCouncil Sewer Treatment Fee	\$0.00	\$14,093.71	(14,093.71)	100.0%	[1]
602-37250	City SAC Hookup Fee	\$0.00	\$1,800.00	(1,800.00)	100.0%	[2]
602-37251	MCES SAC Fee	\$0.00	\$7,455.00	(7,455.00)	100.0%	[2]
602-37260	Swr Penalty	\$0.00	\$1,111.61	(1,111.61)	100.0%	
Revenues	Total	\$530,000.00	\$199,012.53	\$330,987.47	37.5%	

Expenses	Sewer Fund	Budget	Year to Date	Remaining	% Spent	Note:
602-49450-1010	FT Public Works Salaries	\$44,474.90	\$5,754.87	38,720.03	12.9%	
602-49450-1070	PW On-Call Pay	\$6,582.40	\$379.80	6,202.60	5.8%	
602-49450-1210	PERA	\$4,088.00	\$464.28	3,623.72	11.4%	
602-49450-1220	FICA	\$4,088.00	\$465.73	3,622.27	11.4%	
602-49450-1310	Employer Paid Health	\$7,624.53	\$1,751.48	5,873.05	23.0%	
602-49450-1510	Workers Comp Insurance Prem	\$8,500.00	\$7,153.51	1,346.49	84.2%	Annual
602-49450-2150	Shop Supplies	\$500.00	\$16.89	483.11	3.4%	
602-49450-2210	Equipment Parts	\$2,500.00	\$142.49	2,357.51	5.7%	
602-49450-2270	Utility Maint Supplies	\$500.00	\$0.00	500.00	0.0%	
602-49450-2400	Small Tools and Minor Equip	\$200.00	\$0.00	200.00	0.0%	
602-49450-3000	Professional Svcs	\$1,500.00	\$300.00	1,200.00	20.0%	
602-49450-3030	Engineering Fees	\$1,500.00	\$0.00	1,500.00	0.0%	
602-49450-3090	Software Support	\$2,500.00	\$965.92	1,534.08	38.6%	
602-49450-3100	MCES Sewer Treatment	\$255,000.00	\$84,020.44	170,979.56	32.9%	[1]
602-49450-3120	Legal Fees-Civil	\$1,300.00	\$0.00	1,300.00	0.0%	
602-49450-3220	Postage	\$2,500.00	\$425.00	2,075.00	17.0%	
602-49450-3230	Cell Phones	\$2,000.00	\$219.99	1,780.01	11.0%	
602-49450-3350	Education / Conferences	\$500.00	\$137.50	362.50	27.5%	
602-49450-3510	Legal Notices Publishing	\$140.00	\$0.00	140.00	0.0%	
602-49450-3610	General Liability Ins	\$600.00	\$555.00	45.00	92.5%	Annual
602-49450-3810	Electricity Expense	\$5,000.00	\$479.59	4,520.41	9.6%	
602-49450-3830	Natural Gas Expense	\$900.00	\$154.63	745.37	17.2%	
602-49450-4040	Other Equip Maint & Repair	\$1,000.00	\$0.00	1,000.00	0.0%	
602-49450-4060	Clean/Televise Sewer Lines	\$50,000.00	\$0.00	50,000.00	0.0%	
602-49450-4070	Sewer Easements	\$1,000.00	\$0.00	1,000.00	0.0%	
602-49450-4200	Depreciation	\$71,000.00	\$0.00	71,000.00	0.0%	Annual
602-49450-4330	Dues and Subscriptions	\$1,900.00	\$599.80	1,300.20	31.6%	
602-49450-4410	MCES SAC Charge Expense	\$0.00	\$7,455.00	(7,455.00)	100.0%	[2]
602-49450-5000	Capital Outlay	\$50,000.00	\$0.00	50,000.00	0.0%	

602-49450-6010	Debt Srv Bond Principal	\$40,000.00	\$26,250.00	13,750.00	65.6%
602-49450-6110	Bond Interest	\$18,000.00	\$4,520.25	13,479.75	25.1%
Total		\$585,397.83	\$142,212.17	\$443,185.66	24.3%

Ref Note:

- [1] Newly created utility fee established in 2024 to assist with rising MCES sewer treatment costs
- [2] SAC fees received from the Bucks Pub project and paid to Metropolitan Council



2024 Quarterly Budget Spreadsheet-Surface Water (603)

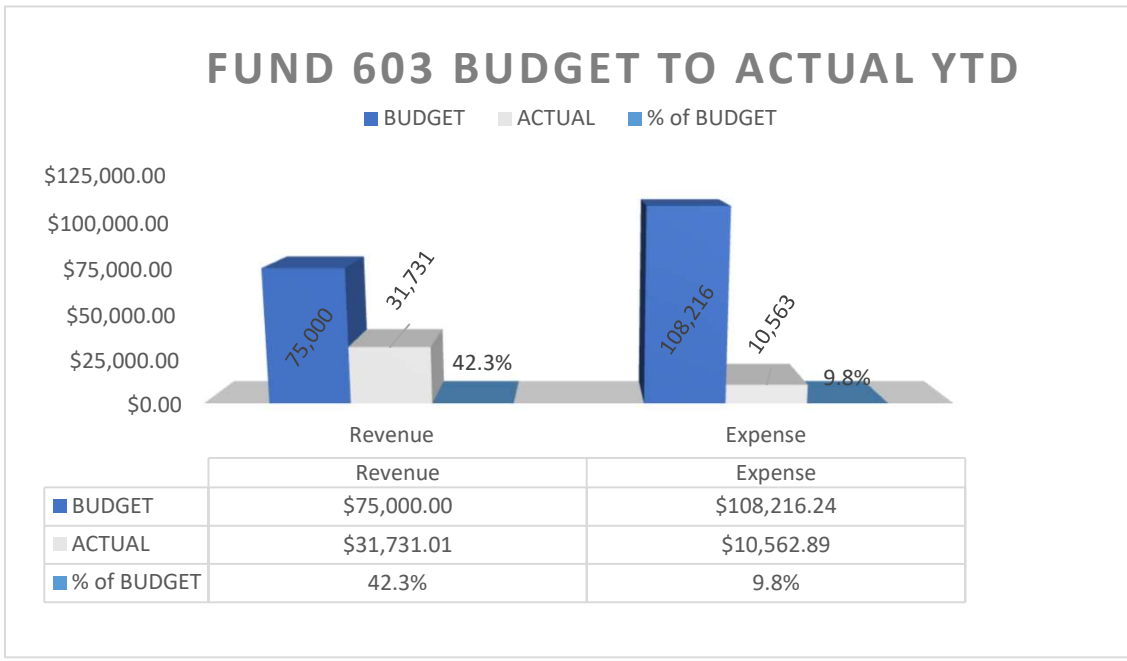
AS OF: March 31, 2024

	Budget	Year to Date	Difference	Percent of Budget
Total YTD Revenues	\$75,000.00	\$31,731.01	\$43,268.99	42.3%
Total YTD Expenses	\$108,216.24	\$10,562.89	\$97,653.35	9.8%
Total Profit/Loss	(\$33,216.24)	\$21,168.12		

Revenue	Surface Water Fund	Budget	Year to Date	Remaining	% Recvd	Note:
603-37300	Surface Water Mgmt Billings	\$75,000.00	\$31,617.27	43,382.73	42.2%	
603-37360	SWM Penalty	\$0.00	\$113.74	(113.74)	100.0%	
Revenues	Total	\$75,000.00	\$31,731.01	\$43,268.99	42.3%	

Expenses	Surface Water Fund	Budget	Year to Date	Remaining	% Spent	Note:
603-43150-1010	FT Public Works Salaries	\$44,474.91	\$5,754.87	38,720.04	12.9%	
603-43150-1210	PERA	\$3,557.00	\$435.78	3,121.22	12.3%	
603-43150-1220	FICA	\$3,559.80	\$422.89	3,136.91	11.9%	
603-43150-1310	Employer Paid Health	\$7,624.53	\$1,751.48	5,873.05	23.0%	
603-43150-2270	Utility Maint Supplies	\$500.00	\$0.00	500.00	0.0%	
603-43150-3000	Professional Srv	\$1,000.00	\$0.00	1,000.00	0.0%	
603-43150-3030	Engineering Fees	\$3,000.00	\$0.00	3,000.00	0.0%	
603-43150-3090	Software Support	\$1,000.00	\$0.00	1,000.00	0.0%	
603-43150-4040	Equip Maint & Repair	\$5,000.00	\$0.00	5,000.00	0.0%	
603-43150-4040	Pvmt Mgmt - Reconstruction	\$2,500.00	\$0.00	2,500.00	0.0%	
603-43150-4160	Machinery Rentals	\$500.00	\$0.00	500.00	0.0%	
603-43150-4200	Depreciation	\$21,500.00	\$0.00	21,500.00	0.0%	Annual
603-43150-6010	Debt Srv Bond Principal	\$12,000.00	\$1,875.00	10,125.00	15.6%	
603-43150-6110	Bond Interest	\$2,000.00	\$322.87	1,677.13	16.1%	
Total		\$108,216.24	\$10,562.89	\$97,653.35	9.8%	

Ref Note:



2024 Quarterly Budget Spreadsheet-Recycling Fund (604)

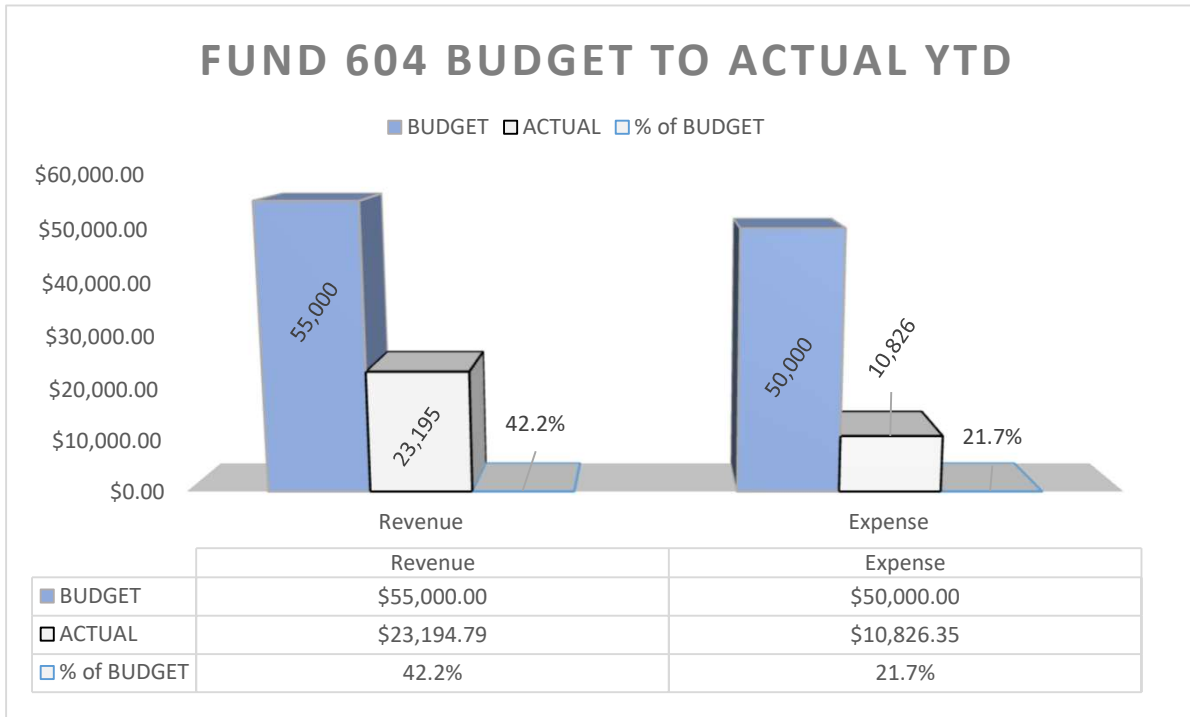
AS OF: March 31, 2024

	Budget	Year to Date	Difference	Percent of Budget	Ref Note:
Total YTD Revenues	\$55,000.00	\$23,194.79	\$31,805.21	42.2%	
Total YTD Expenses	\$50,000.00	\$10,826.35	\$39,173.65	21.7%	
Total Profit/Loss	\$5,000.00	\$12,368.44			

Revenue	Recycling Fund	Budget	Year to Date	Remaining	% Recvd	Note:
604-33640	Recycling Grant	\$0.00	\$0.00	\$0	0.0%	
604-37400	Res Recycling Billings	\$55,000.00	\$23,086.03	31,913.97	42.0%	
604-37460	Recycling Penalty	\$0.00	\$108.76	(108.76)	100.0%	
Revenues	Total	\$55,000.00	\$23,194.79	\$31,805.21	42.2%	

Expenses	Recycling Fund	Budget	Year to Date	Remaining	% Spent	Note:
604-43200-3890	Res Curb Recycling	\$45,000.00	\$10,826.35	34,173.65	24.1%	
604-43200-3895	Soft Organic Waste	\$5,000.00	\$0.00	5,000.00	0.0%	Annual
Total		\$50,000.00	\$10,826.35	\$39,173.65	21.7%	

Ref Note:



2024 Quarterly Budget Spreadsheet-Fire Dept (205)

AS OF: March 31, 2024

	Budget	Year to Date	Difference	Percent of Budget	Ref Note:
Total YTD Revenues	\$1,005,623.00	\$217,262.58	\$788,360.42	21.6%	
Total YTD Expenses	\$979,735.00	\$219,965.42	\$759,769.58	22.5%	
Total Profit/Loss	\$25,888.00	(\$2,702.84)			

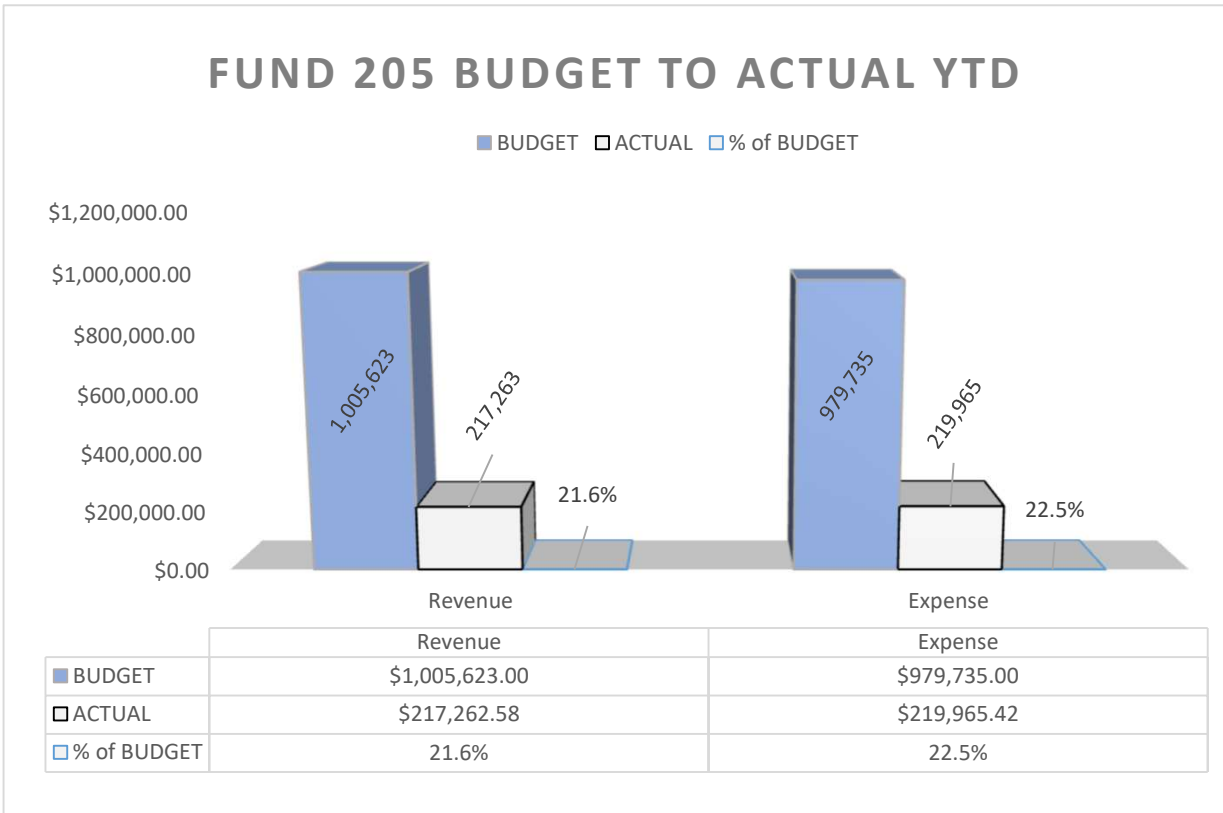
Revenue	Fire Fund	Budget	Year to Date	Remaining	% Revd.	Note:
205-33420	Fire Relief Assoc 2% State Aid	\$155,000.00	\$1,888.34	\$153,112	1.2%	
204-34212	Orono Fire Contract Revenue	\$629,330.00	\$166,234.50	\$463,096	26.4%	
205-34214	Long Lake Fire Contract Revenue	\$94,747.00	\$18,411.50	\$76,336	19.4%	
205-34217	Medina Fire Contract Revenue	\$60,232.00	\$11,431.50	\$48,801	19.0%	
205-34218	Minnetonka Beach contract reeve	\$61,614.00	\$15,403.50	\$46,211	25.0%	
205-34220	FD Other Non-Contract Revenue	\$0.00	\$2,250.00	(\$2,250)	100.0%	
205-34951	Rent - Fire Dept.	\$4,700.00	\$1,643.24	\$3,057	35.0%	
Revenues	Total	\$1,005,623.00	\$217,262.58	\$788,360.42	21.6%	

Expenses	Fire Fund	Budget	Year to Date	Remaining	% Spent	Note:
205-42280-1000	FT Admin Office Salaries	\$112,000.00	\$23,354.49	88,645.51	20.9%	
205-42280-1055	FD Duty Crew Payroll	\$59,280.00	\$14,075.00	45,205.00	23.7%	
205-42280-1060	Navarre Fire Call Pay	\$45,877.00	\$4,428.95	41,448.05	9.7%	
205-42280-1065	Willow Fire Call Pay	\$58,981.00	\$13,834.60	45,146.40	23.5%	
205-42280-1075	Fire Fighter Training Pay	\$63,774.00	\$9,562.19	54,211.81	15.0%	
205-42280-1080	Fire Officer Pay	\$21,638.00	\$5,076.41	16,561.59	23.5%	
205-42280-1130	Insurance opt Out Pay	\$14,500.00	\$3,432.72	11,067.28	23.7%	
205-42280-1210	PERA	\$21,500.00	\$4,127.56	17,372.44	19.2%	
205-42280-1220	FICA	\$15,000.00	\$1,137.53	13,862.47	7.6%	
205-42280-1310	Employer Paid Health	\$985.00	\$266.60	718.40	27.1%	
205-42280-1510	Workers Comp Insurance Prem	\$44,000.00	\$38,091.96	5,908.04	86.6%	Annual
205-42280-2030	Printed Forms	\$500.00	\$0.00	500.00	0.0%	
205-42280-3000	Professional Srvs	\$3,000.00	\$49.52	2,950.48	1.7%	
205-42280-3010	Auditing and Accounting Services	\$6,200.00	\$4,000.00	2,200.00	64.5%	
205-42280-3090	Software Support	\$6,000.00	\$3,562.50	2,437.50	59.4%	
205-42280-3110	W.A.F.T.A	\$2,000.00	\$2,000.00	0.00	100.0%	
205-42280-3120	Legal Fees - Civil	\$2,000.00	\$630.75	1,369.25	31.5%	
205-42280-3150	LL Admin Fee	\$18,000.00	\$0.00	18,000.00	0.0%	
205-42280-3230	Cell Phones	\$500.00	\$120.00	380.00	24.0%	
205-42280-3350	Education / Conferences	\$4,500.00	\$5,126.64	(626.64)	113.9%	
205-42280-3355	Motor Vehicle Lic & Reg	\$100.00	\$0.00	100.00	0.0%	
205-42280-3610	General Liability Ins	\$9,500.00	\$10,275.00	(775.00)	108.2%	Annual
205-42280-4045	Insurance Claim Expense	\$250.00	\$0.00	250.00	0.0%	
205-42280-4300	Miscellaneous	\$1,500.00	\$166.96	1,333.04	11.1%	
205-42280-4330	Dues and Subscriptions	\$2,750.00	\$2,037.93	712.07	74.1%	
205-42280-4450	Food & Beverage (Mtgs/Trng)	\$1,500.00	\$51.56	1,448.44	3.4%	
205-42280-5710	Computer/Printer Replacement	\$4,650.00	\$542.61	4,107.39	11.7%	
205-42280-5800	Other Equipment	\$4,000.00	\$0.00	4,000.00	0.0%	
205-42281-2010	Office Supplies	\$750.00	\$387.68	362.32	51.7%	

205-42281-2080	Training/Instruct Materials	\$500.00	\$315.00	185.00	63.0%
205-42281-2120	Motor Fuels	\$11,500.00	\$1,900.58	9,599.42	16.5%
205-42281-2150	Shop Supplies	\$1,500.00	\$116.39	1,383.61	7.8%
205-42281-2160	Chemicals and Chem Products	\$750.00	\$0.00	750.00	0.0%
205-42281-2175	Fire Prevention Materials	\$1,500.00	\$0.00	1,500.00	0.0%
205-42281-2190	Medical Supplies	\$2,000.00	\$1,373.61	626.39	68.7%
205-42281-2210	Equipment Parts	\$2,000.00	\$0.00	2,000.00	0.0%
205-42281-2215	SCBA Equipment Parts	\$400.00	\$450.00	(50.00)	112.5%
205-42281-2400	Small Tools and Minor Equip	\$2,800.00	\$541.89	2,258.11	19.4%
205-42281-2410	Protective Gear/Uniforms	\$5,500.00	\$416.96	5,083.04	7.6%
205-42281-2415	Turn Out Gear	\$20,000.00	\$12,557.74	7,442.26	62.8%
205-42281-3000	Professional Srvs	\$4,000.00	\$0.00	4,000.00	0.0%
205-42281-3050	Physicals / Other Medical	\$8,500.00	\$2,915.00	5,585.00	34.3%
205-42281-3225	Truck Communication Services	\$3,250.00	\$760.51	2,489.49	23.4%
205-42281-3235	Cty 800mhz Radio Admin Fee	\$12,000.00	\$2,758.31	9,241.69	23.0%
205-42281-3280	Pagers/Radios (Ancom)	\$750.00	\$719.00	31.00	95.9%
205-42281-3285	Radio Lease	\$4,100.00	\$622.00	3,478.00	15.2%
205-42281-3310	Travel / Mileage Reimb	\$700.00	\$445.40	254.60	63.6%
205-42281-3350	Education / Conferences	\$12,000.00	\$2,083.41	9,916.59	17.4%
205-42281-4030	Light Truck Maint & Repair	\$5,000.00	\$574.68	4,425.32	11.5%
205-42281-4035	Heavy Truck Maint & Repair	\$12,000.00	\$4,169.81	7,830.19	34.7%
205-42281-4040	Equip Maint & Repair	\$3,000.00	\$101.53	2,898.47	3.4%
205-42281-4600	Recognition Expenditures	\$500.00	\$0.00	500.00	0.0%
205-42282-2230	Bldg & Grnds Maint Supplies	\$750.00	\$540.33	209.67	72.0%
205-42282-3000	Professional Srvs	\$750.00	\$188.70	561.30	25.2%
205-42282-3275	Internet Access (Mediacom)	\$8,300.00	\$1,567.84	6,732.16	18.9%
205-42282-3810	Electricity Expense	\$12,500.00	\$1,038.39	11,461.61	8.3%
205-42282-3820	City Utilities (Wat,Sew,Storm)	\$3,100.00	\$461.33	2,638.67	14.9%
205-42282-3830	Natural Gas Expense	\$8,000.00	\$1,992.28	6,007.72	24.9%
205-42282-3840	Custodial & Waste Removal	\$9,000.00	\$2,331.90	6,668.10	25.9%
205-42282-3845	Lawn & Turf Maintenance	\$2,100.00	\$0.00	2,100.00	0.0%
205-42282-4010	Bldg Maint & Repairs	\$16,000.00	\$1,239.50	14,760.50	7.7%
205-42283-1240	State Fire Aid Pension Contr	\$155,000.00	\$1,888.34	153,111.66	1.2%
205-42283-4920	Contract Surplus	\$0.00	\$0.00	0.00	100.0%
205-42285-2010	Office Supplies	\$250.00	\$5.29	244.71	2.1%
205-42285-2080	Training/Instruct Materials	\$400.00	\$157.50	242.50	39.4%
205-42285-2120	Motor Fuels	\$6,000.00	\$246.86	5,753.14	4.1%
205-42285-2150	Shop Supplies	\$700.00	\$20.83	679.17	3.0%
205-42285-2160	Chemicals and Chem Products	\$750.00	\$0.00	750.00	0.0%
205-42285-2190	Medical Supplies	\$1,800.00	\$1,147.94	652.06	63.8%
205-42285-2210	Equipment Parts	\$1,500.00	\$0.00	1,500.00	0.0%
205-42285-2215	SCBA Equipment Parts	\$500.00	\$423.00	77.00	84.6%
205-42285-2400	Small Tools and Minor Equip	\$4,000.00	\$698.27	3,301.73	17.5%
205-42285-2410	Protective Gear/Uniforms	\$5,000.00	\$59.40	4,940.60	1.2%
205-42285-2415	Turn Out Gear	\$14,000.00	\$8,333.67	5,666.33	59.5%
205-42285-3000	Professional Srvs	\$4,600.00	\$0.00	4,600.00	0.0%
205-42285-3050	Physicals / Other Medical	\$8,000.00	\$0.00	8,000.00	0.0%
205-42285-3225	Truck Communication Services	\$2,000.00	\$568.75	1,431.25	28.4%
205-42285-3235	Cty 800mhz Radio Admin Fee	\$8,000.00	\$1,837.68	6,162.32	23.0%

205-42285-3280	Pagers/Radios (Ancom)	\$750.00	\$130.00	620.00	17.3%
205-42285-3285	Radio Lease	\$4,100.00	\$622.00	3,478.00	15.2%
205-42285-3310	Travel / Mileage Reimb	\$700.00	\$0.00	700.00	0.0%
205-42285-3350	Education / Conferences	\$12,000.00	\$260.00	11,740.00	2.2%
205-42285-4030	Light Truck Maint & Repair	\$3,000.00	\$238.50	2,761.50	8.0%
205-42285-4035	Heavy Truck Maint & Repair	\$7,000.00	\$7,514.05	(514.05)	107.3%
205-42285-4040	Equip Maint & Repair	\$2,500.00	\$101.52	2,398.48	4.1%
205-42285-4600	Recognition Expenditures	\$500.00	\$0.00	500.00	0.0%
205-42286-2230	Bldg & Grnds Maint Supplies	\$500.00	\$59.19	440.81	11.8%
205-42286-3000	Professional Svcs	\$900.00	\$496.70	403.30	55.2%
205-42286-3275	Internet Access	\$7,000.00	\$1,253.58	5,746.42	17.9%
205-42286-3810	Electricity Expense	\$4,500.00	\$696.39	3,803.61	15.5%
205-42286-3820	City Utilities (Wat,Sew,Storm)	\$2,300.00	\$379.88	1,920.12	16.5%
205-42286-3830	Natural Gas Expense	\$3,500.00	\$1,056.44	2,443.56	30.2%
205-42286-3840	Custodial & Waste Removal	\$7,000.00	\$1,843.43	5,156.57	26.3%
205-42286-3845	Lawn & Turf Maintenance	\$1,500.00	\$0.00	1,500.00	0.0%
205-42286-4010	Bldg Maint & Repairs	\$9,500.00	\$1,404.96	8,095.04	14.8%
Total		\$979,735.00	\$219,965.42	\$759,769.58	22.5%

Ref Note:





CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / April 16, 2024

SUBJECT: Public Hearing – Request to Vacate Easements Dedicated in the Belle Aire Estates Plat (1957) Found on 244 Harrington Drive

Prepared By: Hannah Rybak, Planner

Report Date: 4/10/2024

GENERAL INFORMATION

Applicant/Owner: Steve Rudenick

Location: 244 Harrington Drive, Long Lake

Existing Land Use / Zoning: Residential; zoned R-1 Single Family Residential District

Surrounding Land Use / Zoning:
North - Residential; zoned: R-1 District
East - Residential; zoned: R-1 District
South - Residential; zoned: R-1 District
West - Residential; zoned: R-1 District

Comprehensive Plan: The 2040 Comprehensive Plan guides this property for Low Density Residential land use.

Deadline for Agency Action:	Application Date -	3/14/2024
	60 Days -	5/12/2024
	Extension Letter Mailed -	N/A
	120 Days -	6/12/2024

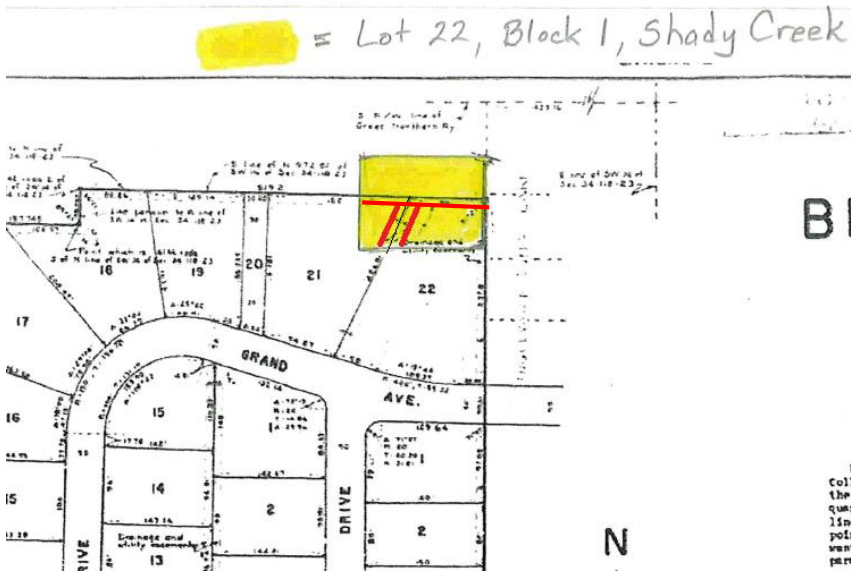
Overview of the Request

The Applicant, Steve Rudenick, has lived on 244 Harrington Drive for 47 years. He built a house on the lot in 1977. He recently applied for a home equity loan but was denied when a title company found an easement dedicated in a 1957 plat (Belle Aire Estates) crossing through one-half of the subject property. The easement mentioned by the Applicant runs north/south, on a bit of a diagonal, along the side property line of Lots 21 & 22 of Belle Aire Estates. There is also an easement running east west, on the former rear property lines of Lots 21 & 22 of Belle Aire Estates. Staff is including all easements dedicated over the subject property through the original Belle Aire Estates plat, to ensure that nothing is missed. The affected drainage and utility easements appear to not have been vacated when Shady Creek Addition was platted in 1973. The Applicant will not be able to obtain any further loans, or even sell the home, now that the affected easements have been discovered.

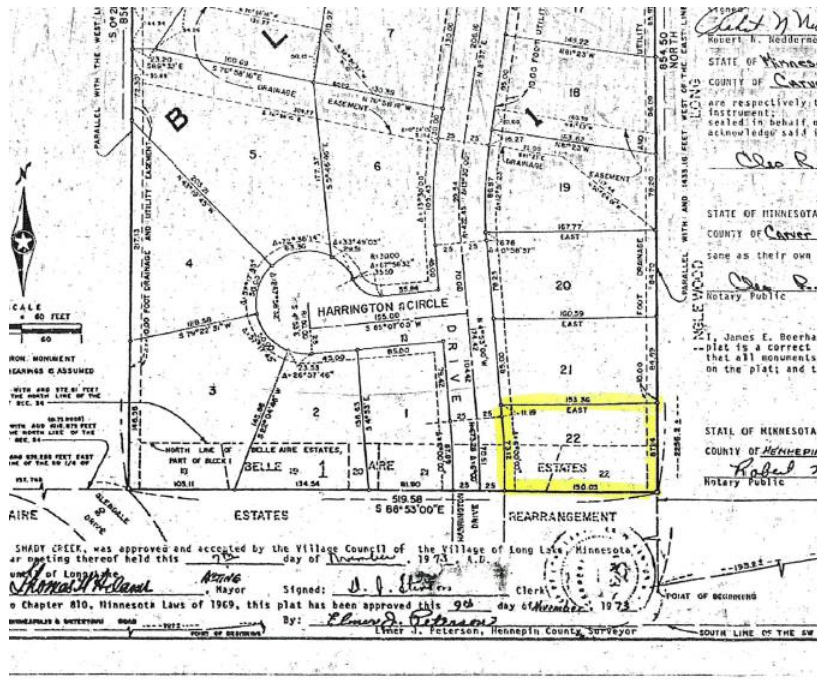
The affected easements became obsolete in 1973, when the replatting process occurred, and new easements were dedicated along the property lines of the parcel as it exists today. The lack of vacation of the easements at that time is clearly an error. The request before you is to vacate the affected easements within the area highlighted in yellow below. The affected easements are outlined in red.

The current easements offer no benefit to the City, and the site has been reviewed by the Public Works Director. Vacating the easements will correct the error of the easements not being vacated in 1973.

Original Plat – Belle Aire Estates, 1957



Current Plat – Shady Creek, 1973



EASEMENT VACATION

State Statute governs the vacation of public easements, and requires the same process as the vacation of a public right-of-way. The Applicant must petition the City to vacate the easement and provide all required documentation.

From there, the City is required to notice a public hearing twice in the official newspaper. A notice must be mailed to all current owners of “affected property”, which has been determined to be all current owners of property located in the original Belle Aire Estates plat.

The City Council must hold the public hearing and take action on the request.

Recommended City Council Action

Based on the submitted application materials and the review provided in this report, staff recommends that the City Council vacate the affected easements. The affected easements contain no public infrastructure and provide no benefit to the City. They should have been vacated at the time that the Shady Creek Addition was platted in 1973. Taking this step will fix the historical clerical error.

Staff recommends the following:

Motion to adopt Resolution No. 2024-19 vacating the affected easements dedicated in the Belle Aire Estates plat, found on 244 Harrington Drive.

Supporting Information

- Resolution No. 2024-19
- Land Use Application and accompanying materials, including:
 - 1957 Plat - Belle Aire Estates
 - 1973 Plat - Shady Creek Addition



**City Council
Resolution No. 2024-19**

**A RESOLUTION VACATING CERTAIN PUBLIC DRAINAGE AND UTILITY EASEMENT ON THE PROPERTY
LOCATED AT 244 HARRINGTON DRIVE**

WHEREAS, Steve Rudenick is the owner of the property located at 244 Harrington Drive, legally described as:

Lot 22, Block 1, Shady Creek Addition

(the "Property"); and

WHEREAS, Mr. Rudenick has requested that unused public drainage and utility easements running through the Property and dedicated to the City as a part of prior (1957, Belle Aire Estates) platting of the Property, be vacated; and

WHEREAS, the drainage and utility easements which are the subject of this request are in favor of the City of Long Lake, and legally described as:

All platted drainage and utility easements in favor of the City of Long Lake within Lots 21 & 22, Block 1, of the plat of Belle Aire Estates, Hennepin County, Minnesota, according to the recorded plat thereof, currently located on Lot 22, Block 1, Shady Creek Addition, Hennepin County, Minnesota, according to the recorded plat thereof.

(The "Affected Easements" herein); and

WHEREAS, the Affected Easements became obsolete in 1973 when the land was replatted by the Shady Creek Addition, and the easements should have been vacated at that time; and

WHEREAS, this action shall not affect any easements granted to the City as part of and subsequent to the recording of the plat of Shady Creek Addition (1973); and

WHEREAS, the Affected Easements contain no public infrastructure and serve no public purpose; and

WHEREAS, the City Council held a public hearing to solicit public comment on the proposed vacation at the Council's April 16, 2024 regular meeting; and

WHEREAS, based upon the information presented to the City Council and the recommendation of City staff, the City Council finds:

The proposed vacation of the Affected Easements is in the interest of the public and the proposal meets the standards contained within the Zoning Ordinance, Section 18 Platting Variations Minor Subdivisions.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby determines as follows:

- 1. The above described Affected Easements are no longer needed by the City and are hereby vacated; and
- 2. This action shall not affect or alter any easements granted to the City as part of and subsequent to the recording of the plat of Shady Creek Addition (1973).

Adopted by the City Council of the City of Long Lake this 16th day of April 2024.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



2024 Land Use Application

CITY OF LONG LAKE
450 Virginia Avenue
MAIL TO: PO Box 606
Long Lake, MN 55356
Phone / 952.473.6961

Escrow Deposit: \$Waived / JM

Date Paid: _____

[] Check # _____

[] Cash Receipt # _____

FOR OFFICE USE ONLY Section 7A.

Planning Case #: 2024-01

Application Fee: \$250.00

Date Paid: 3/14/24

[X] Check # 0192

[] Cash Receipt # _____

PROPERTY INFORMATION

Address of Property Involved 244 Harrington Drive

Property Identification Number 34-118-23-32-0037 Current Zoning R-1 Single Family Residential

Legal Description of Property Lot 22, Block 1, Shady Creek Addition

Property Owner Name Steve Rudenick

Property Owner Mailing Address 244 Harrington Drive

City, State, Zip Long Lake, MN 55356

APPLICANT INFORMATION

Full Name Steve Rudenick Daytime Phone 612-695-7393

Fax _____ Email Address srrudenick@gmail.com

Street Address 244 Harrington Drive

City, State, Zip Long Lake, MN 55356

TYPE OF REQUEST (Check All That Apply)

Zoning:

- Conditional Use Permit
- Zoning Amendment (Rezoning or Text)
- Variance
- Change to Nonconforming Use or Structure
- PUD Master Development Plan or Concept Plan
- Final Site and Building Plan Review
- Interim Use Zoning Amendment/Permit

Subdivision:

- Preliminary or
- Final Plat
- Minor Subdivision (lot line adjustment only)
- Major Subdivision (all platting applications)

Other:

- Comprehensive Plan Amendment
- Sign Variance
- Informal Concept Review (PC)
- Village Design Guidelines Review
- Easement Vacation

All applications must be accompanied by the Submittal Information for the specific type of request and the required list of items.

Description of Request: Requesting the vacation of a drainage and utility easement crossing the property above-referenced in a north-south direction (1957 plat). This easement that crosses the property was not properly vacated when the Shady Creek Addition plat was approved in November 1973.

AGENDA DEADLINE & MEETING SCHEDULE

All regularly scheduled Planning Commission and City Council meetings are held in the City Hall Council Chambers beginning at 6:30 pm. The Planning Commission regularly meets on the second Tuesday of each month, and the City Council regularly meets on the first and third Tuesday of each month. Meeting dates may be subject to change due to member availability, holidays, election dates, or other conflicts that may arise during the calendar year.

APPLICANT ACKNOWLEDGMENT & SIGNATURE

With my signature below, I acknowledge that I have read, understand, and agree to all of the information listed in the Long Lake Land Use Application and fully understand and agree that I am responsible for all costs, including, without limitation, any consultant fees incurred by the City related to the processing and review of this application through completion and final inspection of any improvements, consistent with the 'Payment of Fees and Escrow Requirements' section above. I agree that if additional fees are required to cover costs incurred by the City, the City Administrator has the right to require additional payment from one or more of the undersigned, who shall be jointly and severally liable for such fees. I further understand and agree that if timely payment is not made, the application process may be terminated and the application denied for failure to reimburse the City for costs incurred. I also understand and agree that, in the event of non-payment of fees or costs related to this application or the project herein contemplated, the City may approve a special assessment against my property to recover the same and I hereby specifically waive any and all right to appeal said assessment pursuant to Minnesota Statute 429.

I, the undersigned, certify that the information on this application, to the best of my knowledge, is true and correct.

X Signature of Applicant Stephen R. Rudenick **Date** 3/14/2024

Is applicant also the owner of the properties involved in this application? YES NO

PROPERTY OWNER SIGNATURE

I am the owner of the property or properties involved in this application, and consent to the applicant making a Land Use Application.

X Signature of Property Owner _____ **Date** _____

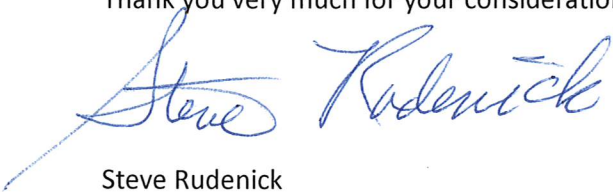
March 14, 2024

Land Use Application Narrative – Vacation of Easement Impacting 244 Harrington Drive

I have lived at 244 Harrington Drive for 47 years. I had a house built on the property in 1977, and over the years, I've refinanced and had a home equity loan on my property; however, my second request for a home equity loan is being denied because a title company found a 1957 plat map with an easement that had not been vacated as it should have been (or was vacated and never recorded) when the Shady Creek Addition was platted in 1973. The easement crosses the southern half of my lot in a north-south direction. I am now in a position that I am unable to either close on a home equity loan or sell my property without the easement being vacated in order to clear the title for my property. In 1973 when my property was platted under the Shady Creek Addition and being readied for a future home to be built, the involved parties at that time (including the City) did not take the action necessary to vacate or file the vacation of inapplicable easements from the previous plat and prior lot lines.

At this time, I respectfully and gratefully request that the City Council approve the vacation of the old 1957 easement on my property that traveled a prior lot line before the subdivision was replatted in 1973, thereby finally resolving the title issue that is greatly impacting my property.

Thank you very much for your consideration,



Steve Rudenick
612-695-7393



Jeanette Moeller <jmoeller@longlakemn.gov>

Information Needed - 244 Harrington Drive, Long Lake, MN

Property ID and Plats <pip@hennepin.us>
To: Jeanette Moeller <jmoeller@longlakemn.gov>

Wed, Oct 25, 2023 at 10:31 AM

Good morning Jeanette,

I'll take a closer look to see if anything from the City (Resolution vacating the D & U Easements) was recorded around 1972-1973 prior to the plat of Shady Creek being recorded. Upon quick glance I don't think so. The City will need to work with it's legal council to see what vacation action is necessary. You'll have to determine if an old Resolution was approved and never recorded by the City in the 70s or if a new Resolution will be necessary and filed to formally vacate some (or all) of said D & U easements in the plat of Belle Aire Estates

The City will have to determine if ALL of the Drainage & Utility Easements, as dedicated in the plat of Belle Aire Estates SHOULD have been vacated, or just some of them (i.e. the lots in the north of said plat including Lot 22).

In general I think your legal description is either going to be:

ALL of the Drainage & Utility Easements, as dedicated in the plat of Belle Aire Estates (assuming all of them should have been vacated)

Or

The 10' Drainage & Utility Easements for the applicable Lots/Blocks of Belle Aire Estates (if only a few select lots D & U easements should have been vacated) in this case Lot 22, Block 1.

You would want to confirm the vacation legal description with the City legal council who typically assists in vacating easements for the City.

Thanks,

Mark

CAUTION: This email was sent from outside of Hennepin County. Unless you recognize the sender and know the content, do not click links or open attachments.

Hello,

I'm reaching out on behalf of a resident of our city (Steve Rudenick) who owns the property located at 244 Harrington Drive, Long Lake, MN 55356, PID 3411823320037.

In attempting to refinance his home, his title company pulled documents and informed him that there is a title issue and that an easement needs to be vacated. They're indicating there was an easement over the property with the 1957 Belle Aire Estates plat that was not properly vacated when the area was replatted in 1973 for the Shady Creek plat during which his lot was created (Lot 22, Block 1, Shady Creek addition).

I've attached documents I received from the resident's title company. The 1957 plat has been marked up with an area the title company has identified as the location of the future lot, and shows a notation for 'drainage and utility easement'. This version of the document is unclear - are you able to identify any legal description for the easement referenced on the plat?

There's no drainage and utility easement over the 1973 plat as it was recorded. If an easement existed on the 1957 plat, was it vacated for the 1973 plat? If not, should it have been vacated?

According to Hennepin County records, does the former 1957 easement actually just follow the lot line of the Lot 22, Block 1 property created in 1973?

If this was indeed missed decades ago, we'll need some kind of legal description we can use for the easement to be vacated and the vacation to be recorded. For an easement to have been recorded initially, I can only hope there was some sort of description of that.

Many thanks in advance for any help you can offer!

Jeanette Moeller, City Clerk

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Jeanette Moeller, City Clerk

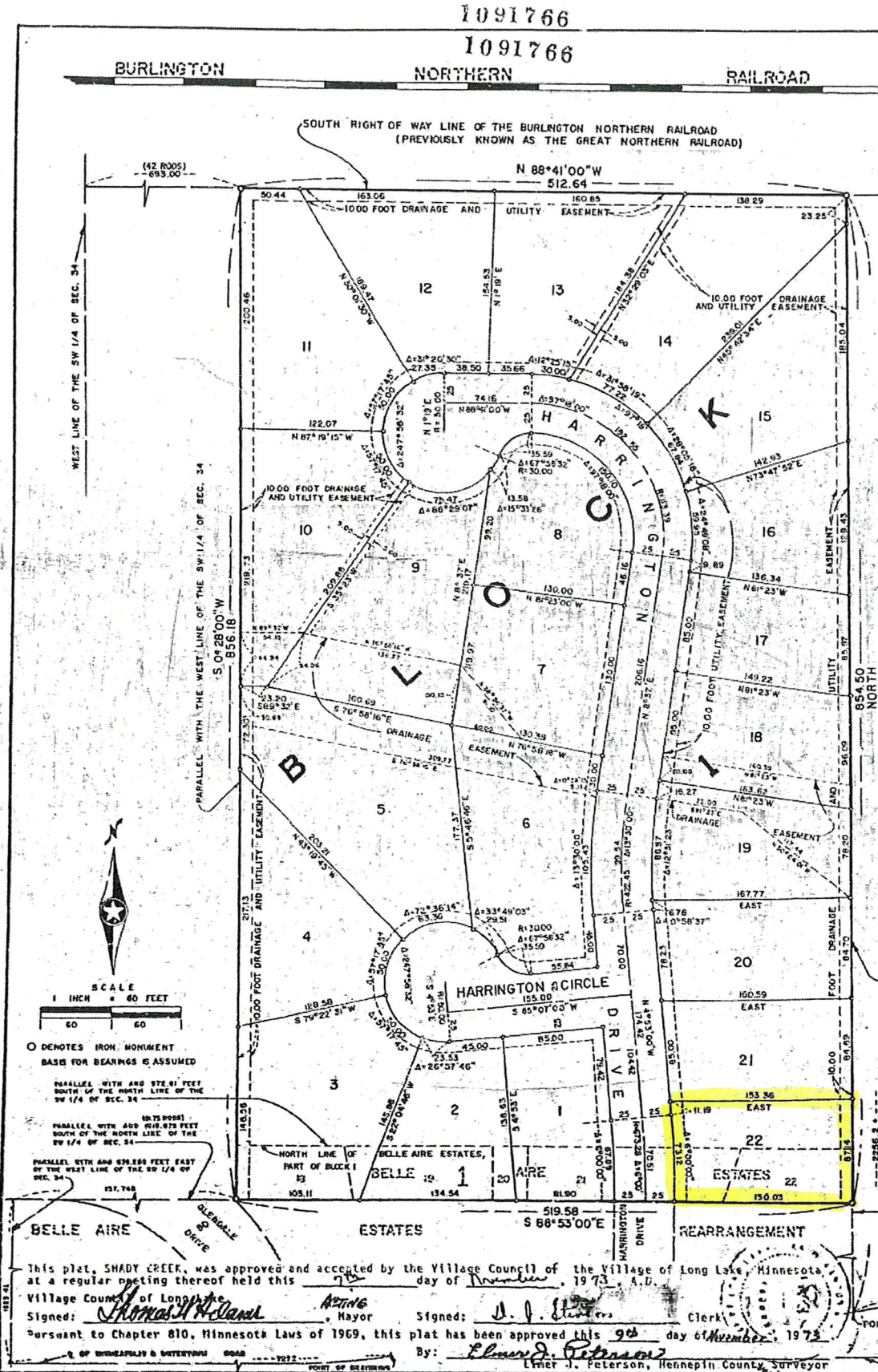
City of Long Lake

Email / jmoeller@longlakemn.gov

Ph / 952.473.6961 x1

This message is intended only for the recipient to whom it is addressed. It may contain information which is privileged and confidential within the meaning of applicable law. If you are not the intended recipient, please contact the sender as soon as possible. Any views or opinions presented are solely those of the author and do not necessarily represent those of the City of Long Lake or its affiliates.

1973



OFFICIAL PLAT

REGISTERED BY 1592 ON 9-5-1973

BOOK 78 PAGE 21

SHADY CREEK

KNOW ALL MEN BY THESE PRESENTS: that Dicon Construction Inc., a Minnesota Corporation, contract vendee and Robert H. Heddermeyer and Ruth E. Heddermeyer, husband and wife, fee owners of the following described property, situated in the County of Hennepin and State of Minnesota, to-wit:

Parcel 1: All that part of the following described tract:

That part of the Southwest 1/4 of Section 34, Township 118, Range 23 described as follows: Commencing at a point on the South line of said Section 34, 57.9 rods West of the Southeast corner of said Southwest 1/4; thence North 45 3/4 degrees West, 6.45 chains to a point in the center line of the Minneapolis and Watertown Road which is distant 1327.7 feet Southwesterly measured along said center line from a point on the East line of said Southwest 1/4 which is 759 feet North, along said line, of the Southeast corner of said Southwest 1/4; thence Southwesterly along the center line of said road 193.2 feet more or less to a point, which is the actual point of beginning of the land to be described, said point being the point of intersection of said center line with a line drawn parallel with the East line of said Southwest 1/4 through a point on the South line of the right of way of the Great Northern Railroad distant 1433.16 feet West of the East line of said Southwest 1/4; thence North along last described line 2256.2 feet more or less to said South line of right of way; thence West along said South line of right of way 511.1 feet more or less to a point 42 rods East of the West line of said Southwest 1/4; thence South parallel to West line of Southwest 1/4 852.6 feet more or less to a point which is 63 3/4 rods South of the North line of said Southwest 1/4; thence West parallel with the North line of said Southwest 1/4 157.745 feet to a point which is 535.255 feet East of West line of said Southwest 1/4; thence South parallel with said West line of Southwest 1/4 1625.4 feet more or less to the center line of said road; thence Easterly along said center line of said road 727 feet more or less to said actual point of beginning.

Lying North of a line drawn from a point on the W line of said tract, 972.81 feet South, at right angles, of North line of said SW 1/4, and parallel to last-said North line, to a point on the east line of said tract; said point being 972.81 feet South at right angles, of last said North line and there ending.

Parcel 2: All that part of Lots 18, 19, 20, 21 and 22, Block 1, Belle Aire Estates, lying North of a line which is 1018.875 feet South of the North line of the Southwest 1/4 of Section 34, Township 118, Range 23, and parallel thereto; according to the plat thereof on file or of record in the office of the Registrar of Titles in and for said Hennepin County.

Have caused the same to be surveyed and platted as SHADY CREEK and do hereby donate and dedicate to the public for public use forever the drive, circle, drainage and utility easements as shown on the plat.

In witness whereof, said Dicon Construction Inc., has caused these presents to be signed by its proper officers this 7th day of November, 1973 A.D. and Robert H. Heddermeyer and Ruth E. Heddermeyer, husband and wife, have hereunto set their hands and seals this 7th day of November, 1973 A.D.

Signed: Dicon Construction Inc. *Richard E. Conroy*
 Signed: Robert H. Heddermeyer *Robert H. Heddermeyer*
 Signed: Ruth E. Heddermeyer *Ruth E. Heddermeyer*

No delinquent taxes and transfer entered
 FINANCE DIVISION
 HENNEPIN COUNTY, MINN.
 NOV 9 1973
 FINANCE DIVISION CLERK
 BY *S. D. Kavan*

STATE OF MINNESOTA
 COUNTY OF CARVER
 On this 7th day of November, A.D. 1973, before me, a Notary Public, within and for said County and State personally appeared *Richard E. Conroy* and *Robert H. Heddermeyer* and *Ruth E. Heddermeyer*, who being each by me duly sworn, did say that they are respectively the President and Secretary of Dicon Construction Inc., the corporation named in the foregoing instrument; and that said instrument was signed and sealed in behalf of said corporation by authority of its Board of Directors, and said *Richard E. Conroy* and *Ruth E. Heddermeyer* acknowledge said instrument to be the free act and deed of said corporation.

Clayton R. Langston Notary Public
 My Commission Expires: July 12, 1980

STATE OF MINNESOTA
 COUNTY OF CARVER
 On this 7th day of November, 1973, A.D., before me a Notary Public, personally appeared Robert H. Heddermeyer and Ruth E. Heddermeyer, husband and wife, to me known to be the persons same as their own free act and deed.

Clayton R. Langston Notary Public
 My Commission Expires: July 12, 1980

I, James E. Boerhave, hereby certify that I have surveyed and platted the property described on this plat as SHADY CREEK; that this plat is a correct representation of said survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments are correctly placed in the ground as shown on the plat; that the outside boundary lines are correctly designated on the plat; and that there are no wet lands to be designated on said plat.

James E. Boerhave
 Land Surveyor, Minn. Reg. No. 10995

STATE OF MINNESOTA
 COUNTY OF HENNEPIN
 Surveyor's certificate subscribed and sworn to before me, a Notary Public, this 1 day of November, 1973, A.D.
Robert M. O. Boe Notary Public
 My Commission Expires: MAY 18, 1980

OFFICE OF REGISTRAR OF TITLES 1091766
 HENNEPIN COUNTY, MINNESOTA
 I hereby certify that the within Plat of SHADY CREEK was filed in this office this 13 day of NOV. A.D. 1973 at 2:20 o'clock P.M. and was duly filed in Book of Plats, Page WAYNE A. JOHNSON Registrar of Titles

220000 MONEY
 474-2504
 5.2.00

SCALE
 1 INCH = 60 FEET
 60 60

O DENOTES IRON MONUMENT
 BASIS FOR BEARINGS ASSUMED
 PARALLEL WITH AND 872.81 FEET SOUTH OF THE NORTH LINE OF THE SW 1/4 OF SEC. 34
 PARALLEL WITH AND 1018.875 FEET SOUTH OF THE NORTH LINE OF THE SW 1/4 OF SEC. 34
 PARALLEL WITH AND 852.50 FEET EAST OF THE WEST LINE OF THE SW 1/4 OF SEC. 34

This plat, SHADY CREEK, was approved and accepted by the Village Council of the Village of Long Lake, Minnesota at a regular meeting thereof held this 7th day of November, 1973, A.D.
 Village Council of Long Lake
 Signed: *Thomas H. Amand* Mayor
 Signed: *D. J. [unclear]* Clerk
 Pursuant to Chapter 810, Minnesota Laws of 1969, this plat has been approved this 9th day of November, 1973.
 By: *Edward J. Peterson*
 Elmer J. Peterson, Hennepin County, Surveyor

LONG LAKE GARDEN CLUB 2024
BUDGET PROPOSAL AND
RECOMMENDATION



LLGC 2024 Garden Projects

- Town Entrance Monument/Welcome Sign
- Brown and Wayzata Intersection Monument
- Fire Department
- Vacant BP Lot

LLGC Expense Categories

- Plants
- Fertilizer
- Mulch
- Garden Beds
- Border Elements
- Appropriate soil
- Miscellaneous

City Assistance

- Plant Maintenance/Watering
- Hardscapes: Picnic Tables/Structures/Benches
- Assembly of Raised Beds and purchase & soil delivered
- Heavy Labor: Boulders/Tree Planting/Tree Maintenance
- Plant sharing
- Waste Receptacles

- Funding

Monuments

- Review: Both monuments were reconstructed in 2023
- 2024: Install new plants; refresh mulch; weed and maintain

Fire Department

- 2024: Maintenance Only

Monument Budget

Entrance Monument	
20 Annuals x \$5 each	\$100
Mulch: 15 bags at \$6 each	\$90
Lake Street Monument	
20 Annuals at \$5 each	\$100
Mulch: 15 bags at \$6 each	\$90
Total:	\$380

Total Budget: \$2,000

Monument Expenses: \$380

Remaining Budget: \$1,620

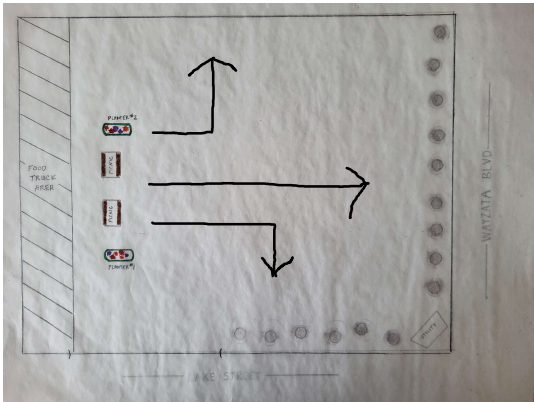
BP Site

- Parameters
 - Large Site
 - No digging allowed
 - No removal of boulders around edges
 - No permanent fixtures
 - Possibility of food truck on Mondays and Tuesdays
- Make the site more visually appealing/useful until it can be sold

Garden Design Parameters

- Break down large spaces into smaller usable areas
- Define the borders
- Apply the Rule of 3: small, medium and tall
- Establish a focal point
- Add visual appeal with colors and textures

BP Site Plan A: \$610 (+\$380 monuments)



X 2



X 2



+ raised bed soil

Raised Bed Concept

BEST SELLER



★★★★★ 4.9 | 3606 Reviews | [See reviews summary](#)

17" Tall 9 In 1 Modular Metal Raised Garden Bed Kit

\$169.95 ~~\$189.95~~ SAVE \$20

4 interest-free installments, or from \$15.34/mo with [shop Pay](#) [Check your purchasing power](#)

- * Buy a Garden Bed, get two free seedlings. Price updates in cart.
- * Spring Sale: Up to 30% OFF for [Select Items](#).
- * Explore various configurations with our compact, modular kit.
- * Enhance your garden with our versatile [Add-ons](#) and [Accessories](#).

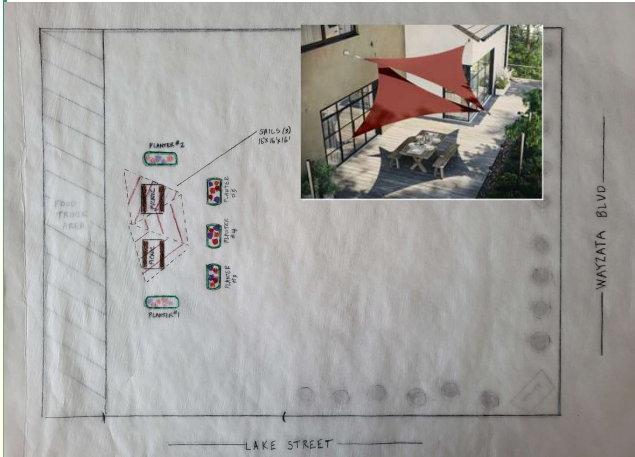
Color: British Green

Shipping Status: In Stock

- 1 + [Add to Cart](#)

[Design IN 3D](#)

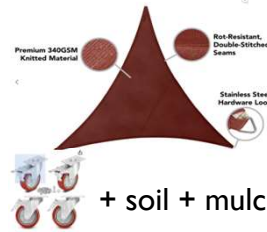
BP Site Plan B: \$1,930 (+\$380)



X 5



X 5



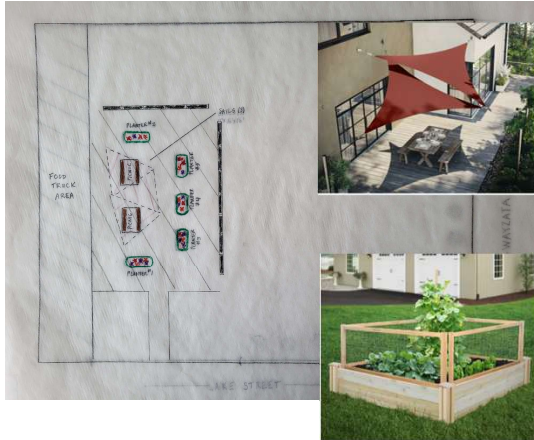
X 3

+ soil + mulch to define space

Poles and Pots for holding the Sun Shade Sails



BP Site Plan C: \$2,530 (+\$380)



X 5



X 5



X 3

Along 2 sides
+ soil + mulch

Plan D: \$1,980 (+\$380)

- Place Garden Troughs Along Wayzata Blvd



+



5 of each + soil

Long Lake Garden Club Proposed 2024 Budget

	Contingency			
	Plan A	Plan B	Plan C	Plan D
Entrance Monument				No Food Truck
20 Annuals x \$5 each	\$100	\$100	\$100	\$100
Mulch: 15 bags at \$6 each	\$90	\$90	\$90	\$90
Lake Street Monument				
20 Annuals at \$5 each	\$100	\$100	\$100	\$100
Mulch: 15 bags at \$6 each	\$90	\$90	\$90	\$90
Vacant Lot: Wayzata/Lake				
Two Raised Bed Garden Troughs				
2H x 8'W x 17" Deep				
\$185 each x 2	\$370			
\$185 each x 5		\$925	\$925	\$925
Raised bed soil (city to provide base soil)	\$40	\$100	\$100	\$100
Wheels for planters	\$50	\$150	\$150	\$150
Plants to fill troughs: \$75 each	\$150	\$375	\$375	\$375
Sails: 16' x 16' x 16'		\$140	\$140	
3 foot high fence to define space			\$600	
\$10/foot x 60				
Mulch to cover ground		\$240	\$240	
40 bags at \$6 each				
Total:	\$990	\$2,310	\$2,910	\$1,930

V.1: 4/1/24

Questions?

LLGC Members: Anita Secord (Coordinator), Laureen Carlson, Laura Summers

Special Thanks to LLGC Council Liaison Deirdre Kvale