



CITY COUNCIL MEETING

December 16, 2025 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 December 2, 2025 City Council Meeting

B. Approve Vendor Claims and Payroll

C. Adopt Resolution No. 2025-45 Approving the Issuance (Renewal) of 2026 Liquor Licenses

D. Adopt Resolution No. 2025-46 Approving the Issuance (Renewal) of 2026 Tobacco Licenses

E. Adopt Resolution No. 2025-47 Approving the Issuance (Renewal) of 2026 Residential and Commercial Refuse Hauler Licenses

F. Approve Layoff of All City of Long Lake Fire Department Personnel Effective December 31, 2025 to Facilitate Their Transition to Service With the Shoreline Fire Department Beginning January 1, 2026

G. Adopt Resolution No. 2025-52 Adopting the Minnesota Paid Family and Medical Leave Policies

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. Resolution Nominating Janet Schaefer to the Minnehaha Creek Watershed District Board of Managers

B. Adoption of 2026 City Fee Schedule

C. Adoption of Final Payable 2026 Levy, City Budget, Capital Improvement Plan, and Pay Plan Resolutions.

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

December 24-26 / City Offices Closed - Christmas Eve/Christmas Holiday

Thursday, January 1, 2026 / City Offices Closed - New Year's Day

Tuesday, January 6 (5:30 pm) / City Council Work Session

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

Tuesday, January 20 (6:30 pm) / City Council Meeting

Members of the public may monitor the meeting in person or by watching the livestream on our YouTube channel at <https://www.youtube.com/@CityofLongLakeMN/streams>.



**MINUTES
CITY COUNCIL MEETING
December 2, 2025**

CALL TO ORDER

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

Present: Mayor: Charlie Miner; Council: Mike Feldmann, Deirdre Kvale, and Todd Newcomer

Staff Present: City Clerk: Jeanette Moeller

Absent: Council: Jahn Dyvik (with prior notice)

PLEDGE OF ALLEGIANCE

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

Mayor Miner shared that the funeral for Weston Paszkiewicz, son of Long Lake Fire Department Deputy Chief John Paszkiewicz, had been held last week. He expressed his appreciation to the community members who showed up to support the family and the LLFD at the luncheon they hosted after the service. The City's condolences go out to the Paszkiewicz family and the Long Lake Fire Department on this loss.

He commented that he hoped everyone had a great Thanksgiving celebration, and thanked John and Diane Hughes for hosting their 22nd annual Thanksgiving 'Turkeys on the Luce' fundraiser event.

Mayor Miner highlighted upcoming events, including the Holiday Tree Lighting on December 6 at Holbrook Park from 5:30 pm to 7:30 pm, and the Long Lake Fire Department Auxiliary Food and Toy Drive on December 7 at Fire Station 1 from 9:00 am to 12:00 noon.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of November 18, 2025, City Council Work Session Meeting
- B. Approve Minutes of November 18, 2025, City Council meeting
- C. Approve Vendor Claims and Payroll
- D. Adopt Resolution No. 2025-43 Authorizing Signatories for the City's Financial Banking and Investment Accounts
- E. Adopt Resolution No. 2025-42 Conditionally Appointing David Thorson to the position of Paid On-Call Firefighter

A motion was made by Feldmann, seconded by Newcomer, to approve the Consent Agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

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

REGULAR BUSINESS

A. Legislative Updates and Review – Representative Andrew Myers, District 45A

District 45A Representative Andrew Myers provided the Council with an update on the most recent legislative session and the impacts current and pending legislation may have on Long Lake.

Mayor Miner mentioned that both Lake Minnetonka and Long Lake were facing water quality issues and referenced a recent meeting held in partnership with the Long Lake Waters Association and Minnehaha Creek Watershed District to discuss the issues that have been observed specific to Long Lake.

He also voiced the need for encouraging the State to see if there was anything they could do to remove roadblocks associated with pensions related to fire services and combining departments.

City Clerk Moeller reflected on the significant impacts of expanded early voting upon small cities like Long Lake, which as an example, only has two staff members in the office. She explained that if the City weren't located within the metro area, it wouldn't be an issue because in other areas, the counties often retain early voting duties and don't substantially delegate them to the cities. She emphasized that the burdens of the growing demand for early voting extend beyond the City's resources and take away from the service level staff must be able to provide in other areas.

Councilmember Feldmann added that there seemed to be a 'one size fits all' mindset from the County for matters like early voting, and observed that there needs to be a more efficient mechanism for those types of situations.

Moeller suggested that the County could utilize their Regional Service Centers for early voting.

Mayor Miner referenced Hennepin County Medical Center (HCMC) and the amount of money that the County puts into supporting HCMC facilities. He pointed out that he believed statistics showed that about 40% of the patients served at HCMC were not from the County and suggested that it would be nice to have State-wide resources allocated and used because HCMC is the best Level One trauma center in the state. He indicated that it would be good if the legislature could step up and help fund HCMC to take some of the burden off County taxpayers.

B. Public Meeting to Discuss Proposed 2026 Budget and Levy (Truth in Taxation)

Moeller explained that she would be sharing a presentation that had been prepared by City Administrator Nowezki in her absence due to a family vacation. For the benefit of the viewing public, Moeller added that Nowezki had reviewed her budget proposal and Truth in Taxation presentation in detail with the Council at their November 18 work session meeting. Moeller reviewed 2026 operating budget impacts and factors; highlighted a chart depicting budget allocations by department; discussed changes to capital improvement planning proposed for 2026; the final levy proposal; and the history of the tax levy. She clarified that the intent of this agenda item was to provide a Truth in Taxation presentation, and to offer an opportunity for the public to provide feedback or ask questions of the City. She noted that the purpose of the meeting was to share the City's final 2026 budget and levy versus to review changes in home and property valuations, which are handled through the Open Book/Board of

Appeal process. She added that no formal action would be taken tonight and the final 2026 budget and levy would be adopted at the Council's December 16 meeting.

Mayor Miner asked if there were any members of the audience who wanted to speak on the City's proposed 2026 budget and levy information.

John Anderson, 1862 Symes Street – Mr. Anderson stated that he was a new resident in the City and understood that their home value had increased by about 20%, but mentioned that the City portion of his proposed taxes went up by 32%.

Moeller noted that his valuation had increased, therefore, the City portion of his tax statement would have increased. She explained that the information he was referencing from the County though was based on the preliminary taxes payable notices. The City Council had initially adopted a preliminary levy increase of 9%, and at final levy, staff's recommendation was that the levy only be increased by 4%.

Mayor Miner added that the notices sent out did not include the most recent information about the City decreasing its proposed levy.

Moeller reviewed the process for certifying the preliminary levy and the final levy.

Mr. Anderson questioned how much the County had pushed down to the City in terms of services that they were currently paying for that they had not been paying for 18 months ago.

Mayor Miner replied that in Long Lake's experience, the opposite scenario had occurred and shared the example of the County offering to take on Assessor services at no additional charge to the City, which represented a significant cost savings versus the City paying for independent City Assessor services.

There were no additional public comments.

Moeller encouraged the Council to contact her or Administrator Nowezki if there was anything that they would like to see changed before adoption of the final budget and levy at their next meeting. She reminded residents that if they had any questions, they were welcome to call City Hall.

OTHER BUSINESS

Comments From Councilmember Newcomer - Councilmember Newcomer stated that he was looking forward to attending the upcoming Holiday Tree Lighting event. He noted that he had been encouraged to see the way everyone had been able to offer support and come together surrounding the tragic loss of Weston Paskiewicz.

Deputy Chief Posting - Councilmember Feldmann reported that a job opening for the position of Deputy Chief for the Shoreline Fire Department had been posted, and Chief Heiland is pleased with the number of candidates who have expressed interest.

Comments From Mayor Miner – Mayor Miner mentioned that he was continuing to work with State and County officials regarding the Highway 12 emergency access gate in an effort to facilitate funding partnerships for needed gate improvements. Additionally, on December 3, he would be attending a meeting at Wayzata City Hall along with other Lake Minnetonka area Mayors to hear a proposal regarding the possibility of engaging a lobbying firm.

LMCC / Jim Lundberg's Retirement Party - Councilmember Kvale reminded Council that Jim Lundberg's going-away and retirement gathering will be held on December 4 from 5:00 to 7:00 pm at Carbone's Pizzeria.

Tree Lighting Celebration - Moeller commented that there would be free cookies available at the Holiday Tree Lighting celebration on Friday night and highlighted other activities to be included in the event, such as a DJ playing music, and local craft vendors in the warming house. Mayor Miner thanked the Park Board for their hard work on the event.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:26 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 / December 16, 2025

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, City Administrator

Report Date: 12/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$320,182.14 and electronic vendor payments in the amount of \$3,033.13 for a total amount of **\$323,215.27**; November Fire Department monthly payroll in the amount of **\$21,344.06**; December City Council monthly payroll in the amount of **\$1,300.00**; and gross City Employee payroll paid December 11 in the amount of **\$20,842.25**.

Overview / Background

Check No. 71736 for \$164,866.56 is payment to the Fire Relief Association for the 2% state aid pass-through.

Supporting Information

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



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*Check Summary Register©

Checks 71716-71754

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
71716	Advanced Imaging Solutions	12/10/2025	\$77.00 Copier Contract Maint - Dec 2025
71717	ALL AROUND PROPERTY PRES	12/10/2025	\$24,150.00 CH Roof Replacement (Aprvd 10/21/25) Pmt 2
71718	BIFFS, INC.	12/10/2025	\$518.73 Biff Rental-Holbrook
71719	BOUND TREE MEDICAL, LLC.	12/10/2025	\$4,770.99 FD Medical Supplies; Medical Bags
71720	CARSON, CLELLAND & SCHRED	12/10/2025	\$4,987.50 Nov Legal Fees-FD Relief Assoc By Laws
71721	CENTERPOINT ENERGY	12/10/2025	\$1,336.94 Gas Charges - (10/22/25-11/19/25)
71722	CITY OF LONG LAKE	12/10/2025	\$653.13 Nov 2025 Utility Bill - 450 Virginia
71723	CITY OF ORONO	12/10/2025	\$564.15 FD2 Water/Sewer Bill - 3770 Shoreline Dr (10/
71724	CLAREY'S SAFETY EQUIPMENT	12/10/2025	\$71,661.64 FD Annual Air Pack Flow Test
71725	CORE & MAIN LP	12/10/2025	\$610.46 PW Repair Clamps
71726	STEPHEN ECKHARDT	12/10/2025	\$59.08 Refund utility overpayment, Act 01-00000058-0
71727	ECM PUBLISHERS, INC.	12/10/2025	\$868.95 Newspaper Ad-Job Positngs PW
71728	FAUL PSYCHOLOGICAL	12/10/2025	\$1,330.00 Pre-Employment Psych Screening - J. MacDon
71729	FIRSTNET (AT&T)	12/10/2025	\$631.75 FD WIRELESS SERVICES (10/26/25-11/25/25
71730	FISCHER MINING, LLC	12/10/2025	\$1,483.23 Fill Sand for Streets
71731	GOPHER STATE ONE CALL	12/10/2025	\$52.65 Nov 2025 Locates
71732	HENNEPIN CTY INFO. TECH. DE	12/10/2025	\$87.39 PW Radio Fees-Nov 2025
71733	HENNEPIN CTY INFO. TECH. DE	12/10/2025	\$8,242.12 FD Radio Lease Fees-Nov 2025
71734	HIGH ROAD HEATING & COOLIN	12/10/2025	\$119.97 Heating Repairs - Holbrook Warming House
71735	Kirvida Fire, Inc.	12/10/2025	\$2,809.96 FD Engine #21-Pierce Pumper; Task Force Tip
71736	LONG LAKE FIRE RELIEF ASSOC	12/10/2025	\$164,866.56 2% Money-Supplemental Aid (Passthrough)
71737	MACQUEEN	12/10/2025	\$287.71 FD Helmets Accessories; Chin straps
71738	MEDIACOM	12/10/2025	\$441.09 FD2 Phone/ Internet Services - (12/8/25-01/7/2
71739	MEDIACOM	12/10/2025	\$547.86 FD1 Phone/ Internet Services - (12/7/25-01/6/2
71740	NAVARRE MINNOCO	12/10/2025	\$160.87 FD FUEL - Nov 2025
71741	PERFORMANCE PLUS LLC	12/10/2025	\$394.00 FD Medical Exams, PSA, & Mask Fit - D.Thors
71742	Platform Science	12/10/2025	\$206.50 FD Dashcam Basic Bundle (Pmt 27 of 36)
71743	Premium Waters, Inc.	12/10/2025	\$17.33 Bottled Water - Nov 2025
71744	SAFETY VEHICLE SOLUTIONS	12/10/2025	\$499.89 FD Vehicle Service-Replace cord rell ends (x10
71745	SUMMIT FIRE PROTECTION, CO	12/10/2025	\$288.18 FD2 Fire Sprinkler Inspection/Service
71746	SUTTONS ADVANCED CLEANIN	12/10/2025	\$1,202.17 CH Cleaning Services - Dec 2025
71747	TIMESAVER OFF SITE	12/10/2025	\$293.50 11/18/25 City Council Meeting Minutes - 2.5 hr
71748	WASTE MANAGEMENT	12/10/2025	\$6,177.57 Residential Recycling Services-Dec 2025
71749	WIDMER CONSTRUCTION LLC	12/10/2025	\$9,108.00 11/21/25 Stormwater Repairs - Dexter Park
71750	WSB & ASSOCIATES, INC	12/10/2025	\$2,267.50 Lead Service Line; Certification and Resident
71751	XCEL ENERGY	12/10/2025	\$1,879.67 Street Lights - Act #5156925594 (11/03/25-12/
71752	XCEL ENERGY	12/10/2025	\$5,445.54 Electricity (10/21/25-11/20/25) - CH
71753	XCEL ENERGY	12/10/2025	\$247.56 Steet Lights - 2129 W Wayzata Blvd
71754	ZOLL Medical Corporation	12/10/2025	\$835.00 FD CPR Supplies; Stat Padz II
Total Checks			\$320,182.14

10100 GENERAL FUND CASH

101 GENERAL FUND	\$38,634.51
205 FIRE DEPARTMENT	\$261,651.54
601 WATER FUND	\$3,580.45
602 SANITARY SEWER FUND	\$1,030.07
603 SURFACE WATER MGMT FUND	\$9,108.00
604 RECYCLING FUND	\$6,177.57
\$320,182.14	



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***Check Detail Register©**

Checks 71716-71754

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71716	12/10/25	Advanced Imaging Solutions			
E 101-41500-4135		Copier Maintenance	\$77.00	INV38640	Copier Contract Maint - Dec 2025
		Total	\$77.00		
71717	12/10/25	ALL AROUND PROPERTY PRES			
E 101-41940-4010		Bldg Maint & Repairs	\$18,150.00	14690	CH Roof Replacement (Aprvd 10/21/25) Pmt 2 of 2
E 101-41940-4010		Bldg Maint & Repairs	\$6,000.00	14690	CH Roof Soffit & Fascis Replacement (Aprvd 10/21/25) Pmt 3 of 2
		Total	\$24,150.00		
71718	12/10/25	BIFFS, INC.			
E 101-45200-3880		Portable Toilet Rental	\$28.50	INV278655	Biff Rental-Holbrook
E 101-45200-3880		Portable Toilet Rental	\$73.07	INV278656	Biff Rental-Nelson Lakeside
E 101-45200-3880		Portable Toilet Rental	\$42.75	INV278657	Biff Rental-Dexter
E 101-45200-3880		Portable Toilet Rental	\$374.41	INV280827	Biff Rental-Tree Lighting Event
		Total	\$518.73		
71719	12/10/25	BOUND TREE MEDICAL, LLC.			
E 205-42281-2190		Medical Supplies	\$1,731.09	86013601	FD Medical Supplies; Gloves, Test Strips, Collars, Transporter
E 205-42281-2190		Medical Supplies	\$3,039.90	86017194	FD Medical Supplies; Medical Bags
		Total	\$4,770.99		
71720	12/10/25	CARSON, CLELLAND & SCHREDER			
E 101-42110-3120		Legal Fees - Civil	\$1,395.63	8736	Nov Legal Fees-JPA board meeting review, Orono Attorney, Etc
E 205-42280-3120		Legal Fees - Civil	\$416.88	8736	Nov Legal Fees-FD Relief Assoc By Laws
E 101-41610-3120		Legal Fees - Civil	\$2,174.99	8736	Nov Legal Fees-HR Issues, Contract Issues, Handbook, Etc
E 101-41610-3040		Legal Fees - Criminal	\$1,000.00	8736	Nov Legal Fees - Criminal
		Total	\$4,987.50		
71721	12/10/25	CENTERPOINT ENERGY			
E 602-49450-3830		Natural Gas Expense	\$25.04	106679608-1	Gas Charges - 25 Apple Glen Rd
E 101-41940-3830		Natural Gas Expense	\$169.10	80000079064	Gas Charges - (10/22/25-11/19/25) 450 Virginia
E 205-42282-3830		Natural Gas Expense	\$310.01	80000079064	Gas Charges - (10/22/25-11/19/25) 340 Willow
E 205-42286-3830		Natural Gas Expense	\$303.41	80000079064	Gas Charges - (10/22/25-11/19/25) 3770 Shoreline
E 101-41942-3830		Natural Gas Expense	\$518.32	80000079064	Gas Charges - (10/22/25-11/19/25) 2145 Daniels
E 602-49450-3830		Natural Gas Expense	\$23.03	80000079064	Gas Charges - (10/22/25-11/19/25) 2200 Watertown
E 602-49450-3830		Natural Gas Expense	\$23.03	80000079064	Gas Charges - (10/22/25-11/19/25) 250 Lindawood
E 101-45200-3830		Natural Gas Expense	\$21.00	80000079064	Gas Charges - (10/22/25-11/19/25) 309 Harrington
E 101-41940-3830		Natural Gas Expense	(\$56.00)	80000079064	Gas Charges - (10/22/25-11/19/25)
		Total	\$1,336.94		
71722	12/10/25	CITY OF LONG LAKE			
E 101-41940-3820		City Utilities (Wat,Sew,Sto	\$70.92	120825	Nov 2025 Utility Bill - 450 Virginia
E 101-41942-3820		City Utilities (Wat,Sew,Sto	\$162.76	120825	Nov 2025 Utility Bill - 2145 Daniels
E 601-49400-3820		City Utilities (Wat,Sew,Sto	\$42.13	120825	Nov 2025 Utility Bill - 1964 Orchard Ln
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$206.40	120825	Nov 2025 Utility Bill - 340 Willow
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$112.75	120825	Nov 2025 Utility Bill - 340 Willow (Truck Fill)



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*Check Detail Register©

Checks 71716-71754

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-3820		City Utilities (Wat,Sew,Sto	\$58.17	120825	Nov 2025 Utility Bill - 350 Harrington
		Total	\$653.13		
71723	12/10/25	CITY OF ORONO			
E 205-42286-3820		City Utilities (Wat,Sew,Sto	\$193.71	173770000-1	FD2 Water/Sewer Bill - 3770 Shoreline Dr (10/28/25-11/24/25)
E 205-42281-2120		Motor Fuels	\$370.44	20142715	FD- Fuel (Unleaded 76.2 gal/\$2.22, Diesel 74 gal/\$2.72)
		Total	\$564.15		
71724	12/10/25	CLAREY'S SAFETY EQUIPMENT			
E 205-42281-2215		SCBA Equipment Parts	\$90,789.14	220136	FD-Purchase 40 SCBAs (Aprvd 8/19/25)
E 205-42281-2215		SCBA Equipment Parts	(\$21,562.50)	220136	Sell Back 29 SCBAs
E 205-42281-2215		SCBA Equipment Parts	\$2,435.00	220349	FD Annual Air Pack Flow Test
		Total	\$71,661.64		
71725	12/10/25	CORE & MAIN LP			
E 601-49400-2210		Equipment Parts	\$610.46	Y185500	PW Repair Clamps
		Total	\$610.46		
71726	12/10/25	STEPHEN ECKHARDT			
E 601-49400-4320		Utility Overpmts/Uncollect	\$59.08	58-00-4	Refund utility overpayment, Act 01-00000058-00-4
		Total	\$59.08		
71727	12/10/25	ECM PUBLISHERS, INC.			
E 101-43050-3500		Printing Expense	\$316.51	1075108	Newspaper Ad-Job Positngs PW
E 101-43050-3500		Printing Expense	\$305.21	1075109	Newspaper Ad-Job Positngs PW
E 101-43050-3500		Printing Expense	\$247.23	1075993	Newspaper Ad-Job Positngs PW
		Total	\$868.95		
71728	12/10/25	FAUL PSYCHOLOGICAL			
E 205-42281-3050		Physicals / Other Medical	\$665.00	2578	Pre-Employment Psych Screening - J. MacDonald
E 205-42281-3050		Physicals / Other Medical	\$665.00	2578	Pre-Employment Psych Screening - D. Thorson
		Total	\$1,330.00		
71729	12/10/25	FIRSTNET (AT&T)			
E 205-42281-3225		Truck Communication Ser	\$503.68	X12032025	FD WIRELESS SERVICES (10/26/25-11/25/25)
E 101-41942-3210		Telephone	\$89.84	X12032025	PW WIRELESS SERVICES (10/26/25-11/25/25)
E 601-49400-2270		Utility Maint Supplies	\$38.23	X12032025	PW WIRELESS SERVICES (10/26/25-11/25/25)
		Total	\$631.75		
71730	12/10/25	FISCHER MINING, LLC			
E 101-43100-2245		Sand / Salt Plowing Materi	\$1,483.23	182177	Fill Sand for Streets
		Total	\$1,483.23		
71731	12/10/25	GOPHER STATE ONE CALL			
E 601-49400-3855		Gopher One Locates Expe	\$52.65	5110558	Nov 2025 Locates
		Total	\$52.65		
71732	12/10/25	HENNEPIN CTY INFO. TECH. DEPT			
E 101-41942-3235		Cty 800mhz Radio Admin	\$87.39	1000257315	PW Radio Fees-Nov 2025
		Total	\$87.39		

**LONG LAKE, MN**

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***Check Detail Register©**

Checks 71716-71754

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71733	12/10/25	HENNEPIN CTY INFO. TECH. DEPT			
E 205-42281-3285		Radio Lease	\$6,770.62	1000257352	FD Radio Lease Fees-Nov 2025
E 205-42281-3235		Cty 800mhz Radio Admin	\$1,471.50	1000257352	FD Radio Fees-Nov 2025
		Total	\$8,242.12		
71734	12/10/25	HIGH ROAD HEATING & COOLING			
E 101-45200-4010		Bldg Maint & Repairs	\$119.97	51204110156	Heating Repairs - Holbrook Warming House
		Total	\$119.97		
71735	12/10/25	Kirvida Fire, Inc.			
E 205-42281-4035		Heavy Truck Maint & Rep	\$1,480.73	13836	FD Tanker #11-Tanker; Replace backup camera system
E 205-42281-4035		Heavy Truck Maint & Rep	\$193.98	13837	FD Engine #11-Pumper; Repair right side cab scene light
E 205-42281-4035		Heavy Truck Maint & Rep	\$1,135.25	13845	FD Engine #21-Pierce Pumper; Task Force Tips Repair
		Total	\$2,809.96		
71736	12/10/25	LONG LAKE FIRE RELIEF ASSOC.			
E 205-42283-1240		State Fire Aid Pension Co	\$19,549.99	24071A22716	2% Money-Supplemental Aid (Passthrough)
E 205-42283-1240		State Fire Aid Pension Co	\$145,316.57	24071A22716	2% Money-Fire State Aid (Passthrough)
		Total	\$164,866.56		
71737	12/10/25	MACQUEEN			
E 205-42281-2415		Turn Out Gear	\$108.90	P58876	FD Helmets Accessories; Chin straps
E 205-42281-2415		Turn Out Gear	\$178.81	P58975	FD Helmets Accessories; Leatherhead
		Total	\$287.71		
71738	12/10/25	MEDIACOM			
E 205-42286-3275		Internet Access (Mediaco	\$441.09	10091560-12	FD2 Phone/ Internet Services - (12/8/25-01/7/26)
		Total	\$441.09		
71739	12/10/25	MEDIACOM			
E 205-42282-3275		Internet Access (Mediaco	\$547.86	900000051-1	FD1 Phone/ Internet Services - (12/7/25-01/6/26)
		Total	\$547.86		
71740	12/10/25	NAVARRE MINNOCO			
E 205-42281-2120		Motor Fuels	\$160.87	120525	FD FUEL - Nov 2025
		Total	\$160.87		
71741	12/10/25	PERFORMANCE PLUS LLC			
E 205-42281-3050		Physicals / Other Medical	\$394.00	111242	FD Medical Exams, PSA, & Mask Fit - D.Thorson
		Total	\$394.00		
71742	12/10/25	Platform Science			
E 205-42281-3225		Truck Communication Ser	\$206.50	30089270740	FD Dashcam Basic Bundle (Pmt 27 of 36)
		Total	\$206.50		
71743	12/10/25	Premium Waters, Inc.			
E 101-41500-4145		Bottled Water Service	\$17.33	614689-11-25	Bottled Water - Nov 2025
		Total	\$17.33		



LONG LAKE, MN

Section 5B.

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Checks 71716-71754

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71744	12/10/25	SAFETY VEHICLE SOLUTIONS			
E 205-42281-4035		Heavy Truck Maint & Rep	\$499.89	24085	FD Vehicle Service-Replace cord rell ends (x10)
		Total	\$499.89		
71745	12/10/25	SUMMIT FIRE PROTECTION, CO			
E 205-42286-4010		Bldg Maint & Repairs	\$288.18	3690317	FD2 Fire Sprinkler Inspection/Service
		Total	\$288.18		
71746	12/10/25	SUTTONS ADVANCED CLEANING SRV			
E 205-42282-3840		Custodial & Waste Remov	\$619.67	7899	FD1 Cleaning Services - Dec 2025
E 205-42286-3840		Custodial & Waste Remov	\$292.50	7900	FD2 Cleaning Services - Dec 2025
E 101-41940-3840		Custodial & Waste Remov	\$290.00	7901	CH Cleaning Services - Dec 2025
		Total	\$1,202.17		
71747	12/10/25	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Svcs	\$293.50	31474	11/18/25 City Council Meeting Minutes - 2.5 hr
		Total	\$293.50		
71748	12/10/25	WASTE MANAGEMENT			
E 604-43200-3890		Res Curb Recycling	\$3,698.83	8181822-159	Residential Recycling Services-Dec 2025
E 604-43200-3895		Res Organic Recycling	\$2,478.74	8181822-159	Organics Recycling Services-Dec 2025
		Total	\$6,177.57		
71749	12/10/25	WIDMER CONSTRUCTION LLC			
E 603-43150-4040		Equip Maint & Repairs	\$9,108.00	5473	11/21/25 Stormwater Repairs - Dexter Park
		Total	\$9,108.00		
71750	12/10/25	WSB & ASSOCIATES, INC			
E 601-49400-3030		Engineering Fees	\$259.00	R-026729-00	Lead Service Line; Certification and Resident Questions
E 101-41910-3030		Engineering Fees	\$584.75	R-026729-00	905 W Wayzata Blvd; Erosion Inspections 11/3 & 11/25, Site Updates, Etc
E 602-49450-3030		Engineering Fees	\$595.50	R-026729-00	I/I and MCES Grant
E 101-41910-3030		Engineering Fees	\$436.75	R-026729-00	General Engineering; Martha Lane, OPC
E 101-41910-3032		General Planning	\$391.50	R-026729-00	General Planning; Martha Lane, iWorq, Fence Permit, Etc
		Total	\$2,267.50		
71751	12/10/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$1,879.67	955481543	Street Lights - Act #5156925594 (11/03/25-12/02/25)
		Total	\$1,879.67		
71752	12/10/25	XCEL ENERGY			
E 101-41940-3810		Electricity Expense	\$139.08	955563003	Electricity (10/21/25-11/20/25) - CH
E 205-42282-3810		Electricity Expense	\$652.94	955563003	Electricity (10/21/25-11/20/25) - FD1
E 205-42286-3810		Electricity Expense	\$326.78	955563003	Electricity (10/21/25-11/20/25) - FD2
E 101-41942-3810		Electricity Expense	\$870.77	955563003	Electricity (10/21/25-11/20/25) - PW
E 101-43100-3815		Street Lighting Maint/Elect	\$266.58	955563003	Electricity (10/21/25-11/20/25) - Street Lights
E 101-45200-3810		Electricity Expense	\$307.02	955563003	Electricity (10/21/25-11/20/25) - Parks
E 601-49400-3810		Electricity Expense	\$2,518.90	955563003	Electricity (10/21/25-11/20/25) - WTR
E 602-49450-3810		Electricity Expense	\$363.47	955563003	Electricity (10/21/25-11/20/25) - SWR



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Checks 71716-71754

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$5,445.54		
71753	12/10/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$47.80	954633110	Steet Lights - 2129 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	\$199.76	954633110	Steet Lights - 1070 W Wayzata Blvd
Total			\$247.56		
71754	12/10/25	ZOLL Medical Corporation			
E 205-42281-2190		Medical Supplies	\$75.00	4377710	FD CPR Supplies; Stat Padz II
E 205-42281-2190		Medical Supplies	\$760.00	4382239	FD CPR Supplies; Resqpod ITD
Total			\$835.00		
10100			\$320,182.14		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$38,634.51
205 FIRE DEPARTMENT	\$261,651.54
601 WATER FUND	\$3,580.45
602 SANITARY SEWER FUND	\$1,030.07
603 SURFACE WATER MGMT FUND	\$9,108.00
604 RECYCLING FUND	\$6,177.57
	\$320,182.14



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Checks 3325-3326, 3334-3336

Name		Check Date	Check Amt	
10100 GENERAL FUND CASH				
3325e	USBANK CREDIT CARD	11/25/2025	\$1,618.85	Nov CC Purchases
3326e	NAPA Auto Parts	11/24/2025	\$49.67	Napa Purchases - Nov 2025
3334e	MN DEPT OF REVENUE	12/9/2025	\$684.00	Nov 2025 Sales Tax
3335e	USBANK CREDIT CARD	11/25/2025	\$277.51	Adl CC Purchases
3336e	PSN UTILITY ONLINE BILLING	12/2/2025	\$403.10	BILL PAY FEE - Nov 2025
Total Checks			\$3,033.13	
10100 GENERAL FUND CASH				
101 GENERAL FUND			\$963.99	
205 FIRE DEPARTMENT			\$982.04	
601 WATER FUND			\$885.55	
602 SANITARY SEWER FUND			\$201.55	
			\$3,033.13	



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Checks 3325-3326, 3334-3336

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3325 e	11/25/25	USBANK CREDIT CARD			
E 101-43000-2120		Motor Fuels	\$94.85	112525	PW-Speedway; Fuel for 2018 Chevy
E 101-45200-2400		Small Tools and Minor Eq	\$59.93	112525	PW-Ace; Ash Tree Markings
E 101-41942-4010		Bldg Maint & Repairs	\$39.98	112525	PW-Ace; Thermostat Batteries
E 101-43000-2120		Motor Fuels	\$75.00	112525	PW-Speedway; Fuel
E 101-41500-3090		Software Support	\$144.00	112525	CH-Google; Company Emails
E 101-41500-4450		Food & Beverage (Mtgs/Tr	\$94.04	112525	CH-Jimmy Johns; 10/30 Special Session Dinner
E 101-41500-3090		Software Support	\$15.00	112525	CH-Canva
E 101-41942-3210		Telephone	\$20.68	112525	PW-Nextivia VOIP Phone Service
E 101-41940-3210		Telephone	\$62.03	112525	CH-Nextivia VOIP Phone Service
E 101-41110-3500		Printing Expense	\$80.97	112525	CC-Nametags for the Council Dais and Magnets
E 205-42281-4030		Light Truck Maint & Repair	\$57.77	112525	FD-Youngstedts; Car Wash
E 205-42281-2080		Training and Education	\$99.90	112525	FD-Spikes & Houles; Bale of Straw for Training
E 205-42281-2120		Motor Fuels	\$61.84	112525	FD-Lakeshore Market; Fuel
E 205-42281-2120		Motor Fuels	\$19.23	112525	FD-Speedway; Fuel
E 205-42280-3350		Conference/Meetings	\$15.00	112525	FD-Milwaukee Road Depot; Parking
E 205-42281-2150		Shop Supplies	\$25.98	112525	FD-Amazon; Spring
E 205-42280-4330		Dues and Subscriptions	\$14.99	112525	FD-Amazon; Prime
E 205-42280-4450		Food & Beverage (Mtgs/Tr	\$45.99	112525	FD-Amazon; Coffee
E 205-42282-4010		Bldg Maint & Repairs	\$206.64	112525	FD-Amazon; Gate/Garage Door Opener
E 205-42281-2400		Small Tools and Minor Eq	\$374.20	112525	FD-Amazon; Batteries
E 205-42280-3090		Software Support	\$10.83	112525	FD-Microsoft; 365
		Total	\$1,618.85		
3326 e	11/24/25	NAPA Auto Parts			
E 205-42281-2150		Shop Supplies	\$47.71	637140	FD-Shop Core, Tool, Gauge, Etc
E 205-42281-4035		Heavy Truck Maint & Rep	\$1.96	638158	FD-Engine 21 Fuel Line
		Total	\$49.67		
3334 e	12/09/25	MN DEPT OF REVENUE			
G 601-20801		Sales Tax Payable	\$684.00		Nov 2025 Sales Tax
		Total	\$684.00		
3335 e	11/25/25	USBANK CREDIT CARD			
E 101-41500-2010		Office Supplies	\$277.51		CH-Amazon; Printer cartridge
		Total	\$277.51		
3336 e	12/02/25	PSN UTILITY ONLINE BILLING			
E 601-49400-3090		Software Support	\$201.55		BILL PAY FEE - Nov 2025
E 602-49450-3090		Software Support	\$201.55		BILL PAY FEE - Nov 2025
		Total	\$403.10		
10100			\$3,033.13		



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Checks 3325-3326, 3334-3336

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$963.99
205 FIRE DEPARTMENT	\$982.04
601 WATER FUND	\$885.55
602 SANITARY SEWER FUND	\$201.55
	\$3,033.13



LONG LAKE, MN

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Payroll Summary

Pay Group: 02 Fire Department

Check Date: 12/10/2025 per. 12

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000153 ADAMS, CHRISTOPHER D.	317.92	317.92	317.92				19.71	4.61						293.60
000000216 BERBIG, ZACHARY P.	612.02	612.02	612.02				37.94	8.87						565.21
000000291 BROWN, JOHN	354.64	354.64	354.64		0.25		21.99	5.14						327.26
000000154 COTTON, PATRICK J.	385.80	385.80	385.80				23.92	5.59						356.29
000000259 DAVIS, THOMAS	483.06	483.06	483.06		7.12		29.95	7.00						438.99
000000093 FARLEY, COLE	900.64	900.64	900.64	40.83			55.84	13.06						790.91
000000274 FAUE, JESSE	322.40	322.40	322.40				19.99	4.67						297.74
000000233 FRANK, BRYAN	797.04	797.04	797.04	30.47	23.92		49.42	11.56						681.67
000000049 GOMAN, DAVID	490.76	490.76	490.76				30.43	7.12						453.21
000000177 GONSIOR, RYAN J.	1,250.64	1,250.64	1,250.64	75.83	8.06		77.54	18.13						1,071.08
000000229 GRADY, JOSHUA	467.48	467.48	467.48				28.98	6.78						431.72
000000293 GREGG, AIDAN	282.92	282.92	282.92				17.54	4.10						261.28
000000278 HAYDEN, ADAM	2,341.28	2,341.28	2,341.28	203.53	66.41		145.16	33.95						1,892.23
000000226 HOSTER, RYAN	857.11	857.11	857.11				53.14	12.43						791.54
000000301 IMS, GRAM	403.00	403.00	403.00		2.84		24.99	5.84						369.33
000000270 JOHNSRUD, MICHAEL	709.72	709.72	709.72	363.28	119.25		44.00	10.29						172.90
000000180 KANIVE, RYAN J.	257.92	257.92	257.92				15.99	3.74						238.19
000000112 KRAHL, JEFFREY C.	543.42	543.42	543.42				33.69	7.88						501.85
000000248 KULSETH, MATT	96.72	96.72	96.72				6.00	1.40						89.32
000000253 LOOSBROCK, RICHARD	596.44	596.44	596.44				36.98	8.65						550.81
000000303 MACDONALD, JOSEPH	225.68	225.68	225.68				13.99	3.27						208.42
000000290 MCCAHERTY, ALEX	596.44	596.44	596.44				36.98	8.65						550.81
000000275 MORSE, PAUL	321.86	321.86	321.86				19.95	4.67						297.24
000000296 NEUBAUER, MITCHELL	419.12	419.12	419.12				25.98	6.08						387.06
000000223 PASZKIEWICZ, JOHN	209.28	209.28	209.28				12.98	3.03						193.27
000000277 REWERTS, ANTHONY	502.46	502.46	502.46	1.02			31.15	7.29						463.00
000000241 RHEA, CHRISTOPHER	596.44	596.44	596.44				36.98	8.65						550.81
000000232 RIOUX, SHAUN	112.84	112.84	112.84				7.00	1.64						104.20
000000190 ROTHSTEIN, DAVID J.	769.56	769.56	769.56				47.71	11.16						710.69
000000222 SMILEY, MATTHEW	773.58	773.58	773.58				47.96	11.22						714.40
000000212 SPINKS, SCOTT D.	540.48	540.48	540.48				33.51	7.84						499.13
000000276 STRAKA, AMANDA	1,558.56	1,558.56	1,558.56	124.32	24.53		96.63	22.60						1,290.48
000000282 SWEARINGEN, LANCE	257.92	257.92	257.92				15.99	3.74						238.19
000000280 VASINA, VERONICA	98.36	98.36	98.36				6.10	1.43						90.83



LONG LAKE, MN

Payroll Summary

Pay Group: 02 Fire Department

Check Date: 12/10/2025 per. 12

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000240 VEACH, BENJAMIN	628.50	628.50	628.50				38.97	9.11						580.42
000000297 WARNER, SIMONE	257.92	257.92	257.92				15.99	3.74						238.19
000000118 WOYCHICK, TED J.	1,004.13	1,004.13	1,004.13	60.00	25.00		62.26	14.56						842.31

941 Deposit

Federal Tax	\$899.28
Medicare	\$618.98
Social Security	\$2,646.66
Advanced EIC	None
Total Deposit	\$4,164.92

Pay Summary

Gross	21,344.06
Federal Gross	21,344.06
State Gross	21,344.06
FICA Gross	21,344.06

Tax Summary

Federal Tax	899.28	
State Tax	277.38	
Local Tax		
FICA Ded/Ben	1,323.33	1,323.33
Medicare Ded/Ben	309.49	309.49

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	18,534.58



LONG LAKE, MN

Payroll Summary

Pay Group: 06 City Council
Check Date: 12/11/2025 per. 12

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
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
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
000000299 NEWCOMER, TODD	250.00	250.00	250.00				15.50	3.63						230.87

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
Medicare Ded/Ben	18.87

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	1,200.53



LONG LAKE, MN

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Payroll Summary

Pay Group: 01 Bi-Weekly

Check Date: 12/11/2025 per. 25

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,728.14	2,552.11	2,552.11	263.93	143.48		169.14	39.56	176.03		0.74			1,935.26
000000243 DIERCKS, SEAN	4,066.05	3,801.76	3,801.76	586.62	228.46		252.10	58.96	264.29					2,675.62
000000003 GASPAR, DONALD J	1,237.50	1,237.50	1,237.50				76.72	17.94						1,142.84
000000286 HEILAND, MICHAEL	5,083.13	4,556.51	4,556.51	466.51	245.89			73.71	526.62					3,770.40
000000091 MOELLER, JEANETTE	3,292.45	2,892.07	2,892.07	229.93	119.10		192.58	45.04	214.01	186.37				2,305.42
000000252 NOWEZKI, AMANDA	4,434.98	3,958.86	3,958.86	743.34	260.14		274.34	64.16	465.92	10.20	16.88			2,600.00

941 Deposit

Federal Tax	\$2,290.33
Medicare	\$598.74
Social Security	\$1,929.76
Advanced EIC	None
Total Deposit	\$4,818.83

Pay Summary

Gross	20,842.25
Federal Gross	18,998.81
State Gross	18,998.81
FICA Gross	15,562.55

Tax Summary

Federal Tax	2,290.33
State Tax	997.07
Local Tax	
FICA Ded/Ben	964.88
Medicare Ded/Ben	299.37

Others

Retirement	1,646.87
Tax-Sheltered	196.57
Voluntary	17.62
Tips	0.00
Reimbursement	0.00
Net	14,429.54



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / December 16, 2025

SUBJECT: Approve Issuance (Renewal) of 2026 Liquor Licenses

Prepared By: Jeanette Moeller, City Clerk

Report Date: 12/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-45 approving the issuance of Liquor Licenses effective January 1, 2026 through December 31, 2026.

Overview / Background

The City's liquor license holding businesses must apply annually for renewal of their licenses providing for the sale of liquor within city limits. Each liquor licensee is required to complete a renewal application and data privacy disclosure form; to provide proof of liquor liability and workers compensation insurance; to submit all applicable license fees; and to receive City approval before any license may be issued.

Staff recommends the renewal and issuance of 2026 Liquor Licenses as listed below, *conditioned upon* review and approval by the Wayzata Police Department, submittal of fully completed renewal application materials accompanied by required insurance documentation, and payment of license fees:

- **On Sale Intoxicating Liquor License (\$6,000); Sunday Sales Intoxicating Liquor License (\$200)**
Barcelona314 Corporation DBA Carbone's Pizzeria
LLORO LLC DBA Bucks Pub
McCormick Red Rooster Operating LLC DBA Red Rooster Bar & Restaurant
Primo Plates & Pours LLC DBA Primo Plates & Pours
San Pancho Mexican Restaurant LLC DBA San Pancho Mexican Restaurant
- **On Sale Intoxicating Liquor License (\$6,000); Sunday Sales Intoxicating Liquor License (\$200)**
Brew Pub Off-Sale (\$200); Brew Pub Off-Sale Sunday Sales (\$200)
Birch's Brewhouse LLC DBA Birch's on the Lake
- **Off Sale Intoxicating Liquor License (\$100)**
Over Your Head Inc. DBA Lakeside Wine + Spirits
Liquor Barn Inc. DBA Liquor Barn
- **Off Sale 3.2% Malt Liquor License (\$75)**
Northern Tier Retail, LLC DBA Speedway #4517

Please note that all of the above-referenced conditions of approval must be met in order for a license to be renewed for the new year.

Supporting Information

- Resolution No. 2025-45



**City Council
Resolution No. 2025-45**

**A RESOLUTION APPROVING THE ISSUANCE OF LIQUOR LICENSES
EFFECTIVE JANUARY 1, 2026 THROUGH DECEMBER 31, 2026**

WHEREAS, the City of Long Lake has adopted an Ordinance regulating the sale of alcoholic beverages and products within city limits; and

WHEREAS, the Long Lake business establishments listed below are in the process of requesting renewal of their current Liquor Licenses for the year 2026:

- **On Sale Intoxicating Liquor License (\$6,000); Sunday Sales Intoxicating Liquor License (\$200)**
Barcelona314 Corporation DBA Carbone's Pizzeria
LLORO LLC DBA Bucks Pub
McCormick Red Rooster Operating LLC DBA Red Rooster Bar & Restaurant
Primo Plates & Pours LLC DBA Primo Plates & Pours
San Pancho Mexican Restaurant LLC DBA San Pancho Mexican Restaurant
- **On Sale Intoxicating Liquor License (\$6,000); Sunday Sales Intoxicating Liquor License (\$200)
Brew Pub Off-Sale (\$200); Brew Pub Off-Sale Sunday Sales (\$200)**
Birch's Brewhouse LLC DBA Birch's on the Lake
- **Off Sale Intoxicating Liquor License (\$100)**
Over Your Head Inc. DBA Lakeside Wine + Spirits
Liquor Barn Inc. DBA Liquor Barn
- **Off Sale 3.2% Malt Liquor License (\$75)**
Northern Tier Retail, LLC DBA Speedway #4517

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves the issuance of 2026 Liquor Licenses as identified above, *conditioned upon* applicant submittal of completed renewal application materials, proof of liquor liability and workers compensation insurance, review and approval by the Wayzata Police Department, and payment in full of all applicable license fees.

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

ATTEST:

BY:

Jeanette Moeller, City Clerk

Charlie Miner, Mayor



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / December 16, 2025

SUBJECT: Approve Issuance (Renewal) of 2026 Tobacco Licenses

Prepared By: Jeanette Moeller, City Clerk

Report Date: 12/9/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-46 approving the issuance of Tobacco Licenses effective January 1, 2026 through December 31, 2026.

Overview / Background

The City of Long Lake business establishments listed below are requesting renewal of their current Tobacco Licenses. The Wayzata Police Department has been contacted regarding the applications received and has no objection to reissuance of the licenses as proposed. Additionally, no Tobacco License violations have been reported in 2025. Staff recommends the City Council approve the renewal and issuance of 2026 Tobacco Licenses to:

Over Your Head Inc.
DBA Lakeside Wine + Spirits
1916 W Wayzata Boulevard
Violations in 2025: None

Liquor Barn, Inc.
DBA Liquor Barn
2067 W Wayzata Boulevard
Violations in 2025: None

Birch's Brewhouse LLC
DBA Birch's on the Lake
1310 W Wayzata Boulevard
Violations in 2025: None
(1 Violation Reported in 2023)

Northern Tier Retail, LLC
DBA Speedway #4517
2400 W Industrial Boulevard
Violations in 2025: None

On Duty 2 LLC
DBA Long Lake Smoke Shop & Cigar
1865 Wayzata Boulevard W #112
Violations in 2025: None

Supporting Information

- Resolution No. 2025-46



**City Council
Resolution No. 2025-46**

**A RESOLUTION APPROVING THE ISSUANCE OF TOBACCO LICENSES
EFFECTIVE JANUARY 1, 2026 THROUGH DECEMBER 31, 2026**

WHEREAS, the City of Long Lake has adopted an Ordinance regulating the sale of tobacco products within city limits; and

WHEREAS, the Long Lake business establishments listed below are requesting renewal of their current Tobacco Licenses for the year 2026; and

WHEREAS, no Tobacco License violations were reported in 2025, and the Wayzata Police Department has indicated they have no objection to reissuance of the licenses as proposed.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of 2026 Tobacco Licenses to:

Over Your Head Inc.
DBA Lakeside Wine + Spirits
1916 W Wayzata Boulevard

Liquor Barn, Inc.
DBA Liquor Barn
2067 W Wayzata Boulevard

Birch's Brewhouse LLC
DBA Birch's on the Lake
1310 W Wayzata Boulevard

Northern Tier Retail, LLC
DBA Speedway #4517
2400 W Industrial Boulevard

On Duty 2 LLC
DBA Long Lake Smoke Shop & Cigar
1865 Wayzata Boulevard W #112

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

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 / December 16, 2025

SUBJECT: Approve Issuance (Renewal) of 2026 Refuse Hauler Licenses

Prepared By: Jeanette Moeller, City Clerk

Report Date: 12/11/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-47 approving the issuance of Residential and Commercial Refuse Hauler Licenses effective January 1, 2026 through December 31, 2026.

Overview / Background

The City's residential and commercial refuse haulers must renew their licenses to conduct refuse hauling and residential organics collection activities on an annual basis. The intent of licensing is to provide for the collection and disposal of commercial and residential garbage in a timely, orderly and economical fashion; and in compliance with State Statute and policies of the City, County and State. Each refuse hauler is required to provide proof of insurance, indemnify the City from any liability, post a performance bond in the amount of \$10,000, and pay a \$200 fee for each residential and commercial license obtained.

Staff recommends approval/renewal of the following Refuse Hauler Licenses contingent upon receipt of the documents and fees listed above.

- **Residential / Commercial Licenses**

Curbside Waste, Inc.

4025 85th Avenue N

Brooklyn Park, MN 55443

Republic Services (Randy's Sanitation Inc.)

4351 US Highway 12 SE

Delano, MN 55328

Waste Management

490 Industrial Boulevard

Winsted, MN 55395

Supporting Information

- Resolution No. 2025-47



**City Council
Resolution No. 2025-47**

**A RESOLUTION APPROVING THE ISSUANCE OF RESIDENTIAL AND COMMERCIAL
REFUSE HAULER LICENSES EFFECTIVE JANUARY 1, 2026 THROUGH DECEMBER 31, 2026**

WHEREAS, the City of Long Lake has adopted an Ordinance regulating residential and commercial refuse haulers operating within city limits; and

WHEREAS, the intent of licensing is to provide for the collection and disposal of commercial and residential garbage in a timely, orderly and economical fashion; in compliance with State Statute and policies of the City, County and State; and

WHEREAS, the following businesses annually request issuance and renewal of their residential and/or commercial refuse hauler licenses to permit them to conduct refuse hauling and residential organics collection activities within city limits:

- **Residential / Commercial Licenses**

Curbside Waste, Inc.

4025 85th Avenue N

Brooklyn Park, MN 55443

Republic Services (Randy's Sanitation Inc.)

4351 US Highway 12 SE

Delano, MN 55328

Waste Management

490 Industrial Boulevard

Winsted, MN 55395

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves the issuance of Refuse Hauler Licenses as identified above for the year 2026, conditioned upon applicant submittal of completed renewal application materials, proof of insurance indemnifying the City of Long Lake from liability, posting of the required \$10,000 performance bond, and payment in full of all applicable license fees.

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

ATTEST:

BY:

Jeanette Moeller, City Clerk

Charlie Miner, Mayor



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / December 16, 2025

SUBJECT: Personnel Action Preparing for Transition of the Long Lake Fire Department

Prepared By: Amanda Nowezki, City Administrator

Report Date: 12/12/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve the layoff of all current City of Long Lake Fire Department personnel effective December 31, 2025 to facilitate their transition to service with the Shoreline Fire Department beginning January 1, 2026.

Overview / Background

In October 2025, the cities of Long Lake and Orono approved a Joint Powers Agreement (JPA) to consolidate our cities' Fire Departments and establish our new Shoreline Fire Department, with operational status and service scheduled to begin on January 1, 2026. As part of this transition, all of the City's Long Lake Fire Department employees, including Fire Chief Mike Heiland, must be formally separated from City employment to allow for their onboarding into the new joint department structure.

This action is an administrative requirement of the consolidation process under the JPA and does not reflect any staffing reductions or performance concerns; rather, it allows for a clean organizational transition under the governance of the Shoreline Fire Board. All personnel costs associated with layoff administration will be managed within the existing 2025 City budget. Post-transition staffing costs will be governed by the Shoreline Fire Department as outlined in the JPA.

On November 25, City staff issued and mailed formal layoff notices to all of the City's current Long Lake Fire Department personnel to advise employees that their position with the City would be ending effective December 31, 2025 for compliance with employment and payroll requirements, and to ensure fire protection services would remain continuous up until the official launch of the Shoreline Fire Department on January 1. The notices further advised employees that the City recognized and has sincerely appreciated their dedicated service to our community, and expressed gratitude for our employees' patience and support through the Fire Department transition. It should be noted that all City of Long Lake Fire Department employees have been offered a position with the Shoreline Fire Department; and under the terms of the JPA, Fire Chief Heiland will be serving as Interim Chief of the Department for no less than its first year in operation.

Staff recommends the Council formally approve the layoff of all current City of Long Lake Fire Department personnel effective December 31, 2025 in order to facilitate their transition to service with the Shoreline Fire Department.

Supporting Information

- Copy of layoff notice dated November 25, 2025



CITY OF
LONG LAKE

Section 5F.

November 25, 2025

Dear «NAME_TO_USE»,

After over 110 years of serving our community, our Long Lake Fire Department will be remodeled under a Joint Powers Agreement enacted between the cities of Long Lake and Orono. The Joint Powers Agreement, approved in October 2025, established our cities' new 'Shoreline Fire Department' which will begin operations and be in service effective January 1, 2026.

The intent of this letter is to serve as a 30-day written notice that your Part-Time Firefighter position with the City of Long Lake will end effective December 31, 2025.

We extend our sincere appreciation and gratitude to you, and to all of our firefighters, for your dedicated service to our community; and for your patience and support during the transition ahead.

Should you have any questions, please don't hesitate to contact me at 952-473-6961 x3.

Best wishes,

Amanda Nowezki
City Administrator



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / December 16, 2025

SUBJECT: Resolution Adopting the Minnesota Paid Family and Medical Leave (PFML) Policies

Prepared By: Amanda Nowezki, City Administrator

Report Date: 12/16/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-52 adopting the Minnesota Paid Family and Medical Leave Policies.

Overview / Background

Beginning January 1, 2026, Minnesota employees will be covered by the new Minnesota Paid Family and Medical Leave Law. The new law provides job protections and partial wage replacement per benefit year up to a maximum of 20 weeks for family and medical leave funded in large part by employer premiums and employee contributions.

As an employer, the City was required to provide notification of the law to employees through a workplace poster and individual notifications, to confirm participation in the State plan, and to determine the share of the new premium to be paid by the City and the employee. The City has opted to pay 50% of the 0.88% (0.44%) of wages for the premium, with the other 50% (0.44% of wages) to be a payroll deduction from employees.

An update of the City's personnel policies / employee handbook is in progress, and changes will include incorporating the provisions of the Minnesota Paid Family and Medical Leave Law. At this time, staff recommends the Council adopt the attached resolution as prepared by our City Attorney to formalize the City's adoption of and compliance with Minnesota Paid Family and Medical Leave policies as required.

Supporting Information

- Resolution No. 2025-52
- Minnesota Paid Leave workplace poster



**City Council
Resolution No. 2025-52**

A RESOLUTION ADOPTING MINNESOTA PAID FAMILY AND MEDICAL LEAVE LAW POLICIES

WHEREAS, the Minnesota Legislature enacted the Minnesota Paid Family and Medical Leave Law ("MN Paid Leave") in 2023 establishing a state-administered paid leave insurance program for eligible employees ; and

WHEREAS, , the law provides partial wage replacement for eligible employees for certain types of leave and mandates premiums made of contributions from employers and employees; and

WHEREAS, the City of Long Lake is subject to the law and has eligible employees covered by the program; and

WHEREAS, under the law, the City may make determinations on local options for implementation of the program; and

WHEREAS, the City is presently engaged in updating its entire Employee Policy Handbook, but desires to adopt these policies now to indicate the City's elections related to the new law.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby adopts the following policies in implementing the Minnesota Paid Family and Medical Leave Law:

- 1) The City has provided all employees with written notice of the right of eligible employees to take the leave.
- 2) The City reserves the right to select Minnesota's Paid Family and Medical Leave program or an equivalent qualifying private plan.
- 3) Premiums will be split 50/50 between the City and employees. Starting January 1, 2026, employees will be responsible for 50% of premiums mandated by the program. Employee shares shall be payable through payroll deductions.
- 4) Employees applying for leave, pursuant to the program, are required to notify the City before applying by providing written notice to the City Administrator, or her designee. E-mailed notice shall be sufficient.
- 5) Intermittent Leave can be taken in blocks of time no shorter than one day. Also, employees are limited to up to 480 hours (12 weeks at 40 hours per week) of Intermittent Leave annually.
- 6) Minnesota Paid Family and Medical Leave shall run concurrently with Federal FMLA.
- 7) Employees may utilize accumulated vacation, sick leave, comp time, or other PTO to supplement Minnesota Family and Medical Paid Leave not to exceed 100% of the employee's regular wage. Vacation, sick leave, comp time, and any other PTO do not continue to accrue while an employee is on Minnesota Family and Medical Paid Leave.

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk

MINNESOTA PAID LEAVE

Section 5G.

Effective January 1, 2026

Minnesota Paid Leave provides payments and job protections when you need time off to care for yourself or your family.

What can I use Paid Leave for?

Medical Leave:

- To care for your own serious health condition, including care related to pregnancy, childbirth, and recovery

Family Leave:

- **Bonding Leave** – to care for and bond with a new child welcomed through birth, adoption, or foster placement
- **Caring Leave** – to care for a family member with a serious health condition
- **Military Family Leave** – to support a family member called to active duty
- **Safety Leave** – to respond to issues related to domestic violence, sexual assault, or stalking for yourself or a family member

Generally, conditions must last more than seven days and be certified by a healthcare provider or other professional.

Am I covered by Paid Leave?

Most workers in Minnesota are covered by Paid Leave. You are covered no matter the size of your employer, or the hours or days you work. Independent contractors and self-employed individuals are not automatically covered but may opt in. You may qualify for payments if you've been paid a minimum amount for work in Minnesota in the last year (\$3,900 for the start of Paid Leave in 2026).

How long can I take leave?

You may qualify to take up to 12 weeks of family or medical leave per benefit year. If you need both family and medical leave in the same benefit year, you may qualify for up to 20 weeks in total.

How much will I get paid?

When you use Paid Leave, the state makes payments to you. Paid Leave will pay up to 90% of your wages, based on your income level, with a maximum weekly amount set at the state's average weekly wage. This amount changes each year, and is \$1,423 for the start of Paid Leave in 2026.

Who pays for Paid Leave?

Paid Leave is funded by premiums paid by employees and employers. The initial premium rate is 0.88% of covered wages. Your employer may deduct up to 0.44% of your wages to fund your portion of the premium.

What are my employment protections?

- **Job protections:** Generally, you must be restored to your job or an equivalent position when returning from leave. Job protections take effect 90 days after your date of hire.
- **Health insurance continuation:** Generally, employers must continue to fund their portion of healthcare insurance premiums while you are on leave.
- **No retaliation or interference:** Employers must not interfere with or retaliate against you if you apply for or use Paid Leave. Employers cannot take your Paid Leave payments.

For inquiries related to Paid Leave, please contact Minnesota Paid Leave at 651-556-7777 or visit our website.

If you think your employer is violating employment protections, contact the Labor Standards Division at the Minnesota Department of Labor and Industry.

LEARN MORE: paidleave.mn.gov



This information can be provided in alternative formats to people with disabilities or people needing language assistance by calling the Paid Leave Contact Center at 651-556-7777 or 844-556-0444 (toll-free).

m MINNESOTA
PAID LEAVE

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CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / December 16, 2025

SUBJECT: Resolution Nominating Janet Schaefer to the Minnehaha Creek Watershed District Board of Managers

Prepared By: Jeanette Moeller, City Clerk

Report Date: 12/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-44 nominating Janet Schaefer to the Minnehaha Creek Watershed District Board of Managers.

Overview / Background

Former Mayor and Long Lake resident Janet Schaefer recently contacted City staff to indicate that she would be pursuing a nomination for appointment to the Minnehaha Creek Watershed District (MCWD) Board. Ms. Schaefer is currently a member of the MCWD Citizen Advisory Committee, and although there are two incumbent MCWD Board members seeking reappointment to their positions, she has communicated with MCWD leadership about her desire to put her name into circulation to potentially serve on MCWD's Board as part of a broader succession plan.

Consistent with watershed appointment law outlined in Minn. Stat. 103D.311, Ms. Schaefer is requesting the City Council consider adoption of a resolution to nominate her candidacy for the MCWD Board. A resolution of support from the City would be required to accompany Ms. Schaefer's application to Hennepin County that will be made before the end of the year.

Recognizing Ms. Schaefer's previous experience in our City's local government, professionalism, active involvement with the Long Lake Waters Association, and commitment to both our community and water quality awareness; staff supports her intent to apply for consideration to the MCWD Board and recommends the Council adopt the attached resolution as proposed.

Supporting Information

- Resolution No. 2025-44



**City Council
Resolution No. 2025-44**

**A RESOLUTION NOMINATING JANET SCHAEFER TO THE
MINNEHAHA CREEK WATERSHED DISTRICT BOARD OF MANAGERS**

WHEREAS, Hennepin County has announced an opening for applications for the Minnehaha Creek Watershed District Board; and

WHEREAS, Janet Schaefer currently serves on the Minnehaha Creek Watershed District (MCWD) Citizen Advisory Committee (CAC) and has expressed an interest in serving on the MCWD Board; and

WHEREAS, Ms. Schaefer brings over three decades of professional leadership in complex, service-oriented environments, including her tenure as Senior Vice President at Altair Global – a globally respected provider of workforce mobility and relocation management – where she earned the Worldwide Employee Relocation Council’s (ERC) Distinguished Service Award and was elected Chair of the Worldwide ERC Foundation’s Board of Trustees; and

WHEREAS, Ms. Schaefer also has a distinguished record of public service, including two terms as Mayor of the City of Long Lake, beginning in 2001, during which she provided steady, collaborative leadership that preserved the City’s identity, sustained essential services, and strengthened Long Lake’s partnerships across the region; and

WHEREAS, across her public and professional experiences, Ms. Schaefer has demonstrated exceptional ability to navigate complexity, bridge strategy with operational discipline, build trust among diverse stakeholders, and deliver results through vision, sound judgment and diplomacy; and

WHEREAS, the City of Long Lake supports the Minnehaha Creek Watershed District’s approach to partnership through its vision of a Balanced Urban Ecology; and

WHEREAS, the City of Long Lake and the Minnehaha Creek Watershed District are active partners in the implementation of the Long Lake Creek Roadmap, building on a successful history integrating regional water quality improvements into the built environment; and

WHEREAS, for these reasons, the Long Lake City Council believes that it is in the best interests of the City and the watershed for Janet Schaefer to be appointed to the MCWD Board of managers; and

WHEREAS, Minnesota Statutes Section 103D.311, Subdivision 3 provides that watershed managers in the metropolitan area may be nominated jointly or severally by towns and municipalities in the watershed district.

NOW THEREFORE, BE IT RESOLVED, that the City Council of Long Lake hereby nominates Janet Schaefer for appointment to the Board of Managers of the Minnehaha Creek Watershed District.

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

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 / December 16, 2025

SUBJECT: Adoption of 2026 City Fee Schedule

Prepared By: Jeanette Moeller, City Clerk

Report Date: 12/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve Ordinance No. 2025-02 adopting the 2026 Fee Schedule for the City of Long Lake, and to direct staff to publish a summary ordinance.

Overview / Background

The fees charged for City goods and services are reviewed annually by City staff to ensure that the fees charged reflect the actual value of the goods and services provided. Fees are also compared with those charged by neighboring cities for similar services. City staff reviewed the fees charged in 2025 and is recommending minimal adjustments to the City's fee schedule for 2026, described in detail below. Generally, permitting fees remain comparable to those charged by neighbor and area cities.

- **Note: Utility Rates** – The attached fee schedule includes the most current utility billing rates and new monthly billing schedule as adopted by Resolution of the City Council at the November 18, 2025 meeting. Staff will be prepared to review the impact of the approved rate changes at the end of 2026.
- **Removed: Long Lake Fire Department, False Alarms & Incident Billing Fees** – With Shoreline Fire Department beginning service January 1, 2026, Long Lake Fire Department false alarm and incident billing fees have been removed from the City's fee schedule.
- **Recommended Rate Adjustment: Right of Way (ROW) Permit Fee** – City ordinance requires Right of Way (ROW) Permits for work on any existing or proposed structure or infrastructure that projects onto, under or over any municipal ROW. These permits are nearly 100% issued to utility companies and their subcontractors for work within City right of way. The current Right of Way Permit fee is \$75.00. Local area cities are charging anywhere between \$50.00 and \$250.00 for these permits. Recognizing that right of way permitted work typically entails utility locates be performed by Public Works staff, staff recommends increasing the City's Right of Way Permit fee to \$100.00.
- **Recommended Rate Adjustment: Tobacco Products License Fee** – City ordinance requires that any business apply for, obtain, and annually renew a Tobacco License in order to sell any tobacco products. Staff recommends the City's annual Tobacco License fee be increased from \$150.00 to \$175.00 – an increase of \$25.00, and the first increase in this license fee since 2007. This recommendation is based upon a review of Tobacco License fees charged by local and neighbor cities, including Maple Plain, Orono and Wayzata.

Supporting Information

- Ordinance No. 2025-02 and Summary Ordinance for Publication
- 2026 City Fee Schedule



**City of Long Lake
Hennepin County, Minnesota
Ordinance No. 2025-02**

An Ordinance Adopting the 2026 Fee Schedule for the City of Long Lake

The City Council of the City of Long Lake does hereby ordain as follows:

- Section 1.** The purpose of this Ordinance is to establish fees to be imposed by the City for specified goods and services, planning and zoning, various permits, licenses, utilities, and other City services according to the fee schedule attached and made a part hereof.
- Section 2.** This Ordinance is adopted pursuant to the City Code of Ordinances, and under the authority of the City Council of the City of Long Lake.
- Section 3.** This Ordinance shall be effective beginning January 1, 2026, upon its passage and summary publication.

Adopted by the City Council of the City of Long Lake, Minnesota this 16th day of December 2025.

Date of Adoption:	December 16, 2025
Date of Publication:	December 27, 2025
Effective Date:	January 1, 2026

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



**City of Long Lake
Hennepin County, Minnesota
Ordinance No. 2025-02**

An Ordinance Adopting the 2026 Fee Schedule for the City of Long Lake

The City Council of the City of Long Lake does hereby ordain as follows:

- Section 1.** The purpose of this Ordinance is to establish fees to be imposed by the City for specified goods and services, planning and zoning, various permits, licenses, utilities, and other City services according to the fee schedule attached and made a part hereof.
- Section 2.** This Ordinance is adopted pursuant to the City Code of Ordinances, and under the authority of the City Council of the City of Long Lake.
- Section 3.** This Ordinance shall be effective beginning January 1, 2026, upon its passage and summary publication.

Adopted by the City Council of the City of Long Lake, Minnesota this 16th day of December 2025.

A printed copy of the entire ordinance is available for inspection by any person during the City Clerk's regular office hours. The printed copy includes the complete 2026 Fee Schedule as an attachment to the ordinance. The 2026 Fee Schedule is also available on the City's website at www.longlakemn.gov.

Date of Adoption:	December 16, 2025
Date of Publication:	December 27, 2025
Effective Date:	January 1, 2026

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



2026 City Fee Schedule

City Council Approved: 12/16/2025 - Ordinance No. 2025-02

CITY OF

LONG LAKE

Section 7B.

STREET EXCAVATING PERMIT		REFERENCES
Restoration by City (contractor option with prior City approval)	\$200.00 base fee	ADMINISTRATIVE
Gravel surface	\$2.00 / sq ft	ADMINISTRATIVE
Asphalt, concrete or bituminous	\$6.00 / sq ft	ADMINISTRATIVE
Portland cement concrete	\$8.00 / sq ft	ADMINISTRATIVE
Heavy duty asphalt concrete	\$8.00 / sq ft	ADMINISTRATIVE
Restoration by contractor (\$50.00 base fee + \$5,000 deposit)	\$5,050.00	ADMINISTRATIVE
RIGHT OF WAY ENCROACHMENT		REFERENCES
Curb cut fee	\$100.00	CH 30, ART II, SEC 30-31
Right of way permit fee	\$100.00	CH 30, ART II, SEC 30-31
Letter of credit or bond for right of way permit - AMOUNT TO BE DETERMINED BY PUBLIC WORKS DIRECTOR		ADMINISTRATIVE
WATER SYSTEM		REFERENCES
Minimum inspection (City water)	\$50.00	CH 36, ART I, SEC 36-13
New main line service tap (applies to residential properties outside Long Lake)	\$1,900.00	CH 36, ART I, SEC 36-13
New main line service tap (applies to commercial properties outside Long Lake)	\$7,500.00	CH 36, ART I, SEC 36-13
New main line service tap (applies to Long Lake residential properties that have not been previously assessed, ex: subdivided property)	\$1,800.00	CH 36, ART I, SEC 36-13
New main line service tap (applies to Long Lake commercial properties that have not been previously assessed, ex: subdivided property)	\$6,500.00	CH 36, ART I, SEC 36-13
Hook up / volume or access charge per SAC unit (274 gallons per day, applies to all properties and is subject to increase w/property change of use)	\$1,800.00	CH 36, ART I, SEC 36-13
Temporary disconnect	\$75.00	CH 36, ART I, SEC 36-13
Restore disconnect	\$75.00	CH 36, ART I, SEC 36-13
Permanent disconnect (capping utilities)	\$100.00	ADMINISTRATIVE
SEWER SYSTEM		REFERENCES
Minimum inspection	\$50.00	ADMINISTRATIVE
New main line service tap (applies to residential/commercial properties outside Long Lake)	\$1,900.00	CH 36, ART I, SEC 36-13
New main line service tap (applies to Long Lake residential/commercial properties that have not been previously assessed, ex: subdivided property)	\$1,800.00	CH 36, ART I, SEC 36-13
Hook up / volume or access charge per SAC unit (274 gallons per day, applies to all properties and is subject to increase w/property change of use)	\$1,800.00	CH 36, ART I, SEC 36-13
Metro waste volume charge per SAC unit (274 gallons/day, rates set by/payable to MCES)	\$2,485.00	CH 36, ART I, SEC 36-13
Permanent disconnect (capping utilities)	\$100.00	ADMINISTRATIVE

WATER USAGE CHARGES (Incorporated in City Utility Billing)		REFERENCES	Section 7B.
Residential and commercial minimum fixed charge (applies to all properties)	\$5.70 / month	CH 36, ART I, SEC 36-13	
Apartment complex (containing only one water meter) fixed monthly charge	\$4.28 / res unit	CH 36, ART I, SEC 36-13	
<i>* Gallons used round to the nearest 1,000 for the purpose of fee calculation *</i>			
RESIDENTIAL Tier 1 = 0 - 2,499 gallons used per month	\$4.02 / 1,000 gal	CH 36, ART I, SEC 36-13	
RESIDENTIAL Tier 2 = 2,500 - 7,499 gallons used per month	\$4.63 / 1,000 gal	CH 36, ART I, SEC 36-13	
RESIDENTIAL Tier 3 = Over 7,500 gallons used per month	\$5.34 / 1,000 gal	CH 36, ART I, SEC 36-13	
COMMERCIAL Tier 1 = 0 - 8,499 gallons used per month	\$4.63 / 1,000 gal	CH 36, ART I, SEC 36-13	
COMMERCIAL Tier 2 = 8,500 - 16,499 gallons used per month	\$5.34 / 1,000 gal	CH 36, ART I, SEC 36-13	
COMMERCIAL Tier 3 = Over 16,500 gallons used per month	\$5.85 / 1,000 gal	CH 36, ART I, SEC 36-13	
LARGE INDUSTRIAL (usage over 800,000 in one month) ALL USAGE	\$5.34 / 1,000 gal	CH 36, ART I, SEC 36-13	
IRRIGATION ALL USAGE	\$5.85 / 1,000 gal	CH 36, ART I, SEC 36-13	
MANUAL utility meter read/entry fee	\$60.00 / month	CH 36, ART I, SEC 36-13	
Hydrant hook up fee per day	\$50.00 / day	CH 36, ART I, SEC 36-13	
Minnesota Department of Health water service connection fee	\$1.27 / month	CH 36, ART I, SEC 36-13	
Annual utility rate increase, subject to review	1.75% / year	CH 36, ART I, SEC 36-13	
SANITARY SEWER USAGE CHARGES (Incorporated in City Utility Billing)		REFERENCES	
Residential and commercial minimum fixed charge (applies to all properties)	\$5.50 / month	CH 36, ART I, SEC 36-13	
Apartment complex (containing only one water meter) fixed monthly charge	\$0.00 / res unit	CH 36, ART I, SEC 36-13	
RESIDENTIAL AND COMMERCIAL Tier 1 = 0 - 2,000 gallons used per month	\$0 / 1,000 gal	CH 36, ART I, SEC 36-13	
RESIDENTIAL AND COMMERCIAL Tier 2 = 3,000 - 7,000 gallons used per month	\$8.00 / 1,000 gal	CH 36, ART I, SEC 36-13	
Metropolitan Council Environmental Services (MCES) sewer treatment fee	\$39.20 / month	CH 36, ART I, SEC 36-13	
Apartment complex Metropolitan Council Environmental Services (MCES) sewer treatment fee	\$29.40 / res unit	CH 36, ART I, SEC 36-13	
UNMETERED monthly fixed charge	\$189.20 / month	CH 36, ART I, SEC 36-13	
Annual utility rate increase, subject to review	4% / year	CH 36, ART I, SEC 36-13	
SURFACE WATER MANAGEMENT / STORM SEWER CHARGES (Incorporated in City Utility Billing)		REFERENCES	
Residential minimum charge (based on .40 acre)	\$4.95 / month	CH 36, ART I, SEC 36-13	
Commercial/Industrial/Apartments per acre, per month	\$45.15 / acre	CH 36, ART I, SEC 36-13	
Green space (parks, cemetery, etc.) per acre, per month	\$33.85 / acre	CH 36, ART I, SEC 36-13	
RECYCLING CHARGES (Incorporated in City Utility Billing)		REFERENCES	
Residential Recycling fee per month	\$7.00 / month	CH 36, ART I, SEC 36-13	
Apartment complex (utilizing city recycling services) fixed monthly charge	\$2.75 / res unit	CH 36, ART I, SEC 36-13	
Residential Organics Recycling fee per month	\$4.25 / month	CH 36, ART I, SEC 36-13	
CITY UTILITY BILLING - PAST DUE ACCOUNT PENALTIES		REFERENCES	
Past due utility accounts are assessed a late payment penalty on the total balance due	8% / month	CH 36, ART I, SEC 36-13	
Hennepin county certification fee on delinquent utilities and unpaid services	\$2.50	CH 36, ART I, SEC 36-13	
Annual interest on Hennepin County certified assessments	5% / year	CH 36, ART I, SEC 36-13	

BUILDING PERMITS (Based on 1997 Uniform Building Code + 15%)		REFERENCES	Section 7B.
Total Valuation \$1.00 to \$500.00 = \$27.03		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$501.00 to \$2,000.00 = \$27.03 for the first \$500.00 + \$3.51 for each additional \$100.00, or fraction thereof, to and including \$2,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$2,001.00 to \$25,000.00 = \$79.68 for the first \$2,000.00 + \$16.10 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$25,001.00 to \$50,000.00 = \$449.98 for the first \$25,000.00 + \$11.62 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$50,001.00 to \$100,000.00 = \$740.48 for the first \$50,000.00 + \$8.05 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$100,001.00 to \$500,000.00 = \$1,142.98 for the first \$100,000.00 + \$6.44 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$500,001.00 to \$1,000,000.00 = \$3,718.98 for the first \$500,000.00 + \$5.38 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$1,000,000.00 and up = \$6,408.98 for the first \$1,000,000.00 + \$4.20 for each additional \$1,000.00, or fraction thereof		CH 8, ART II, DIV 2, SEC 8-52	
* Additional State Surcharge fee applies = \$0.50 per \$1,000.00 OR 0.0005 x Valuation		CH 8, ART II, DIV 2, SEC 8-52	
Plan review fee (if applicable) = 65% of permit fee		CH 8, ART II, DIV 2, SEC 8-52	
Additional plan review required by changes, additions or revisions to plans	\$47.00 / hour	CH 8, ART II, DIV 2, SEC 8-52	
Inspections outside of normal business hours	\$47.00 / hour	CH 8, ART II, DIV 2, SEC 8-52	
Inspections for which no fee is specifically indicated (minimum charge, 1/2 hour)	\$47.00 / hour	CH 8, ART II, DIV 2, SEC 8-52	
For use of outside consultants for plan checking and inspections, or both	ACTUAL COSTS	CH 8, ART II, DIV 2, SEC 8-52	
HEATING/MECHANICAL PERMITS (Based on 1997 Uniform Building Code + 15%)		REFERENCES	
Total Valuation \$1.00 to \$500.00 = \$27.03		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$501.00 to \$2,000.00 = \$27.03 for the first \$500.00 + \$3.51 for each additional \$100.00, or fraction thereof, to and including \$2,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$2,001.00 to \$25,000.00 = \$79.68 for the first \$2,000.00 + \$16.10 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$25,001.00 to \$50,000.00 = \$449.98 for the first \$25,000.00 + \$11.62 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$50,001.00 to \$100,000.00 = \$740.48 for the first \$50,000.00 + \$8.05 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$100,001.00 to \$500,000.00 = \$1,142.98 for the first \$100,000.00 + \$6.44 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$500,001.00 to \$1,000,000.00 = \$3,718.98 for the first \$500,000.00 + \$5.38 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$1,000,000.00 and up = \$6,408.98 for the first \$1,000,000.00 + \$4.20 for each additional \$1,000.00, or fraction thereof		CH 8, ART II, DIV 2, SEC 8-52	
* Additional State Surcharge fee applies = \$0.50 per \$1,000.00 OR 0.0005 x Valuation		CH 8, ART II, DIV 2, SEC 8-52	
Plan review fee (if applicable) = 65% of permit fee		CH 8, ART II, DIV 2, SEC 8-52	
Additional plan review required by changes, additions or revisions to plans	\$47.00 / hour	CH 8, ART II, DIV 2, SEC 8-52	
Inspections outside of normal business hours	\$47.00 / hour	CH 8, ART II, DIV 2, SEC 8-52	
Inspections for which no fee is specifically indicated (minimum charge, 1/2 hour)	\$47.00 / hour	CH 8, ART II, DIV 2, SEC 8-52	
For use of outside consultants for plan checking and inspections, or both	ACTUAL COSTS	CH 8, ART II, DIV 2, SEC 8-52	

PLUMBING PERMITS (Based on 1997 Uniform Building Code + 15%)		REFERENCES	Section 7B.
Total Valuation \$1.00 to \$500.00 = \$27.03		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$501.00 to \$2,000.00 = \$27.03 for the first \$500.00 + \$3.51 for each additional \$100.00, or fraction thereof, to and including \$2,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$2,001.00 to \$25,000.00 = \$79.68 for the first \$2,000.00 + \$16.10 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$25,001.00 to \$50,000.00 = \$449.98 for the first \$25,000.00 + \$11.62 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$50,001.00 to \$100,000.00 = \$740.48 for the first \$50,000.00 + \$8.05 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$100,001.00 to \$500,000.00 = \$1,142.98 for the first \$100,000.00 + \$6.44 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$500,001.00 to \$1,000,000.00 = \$3,718.98 for the first \$500,000.00 + \$5.38 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00		CH 8, ART II, DIV 2, SEC 8-52	
Valuation \$1,000,000.00 and up = \$6,408.98 for the first \$1,000,000.00 + \$4.20 for each additional \$1,000.00, or fraction thereof		CH 8, ART II, DIV 2, SEC 8-52	
* Additional State Surcharge fee applies = \$0.50 per \$1,000.00 OR 0.0005 x Valuation		CH 8, ART II, DIV 2, SEC 8-52	
Plan review fee (if applicable) = 65% of permit fee		CH 8, ART II, DIV 2, SEC 8-52	
Additional plan review required by changes, additions or revisions to plans	\$47.00 / hour	CH 8, ART II, DIV 2, SEC 8-52	
Inspections outside of normal business hours	\$47.00 / hour	CH 8, ART II, DIV 2, SEC 8-52	
Inspections for which no fee is specifically indicated (minimum charge, 1/2 hour)	\$47.00 / hour	CH 36, ART II, DIV 3, SEC 36-81	
For use of outside consultants for plan checking and inspections, or both	ACTUAL COSTS	CH 36, ART II, DIV 3, SEC 36-232	
WATER METERS, METER ACCESSORIES & RELATED EQUIPMENT		REFERENCES	
All water meters, meter accessories and related equipment will be sold on demand	SOLD ON DEMAND	CH 36, ART I, SEC 36-25	
at the current rate charged to the City by the meter equipment vendor	AT EQUIPMENT COST		
Utility surcharge for obsolete water meters	\$60.00 / month		
* Utility surcharge to be applied to utility bills for properties which have not come into compliance with City requests for meter change out			
EXCAVATION & GRADING PERMITS (Based on 1997 Uniform Building Code)		REFERENCES	
50 cubic yards or less = \$23.50		CH 8, ART II, DIV 2, SEC 8-52	
51 to 100 cubic yards = \$37.00		CH 8, ART II, DIV 2, SEC 8-52	
101 to 1,000 cubic yards = \$37.00 for the first 100 cubic yds + \$17.50 for each additional 100 cubic yds		CH 8, ART II, DIV 2, SEC 8-52	
1,001 to 10,000 cubic yards = \$194.50 for the first 1,000 cubic yds + \$14.50 for each additional 1,000 cubic yds		CH 8, ART II, DIV 2, SEC 8-52	
10,001 to 100,000 cubic yards = \$325.00 for the first 10,000 cubic yds + \$66.00 for each additional 10,000 cubic yds		CH 8, ART II, DIV 2, SEC 8-52	
100,001 cubic yards and up = \$919.00 for the first 100,000 cubic yds + \$36.50 for each additional 10,000 cubic yds		CH 8, ART II, DIV 2, SEC 8-52	
* Plan review for grading permits may be applicable per the City Building Official		CH 8, ART II, DIV 2, SEC 8-52	

ZONING & PUBLIC PLAN REVIEW**REFERENCES**

Section 7B.

Applicant will deposit escrow when required and agrees to pay all expenses related to the request, including expenses in excess of escrow. Where escrow is required, escrow amounts will be set as estimated by the City Administrator or his/her designee, and will not be less than \$1,500 per application. Consultant engineering, planning and attorney fees are reimbursable pursuant to City Ordinance. Any remaining escrow funds will be returned to the applicant.

CH 26, ART II

SUBDIVISIONS

Lot combination	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Lot consolidation	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Lot correction	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Minor subdivision (6 lots or less), preliminary and/or final plat	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Major subdivision (more than 6 lots), preliminary and/or final plat	\$1,000.00 + escrow	ZON ORD, SEC 4, SUBD 3

PLANNED UNIT DEVELOPMENT (PUD)

Concept plan	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Master development plan / PUD zoning amendment	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Plan amendments	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3

CONDITIONAL USE PERMIT

Business, industrial, multi-family, single-family commercially owned, and non-homestead properties	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Single-family homestead properties	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3

VACATIONS	\$250.00 + escrow	ZON ORD, SEC 4, SUBD 3
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VARIANCES

Business, industrial, multi-family, single-family commercially owned, and non-homestead properties	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Single-family homestead properties, non-commercial purpose	\$500.00 (no escrow)	ZON ORD, SEC 4, SUBD 3
Signs	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3

SITE PLAN REVIEW

Single-family, homestead (non-commercial purpose)	\$500.00	
Single-family (1 commercially owned; or 2 or more)	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
Multiple family (including duplexes)	\$750.00 + escrow	ZON ORD, SEC 4, SUBD 3
Business / commercial / industrial	\$750.00 + escrow	ZON ORD, SEC 4, SUBD 3
Informal concept review	No charge	

EXPANSION OF A NONCONFORMING USE OR STRUCTURE

-- Business, industrial, non-homestead properties	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
-- Homestead properties	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3

ADMINISTRATIVE REVIEWS

-- Accessory structure zoning review	\$50.00	ZON ORD, SEC 4, SUBD 3
-- Zoning verification letter	\$175.00	ADMINISTRATIVE

ZONING & PUBLIC PLAN REVIEW -- CONTINUED FROM PREVIOUS**REFERENCES**

Section 7B.

AFTER THE FACT FEES	2 x base fee	ZON ORD, SEC 4, SUBD 3
<u>ZONING ORDINANCE</u>		
-- Zoning map amendment / rezoning	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
-- Zoning text amendment	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
<u>COMPREHENSIVE PLAN</u>		
-- Comprehensive plan amendment	\$500.00 + escrow	ZON ORD, SEC 4, SUBD 3
-- Color copy of the comprehensive plan	\$35.00	ADMINISTRATIVE

LICENSES & PERMITS (Require City Council Approval)**REFERENCES**

<u>INTOXICATING LIQUOR</u>		
-- On sale intoxicating liquor license	\$6,000.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- On sale intoxicating liquor license, Sunday sales	\$200.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Temporary 1 to 4 day on sale intoxicating liquor license	\$25.00	CH 4, ART II, DIV 2, SEC 4-54
-- Off sale intoxicating liquor license	\$100.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Small brewer, off-sale intoxicating license	\$200.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Small brewer, off-sale intoxicating license, Sunday sales	\$200.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Brew pub, off-sale intoxicating license	\$200.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Brew pub, off-sale intoxicating license, Sunday sales	\$200.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Brewer taproom license	\$600.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Brewer taproom license, Sunday sales	\$200.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Background investigation fee for new license applicants	\$500.00	CH 4, ART II, DIV 2, SEC 4-53
<u>WINE</u>		
-- On sale wine license (includes on sale intoxicating malt liquor, i.e. strong beer)	\$600.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Background investigation fee for new license applicants	\$500.00	CH 4, ART II, DIV 2, SEC 4-53
-- Temporary on sale wine license	\$25.00	CH 4, ART II, DIV 2, SEC 4-54
<u>3.2% MALT LIQUOR</u>		
-- On sale 3.2% malt liquor license	\$100.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Off sale 3.2% malt liquor license	\$75.00 / year	CH 4, ART II, DIV 2, SEC 4-54
-- Background investigation fee for new license applicants	\$500.00	CH 4, ART II, DIV 2, SEC 4-53
-- Temporary on sale 3.2% malt liquor license	\$25.00	CH 4, ART II, DIV 2, SEC 4-54
<u>LIQUOR LICENSE ADMINISTRATIVE PENALTIES</u>		
-- 1st violation within a 2 year period = \$500.00		CH 4, ART II, DIV 3, SEC 4-84
-- 2nd violation within a 2 year period = \$1,000.00 and 5 days suspension		CH 4, ART II, DIV 3, SEC 4-84
-- 3rd violation within a 2 year period = \$2,000.00 and 15 days suspension		CH 4, ART II, DIV 3, SEC 4-84
-- 4th violation within a 2 year period = License revocation		CH 4, ART II, DIV 3, SEC 4-84
TOBACCO PRODUCTS LICENSE	\$175.00 / year	CH 10, ART III, DIV 2, SEC 10-100
<u>TOBACCO LICENSE ADMINISTRATIVE PENALTIES</u>		
-- 1st violation within 2 years = \$200.00		CH 10, ART III, DIV 2, SEC 10-95
-- 2nd violation within 2 years = \$300.00 and 2 business days suspension		CH 10, ART III, DIV 2, SEC 10-95
-- 3rd violation within 2 years = \$500.00 and 5 business days suspension		CH 10, ART III, DIV 2, SEC 10-95

LICENSES & PERMITS (Require City Council Approval) -- CONTINUED FROM PREVIOUS
REFERENCES

Section 7B.

<u>MASSAGE SERVICES</u>		
-- Therapeutic massage enterprise license	\$300.00	CH 10, ART IV, DIV 2, SEC 10-514
-- Therapeutic massage enterprise license - background investigation	\$500.00	CH 10, ART IV, DIV 2, SEC 10-514
-- Massage therapist license	\$75.00	CH 10, ART IV, DIV 2, SEC 10-514
-- Massage therapist license - background investigation	\$150.00	CH 10, ART IV, DIV 2, SEC 10-514
-- Inspection fee, third inspection - failure to correct	\$250.00	CH 10, ART IV, DIV 3, SEC 10-531
SOLICITOR'S PERMIT	\$25.00	CH 24, ART II, SEC 24-33
<u>REFUSE HAULERS</u>		
-- Residential refuse hauler license	\$200.00 / year	CH 28, ART III, SEC 28-61
-- Commercial refuse hauler license	\$200.00 / year	CH 28, ART III, SEC 28-61
<u>CANNABIS REGISTRATION / LICENSE FEES</u>		
All cannabis businesses, retailers, wholesalers, cultivators, manufacturers, transporters, delivery services, and event organizers are required to maintain current state licensing or registration in compliance with Minn. Stat. Ch. 342		
<u>CANNABIS RETAIL BUSINESS(ES)</u>		
Includes cannabis microbusiness(es), cannabis mezzobusiness(es), cannabis retailer(s), medical cannabis combination business(es)		
<i>Initial Registration Fee</i> - \$500.00 or half the amount of the initial state license under Minn. Stat. 342.11, whichever is less		
	(see fee in description)	CH 10, ART VIII, SEC 10-603
<i>Renewal Registration Fee</i> - \$1,000.00 / year or half the amount of the initial state license under Minn. Stat. 342.11, whichever is less		
	(see fee in description)	CH 10, ART VIII, SEC 10-603
LOWER POTENCY HEMP EDIBLE RETAILER (Initial Registration and Annual Renewal Fees)	\$125.00 / year	CH 10, ART VIII, SEC 10-603
TEMPORARY CANNABIS EVENT FEE	\$100.00	CH 10, ART VIII, SEC 10-606
<u>SPECIAL EVENT PERMIT</u>		
<i>Special Event, Level 1</i> - Events, including parades and athletic events, that use Long Lake or use City streets and/or sidewalks, but do not use City parks.		
	\$100.00	CH 22, ART II, SEC 22-34
<i>Special Event, Level 2</i> - Events using a City park, with attendance under 100 participants and spectators combined, and no road closures. Includes events using both Nelson Lakeside Park and Long Lake. Permit fee includes one day of park rental, any additional dates for park rental must be reserved separately at the applicable per date reservation rate.		
	\$125.00	CH 22, ART II, SEC 22-34
<i>Special Event, Level 3</i> - Events using a City park, with attendance greater than 100 participants and spectators combined, and may involve road closures. Includes events using both Nelson Lakeside Park and Long Lake. Permit fee includes one day of park rental, any additional dates for park rental must be reserved separately at the applicable per date reservation rate.		
	\$150.00	CH 22, ART II, SEC 22-34
NOISE VARIANCE PERMIT	No fee	CH 16, ART III, SEC 16-151

MISCELLANEOUS LICENSES & PERMITS (Require City Staff Approval)**REFERENCES**

Section 7B.

SIGNS

-- Temporary sign permit (maximum of 90 days per year)	\$30.00 / permit	CH 8, ART V, DIV 2, SEC 8-211
-- Penalty fee for temporary signage installed without a permit	PERMIT FEE DOUBLED	CH 8, ART V, DIV 2, SEC 8-211
-- Sandwich board sign permit (must be renewed annually)	\$60.00	CH 8, ART V, DIV 2, SEC 8-211
-- Penalty fee for temporary signage installed without a permit	PERMIT FEE DOUBLED	CH 8, ART V, DIV 3, SEC 8-236
-- Permanent sign permit, up to 16 square feet	\$35.00	CH 8, ART V, DIV 2, SEC 8-211
-- Permanent sign permit, 17 to 32 square feet	\$60.00	CH 8, ART V, DIV 2, SEC 8-211
-- Permanent sign permit, over 32 square feet	\$85.00	CH 8, ART V, DIV 2, SEC 8-211
-- Penalty fee for permanent signage installed without a permit	PERMIT FEE DOUBLED	CH 8, ART V, DIV 2, SEC 8-211

VACANT BUILDING REGISTRATION

-- Vacant building registration, residential - vacant less than 1 year	\$100.00/unit / year	CH 8, ART VIII, SEC 8-308
-- Vacant building registration, residential - vacant 1+ years	\$200.00/unit / year	CH 8, ART VIII, SEC 8-308
-- Vacant building registration, comm/ind/non-res - vacant less than 1 year	\$1,000.00 / year	CH 8, ART VIII, SEC 8-308
-- Vacant building registration, comm/ind/non-res - vacant 1+ years	\$2,000.00 / year	CH 8, ART VIII, SEC 8-308
-- Vacant building registration, administrative registration penalty	\$100.00 / year	CH 8, ART VIII, SEC 8-308

COURTESY BENCH PERMIT

-- Fee is per bench, to be paid annually	\$50.00 / bench	
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DOG LICENSES / ANIMAL CONTROL

-- Dog license, neutered or spayed (2 year license period)	\$25.00	CH 6, ART II, DIV 2, SEC 6-52
-- Dog license, non-neutered or non-spayed (2 year license period)	\$35.00	CH 6, ART II, DIV 2, SEC 6-52
-- Late payment charge for failure to purchase dog license(s) as required	\$2.00 / dog	CH 6, ART II, DIV 2, SEC 6-51
-- Animal impound, first offense in a one-year period	\$60.00	CH 6, ART II, DIV 2, SEC 6-81
-- Animal impound, second offense in a one-year period	\$80.00	CH 6, ART II, DIV 2, SEC 6-81
-- Animal impound, all additional offenses in a one-year period	\$100.00	CH 6, ART II, DIV 2, SEC 6-81
-- Kennel permit, residential	\$25.00 / year	CH 6, ART II, SEC 6-26
-- Kennel permit, commercial	\$100.00 / year	CH 6, ART II, SEC 6-26

PARK USE PERMITS

-- Resident (applies to residents / businesses of Long Lake)	\$30.00 / day	CH 22, ART II, SEC 22-33
-- Non-resident (applies to individuals / businesses residing outside Long Lake)	\$60.00 / day	CH 22, ART II, SEC 22-33
-- Ballfield or hockey light usage, Holbrook Park	\$15.00 / day	CH 22, ART II, SEC 22-33
-- Damage deposit (for seasonal reservations or special event usage)	\$750.00	CH 22, ART II, SEC 22-33

FIREWORKS PERMITS

-- Fireworks permit, for transient merchant	\$350.00	CH 18, ART IV, SEC 18-205
-- Fireworks permit, for permanent storefront	\$100.00	CH 18, ART IV, SEC 18-205

MISCELLANEOUS CHARGES & FEES		REFERENCES	Section 7B.
<u>COPIES OF PUBLIC INFORMATION / DATA REQUESTS</u>			
-- For City of Long Lake residents (first 5 pages copied are at no charge)	\$0.25 / page > 5 pgs	MN STAT 13.03	
-- All other copy requests, per page fee	\$0.25 / page	MN STAT 13.03	
-- CDs, USB drives or other devices for provision of public data (by request only)	EQUIPMENT COST	MN STAT 13.03	
-- Data practices requests, City staff time	\$20.00 / hour	MN STAT 13.03	
<u>MAPS</u>			
-- 11" x 17" city or zoning map (color)	\$8.00	ADMINISTRATIVE	
-- 11" x 17" zoning map or City map (black and white)	\$5.00	ADMINISTRATIVE	
<u>NOTARY FEE</u>			
-- Notary, City use	No charge		
-- Notary, personal use per document	\$1.00	ADMINISTRATIVE	
<u>FINANCE DEPARTMENT FEES</u>			
-- Returned check fee	\$25.00 / check	ADMINISTRATIVE	
-- Special assessment searches	\$12.00	ADMINISTRATIVE	
<u>FALSE ALARMS - POLICE</u>			
-- False alarms, 1 to 3 alarms during a calendar year	No charge		
-- False alarms, 4 to 7 alarms during a calendar year	\$50.00 / alarm	CH 20, ART IV, SEC 20-103	
-- False alarms, 8 to 10 alarms during a calendar year	\$200.00 / alarm	CH 20, ART IV, SEC 20-103	
-- False alarms, 11 and/or more alarms during a calendar year	\$500.00 / alarm	CH 20, ART IV, SEC 20-103	
<u>INCIDENT BILLING - PUBLIC WORKS</u>			
Public Works incident billing charges apply when Public Works employees are called in after-hours to respond to a private emergency, or to a public emergency/public nuisance at any time created by the action(s) of a private business or residence.			
-- Public Works on call employee response = \$50.00 per employee / hour		ADMINISTRATIVE	
-- Sewer cleaning, business emergency/sewer backup = \$750.00 / incident		ADMINISTRATIVE	



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / December 16, 2025

SUBJECT: Adoption of Final Payable 2026 Levy, City Budget, Capital Improvement Plan, and Pay Plan Resolutions.

Prepared By: Amanda Nowezki, City Administrator

Report Date: 12/11/2025

Recommended City Council Action

Staff recommends the following separate motions:

Motion No. 1 – Motion to adopt Resolution No. 2025-48 establishing the Final Tax Levy Collectible in 2026.

Motion No. 2 – Motion to adopt Resolution No. 2025-49 establishing the Final 2026 Total City Budget.

Motion No. 3 – Motion to adopt Resolution No. 2025-50 establishing the 2026 Capital Improvement Plan (CIP).

Motion No. 4 – Motion to adopt Resolution No. 2025-51 establishing the 2026 Pay Plan.

Motion No. 5 – Motion to approve General Fund transfers as presented.

Overview / Background

	Levy	Tax Rate	Tax Rate Change	Levy % Increase
Approved 2026 Preliminary	\$1,910,402	35.810%	2.343%	9.437%
Proposed 2026 Final	\$1,815,481	34.031%	0.564%	4.00%

Bond Debt Service

GO Bond 2016A - \$45,457

GO Bond 2017A - \$42,524

General Fund Budget Considerations

- **Police and Fire Contracts** - The 2026 contract fees for police and fire services will be a combined \$651,994, this is a \$103,040 increase from the 2025 amount.
- **Employee Wages** - Staffing shortages, structure reorganization, and the implementation of the MN Paid Leave program will have various effects on the 2026 employee compensation budget amounts.
- **Engineering Costs** - Additional engineering costs are expected as we plan and prepare for future street projects and the possibility of bonding.

Utility Funds

The 2026 utility budgets reflect rate changes adopted by the City Council in 2025. The most significant rate adjustment is the "MetCouncil Sewer Treatment Fee", which was increased by \$7.98 per month per connection. This fee is a direct passthrough to residents, based on the amount charged to the City of Long Lake for sewer treatment services. To mitigate these rising charges in the future, City staff is working with engineers to complete a sewer lining project.

<u>Capital Improvement Objectives</u>	<u>\$360,000</u>
• Lake quality improvements	\$2,000
• Pavement management	\$110,000
• Public Works pickup truck	\$30,000
• City Hall facility upgrades	\$35,000
• Parks and trails improvements	\$53,000
• Fire station capital	\$50,000
• Sanitary sewer lining	\$80,000

<u>Transfers from the General Fund (101)</u>	<u>\$277,000</u>
• To the Pavement Mgmt. fund (420)	\$110,000
• To the Seal Coating fund (421)	\$30,000
• To the Fleet Capital fund (430)	\$30,000
• To the Facilities Capital fund (440)	\$35,000
• To the Fire Capital fund (462)	\$50,000
• To the Parks/Trails Capital fund (452)	\$20,000
• To the Lake Quality fund (213)	\$2,000

<u>Transfers from the Capital Project Fund (401)</u>	<u>\$1,550,000</u>
• To the Fleet Capital fund (430)	\$100,000
• To the Pavement Mgmt. fund (420)	\$1,000,000
• To the Facilities Capital fund (440)	\$50,000
• To the Parks/Trails Capital fund (452)	\$100,000
• To the Sewer Lining fund (802)	\$300,000

Supporting Information

- Resolution No. 2025-48 Establishing Final Levy Collectible in 2026
- 2026 Tax Levy Summary
- Resolution No. 2025-49 Establishing Final 2026 Total City Budget
- 2026 General Fund Revenues/Expenses
- 2026 Utility Funds Revenues/Expenses
- Resolution No. 2025-50 Establishing 2026 Capital Improvement Plan
- 2026-2030 Capital Improvement Plan
- 2026 Fund Transfers
- Resolution No. 2025-51 Establishing the 2026 Pay Plan
- 2026 Pay Plan



**City Council
Resolution No. 2025-48**

**A RESOLUTION ESTABLISHING THE FINAL 2025 TAX LEVY
COLLECTIBLE IN 2026 FOR THE CITY OF LONG LAKE, MINNESOTA**

WHEREAS, the City of Long Lake City Council has held work sessions regarding development of a proposed 2026 budget; and

WHEREAS, staff has taken into consideration the current economic climate in establishing the payable 2026 final levy; and

WHEREAS, a 2026 proposed General Fund budget has been developed that is supported by a 4.00% levy change while estimating a City tax rate change of 0.564% in the City's payable 2026 tax rate; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Long Lake, County of Hennepin, Minnesota, that the following sums of money be levied for the current year, collectible in 2026, upon the taxable property in the City of Long Lake:

<u>Levy Amount</u>	<u>\$1,815,481</u>
Levy Operations	\$1,727,500
Levy Debt Payments	\$87,981
(GO Bond Series 2016A - \$45,457)	
(GO Bond Series 2017A - \$42,524)	

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



City of Long Lake

2026 Tax Levy Summary

2026 Tax Rate Calculation

Adj Tax Capacity	\$5,334,814.00
Operating Levy Amount *	\$1,727,500.00
2016-A Debt Levy	\$ 45,457.09
2017-A Debt Levy	\$ 42,524.13
2026 Tax Rate	34.031%
Prior Year Tax Rate	33.467%
Tax Rate Increase	0.564%

* 'Property Tax Revenues' plus 'Fiscal Disparities' equal the 'Operating Levy Amount' used to calculate the 'City Tax Rate' amount, which is 34.031% for 2026.

<u>Total 2026 Levy Amount</u>	<u>\$1,815,481.22</u>
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**City Council
Resolution No. 2025-49**

**A RESOLUTION ESTABLISHING THE FINAL 2026 TOTAL CITY BUDGET
FOR THE CITY OF LONG LAKE, MINNESOTA**

WHEREAS, the City of Long Lake has established a property tax levy for the current year, collectible in 2026; and

WHEREAS, with the establishment of the property tax levy the City Council is able to set the 2026 budget for municipal operations; and

WHEREAS, the City Council and staff have had budget work sessions during 2025 on various policy aspects and direction for the 2026 budget.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Long Lake, Hennepin County, Minnesota that:

The City Council hereby adopts a total revenue budget of **\$3,395,231** of General and Utility Funds and an expenditure budget of **\$3,528,431** for General and Utility Funds.

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



City of Long Lake 2026 Budget Summary

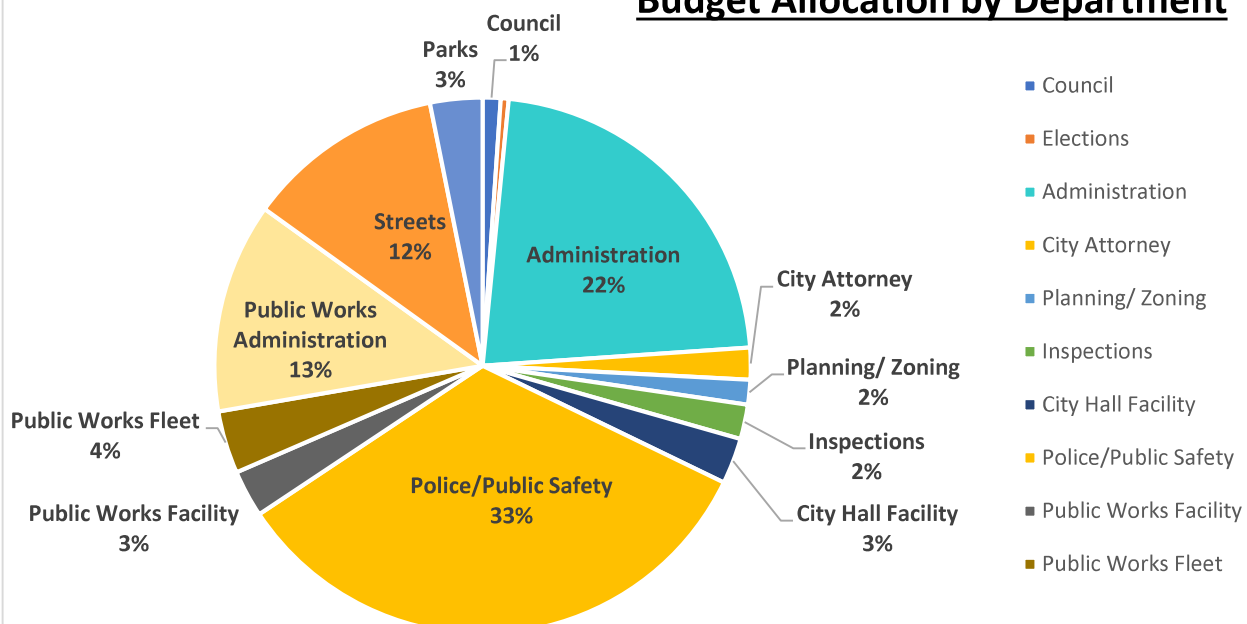
General Fund Revenue

	2025 Budget	2026 Budget	Change %
Property Tax Revenues *	\$1,598,131.00	\$1,667,500.00	4.3%
Fiscal Disparities *	\$60,000.00	\$60,000.00	0.0%
General Fund Revenues	\$175,275.00	\$201,500.00	15.0%
	\$1,833,406.00	\$1,929,000.00	5.2%

General Fund Expenses

Council	\$26,000.00	\$21,000.00	-19.2%
Elections	\$3,500.00	\$9,000.00	157.1%
Administration	\$472,196.54	\$431,250.00	-8.7%
City Attorney	\$45,000.00	\$37,000.00	-17.8%
Planning/ Zoning	\$22,500.00	\$29,000.00	28.9%
Inspections	\$45,000.00	\$40,000.00	-11.1%
City Hall Facility	\$68,500.00	\$53,500.00	-21.9%
Police/Public Safety	\$596,779.00	\$645,850.00	8.2%
Public Works Facility	\$46,200.00	\$54,600.00	18.2%
Public Works Fleet	\$66,000.00	\$73,000.00	10.6%
Public Works Administration	\$265,484.36	\$244,000.00	-8.1%
Streets	\$124,500.00	\$230,000.00	84.7%
Parks	\$40,000.00	\$60,800.00	52.0%
	\$1,821,659.90	\$1,929,000.00	5.9%

Budget Allocation by Department





City of Long Lake

2026 Operating Budget

GENERAL FUND

	<u>2025</u> <u>Budget</u>	<u>2026</u> <u>Budget</u>	<u>Budget</u> <u>Change (\$)</u>	<u>Budget</u> <u>Change (%)</u>
REVENUE	\$1,833,406.00	\$1,929,000.00	\$95,594	5.21%
EXPENSE	\$1,821,659.90	\$1,929,000.00	\$107,340	5.89%
P&L	\$11,746.10	\$0.00	(\$11,746.10)	-0.68%

REVENUE

R 101-31010 Current Ad Valorem Taxes	\$1,598,131.00	\$1,667,500.00	\$69,369	4.34%
R 101-31020 Delinquent Ad Valorem Taxes	\$0.00	\$0.00	\$0	100.00%
R 101-31030 Current Personal Prop	\$0.00	\$0.00	\$0	100.00%
R 101-31040 Fiscal Disparities	\$60,000.00	\$60,000.00	\$0	0.00%
R 101-31900 Penalties and Interest DelTax	\$0.00	\$0.00	\$0	0.00%
R 101-32110 Liquor Licenses	\$37,000.00	\$37,900.00	\$900	2.43%
R 101-32180 Other Licenses/Permits	\$1,500.00	\$2,000.00	\$500	33.33%
R 101-32181 Tobacco Licenses	\$750.00	\$750.00	\$0	0.00%
R 101-32182 Refuse Haulers	\$800.00	\$1,200.00	\$400	50.00%
R 101-32210 Building Permits	\$40,000.00	\$44,950.00	\$4,950	12.38%
R 101-32222 Plan Check Fee	\$10,000.00	\$15,000.00	\$5,000	50.00%
R 101-32230 Plumbing Permits	\$5,000.00	\$5,000.00	\$0	0.00%
R 101-32235 Heating / Mechanical Permits	\$5,000.00	\$5,000.00	\$0	0.00%
R 101-32240 Animal Licenses	\$100.00	\$150.00	\$50	50.00%
R 101-32271 Sign Permits	\$100.00	\$100.00	\$0	0.00%
R 101-33422 Other State Aid	\$0.00	\$0.00	\$0	0.00%
R 101-33620 Other County Grants/Aid	\$0.00	\$0.00	\$0	0.00%
R 101-34001 Administrative Fees	\$0.00	\$0.00	\$0	0.00%
R 101-34103 Rezoning and Subdivision Fees	\$0.00	\$0.00	\$0	0.00%
R 101-34106 Conditional Use Permit	\$0.00	\$0.00	\$0	0.00%
R 101-34205 False Alarm Billings	\$0.00	\$0.00	\$0	0.00%
R 101-34219 FD Admin Fees to LL	\$18,000.00	\$0.00	(\$18,000)	-100.00%
R 101-34780 Park Fees	\$1,250.00	\$250.00	(\$1,000)	-80.00%
R 101-34950 Other Revenues	\$0.00	\$0.00	\$0	0.00%
R 101-34952 Rent- Public Works	\$0.00	\$15,000.00	\$15,000	100.00%
R 101-35100 Court Fines	\$10,000.00	\$10,000.00	\$0	0.00%
R 101-36100 Prepaid Spec Ass Prior to Cert	\$0.00	\$0.00	\$0	0.00%
R 101-36210 Interest Earnings	\$0.00	\$16,000.00	\$16,000	100.00%
R 101-36211 Lease Interest Revenue	\$0.00	\$0.00	\$0	0.00%
R 101-36221 Verizon Cell Tower Lease	\$44,275.00	\$45,600.00	\$1,325	2.99%
R 101-36230 Contributions and Donations	\$0.00	\$0.00	\$0	0.00%
R 101-36250 State Permit Surcharge	\$1,500.00	\$2,000.00	\$500	33.33%
R 101-36260 Refunds & Reimbursements	\$0.00	\$600.00	\$600	100.00%
	<u>\$1,833,406.00</u>	<u>\$1,929,000.00</u>	<u>\$95,594.00</u>	<u>5.21%</u>

	<u>2025</u> <u>Budget</u>	<u>2026</u> <u>Budget</u>	<u>Budget</u> <u>Change (\$)</u>	<u>C</u> Section 7C.
<u>EXPENSE</u>				
<u>DEPT-COUNCIL</u>				
E 101-41110-1040 Council/Plng Member Salaries	\$21,600.00	\$15,600.00	(\$6,000)	-27.78%
E 101-41110-1220 FICA	\$1,650.00	\$1,200.00	(\$450)	-27.27%
E 101-41110-1230 MN Paid Leave Tax Tax	\$0.00	\$75.00	\$75	100.00%
E 101-41110-1510 Workers Comp Insurance Prem	\$125.00	\$100.00	(\$25)	-20.00%
E 101-41110-3000 Professional Srvs	\$500.00	\$0.00	(\$500)	-100.00%
E 101-41110-3350 Conference/Meetings	\$1,000.00	\$1,200.00	\$200	20.00%
E 101-41110-3500 Printing Expense	\$500.00	\$150.00	(\$350)	-70.00%
E 101-41110-3510 Legal Notices Publishing	\$200.00	\$175.00	(\$25)	-12.50%
E 101-41110-4040 Equip Maint & Repairs	\$0.00	\$2,100.00	\$2,100	100.00%
E 101-41110-4300 Miscellaneous	\$50.00	\$50.00	\$0	0.00%
E 101-41110-4330 Dues and Subscriptions	\$250.00	\$250.00	\$0	0.00%
E 101-41110-4600 Recognition Expenditures	\$125.00	\$100.00	(\$25)	-20.00%
<u>DEPT-ELECTIONS</u>				
E 101-41410-1045 Temp Election Judge Pay	\$0.00	\$5,500.00	\$5,500	100.00%
E 101-41410-1230 MN Paid Leave Tax	\$0.00	\$0.00	\$0	0.00%
E 101-41410-2100 Operating Supplies	\$1,500.00	\$1,750.00	\$250	16.67%
E 101-41410-3510 Legal Notices Publishing	\$0.00	\$750.00	\$750	100.00%
E 101-41410-4040 Equip Maint & Repairs	\$2,000.00	\$1,000.00	(\$1,000)	-50.00%
<u>DEPT-ADMINISTRATION</u>				
E 101-41500-1000 FT Admin Office Salaries	\$288,328.57	\$245,000.00	(\$43,329)	-15.03%
E 101-41500-1110 Unused Vacation/Sick Pay	\$0.00	\$0.00	\$0	0.00%
E 101-41500-1130 Insurance Opt Out Pay	\$15,184.68	\$12,000.00	(\$3,185)	-20.97%
E 101-41500-1210 PERA	\$21,505.00	\$18,000.00	(\$3,505)	-16.30%
E 101-41500-1220 FICA	\$22,059.27	\$18,000.00	(\$4,059)	-18.40%
E 101-41500-1230 MN Paid Leave Tax	\$0.00	\$1,100.00	\$1,100	100.00%
E 101-41500-1310 Employer Paid Health	\$8,869.02	\$15,500.00	\$6,631	74.77%
E 101-41500-1510 Workers Comp Insurance Prem	\$3,000.00	\$2,500.00	(\$500)	-16.67%
E 101-41500-2010 Office Supplies	\$1,500.00	\$1,500.00	\$0	0.00%
E 101-41500-2030 Printed Forms	\$750.00	\$0.00	(\$750)	-100.00%
E 101-41500-2080 Training and Education	\$0.00	\$5,000.00	\$5,000	100.00%
E 101-41500-3000 Professional Srvs	\$8,000.00	\$6,500.00	(\$1,500)	-18.75%
E 101-41500-3010 Auditing and Actg Services	\$35,000.00	\$37,000.00	\$2,000	5.71%
E 101-41500-3090 Software Support	\$11,500.00	\$14,000.00	\$2,500	21.74%
E 101-41500-3095 Computer Network Support	\$100.00	\$500.00	\$400	400.00%
E 101-41500-3220 Postage	\$1,500.00	\$1,500.00	\$0	0.00%
E 101-41500-3230 Cell Phones	\$0.00	\$600.00	\$600	100.00%
E 101-41500-3310 Travel / Mileage Reimb	\$100.00	\$0.00	(\$100)	-100.00%
E 101-41500-3350 Conference/Meetings	\$1,200.00	\$1,000.00	(\$200)	-16.67%
E 101-41500-3500 Printing Expense	\$250.00	\$750.00	\$500	200.00%
E 101-41500-3510 Legal Notices Publishing	\$2,000.00	\$1,000.00	(\$1,000)	-50.00%
E 101-41500-3520 General Notices and Pub Info	\$250.00	\$100.00	(\$150)	-60.00%
E 101-41500-3530 Ordinance Publication	\$800.00	\$500.00	(\$300)	-37.50%
E 101-41500-3550 Codification	\$2,250.00	\$2,000.00	(\$250)	-11.11%
E 101-41500-3610 General Liability Ins	\$34,000.00	\$27,500.00	(\$6,500)	-19.12%
E 101-41500-3700 Insurance Broker Fee	\$3,500.00	\$3,500.00	\$0	0.00%
E 101-41500-4130 Postage Machine Maint	\$1,000.00	\$1,000.00	\$0	0.00%

	<u>2025</u> <u>Budget</u>	<u>2026</u> <u>Budget</u>	<u>Budget</u> <u>Change (\$)</u>	<u>Section 7C.</u>
E 101-41500-4135 Copier Maintenance	\$1,000.00	\$1,900.00	\$900	90.00%
E 101-41500-4140 Folder Inserter Machine Maint	\$500.00	\$550.00	\$50	10.00%
E 101-41500-4145 Bottled Water Service	\$250.00	\$200.00	(\$50)	-20.00%
E 101-41500-4300 Miscellaneous	\$550.00	\$300.00	(\$250)	-45.45%
E 101-41500-4330 Dues and Subscriptions	\$3,000.00	\$4,500.00	\$1,500	50.00%
E 101-41500-4450 Food & Beverage (Mtgs/Trng)	\$750.00	\$750.00	\$0	0.00%
E 101-41500-5710 Computer/Printer Replacement	\$1,500.00	\$5,000.00	\$3,500	233.33%
E 101-41500-5700 Office Equip and Furnishings	\$2,000.00	\$2,000.00	\$0	0.00%
<u>DEPT-CITY ATTORNEY</u>				
E 101-41610-3040 Legal Fees - Criminal	\$12,000.00	\$14,400.00	\$2,400	20.00%
E 101-41610-3120 Legal Fees - Civil	\$33,000.00	\$22,600.00	(\$10,400)	-31.52%
<u>DEPT-PLANNING</u>				
E 101-41910-1040 Council/Plng Member Salaries	\$4,200.00	\$2,900.00	(\$1,300)	-30.95%
E 101-41910-1220 FICA	\$300.00	\$200.00	(\$100)	-33.33%
E 101-41910-1230 MN Paid Leave Tax	\$0.00	\$25.00	\$25	100.00%
E 101-41910-2010 Office Supplies	\$50.00	\$0.00	(\$50)	-100.00%
E 101-41910-3000 Professional Svcs	\$750.00	\$750.00	\$0	0.00%
E 101-41910-3030 Engineering Fees	\$5,000.00	\$15,500.00	\$10,500	210.00%
E 101-41910-3032 General Planning	\$12,000.00	\$9,500.00	(\$2,500)	-20.83%
E 101-41910-3500 Printing Expense	\$50.00	\$0.00	(\$50)	-100.00%
E 101-41910-3510 Legal Notices Publishing	\$150.00	\$125.00	(\$25)	-16.67%
<u>DEPT-CITY HALL FACILITY</u>				
E 101-41940-2200 Repair & Maint Supplies	\$250.00	\$0.00	(\$250)	-100.00%
E 101-41940-3000 Professional Svcs	\$1,500.00	\$1,300.00	(\$200)	-13.33%
E 101-41940-3210 Telephone	\$1,000.00	\$800.00	(\$200)	-20.00%
E 101-41940-3275 Internet	\$3,000.00	\$3,750.00	\$750	25.00%
E 101-41940-3810 Electricity Expense	\$3,000.00	\$2,500.00	(\$500)	-16.67%
E 101-41940-3820 City Utilities (Wat,Sew,Storm)	\$750.00	\$950.00	\$200	26.67%
E 101-41940-3830 Natural Gas Expense	\$2,750.00	\$2,600.00	(\$150)	-5.45%
E 101-41940-3840 Custodial & Waste Removal	\$4,000.00	\$3,900.00	(\$100)	-2.50%
E 101-41940-4010 Bldg Maint & Repairs	\$50,000.00	\$17,500.00	(\$32,500)	-65.00%
E 101-41940-4015 Grounds Maintenance	\$250.00	\$200.00	(\$50)	-20.00%
E 101-41940-5700 Office Equip and Furnishings	\$2,000.00	\$0.00	(\$2,000)	-100.00%
E 101-49300-7246 Transfer to Facilities Cap(440)	\$0.00	\$20,000.00	\$20,000	100.00%
<u>DEPT-PUBLIC WORKS FACILITY</u>				
E 101-41942-2230 Bldg & Grnds Maint Supplies	\$1,000.00	\$0.00	(\$1,000)	-100.00%
E 101-41942-3000 Professional Svcs	\$2,000.00	\$1,500.00	(\$500)	-25.00%
E 101-41942-3210 Telephone	\$300.00	\$1,000.00	\$700	233.33%
E 101-41942-3235 Cty 800mhz Radio Admin Fee	\$1,000.00	\$1,050.00	\$50	5.00%
E 101-41942-3275 Internet	\$4,000.00	\$2,150.00	(\$1,850)	-46.25%
E 101-41942-3810 Electricity Expense	\$14,000.00	\$13,000.00	(\$1,000)	-7.14%
E 101-41942-3820 City Utilities (Wat,Sew,Storm)	\$2,000.00	\$2,000.00	\$0	0.00%
E 101-41942-3830 Natural Gas Expense	\$10,000.00	\$12,500.00	\$2,500	25.00%
E 101-41942-3840 Custodial & Waste Removal	\$1,650.00	\$350.00	(\$1,300)	-78.79%
E 101-41942-4010 Bldg Maint & Repairs	\$10,000.00	\$6,000.00	(\$4,000)	-40.00%
E 101-41942-4015 Grounds Maintenance	\$250.00	\$50.00	(\$200)	-80.00%
E 101-49300-7246 Transfer to Facilities Cap(440)	\$0.00	\$15,000.00	\$15,000	100.00%

	<u>2025</u> <u>Budget</u>	<u>2026</u> <u>Budget</u>	<u>Budget</u> <u>Change (\$)</u>	<u>Section 7C.</u>
<u>DEPT-POLICE/PUBLIC SAFETY</u>				
E 101-42110-3000 Professional Srvs	\$0.00	\$0.00	\$0	0.00%
E 101-42110-3120 Legal Fees - Civil	\$150,000.00	\$30,000.00	(\$120,000)	-80.00%
E 101-42110-3130 Subcontracted Police Svcs	\$341,960.00	\$350,850.00	\$8,890	2.60%
E 101-42110-3135 Fire Department Services	\$103,954.00	\$198,104.00	\$94,150	90.57%
E 101-42110-3180 Adult Corrections	\$615.00	\$246.00	(\$369)	-60.00%
E 101-42110-4040 Equip Maint & Repairs	\$250.00	\$16,650.00	\$16,400	6560.00%
E 101-49300-7243 Transfer to Fire Cap (462)	\$0.00	\$50,000.00	\$50,000	100.00%
<u>DEPT-INSPECTION</u>				
E 101-42400-3035 Bldg Inspection - Subcontract	\$42,500.00	\$37,000.00	(\$5,500)	-12.94%
E 101-42400-4055 MN Bldg Permit Surcharge Exp	\$2,500.00	\$3,000.00	\$500	20.00%
<u>DEPT-PW FLEET</u>				
E 101-43000-2120 Motor Fuels	\$17,000.00	\$15,500.00	(\$1,500)	-8.82%
E 101-43000-2150 Shop Supplies	\$2,000.00	\$2,250.00	\$250	12.50%
E 101-43000-2200 Repair & Maint Supplies	\$1,500.00	\$0.00	(\$1,500)	-100.00%
E 101-43000-2210 Equipment Parts	\$14,000.00	\$0.00	(\$14,000)	-100.00%
E 101-43000-2400 Small Tools and Minor Equip	\$500.00	\$0.00	(\$500)	-100.00%
E 101-43000-3000 Professional Srvs	\$500.00	\$0.00	(\$500)	-100.00%
E 101-43000-3355 Motor Vehicle Lic & Reg	\$500.00	\$250.00	(\$250)	-50.00%
E 101-43000-4040 Equip Maint & Repairs	\$5,000.00	\$25,000.00	\$20,000	400.00%
E 101-49300-7242 Transfer to Fleet Cap (430)	\$0.00	\$30,000.00	\$30,000	100.00%
E 101-43000-5000 Capital Outlay	\$25,000.00	\$0.00	(\$25,000)	-100.00%
<u>DEPT-PW ADMINISTRATION</u>				
E 101-43050-1010 FT Public Works Salaries	\$144,790.57	\$158,000.00	\$13,209	9.12%
E 101-43050-1015 Part -Time PW Salaries	\$25,000.00	\$7,500.00	(\$17,500)	-70.00%
E 101-43050-1025 Public Works Overtime	\$2,000.00	\$1,000.00	(\$1,000)	-50.00%
E 101-43050-1110 Unused Vacation/Sick Pay	\$0.00	\$0.00	\$0	0.00%
E 101-43050-1210 PERA	\$11,015.00	\$11,000.00	(\$15)	-0.14%
E 101-43050-1220 FICA	\$12,759.58	\$12,000.00	(\$760)	-5.95%
E 101-43050-1230 MN Paid Leave Tax	\$0.00	\$750.00	\$750	100.00%
E 101-43050-1310 Employer Paid Health	\$18,969.21	\$19,000.00	\$31	0.16%
E 101-43050-1510 Workers Comp Insurance Prem	\$24,000.00	\$15,000.00	(\$9,000)	-37.50%
E 101-43050-2010 Office Supplies	\$200.00	\$750.00	\$550	275.00%
E 101-43050-2080 Training and Education	\$5,000.00	\$4,500.00	(\$500)	-10.00%
E 101-43050-3230 Cell Phones	\$0.00	\$2,000.00	\$2,000	100.00%
E 101-43050-3350 Conference/Meetings	\$5,000.00	\$500.00	(\$4,500)	-90.00%
E 101-43050-3500 Printing Expense	\$500.00	\$0.00	(\$500)	-100.00%
E 101-43050-3610 General Liability Ins	\$14,000.00	\$10,000.00	(\$4,000)	-28.57%
E 101-43050-4050 Office Equip Repair/Maint	\$100.00	\$500.00	\$400	400.00%
E 101-43050-4170 Uniforms	\$2,000.00	\$1,500.00	(\$500)	-25.00%
E 101-43050-4330 Dues and Subscriptions	\$150.00	\$0.00	(\$150)	-100.00%
<u>DEPT-STREETS</u>				
E 101-43100-2240 Street Maint Materials	\$12,500.00	\$5,000.00	(\$7,500)	-60.00%
E 101-43100-2245 Sand / Salt Plowing Materials	\$6,000.00	\$8,500.00	\$2,500	41.67%
E 101-43100-2250 Landscape/Decor	\$10,000.00	\$7,000.00	(\$3,000)	-30.00%
E 101-43100-2255 Tree Removal	\$0.00	\$25,000.00	\$25,000	100.00%
E 101-43100-2260 Sign Repair Materials	\$500.00	\$2,000.00	\$1,500	300.00%
E 101-43100-3000 Professional Srvs	\$1,000.00	\$0.00	(\$1,000)	-100.00%

	2025	2026	Budget	C
	<u>Budget</u>	<u>Budget</u>	<u>Change (\$)</u>	<u>Section 7C.</u>
E 101-43100-3030 Engineering Fees	\$2,000.00	\$10,000.00	\$8,000	400.00%
E 101-43100-3350 Conference/Meetings	\$250.00	\$0.00	(\$250)	-100.00%
E 101-43100-3815 Street Lighting Maint/Elect	\$30,500.00	\$30,500.00	\$0	0.00%
E 101-43100-4040 Equip Maint & Repairs	\$1,500.00	\$1,000.00	(\$500)	-33.33%
E 101-43100-4045 Insurance Claim Expense	\$250.00	\$1,000.00	\$750	300.00%
E 101-49300-7245 Transfer to Pavement Mgmt (42	\$0.00	\$110,000.00	\$110,000	100.00%
E 101-49300-7272 Transfer to Seal Coating (421)	\$60,000.00	\$30,000.00	(\$30,000)	-50.00%
<u>DEPT-PARKS</u>				
E 101-45200-1050 Rink Attendant Pay	\$1,500.00	\$300.00	(\$1,200)	-80.00%
E 101-45200-1220 FICA	\$115.00	\$50.00	(\$65)	-56.52%
E 101-45200-2150 Shop Supplies	\$235.00	\$1,000.00	\$765	325.53%
E 101-45200-2210 Equipment Parts	\$1,200.00	\$0.00	(\$1,200)	-100.00%
E 101-45200-2230 Bldg & Grnds Maint Supplies	\$4,000.00	\$0.00	(\$4,000)	-100.00%
E 101-43100-2250 Landscape/Decor	\$2,500.00	\$500.00	(\$2,000)	-80.00%
E 101-45200-2255 Tree Removal	\$0.00	\$10,000.00	\$10,000	100.00%
E 101-45200-2260 Sign Repair Materials	\$0.00	\$2,000.00	\$2,000	100.00%
E 101-45200-2400 Small Tools and Minor Equip	\$300.00	\$0.00	(\$300)	-100.00%
E 101-45200-3000 Professional Svcs	\$1,000.00	\$0.00	(\$1,000)	-100.00%
E 101-45200-3350 Conference/Meetings	\$200.00	\$0.00	(\$200)	-100.00%
E 101-45200-3810 Electricity Expense	\$4,500.00	\$5,000.00	\$500	11.11%
E 101-45200-3820 City Utilities (Wat,Sew,Storm)	\$400.00	\$900.00	\$500	125.00%
E 101-45200-3830 Natural Gas Expense	\$2,500.00	\$2,000.00	(\$500)	-20.00%
E 101-45200-3840 Custodial & Waste Removal	\$1,800.00	\$800.00	(\$1,000)	-55.56%
E 101-45200-3845 Lawn & Turf Maintenance	\$1,000.00	\$0.00	(\$1,000)	-100.00%
E 101-45200-3880 Portable Toilet Rental	\$4,500.00	\$4,750.00	\$250	5.56%
E 101-45200-4010 Bldg Maint & Repairs	\$2,000.00	\$2,000.00	\$0	0.00%
E 101-45200-4015 Grounds Maintenance	\$0.00	\$5,000.00	\$5,000	100.00%
E 101-45200-4040 Equip Maint & Repairs	\$4,500.00	\$4,500.00	\$0	0.00%
E 101-45200-4150 Other Equipment Rentals	\$250.00	\$0.00	(\$250)	-100.00%
E 101-49300-7221 Transfer to Parks/Trails (452)	\$0.00	\$20,000.00	\$20,000	100.00%
E 101-45200-5000 Capital Outlay	\$7,500.00	\$0.00	(\$7,500)	-100.00%
E 101-49300-7222 Transfer to Lake Quality(213)	\$0.00	\$2,000.00	\$2,000	100.00%
	\$1,821,659.90	\$1,929,000.00	\$107,340.10	5.89%

ENTERPRISE FUNDS

Water Fund (601)

	2025 <u>Budget</u>	2026 <u>Budget</u>	Budget <u>Change (\$)</u>	Section 7C.
REVENUE	\$375,000.00	\$391,750.00	\$16,750	4.47%
EXPENSE	\$625,193.86	\$526,750.00	(\$98,444)	-15.75%
P&L	(\$250,193.86)	(\$135,000.00)	\$115,193.86	85.33%
R 601-33439 PERA Pension Revenue	\$0.00	\$0.00	\$0	0.00%
R 601-36101 Certified Del Utilities	\$0.00	\$0.00	\$0	0.00%
R 601-36108 Levy#20417 Util Imp-Lndgs @ LL	\$0.00	\$0.00	\$0	0.00%
R 601-36210 Interest Earnings	\$0.00	\$16,250.00	\$16,250	100.00%
R 601-37100 Water Billings	\$350,000.00	\$342,000.00	(\$8,000)	-2.29%
R 601-37105 Water Sales to Orono	\$17,500.00	\$23,000.00	\$5,500	31.43%
R 601-37110 Hydrant Rental / Usage	\$0.00	\$0.00	\$0	0.00%
R 601-37150 City WAC Hookup Fee	\$0.00	\$0.00	\$0	0.00%
R 601-37155 Water Tap Fee	\$0.00	\$0.00	\$0	0.00%
R 601-37158 Water Meter Sales	\$0.00	\$0.00	\$0	0.00%
R 601-37160 Water Penalty	\$500.00	\$500.00	\$0	0.00%
R 601-37170 MDH Water Test Fee	\$7,000.00	\$10,000.00	\$3,000	42.86%
R 601-39320 Premiums on Bonds Sold	\$0.00	\$0.00	\$0	0.00%
E 601-49400-1010 FT Public Works Salaries	\$57,916.35	\$63,500.00	\$5,584	9.64%
E 601-49400-1070 On-Call Pay	\$5,362.71	\$5,650.00	\$287	5.36%
E 601-49400-1210 PERA	\$4,450.00	\$4,950.00	\$500	11.24%
E 601-49400-1220 FICA	\$4,552.12	\$5,050.00	\$498	10.94%
E 601-49400-1230 MN Paid Leave Tax	\$0.00	\$300.00	\$300	100.00%
E 601-49400-1310 Employer Paid Health	\$7,587.68	\$7,550.00	(\$38)	-0.50%
E 601-49400-1510 Workers Comp Insurance Prem	\$8,500.00	\$5,500.00	(\$3,000)	-35.29%
E 601-49400-2010 Office Supplies	\$500.00	\$150.00	(\$350)	-70.00%
E 601-49400-2080 Training and Education	\$0.00	\$1,500.00	\$1,500	100.00%
E 601-49400-2150 Shop Supplies	\$500.00	\$500.00	\$0	0.00%
E 601-49400-2160 Chemicals and Chem Products	\$33,000.00	\$40,000.00	\$7,000	21.21%
E 601-49400-2205 Water Meter Purchases	\$2,500.00	\$2,000.00	(\$500)	-20.00%
E 601-49400-2210 Equipment Parts	\$5,000.00	\$0.00	(\$5,000)	-100.00%
E 601-49400-2255 Tree Removal	\$0.00	\$10,000.00	\$10,000	100.00%
E 601-49400-2270 Utility Maint Supplies	\$3,000.00	\$0.00	(\$3,000)	-100.00%
E 601-49400-2400 Small Tools and Minor Equip	\$250.00	\$0.00	(\$250)	-100.00%
E 601-49400-3000 Professional Svcs	\$1,500.00	\$1,250.00	(\$250)	-16.67%
E 601-49400-3030 Engineering Fees	\$2,000.00	\$5,000.00	\$3,000	150.00%
E 601-49400-3090 Software Support	\$2,750.00	\$6,000.00	\$3,250	118.18%
E 601-49400-3120 Legal Fees - Civil	\$750.00	\$750.00	\$0	0.00%
E 601-49400-3220 Postage	\$3,000.00	\$2,400.00	(\$600)	-20.00%
E 601-49400-3310 Travel / Mileage Reimb	\$100.00	\$0.00	(\$100)	-100.00%
E 601-49400-3350 Conference/Meetings	\$750.00	\$550.00	(\$200)	-26.67%
E 601-49400-3510 Legal Notices Publishing	\$500.00	\$1,250.00	\$750	150.00%
E 601-49400-3610 General Liability Ins	\$4,000.00	\$3,500.00	(\$500)	-12.50%
E 601-49400-3810 Electricity Expense	\$34,000.00	\$40,000.00	\$6,000	17.65%
E 601-49400-3820 City Utilities (Wat,Sew,Storm)	\$1,500.00	\$750.00	(\$750)	-50.00%
E 601-49400-3825 Water Testing Expense	\$1,500.00	\$1,000.00	(\$500)	-33.33%
E 601-49400-3831 Generator Fuel Expense	\$1,000.00	\$800.00	(\$200)	-20.00%
E 601-49400-3855 Gopher One Locates Expense	\$1,250.00	\$1,000.00	(\$250)	-20.00%
E 601-49400-4010 Bldg Maint & Repairs	\$750.00	\$750.00	\$0	0.00%

	2025 Budget	2026 Budget	Budget Change (\$)	Section 7C.
E 601-49400-4040 Equip Maint & Repairs	\$10,000.00	\$28,000.00	\$18,000	180.00%
E 601-49400-4065 Water Main Break	\$35,000.00	\$30,000.00	(\$5,000)	-14.29%
E 601-49400-4070 Water/Sewer Easements	\$500.00	\$500.00	\$0	0.00%
E 601-49400-4200 Depreciation	\$135,000.00	\$134,500.00	(\$500)	-0.37%
E 601-49400-4300 Miscellaneous	\$425.00	\$0.00	(\$425)	-100.00%
E 601-49400-4320 Utility Overpmts/Uncollectable	\$1,500.00	\$1,750.00	\$250	16.67%
E 601-49400-4330 Dues and Subscriptions	\$1,000.00	\$240.00	(\$760)	-76.00%
E 601-49400-4400 MDH Water Act Fees Remitted	\$7,600.00	\$11,600.00	\$4,000	52.63%
E 601-49400-5000 Capital Outlay	\$150,000.00	\$12,000.00	(\$138,000)	-92.00%
E 601-49400-6010 Debt Srv Bond Principal	\$73,700.00	\$76,500.00	\$2,800	3.80%
E 601-49400-6110 Bond Interest	\$22,000.00	\$20,000.00	(\$2,000)	-9.09%
E 601-49400-6200 Fiscal Agent Fees	\$0.00	\$10.00	\$10	100.00%

Sewer Fund (602)

REVENUE	\$585,000.00	\$800,000.00	\$215,000	36.75%
EXPENSE	\$640,145.39	\$800,000.00	\$159,855	24.97%
P&L	(\$55,145.39)	\$0.00	\$55,145.39	
R 602-33439 PERA Pension Revenue	\$0.00	\$0.00	\$0	0.00%
R 602-34401 Orono Sewerage Sales	\$25,000.00	\$25,000.00	\$0	0.00%
R 602-36101 Certified Del Utilities	\$0.00	\$0.00	\$0	0.00%
R 602-36108 Levy#20417 Util Imp-Lndgs @ LL	\$0.00	\$0.00	\$0	0.00%
R 602-36210 Interest Earnings	\$0.00	\$4,000.00	\$4,000	100.00%
R 602-36260 Refunds & Reimbursements	\$0.00	\$0.00	\$0	0.00%
R 602-37200 Sanitary Sewer Billings	\$208,000.00	\$335,500.00	\$127,500	61.30%
R 602-37210 MetCouncil Sewer Treatment Fee	\$351,225.24	\$434,625.00	\$83,400	23.75%
R 602-37250 City SAC Hookup Fee	\$0.00	\$0.00	\$0	0.00%
R 602-37251 MCES SAC Fee	\$0.00	\$0.00	\$0	0.00%
R 602-37255 Sanitary Sewer Tap Fee	\$0.00	\$0.00	\$0	0.00%
R 602-37260 Swr Penalty	\$774.76	\$875.00	\$100	12.94%
R 602-39320 Premiums on Bonds Sold	\$0.00	\$0.00	\$0	0.00%
E 602-49450-1010 FT Public Works Salaries	\$43,437.26	\$47,500.00	\$4,063	9.35%
E 602-49450-1070 On-Call Pay	\$5,362.71	\$5,650.00	\$287	5.36%
E 602-49450-1210 PERA	\$3,660.00	\$3,825.00	\$165	4.51%
E 602-49450-1220 FICA	\$3,744.42	\$3,900.00	\$156	4.15%
E 602-49450-1230 MN Paid Leave Tax	\$0.00	\$225.00	\$225	100.00%
E 602-49450-1310 Employer Paid Health	\$5,690.76	\$5,650.00	(\$41)	-0.72%
E 602-49450-1510 Workers Comp Insurance Prem	\$8,500.00	\$5,500.00	(\$3,000)	-35.29%
E 602-49450-2010 Office Supplies	\$500.00	\$200.00	(\$300)	-60.00%
E 602-49450-2080 Training and Education	\$0.00	\$1,500.00	\$1,500	100.00%
E 602-49450-2150 Shop Supplies	\$500.00	\$500.00	\$0	0.00%
E 602-49450-2210 Equipment Parts	\$2,000.00	\$0.00	(\$2,000)	-100.00%
E 602-49450-2270 Utility Maint Supplies	\$500.00	\$0.00	(\$500)	-100.00%
E 602-49450-2400 Small Tools and Minor Equip	\$175.00	\$0.00	(\$175)	-100.00%
E 602-49450-3000 Professional Svcs	\$1,100.00	\$2,500.00	\$1,400	127.27%
E 602-49450-3030 Engineering Fees	\$1,000.00	\$38,000.00	\$37,000	3700.00%
E 602-49450-3090 Software Support	\$2,750.00	\$4,000.00	\$1,250	45.45%
E 602-49450-3100 MCES Sewer Treatment	\$351,225.24	\$434,625.00	\$83,400	23.75%
E 602-49450-3120 Legal Fees - Civil	\$500.00	\$500.00	\$0	0.00%
E 602-49450-3220 Postage	\$3,000.00	\$2,400.00	(\$600)	-20.00%
E 602-49450-3230 Cell Phones	\$2,100.00	\$0.00	(\$2,100)	-100.00%

	2025 Budget	2026 Budget	Budget Change (\$)	C
E 602-49450-3350 Conference/Meetings	\$350.00	\$550.00	\$200	57.14%
E 602-49450-3510 Legal Notices Publishing	\$50.00	\$50.00	\$0	0.00%
E 602-49450-3610 General Liability Ins	\$850.00	\$775.00	(\$75)	-8.82%
E 602-49450-3810 Electricity Expense	\$5,650.00	\$5,800.00	\$150	2.65%
E 602-49450-3830 Natural Gas Expense	\$1,250.00	\$1,250.00	\$0	0.00%
E 602-49450-4040 Equip Maint & Repairs	\$500.00	\$6,000.00	\$5,500	1100.00%
E 602-49450-4060 Clean/Televise Sewer Lines	\$25,000.00	\$10,000.00	(\$15,000)	-60.00%
E 602-49450-4070 Water/Sewer Easements	\$1,000.00	\$1,400.00	\$400	40.00%
E 602-49450-4200 Depreciation	\$82,000.00	\$75,500.00	(\$6,500)	-7.93%
E 602-49450-4330 Dues and Subscriptions	\$1,500.00	\$500.00	(\$1,000)	-66.67%
E 602-49450-4410 MCES SAC Charge Expense	\$2,500.00	\$2,500.00	\$0	0.00%
E 602-49450-5000 Capital Outlay	\$25,000.00	\$80,000.00	\$55,000	220.00%
E 602-49450-6010 Debt Srv Bond Principal	\$49,250.00	\$50,200.00	\$950	1.93%
E 602-49450-6110 Bond Interest	\$9,500.00	\$9,000.00	(\$500)	-5.26%

Storm Fund (603)

REVENUE	\$90,000.00	\$98,000.00	\$8,000	8.89%
EXPENSE	\$95,145.39	\$98,000.00	\$2,855	3.00%
P&L	(\$5,145.39)	\$0.00	\$5,145.39	
R 603-36210 Interest Earnings	\$0.00	\$3,000.00	\$3,000	100.00%
R 603-37300 Surface Water Mgmt Billings	\$89,900.00	\$94,800.00	\$4,900	5.45%
R 603-37360 SWM Penalty	\$100.00	\$200.00	\$100	100.00%
R 603-39320 Premiums on Bonds Sold	\$0.00	\$0.00	\$0	0.00%
E 603-43150-1010 FT Public Works Salaries	\$43,437.26	\$47,500.00	\$4,063	9.35%
E 603-43150-1210 PERA	\$3,300.00	\$3,200.00	(\$100)	-3.03%
E 603-43150-1220 FICA	\$3,317.37	\$3,250.00	(\$67)	-2.03%
E 603-43150-1230 MN Paid Leave Tax	\$0.00	\$200.00	\$200	100.00%
E 603-43150-1310 Employer Paid Health	\$5,690.76	\$5,500.00	(\$191)	-3.35%
E 603-43150-3000 Professional Srvs	\$500.00	\$0.00	(\$500)	-100.00%
E 603-43150-3030 Engineering Fees	\$750.00	\$600.00	(\$150)	-20.00%
E 603-43150-3090 Software Support	\$400.00	\$750.00	\$350	87.50%
E 603-43150-4040 Equip Maint & Repairs	\$1,750.00	\$1,250.00	(\$500)	-28.57%
E 603-43150-4200 Depreciation	\$23,500.00	\$23,150.00	(\$350)	-1.49%
E 603-43150-6010 Debt Srv Bond Principal	\$11,500.00	\$11,550.00	\$50	0.43%
E 603-43150-6110 Bond Interest	\$1,000.00	\$1,050.00	\$50	5.00%

Recycling Fund (604)

REVENUE	\$93,000.00	\$88,500.00	(\$4,500)	-4.84%
EXPENSE	\$86,000.00	\$86,700.00	\$700	0.81%
P&L	\$7,000.00	\$1,800.00	(\$5,200.00)	
R 604-33640 Recycling Grant	\$900.00	\$2,250.00	\$1,350	150.00%
R 604-36210 Interest Earnings	\$0.00	\$0.00	\$0	0.00%
R 604-37400 Res Recycling Billings	\$61,050.00	\$53,650.00	(\$7,400)	-12.12%
R 604-37460 Recycling Penalty	\$50.00	\$100.00	\$50	100.00%
R 604-38000 Organics Recycling Billings	\$31,000.00	\$32,500.00	\$1,500	4.84%
E 604-43200-3890 Res Curb Recycling	\$55,000.00	\$46,700.00	(\$8,300)	-15.09%
E 604-43200-3895 Res Organic Recycling	\$26,000.00	\$31,300.00	\$5,300	20.38%
E 604-43200-3897 Community Yard Waste	\$5,000.00	\$8,700.00	\$3,700	74.00%



**City Council
Resolution No. 2025-50**

**A RESOLUTION ESTABLISHING THE 2026 CAPITAL IMPROVEMENT PLAN (CIP)
FOR THE CITY OF LONG LAKE, MINNESOTA**

WHEREAS, the Long Lake City Council has identified long range capital improvement items it wishes to fund during the 2026-2030 time period.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Long Lake does hereby adopt the 2026 Capital Improvement Plan, identifying **\$360,000** for improvements to be considered in 2026 as listed below:

- Lake quality improvements \$2,000
- Pavement management \$110,000
- Public Works pickup truck \$30,000
- City Hall facility upgrades \$35,000
- Parks and trails improvements \$53,000
- Fire station capital \$50,000
- Sanitary sewer lining \$80,000

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



City of Long Lake

2026-2030 Capital Improvement Plan

<u>Project Description</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>
Lake Quality Improvement Fund (213)					
Long Lake Waters Assoc.	\$2,000				
General Capital Project Fund (401)					
2050 Comprehensive Plan		\$50,000			
Pavement Management (420)					
Future Bond Payments	\$110,000	\$100,000	\$100,000	\$100,000	\$100,000
Pavement Management Program			\$25,000	\$75,000	\$75,000
Seal Coating Funds (421)					
Seal Coating Projects		\$80,000		\$80,000	
Fleet Capital Fund (430)					
Public Works Pickup Truck	\$30,000				
City Facilities Capital Fund (440)					
Replace City Hall Doors	\$15,000				
City Hall Painting	\$20,000	\$20,000			
Public Works Shop AC/Heat			\$50,000		
Public Works Cold Storage Lighting			\$25,000		
Parks/Trails Fund (452)					
Replace Trail Signs	\$5,000				
Replace Trash Cans	\$48,000				
Nelson Lakeside Fishing Pier		\$25,000			
Holbrook Hockey Rink Improvements		\$25,000	\$25,000		
Trail Paving and Repairs			\$50,000		
Hardin Park Tennis Court Resurfacing				\$75,000	
Dexter Playground Equipment Replacement					\$100,000
Fire Capital Fund (462)					
	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Water Fund (601)					
Well #1 Replacement		\$270,000			
Water Tower Painting and Rehab			\$225,000	\$225,000	\$225,000
Sewer Fund (802)					
Sanitary Sewer Lining Project	\$80,000	\$80,000	\$150,000	\$95,000	\$150,000
TOTAL CAPITAL COSTS	\$360,000	\$700,000	\$700,000	\$700,000	\$700,000



City of Long Lake 2026 Fund Transfers

Section 7C.

DEPARTMENT TRANSFERS (as budgeted)

DEPT-STREETS

E 101-49300-7245	Transfer to Pavement Mgmt (420)	\$110,000.00
E 101-49300-7272	Transfer to Seal Coating (421)	\$30,000.00

DEPT-PW FLEET

E 101-49300-7242	Transfer to Fleet Capital Fund (430)	\$30,000.00
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DEPT-PUBLIC WORKS FACILITY

E 101-49300-7246	Transfer to Facilities Capital Fund (440)	\$15,000.00
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DEPT-CITY HALL FACILITY

E 101-49300-7246	Transfer to Facilities Capital Fund (440)	\$20,000.00
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DEPT-POLICE/PUBLIC SAFETY

E 101-49300-7243	Transfer to Fire Capital Fund (462)	\$50,000.00
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DEPT-PARKS/TRAILS

E 101-49300-7249	Transfer to Parks/Trails Capital Fund (452)	\$20,000.00
E 101-49300-7222	Transfer to Lake Quality (213)	\$2,000.00

\$277,000.00

INTERFUND TRANSFERS

(To allocate capital funds into the newly established capital accounts.)

FROM-CAPITAL PROJECT FUND (401)

E 401-49300-7242	Transfer to Fleet Cap (430)	\$100,000.00
E 401-49300-7245	Transfer to Pavement Mgmt(420)	\$1,000,000.00
E 401-49300-7246	Transfer to FacilitiesCap(440)	\$50,000.00
E 401-49300-7249	Transfer to Parks/Trails (452)	\$100,000.00
E 401-49300-7271	Transfer to Sewer Lining (802)	\$300,000.00

\$1,550,000.00



**City Council
Resolution No. 2025-51**

**A RESOLUTION ESTABLISHING THE 2026 PAY PLAN
FOR THE CITY OF LONG LAKE, MINNESOTA**

WHEREAS, the Long Lake City Council has authorized a salary increase from the adopted 2025 Pay Plan in the development of the 2026 budget.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake does hereby adopt the 2026 Pay Plan as reflected in the 2026 Pay Plan documentation attached to this Resolution.

Adopted by the City Council of the City of Long Lake this 16th day of December 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk

City of Long Lake Pay Plan

2026

City Position Description	Hire Date	Step 1 (86%)	Step 2 (88%)	Step 3 (90%)	Step 4 (92%)	Step 5 (94%)	Step 6 (96%)	Step 7 (98%)	Step 8 (100%)	Ann Salary	Total % Increase
Exempt Employees:											
City Administrator	12/02/19	9,130	9,343	9,555	9,767	9,980	10,192	10,404	10,616.54	\$127,398.50	3.00%
PW Director	02/02/18	7,804	7,985	8,167	8,348	8,530	8,711	8,893	9,074.08	\$108,888.94	3.00%
City Clerk	10/22/03	6,319	6,466	6,613	6,760	6,907	7,054	7,201	7,347.64	\$88,171.70	3.00%
Maint Worker Lead		6,252	6,398	6,543	6,688	6,834	6,979	7,125	7,270.08	\$87,241.00	3.00%
Non-Exempt Employees:											
Maint Worker Laborer 2		\$ 33.00	\$ 33.77	\$ 34.53	\$ 35.30	\$ 36.07	\$ 36.83	\$ 37.60	\$ 38.37	\$79,808.73	3.00%
Maint Worker Laborer 1		\$ 29.00	\$ 29.67	\$ 30.35	\$ 31.02	\$ 31.70	\$ 32.37	\$ 33.05	\$ 33.72	\$70,140.84	3.00%
Seasonal Employees:											
On Call Snowplow Operator		\$ 50.00									
Seasonal Maintenance Worker		\$ 21.50									