



CITY COUNCIL MEETING

March 03, 2026 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 February 17, 2026 City Council Meeting

B. Approve Vendor Claims and Payroll

C. Adopt Resolution No. 2026-14 Appointing Resident Kelly Grady to the Park Board for a Term Effective Through December 31, 2028

D. Adopt Resolution No. 2026-15 Appointing Resident Travis Michels to the Planning Commission for a Term Effective Through December 31, 2029

E. Adopt Resolution No. 2026-16 Reappointing Resident Lori Goodsell to the Planning Commission for a Term Effective through December 31, 2029

F. Approve the Purchase of a 2017 Chevrolet Silverado 1500 From Davis Chevrolet of Delano, MN

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. Hennepin County Updates From Commissioner Heather Edelson

B. Approve Agreement With WSB for Professional Services for the 2026 Pavement Management Improvement Project (Grand Avenue)

C. Invitation for City Council Representation on the MCWD's Policy Advisory Committee

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Tuesday, March 10 (6:30 pm) / Planning Commission Meeting

Tuesday, March 17 (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
February 17, 2026**

CALL TO ORDER

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

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann, Dierdre Kvale, and Todd Newcomer

Staff Present: City Administrator: Amanda Nowezki; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE

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

Mayor Miner reminded residents that MnDOT will be holding an open house on February 19 from 5:00 to 7:00 pm at Wayzata City Hall regarding their upcoming Highway 12 construction project.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of February 4, 2026 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Ratify the Termination of Public Works Maintenance Worker II Jesse Laumann Effective February 9, 2026
- D. Adopt Resolution No. 2026-13 Accepting the Donation of Four Dell UltraSharp 27" (U2719D) Monitors to the City of Long Lake

A motion was made by Kvale, 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. Approve Liquor Licenses for Palm & Pine Hospitality LLC DBA San Pancho Restaurante

City Clerk Moeller reported that Angel Luna Lopez and Finesse Luna, Palm & Pine Hospitality LLC, recently purchased the San Pancho Mexican Restaurant and are in the process of rebranding under the name San Pancho Restaurante. They submitted a completed liquor license application and were allowed to continue to operate under the existing licensing through an interim management agreement.

A background investigation of both owners has been completed as required by City ordinance, and staff recommends approval of the liquor licenses requested. She welcomed Mr. Luna's attendance at the meeting, and invited him to come up to the podium to address the Council or answer any questions.

Angel Luna Lopez introduced himself and indicated that they would like to continue forward with San Pancho as a community-friendly, casual service restaurant with a focus on good quality traditional Mexican food. He explained some of their planned menu changes and noted that they would be making things from scratch, including fresh homemade tortillas.

Moeller mentioned that she had sent the Council a link to the restaurant's updated website so Councilmembers could view the updated menu and new branding.

Mr. Lopez stated that living in the area has helped them understand what the community needs, and they would like to eventually add brunch and coffee/pastry options for the mornings.

A motion was made by Kvale, seconded by Feldmann, to adopt Resolution No. 2026-12 approving issuance of liquor licenses for Palm & Pine Hospitality LLC doing business as San Pancho Restaurante. Ayes: all.

B. Approve a Proposal from Capstone Public Sector Solutions for Fire Service Consulting Services Benefitting the Shoreline Fire Department (2024 Fire Service Planning Grant)

City Administrator Nowezki recalled that the City had previously been awarded a \$40,000 grant to help support administrative costs associated with identifying future service improvements and efficiencies among fire departments. She recommended that the City enter into an agreement with Capstone Public Sector Solutions based on the proposal they had submitted for services that would benefit the Shoreline Fire Department. Staff was also proposing that the grant funds the City was awarded be used to pay for the contract expense. The terms of the grant required a local match of \$4,000, and the Shoreline Fire Department Board has authorized the matching funds to be paid by the Shoreline Fire Department, resulting in there being no out of pocket costs to the City. She added that after speaking with City Attorney Thames today, he would likely be making some minor tweaks to some of the language in the agreement.

The Council discussed the agreement language pertaining to ownership of final reports, usage rights, and deliverables; and the upcoming expiration of the grant funds.

A motion was made by Dyvik, seconded by Newcomer, to approve the proposal from Capstone Public Sector Solutions for Fire Service Consulting, and to authorize the City Administrator to execute the agreement, subject to final amendments by the City Attorney. Ayes: all.

A motion was made by Dyvik, seconded by Feldmann, to approve the use of 2024 Fire Service Planning Grant funds for consulting services provided by Capstone Public Sector Solutions for the Shoreline Fire Department. Ayes: all.

C. Approve the Greater Lake Minnetonka Area Legislative Coalition Cost Sharing Proposal for Legislative Representation

Mayor Miner provided background information on recent discussions between several Lake Minnetonka area cities regarding collaborating on mutual interests and cost-sharing to engage representation that would be able to advocate for the cities' common goals collectively and lobby at the legislative level.

Thus far, nine Lake Minnetonka area communities are part of this effort, and the City of Deephaven had agreed to administer the contract with the law firm.

Councilmember Kvale asked if, after this preliminary step, the thought was to create a Joint Powers Agreement (JPA) in the future. She voiced that her biggest concern was that things could go off track and the lobbyists could start advocating for things that Long Lake wouldn't want.

Mayor Miner responded that creation of a JPA had been brought up in discussions, but for 2026, the three working goals listed in the staff report for this agenda item were the items that the area mayors had agreed they would focus on. He clarified that the engagement proposal was just for the 2026 legislative session.

Councilmember Kvale commented that she thought it was great that the communities had worked together in coordinating their messaging.

A motion was made by Miner, seconded by Dyvik, to authorize the City's participation in the 'Greater Lake Minnetonka Area Legislative Coalition'; to approve cost sharing in a proposal from Carnival Berns PA to provide legislative representation for the Coalition, with the City of Long Lake's share of the expense at approximately \$1,927; and to direct staff to work collaboratively with the City Administrator of the City of Deephaven as the Coalitions' designee. Ayes: all.

D. Appointment of Human Resources Subcommittee Members

Moeller noted that with staff working on updating the employee handbook, staff would like to reactivate the Human Resources Subcommittee to review the draft handbook when ready, and to be available to make recommendations related to personnel matters when warranted. Her expectation for the Human Resources Subcommittee would be that they would primarily meet when needed related to certain business items, beginning with the review of the employee handbook.

Nowezki also pointed out that staff reorganization situations had occurred and may continue, and she would like to make sure staff consults with the Human Resources Subcommittee to ensure staff titles and compensation are appropriate. She envisioned that the Human Resources Subcommittee could potentially meet on a more regular basis.

A motion was made by Dyvik, seconded by Miner, to appoint Councilmember Newcomer, Councilmember Kvale, the City Administrator, and the City Clerk to the Human Resources Subcommittee for 2026. Ayes: all.

OTHER BUSINESS

MN Strong Event - Councilmember Newcomer gave a shout-out to Kelly Grady for her organization of the MN Strong photo fundraiser that had taken place on Long Lake. He stated that it was a great community event and he commended her for her efforts.

Shoreline Fire Updates - Councilmember Feldmann reviewed topics discussed at the recent Shoreline Fire Board meeting. Councilmember Dyvik added that the Shoreline Fire Department was still finalizing their new logo, so the official rebranding on the trucks had not begun yet.

MCWD Planning / Other Water Quality Improvement Ideas – Councilmember Dyvik reported that the Minnehaha Creek Watershed District (MCWD) had recently revealed a multi-year plan they have for

water quality improvements in the district. Their more immediate plans are focused on a goal of helping reduce the phosphorus and other Total Maximum Daily Loads (TMDLs) that flow into Long Lake. He noted that one of the things that had been brought up in recent meetings was implementing alum treatments, though opinions differ on when they could be most effective. The Long Lake Waters Association (LLWA) also held a meeting where they invited a representative from Lake Restoration to present information about a potential project that could be undertaken on Long Lake to significantly improve water quality and remove the lake from the impaired waters list. He offered to send the presentation materials to City Clerk Moeller so she could share them with the full Council. He noted that he would like Lake Restoration to give their presentation before the Council as well. Moeller stated that she would contact LLWA member Jane Davidson to try to schedule Lake Restoration to appear at an upcoming meeting.

Mayor Miner shared that he'd met with the MCWD recently to receive an update on what they were thinking about for Long Lake. They are planning to schedule a workshop meeting to invite feedback from the City, and to determine the City's commitment and interest in their proposed project to address run-off that occurs from Holbrook Park through the business/industrial district and into the lake.

Breakfast with Representative Morrison – Mayor Miner reported that he would be attending a breakfast meeting the following morning with Congresswoman Morrison and other Mayors to receive an update on things happening at the Federal level.

City Administrator Updates - Nowezki reported that the transfer of vehicle titles to the Shoreline Fire Department has begun, and the department now has their own social media presence. She also shared that the City had completed its 2025 annual audit last week and Abdo would most likely be presenting the report to the Council in about a month.

Absence From Next Meeting - Moeller mentioned that she likely would be absent from the next City Council meeting because she was scheduled to be caring for a family member following a knee surgery.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:31 pm.

Respectfully submitted,

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 / March 3, 2026

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, City Administrator

Report Date: 02/25/2026

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$79,017.26 and electronic vendor payments in the amount of \$103,158.83 for a total amount of **\$182,176.09**; and gross City Employee payroll paid February 19 in the amount of **\$19,373.81**.

Overview / Background

To maximize the interest yield on municipal funds, the City transferred \$94,254.61 via an electronic bank transfer from checking account to a savings account, which currently offers a 2.15% interest rate.

Supporting Information

- Listing of Claims Paid
- Electronic Vendor Payments
- Biweekly Payroll

LONG LAKE, MN

***Check Summary Register©**

Checks 71886-71910

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
71886 ONE STOP AUTO SERVICE	02/17/26	\$3,362.06	PW-Replace Front Differential in 2018 Chevy
71887 CITY OF WAYZATA	02/19/26	\$338.50	SHORELINE FIRE TITLE TRANSFER (x12)
71888 ABDO LLP	02/24/26	\$15,600.00	2025 YE Audit Progress Bill
71889 CAPSTONE LLC	02/24/26	\$10,000.00	Fire Service Consulting; Initial Mobilization Payment- Grant Fu
71890 CITY OF ORONO	02/24/26	\$629.86	2025 FD Equipment Repair Task#96238
71891 COLONIAL LIFE	02/24/26	\$101.27	Opl Adl Insurance - Feb 2026
71892 DAVIS CHEVROLET OF DELANO, INC	02/24/26	\$26,704.00	PW-2017 Chevy Silverado PU (3GCUKSEC0HG497374) (Aprv
71893 DISPLAY SALES	02/24/26	\$1,864.00	US FLAGS (x20), Flagpole (x20), POW FLAGS (6)
71894 EHLERS AND ASSOCIATES	02/24/26	\$243.75	TIF 1-6 Administration- Review TIF payments to bank
71895 ESS BROTHERS & SONS INC.	02/24/26	\$520.00	PW-Replacement Man Hole Lids Frame Only (x2)
71896 FARM RITE EQUIPMENT INC	02/24/26	\$1,408.52	PW-Assorted Parts for toolcat and Skid
71897 FP MAILING SOLUTIONS	02/24/26	\$171.00	Postage Machine Service - 02/12/26-5/11/26
71898 HAWKINS INC	02/24/26	\$60.00	Water Chemicals - Chlorine Cylinder
71899 MADISON NATIONAL LIFE	02/24/26	\$50.80	STD Insurance - March 2026
71900 MEDIACOM	02/24/26	\$451.14	PW Internet Services - March 2026
71901 MEDICA	02/24/26	\$3,552.25	MEDICAL INS - March 2026
71902 MN DEPARTMENT OF HEALTH	02/24/26	\$2,895.00	MDH Fees 1st Quarter 2026
71903 MN VALLEY TESTING LAB	02/24/26	\$54.96	Monthly Chlorine Report
71904 NOWEZKI, AMANDA	02/24/26	\$180.00	Expense Reimb-CH Office Chairs (x12) off Marketplace
71905 SAN PANCHOS MEXICIAN REST	02/24/26	\$5,166.60	REFUND PRORATED 2026 LIQUOR LIC-San Pancho
71906 MN LIFE INSURANCE CO	02/24/26	\$15.10	LIFE INS - March 2026
71907 SENSAPHONE	02/24/26	\$898.20	Watertown Lift Station Monitoring - Annual Subscription (00:07:
71908 TIMESAVER OFF SITE	02/24/26	\$178.00	02/04/26 City Council Meeting Minutes - 1 hr
71909 Westside Wholesale Tire	02/24/26	\$65.00	PW-Air Pressure Sensor 2018 Chevy
71910 WSB & ASSOCIATES, INC	02/24/26	\$4,507.25	Lead Service Line; Follow Up
Total Checks		\$79,017.26	

10100 GENERAL FUND CASH

101 GENERAL FUND	\$31,579.97
205 FIRE DEPARTMENT	\$10,968.36
380 TAX INCREMENT # 1-9	\$81.25
385 TAX INCREMENT # 1-6	\$162.50
430 FLEET CAPITAL FUND	\$26,704.00
601 WATER FUND	\$3,797.06
602 SANITARY SEWER FUND	\$5,416.46
603 SURFACE WATER MGMT FUND	\$307.66
	\$79,017.26

LONG LAKE, MN

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***Check Detail Register©**

Checks 71886-71910

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71886	02/17/26	ONE STOP AUTO SERVICE			
E 101-43000-4040		Equip Maint & Repairs	\$3,362.06	41190	PW-Replace Front Differential in 2018 Chevy
		Total	\$3,362.06		
71887	02/19/26	CITY OF WAYZATA			
E 205-42280-4300		Miscellaneous	\$338.50	02285348	SHORELINE FIRE TITLE TRANSFER (x12)
		Total	\$338.50		
71888	02/24/26	ABDO LLP			
E 101-41500-3010		Auditing and Actg Service	\$15,600.00	518908	2025 YE Audit Progress Bill
		Total	\$15,600.00		
71889	02/24/26	CAPSTONE LLC			
E 205-42280-3000		Professional Svcs	\$10,000.00	1244	Fire Service Consulting; Initial Mobilization Payment- Grant Funded
		Total	\$10,000.00		
71890	02/24/26	CITY OF ORONO			
E 205-42281-4030		Light Truck Maint & Repair	\$91.70	20142754	2025 FD Equipment Repair Task#96238
E 205-42281-4030		Light Truck Maint & Repair	\$538.16	20142754	2025 FD Equipment Repair Task#99405
		Total	\$629.86		
71891	02/24/26	COLONIAL LIFE			
G 101-21710		Other Deductions	\$101.27	43698310301	Opl Adl Insurance - Feb 2026
		Total	\$101.27		
71892	02/24/26	DAVIS CHEVROLET OF DELANO, INC			
E 430-48110-5000		Capital Outlay	\$26,704.00	7374	PW-2017 Chevy Silverado PU (3GCUKSEC0HG497374) (Aprvd 03/03/26)
		Total	\$26,704.00		
71893	02/24/26	DISPLAY SALES			
E 101-43100-2250		Landscaping/Décor	\$1,864.00	INV9844	US FLAGS (x20), Flagpole (x20), POW FLAGS (6)
		Total	\$1,864.00		
71894	02/24/26	EHLERS AND ASSOCIATES			
E 385-47060-3000		Professional Svcs	\$162.50	105245	TIF 1-6 Administration- Review TIF payments to bank
E 380-47090-3000		Professional Svcs	\$81.25	105245	TIF 1-9 Administration- Prepare 2nd half TIF Payment
		Total	\$243.75		
71895	02/24/26	ESS BROTHERS & SONS INC.			
E 602-49450-4040		Equip Maint & Repairs	\$520.00	GG1123	PW-Replacement Man Hole Lids Frame Only (x2)
		Total	\$520.00		
71896	02/24/26	FARM RITE EQUIPMENT INC			
E 101-43000-4040		Equip Maint & Repairs	\$1,408.52	P95604	PW-Assorted Parts for toolcat and Skid
		Total	\$1,408.52		
71897	02/24/26	FP MAILING SOLUTIONS			
E 101-41500-4130		Postage Machine Maint	\$171.00	RI107084483	Postage Machine Service - 02/12/26-5/11/26

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***Check Detail Register©**

Checks 71886-71910

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$171.00		
71898	02/24/26	HAWKINS INC			
E 601-49400-2160		Chemicals and Chem Pro	\$60.00	7334806	Water Chemicals - Chlorine Cylinder
Total			\$60.00		
71899	02/24/26	MADISON NATIONAL LIFE			
E 101-41500-1310		Employer Paid Health	\$16.80	1755143	STD Insurance - March 2026
E 101-43050-1310		Employer Paid Health	\$17.00	1755143	STD Insurance - March 2026
E 601-49400-1310		Employer Paid Health	\$6.80	1755143	STD Insurance - March 2026
E 602-49450-1310		Employer Paid Health	\$5.10	1755143	STD Insurance - March 2026
E 603-43150-1310		Employer Paid Health	\$5.10	1755143	STD Insurance - March 2026
Total			\$50.80		
71900	02/24/26	MEDIACOM			
E 101-41940-3275		Internet Access (Mediaco	\$275.57	90091308-32	CH Internet Services - March 2026
E 101-41942-3275		Internet Access (Mediaco	\$175.57	90091316-32	PW Internet Services - March 2026
Total			\$451.14		
71901	02/24/26	MEDICA			
E 101-41500-1310		Employer Paid Health	\$1,140.48	88510924457	MEDICAL INS - March 2026
E 101-43050-1310		Employer Paid Health	\$1,004.45	88510924457	MEDICAL INS - March 2026
E 601-49400-1310		Employer Paid Health	\$401.78	88510924457	MEDICAL INS - March 2026
E 602-49450-1310		Employer Paid Health	\$301.34	88510924457	MEDICAL INS - March 2026
E 603-43150-1310		Employer Paid Health	\$301.34	88510924457	MEDICAL INS - March 2026
G 101-21706		FlexPlan - Ins Prem	\$402.86	88510924457	MEDICAL INS - March 2026
Total			\$3,552.25		
71902	02/24/26	MN DEPARTMENT OF HEALTH			
E 601-49400-4400		MDH Water Act Fees Re	\$2,895.00	1270018-032	MDH Fees 1st Quarter 2026
Total			\$2,895.00		
71903	02/24/26	MN VALLEY TESTING LAB			
E 601-49400-3825		Water Testing/Reporting E	\$54.96	1344500	Monthly Chlorine Report
Total			\$54.96		
71904	02/24/26	NOWEZKI, AMANDA			
E 101-41500-5700		Office Equip and Furnishin	\$180.00	022326	Expense Reimb-CH Office Chairs (x12) off Marketplace
Total			\$180.00		
71905	02/24/26	SAN PANCHOS MEXICIAN REST			
R 101-32110		Liquor Licenses	\$5,166.60	022326	REFUND PRORATED 2026 LIQUOR LIC-San Pancho
Total			\$5,166.60		
71906	02/24/26	MN LIFE INSURANCE CO			
E 101-41500-1310		Employer Paid Health	\$5.40	60440032-03	LIFE INS - March 2026
E 101-43050-1310		Employer Paid Health	\$4.04	60440032-03	LIFE INS - March 2026
E 601-49400-1310		Employer Paid Health	\$1.62	60440032-03	LIFE INS - March 2026
E 602-49450-1310		Employer Paid Health	\$1.22	60440032-03	LIFE INS - March 2026
E 603-43150-1310		Employer Paid Health	\$1.22	60440032-03	LIFE INS - March 2026

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***Check Detail Register©**

Checks 71886-71910

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-21710		Other Deductions	\$1.60	60440032-03	LIFE INS - March 2026
		Total	\$15.10		
71907	02/24/26	SENSAPHONE			
E 602-49450-3090		Software Support	\$299.40	32371-0226	Watertown Lift Station Monitoring - Annual Subscription (00:07:F9:00:8F:2D)
E 602-49450-3090		Software Support	\$299.40	32371-0226	Lindawood Lift Station Monitoring - Annual Subscription (00:07:F9:00:8F:2E)
E 601-49400-3090		Software Support	\$299.40	32371-0226	Interconnect Valve Monitoring - Annual Subscription (00:07:F9:00:8F:2F)
		Total	\$898.20		
71908	02/24/26	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Svcs	\$178.00	31849	02/04/26 City Council Meeting Minutes - 1 hr
		Total	\$178.00		
71909	02/24/26	Westside Wholesale Tire			
E 101-43000-4040		Equip Maint & Repairs	\$65.00	979085	PW-Air Pressure Sensor 2018 Chevy
		Total	\$65.00		
71910	02/24/26	WSB & ASSOCIATES, INC			
E 601-49400-3030		Engineering Fees	\$77.50	R-026729-00	Lead Service Line; Follow Up
E 101-41910-3030		Engineering Fees	\$394.50	R-031349-00	General Engineering; Street Mtg, Review I&I Maps, Etc
E 602-49450-3030		Engineering Fees	\$3,990.00	R-031349-00	I/I Sewer Lining Project Engineering; Televising Review, Grant Application, etc
E 101-41910-3032		General Planning	\$45.25	R-031579-00	General Planning; Bucking Parking Email
		Total	\$4,507.25		
		10100	\$79,017.26		

Fund Summary**10100 GENERAL FUND CASH**

101 GENERAL FUND	\$31,579.97
205 FIRE DEPARTMENT	\$10,968.36
380 TAX INCREMENT # 1-9	\$81.25
385 TAX INCREMENT # 1-6	\$162.50
430 FLEET CAPITAL FUND	\$26,704.00
601 WATER FUND	\$3,797.06
602 SANITARY SEWER FUND	\$5,416.46
603 SURFACE WATER MGMT FUND	\$307.66
	\$79,017.26

LONG LAKE, MN

***Check Summary Register©**

Checks 3375,3380-3382

Name		Check Date	Check Amt	
10100 GENERAL FUND CASH				
3375e	USBANK CREDIT CARD	02/09/26	\$8,211.22	Mid-Month Credit Card Payment
3380e	MIDCOUNTRY BANK	02/17/26	\$94,254.61	Transfer from Checking to Savings
3381e	MIDCOUNTRY BANK	02/20/26	\$4.00	Direct Deposit Change Fee - S. Diercks
3382e	SPEEDWAY LLC	02/25/26	\$689.00	PW Fuel - Feb 2026
		Total Checks	\$103,158.83	
10100 GENERAL FUND CASH				
101 GENERAL FUND			\$8,904.22	
900 INVESTMENT FUND			\$94,254.61	
			\$103,158.83	

LONG LAKE, MN

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***Check Detail Register©**

Checks 3375,3380-3382

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3375 e	02/09/26	USBANK CREDIT CARD			
E 101-41500-4300		Miscellaneous	\$8,211.22		Mid-Month Credit Card Payment
		Total	\$8,211.22		
3380 e	02/17/26	MIDCOUNTRY BANK			
G 900-10400		Investments at Cost	\$94,254.61		Transfer from Checking to Savings
		Total	\$94,254.61		
3381 e	02/20/26	MIDCOUNTRY BANK			
E 101-43050-2010		Office Supplies	\$4.00		Direct Deposit Change Fee - S. Diercks
		Total	\$4.00		
3382 e	02/25/26	SPEEDWAY LLC			
E 101-43000-2120		Motor Fuels	\$689.00	110695029	PW Fuel - Feb 2026
		Total	\$689.00		
		10100	\$103,158.83		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$8,904.22
900 INVESTMENT FUND	\$94,254.61
	\$103,158.83

LONG LAKE, MN

02/17/26 Section 5B.

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Payroll Summary

Pay Group: 01 Bi-Weekly

Check Date: 2/19/2026 per. 4

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Non-Tax Sheltered	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,646.51	2,475.79	2,475.79	238.25	137.48		164.08	38.37	170.72		13.33			1,884.28
000000243 DIERCKS, SEAN	4,188.04	3,915.82	3,915.82	594.63	235.41		259.66	60.73	272.22		18.43			2,746.96
000000003 GASPAR, DONALD J	312.50	312.50	312.50				19.38	4.53			1.38			287.21
000000306 KIEPER, JASON	2,975.27	2,811.16	2,811.16	229.19	125.55		184.47	43.14	164.11		13.09			2,215.72
000000305 LAUMANN, JESSE	1,289.96	1,207.41	1,207.41	61.04	54.93		79.98	18.70	82.55		5.68			987.08
000000091 MOELLER, JEANETTE	3,391.22	2,972.84	2,972.84	228.74	122.69		197.98	46.30	220.43	197.95	14.92			2,362.21
000000252 NOWEZKI, AMANDA	4,570.31	4,080.68	4,080.68	762.71	268.42		282.38	66.04	473.91	15.72	51.13			2,650.00

941 Deposit

Federal Tax	\$2,114.56
Medicare	\$555.62
Social Security	\$2,375.86
Advanced EIC	None
Total Deposit	\$5,046.04

Pay Summary

Gross	19,373.81
Federal Gross	17,776.20
State Gross	17,776.20
FICA Gross	19,160.14

Tax Summary

Federal Tax	2,114.56
State Tax	944.48
Local Tax	
FICA Ded/Ben	1,187.93
Medicare Ded/Ben	277.81

Others

Retirement	1,383.94
Tax-Sheltered	213.67
Voluntary	117.96
Tips	0.00
Reimbursement	0.00
Net	13,133.46



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / March 3, 2026

SUBJECT: Appointment of a Park Board Member

Prepared By: Jeanette Moeller, City Clerk

Report Date: 2/20/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-14 appointing Long Lake resident Kelly Grady to the position of Park Board member serving a term effective through December 31, 2028.

Overview / Background

The City currently has an opening on the Park Board to fill a term effective through December 31, 2028. An application to the Park Board has been received from City resident Kelly Grady. Ms. Grady has a commendable history of volunteerism in the community, including participating in the Park Board's Holiday Tree Lighting event over the past two years. Her background in marketing and event planning will be a great asset to the Board as it looks to explore programming for new events highlighting the City's parks and recreation areas.

Staff recommends the City Council move forward with the appointment of Ms. Grady to the position of Park Board member.

Supporting Information

- Resolution No. 2026-14
- Application for Park Board appointment received from Kelly Grady



**City Council
Resolution No. 2026-14**

A RESOLUTION APPOINTING A PARK BOARD MEMBER

WHEREAS, the City of Long Lake currently has an opening on the Park Board to fill a term effective through December 31, 2028; and

WHEREAS, the Long Lake City Council has received and reviewed an application from a City resident and qualified candidate for the open position; and

WHEREAS, the City Council is charged with making such appointments.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby appoints Long Lake resident Kelly Grady to the position of Park Board member serving a term effective through December 31, 2028.

Adopted by the City Council of the City of Long Lake this 3rd day of March 2026.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Application to City Board or Commission

CITY OF LONG LAKE

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

Phone / 952-473-6961

APPLYING FOR:

☐ City Council

☐ Planning Commission

☒ Park Board

☐ EDA

☐ LMCC Resident Representative

☐ Other _____

Applicant Information

Name Kelly Grady

Residence Address Greenhill Lane

Residence City, State, Zip Long Lake, MN 55356

Primary Phone _____ Alternate or Work Phone _____

E-mail Address _____

I've been a resident of Long Lake for 10 years.

NOTE: Applicant's name, address and primary phone number will become public information if applicant is appointed to serve on a City Board or Commission.

Experience & Additional Information

Work Experience 2021 - Today: Co-owner, Red Mood Marketing

2018 - 2021: Creative Director, Unrestricted Mktg

2013 - 2018, Marketing Manager, Oggi Professional Services

2007 - 2013, Marketing Coordinator, Ryan Companies US, Inc.

Education Blaine High School, Hennepin Technical College

Civic & Volunteer Activities (Past/Present) 2026 MN Strong Fundraiser, Coordinator

2024 & 2025 Long Lake Tree Lighting Ceremony, Mrs, Claus

2023 - 2025 Figure Out Fire, Founder

2022 American Heart Association, Woman of Impact

2020 Orono Foundation, Board of Directors, Marketing Chair

On the lines provided below, please state your reasons for wanting to serve on this Commission. Be as specific as possible, and use additional sheet(s) if necessary.

See attached.

What is your view of the role of this Commission?

See attached.

OTHER COMMENTS: Use the lines provided below to include any further information you would like the City Council to consider, or that you feel may be relevant to the appointment you are seeking. You may also attach other materials you would like the Council to consider.

See attached.

Applicant Signature

I understand this appointment may be discussed at a public meeting.

K. Crady

Signature

2/19/26

Date

Kelly Grady
Application to City Long Lake Park Board

2/19/26

Reasons for wanting to serve on the Long Lake Park Board

I am interested in serving on the Long Lake Parks Board because I care deeply about giving back to the community I call home. I recently organized MN Strong, a successful community engagement event and fundraiser that raised \$10,600 for families impacted by ICE-related separation. Through that experience, I saw firsthand the power of bringing people together around a shared purpose.

I also founded and led Figure Out Fire, a two-year community education initiative focused on the future of fire service delivery. That effort helped build public understanding and support for the Joint Powers Agreement that ultimately created the Shoreline Fire Department. The initiative emphasized service improvement, fiscal responsibility, resource sharing, and strong relationship-building—values that closely align with the mission of the Parks Board.

I would bring the same collaborative, thoughtful, and community-centered approach to supporting Long Lake's parks and serving its residents.

What is your view of the role of this Commission?

I see the Park Board as a group that cares for Long Lake's parks, trails, and recreational spaces while ensuring they meet the needs of the community. The Board provides input on improvements and policies and engages with residents, gathering ideas and feedback to make our parks enjoyable and accessible for everyone. My special gift is bringing the community together. With *Figure Out Fire*, I helped educate Long Lake residents and the surrounding community about the impact of a major public safety change. With *MN Strong*, I focused on creating an opportunity for people to connect for a common good in a family-friendly and peaceful way. I believe it's important for residents to learn about topics that impact our city, meet neighbors, and enjoy shared spaces—and I would welcome the opportunity to use this gift on the Park Board to strengthen connections through our parks, programs, and events.

Other Comments

In my role as Co-Owner and Creative Director at Red Mood Marketing, my clients include a range of public and community-focused organizations, including the Minnesota Public Housing Authority, Minnesota Housing Partnership, Saint Paul Port Authority, and Saint Paul's District 2 Greater East Side Community Council, as well as developers specializing in multi-family housing and commercial real estate. Through this work, I have supported initiatives that strengthen neighborhoods, promote equitable housing access, and contribute to sustainable community development across Minnesota.



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / March 3, 2026

SUBJECT: Appointment of a Planning Commission Member

Prepared By: Jeanette Moeller, City Clerk

Report Date: 2/25/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-15 appointing Long Lake resident Travis Michels to the position of Planning Commission member serving a term effective through December 31, 2029.

Overview / Background

The Planning Commission is comprised of five resident members appointed to serve four-year staggered terms. The City currently has an opening on the Commission to fill a term effective through December 31, 2029. An application to the Planning Commission has been received from City resident Travis Michels. Mr. Michels and his family moved to Long Lake approximately a year ago. Staff had the opportunity to meet with Mr. Michels in person on Tuesday, February 24, and we believe that his background as a licensed civil engineer and experience with development and construction projects will be a great resource as the Commission reviews future land use applications and site plans.

Staff recommends the City Council move forward with the appointment of Mr. Michels to the position of Planning Commission member. Mr. Michels will be present at the March 3 City Council meeting to introduce himself during the Open Correspondence period.

Please Note: Long-time Planning Commission member Roger Adams has opted not to seek reappointment to continue on for another term. He's now retired, and has a wonderful variety of exciting travel plans lined up in his future. If approved, the appointment of Mr. Michels would fill the vacancy created by Mr. Adams' departure from the Commission.

Supporting Information

- Resolution No. 2026-15
- Application for Planning Commission appointment received from Travis Michels



**City Council
Resolution No. 2026-15**

A RESOLUTION APPOINTING A PLANNING COMMISSION MEMBER

WHEREAS, the City of Long Lake currently has an opening on the Planning Commission to fill a term effective through December 31, 2029; and

WHEREAS, the Long Lake City Council has received and reviewed an application from a City resident and qualified candidate for the open position; and

WHEREAS, the City Council is charged with making such appointments.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby appoints Long Lake resident Travis Michels to the position of Planning Commission member serving a term effective through December 31, 2029.

Adopted by the City Council of the City of Long Lake this 3rd day of March 2026.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Application to City Board or Commission

CITY OF LONG LAKE
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356
Phone / 952-473-6961

APPLYING FOR:

- ☐ City Council ☒ Planning Commission ☐ Park Board ☐ EDA
☐ LMCC Resident Representative
☐ Other _____

Applicant Information

Name Travis Lee Michels

Residence Address Martha Ln.

Residence City, State, Zip Long Lake, MN 55356

Primary Phone _____ Alternate or Work Phone _____

E-mail Address _____

I've been a resident of Long Lake for ¹_____ years.

NOTE: *Applicant's name, address and primary phone number will become public information if applicant is appointed to serve on a City Board or Commission.*

Experience & Additional Information

Work Experience My experience includes 15 years as a licensed professional
licensed engineer in the state of Minnesota and 22 years of overall construction experience. My civil engineering includes
utility design, site design, and construction observation for small site projects, residential developments, and large
multidisciplinary projects. Projects also include the Central corridor light rail, and several renewable energy projects.

Education I hold a Bachelor's degree in Civil Engineering, and an Associate's Degree in Civil Engineering.

Civic & Volunteer Activities (Past/Present) Volunteer activities include member of the civil air
patrol, Orono Youth hockey, Executive board member of Senate District 45, and
adaptive snowboard instructor for Courage Kenny Rehabilitation Institute.

APPLICATION TO CITY BOARD OR COMMISSION
PAGE 2 - CONTINUED

On the lines provided below, please state your reasons for wanting to serve on this Commission. Be as specific as possible, and use additional sheet(s) if necessary.

My family is relatively new to the community and the residence of long lake have been so welcoming. My reason for wanting to serve in this commission is to preserve the character and history of the city and help it continue to be a thriving dynamic community into the future for all of its residents. Being able to use my engineering background to help shape the city so future generations can enjoy what the city of long lake has to offer.

What is your view of the role of this Commission?

I believe the role of the commission is to guide the city's growth by reviewing development proposals, when applicable recommending zoning changes to the comprehensive plan and ensuring new projects align with the community's long-term visions. This is completed by acting as a public forum for land use for the residence via holding hearings, making recommendations on rezoning to the city council, reviewing conditional use permits, and advising on development regulations.

OTHER COMMENTS: Use the lines provided below to include any further information you would like the City Council to consider, or that you feel may be relevant to the appointment you are seeking. You may also attach other materials you would like the Council to consider.

The purpose of the planning commission is to bridge the gap between the communities long-term goals and the day-to-day development happening in the city. Ensuring that development in the future will maintain the overall vision for the future of long lake and enhance previous Visions for the city. I feel my background would be beneficial to the city and would help keep the feel of the city that so many residence enjoy and also help guide it into the future.

Applicant Signature

I understand this appointment may be discussed at a public meeting.



Signature

1/16/1026

Date



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / March 3, 2026

SUBJECT: Reappointment of Planning Commission Member Lori Goodsell

Prepared By: Jeanette Moeller, City Clerk

Report Date: 2/24/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-16 reappointing Long Lake resident Lori Goodsell to the position of Planning Commission member serving a term effective through December 31, 2029.

Overview / Background

The Planning Commission is comprised of five resident members appointed to serve four-year staggered terms. Commission member Lori Goodsell's term expired December 31, 2025.

Staff received a completed application from Commissioner Goodsell requesting consideration of reappointment to serve a new Planning Commission term. Ms. Goodsell's regularly attended scheduled meetings and also served as the Commission's Chair Pro-Tempore over the past few years. To prepare for Commission meetings, she often takes the initiative to reach out to City staff and ask questions or research issues in advance of reviewing applications.

Staff is recommending the City Council reappoint Commission member Goodsell to serve a new four-year term expiring December 31, 2029.

Supporting Information

- Resolution No. 2026-16
- Application from Planning Commissioner Lori Goodsell requesting consideration of reappointment



**City Council
Resolution No. 2026-16**

A RESOLUTION REAPPOINTING PLANNING COMMISSION MEMBER LORI GOODSSELL

WHEREAS, Long Lake resident Lori Goodsell was previously appointed to serve as a member of the Planning Commission, and has been an active member with regular meeting attendance since taking office in February 2022; and

WHEREAS, Planning Commissioner Goodsell's term expired December 31, 2025, and she has submitted an application requesting consideration of reappointment to serve a new term; and

WHEREAS, the City Council is charged with making such appointments.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby appoints Long Lake resident Lori Goodsell to the position of Planning Commission member serving a term effective through December 31, 2029.

Adopted by the City Council of the City of Long Lake this 3rd day of March 2026.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Application to City Board or Commission

CITY OF LONG LAKE

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

Phone / 952-473-6961

APPLYING FOR:

☐ City Council

☒ Planning Commission

☐ Park Board

☐ EDA

☐ LMCC Resident Representative

☐ Other _____

Applicant Information

Name Lori Goodsell

Residence Address Watertown Road

Residence City, State, Zip Long Lake, MN 55356

Primary Phone _____ Alternate or Work Phone _____

E-mail Address _____

I've been a resident of Long Lake for 18 years.

NOTE: *Applicant's name, address and primary phone number will become public information if applicant is appointed to serve on a City Board or Commission.*

Experience & Additional Information Many years already as the vice chair of the planning commission as well as a lot of experience on t

Work Experience I have owned a chiropractic office in Plymouth for 26 years. I have a lot of experience in patient care, lease negotiation, marketing, web development and tasks of owning a small business. I also own multiple rental properties so I have experience in that world as well as they are completely self managed.

Education 1999 Doctor of Chiropractic, Bachelors in Human Biology and Associates in Liberal Arts

Civic & Volunteer Activities (Past/Present) Volunteer at food shelves, activities club mentor for teens through Interfaith Outreach, Animal care at animal rescue and foster home for dogs.

On the lines provided below, please state your reasons for wanting to serve on this Commission. Be as specific as possible, and use additional sheet(s) if necessary.

I really enjoy being able to make a positive difference in our community and find the balance between keeping Long Lake a nice, safe small town and controlling growth to benefit the current residents versus developers who just want to create the most profitable developments (for them) possible.

What is your view of the role of this Commission?

My view is that we are the filter for proposals before they go to city council. We filter out the bad ones, refine the good ones and keep massaging them until they are the best proposals for our community as a whole.

OTHER COMMENTS: Use the lines provided below to include any further information you would like the City Council to consider, or that you feel may be relevant to the appointment you are seeking. You may also attach other materials you would like the Council to consider.

I feel like I have been a clear, consistent, fair and thoughtful voice in my position on the planning commission.

I would like to continue in that role if the city council sees fit.

Applicant Signature

I understand this appointment may be discussed at a public meeting.



12/17/2025

Signature

Date



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / March 3, 2026

SUBJECT: Purchase of a 2017 Chevrolet Silverado 1500 Pickup Truck for Public Works

Prepared By: Sean Diercks, Public Works Director

Report Date: 2/25/2026

Recommended City Council Action

Staff recommends the following:

Motion to approve the purchase of a 2017 Chevrolet Silverado 1500 from Davis Chevrolet of Delano, MN at a cost of \$26,704.

Overview / Background

The final 2026-2030 Capital Improvement Plan approved by the City Council in December 2025 allocated \$30,000 for the purchase of a Public Works pickup truck in 2026. The truck purchase was planned to replace a very worn out 2004 F-250 Ford pick-up truck that needs to be retired from the City's fleet.

After about six to eight weeks of occasional research, I came across a mint condition (rated 91 out a possible score of 100 by Experian auto check) 2017 Chevrolet Silverado 1500 pickup listed for sale at Delano Chevrolet for \$23,000 with 125,000 miles on the odometer (averaging about 12,500 miles per year). After a two-day test drive, completion of a couple-hour vehicle inspection, and discussion amongst staff, it was concluded that this vehicle would be a good fit for the Public Works fleet.

On Monday, February 23, I sat down with the sales manager of Delano Chevrolet and began the negotiating process. The City made a purchase price offer at \$21,000, and the offer was accepted. An additional \$1,857 in required tax, title, and license fees; and the purchase of a three-year/36,000 warranty for \$3,847 brought the overall purchase total to \$26,704 - \$3,296 under the \$30,000 approved budget.

Due to the time-sensitive nature of the opportunity this vehicle presented, staff completed the purchase and is recommending the Council retroactively approve the expenditure.

Supporting Information

- Sales contract with Davis Chevrolet of Delano, MN

Section 5F.



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / March 3, 2026

SUBJECT: Approve Agreement With WSB for Professional Services for the 2026 Pavement Management Improvement Project (Grand Avenue)

Prepared By: Rachel Scheu PE, Project Manager

Report Date: 2/25/26

Recommended City Council Action

Staff recommends the following:

Motion to approve a Professional Services Agreement with WSB for the 2026 Pavement Management Improvement Project.

Overview / Background

Staff has identified Grand Avenue, east of Glendale Drive and west of Lakeview Avenue, for a full-depth mill and overlay as part of the City's 2026 Pavement Management Improvement Project, as shown on the attached Project Location Map. Grand Avenue was selected due to the deteriorated pavement conditions on the roadway. It is anticipated that full depth mill and paving will be the pavement rehabilitation method for this project. The street was originally identified for rehabilitation as part of the 2022 Pavement Management Project which the City decided not to proceed with.

The attached Proposal for Professional Services for the 2026 Pavement Management Improvement Project dated March 3, 2026 outlines drone survey work to collect data on the existing project area. Soil/pavement core sampling was previously gathered in 2022. The soils information was utilized to determine the pavement rehabilitation method.

The estimated cost for professional services, including design, bidding, construction observation and project close out are estimated to be \$85,102, which is approximately 19% of the estimated construction costs.

Franchise fees have been identified as the financing source for the proposed project. It is expected that the project will be bid in April of 2026, with construction being completed in the summer or fall, depending upon the start date of the work.

Supporting Information:

- Proposal for Professional Services dated March 3, 2026
- Project Location Map



March 3, 2026

Ms. Amanda Nowezki
City of Long Lake
450 Virginia Ave
Long Lake, MN 55356

Re: Proposal for Professional Services
2026 Pavement Management Improvement Project

Dear Ms. Nowezki:

WSB is pleased to provide you with our proposal for design and construction services for the 2026 Pavement Management Improvement Project (PMP). The proposed 2025 PMP includes Grand Avenue between Glendale Drive and Lakeview Avenue.

In February 2022, WSB worked with its pavement forensics team to collect information regarding the existing pavement and subgrade sections of various streets throughout Long Lake, including Grand Avenue, to help determine the appropriate method of pavement rehabilitation. The rehabilitation technique recommended in the geotechnical report for Grand Avenue is street reconstruction. Due to budgetary constraints and rehabilitation methods requested by the city, WSB is proceeding and has prepared this proposal with the understanding that the city's preferred construction approach will be a full depth mill and paving and necessary excavation and installation of an aggregate base section in areas where it is minimal or nonexistent.

WSB will work with Public Works staff to determine any additional utility or drainage issues and address these issues during the design process to ensure accurate quantities and cost estimates are included with the plans and specifications. WSB will seek authorization from the City Council to bid the project once the plans are completed and final costs are estimated. If there are any unknowns discovered during the design process with significant cost implication, they will be shared and discussed with City staff and the Council prior to getting authorization to bid the project.

Engineering fees as stated below are estimated at \$85,102 and are estimated at 19.3% of the opinion of construction cost available at this time prior to detail design for the project. Funding will be provided by available city street maintenance franchise fees.

SCOPE OF SERVICES

Task 1 - Design:

WSB will prepare construction documents (plans and specifications) for use in soliciting bids and construction of the proposed project improvements.

- 1.1 The plans and specifications are to be prepared in the general format used by the City of Long Lake and are anticipated to include the following:

Plans:	Title Sheet
	Statement of Estimated Quantities
	Typical Section and Standard Details
	Street Construction

Specifications: Project Bid Form
 Contractor Requirements
 Contract for Construction
 Insurance Requirements
 Performance and Payment Bonds
 Special Provisions

Plans will be transmitted to the city for review at approximately 90% completion stage of production for staff comments.

- 1 . 2 Preparation of contract pay items, estimation of bid quantities, and preparation of an engineer's opinion of probable construction cost for review by the City.
- 1.3 Drone Survey to provide aerial map and survey linework of project area.
- 1 . 4 Coordinate the project advertisement for bids, including addressing questions from contractors, preparation of any necessary addendums, evaluation and tabulation of bids, preparation of bid results letter for consideration of award of the contract, and presentation of the bid results to the City Council. Following a successful award of contract, WSB will prepare a notice of award.

Task 2 – Construction Services:

WSB will provide construction services for the construction phase of the project. Construction services consist of construction administration, staking and observation of the work done by the Contractor, material testing, preparation of payment vouchers, documentation and reporting of the construction process, progress meetings, preparation of record plans, and executing project close-out.

The construction services fee is dependent upon the construction timelines and the level of on-site representation necessary for the completion of the work. For the purpose of this proposal, we have based our estimate of construction services on one-hundred and thirty hours of on-site construction representation while the contractor is working.

PROPOSED SCHEDULE

We are available to start the design immediately upon your approval. WSB proposes the following work schedule:

Approve Professional Services Agreement	March 3, 2026
Approve Plans and Specifications	April 7, 2026
Bid Opening	April 28, 2026
Award Contract	May 5, 2026
Begin Construction	June 2026
Complete Construction	September 2026

PROPOSED FEE

We are proposing to complete the work on a cost-reimbursable basis in accordance with our 2026 fee schedule. Design is a not-to-exceed fee without prior Council authorization. Construction services is an estimated fee based on the anticipated hours required for administering and observing construction and is dependent on the contractor's ability to complete the work on schedule.

Estimated fees for design and construction services are itemized below:

Task	Description	Fee	
1	Design	\$	39,822
2	Construction Services	\$	38,280
3	Material Testing	\$	7,000
Total Proposed Fee		\$	85,102

We will review our progress monthly and will not exceed the amounts indicated without prior Council approval should the scope of the project change or the construction schedule be extended beyond six weeks.

WSB will start upon work as proposed immediately upon receipt of a signed contract.

We appreciate the opportunity to provide you with this proposal and we are looking forward to working with you and your staff toward the completion of this project. Please do not hesitate to contact me if you have any questions.

Sincerely,

WSB



Jeff Oliver, PE
City Engineer



Morgan Dawley, PE
Senior Director of Municipal Services

Attachments – WSB Fee Estimate

Cc: Rachel Scheu, PE, Project Manager

AUTHORIZATION

Upon authorization and execution of this proposal below, all work will be performed as described above in accordance with the terms and conditions stated in the Master Service Agreement with the City.

City of Long Lake

Authorized Signature

Title

Date

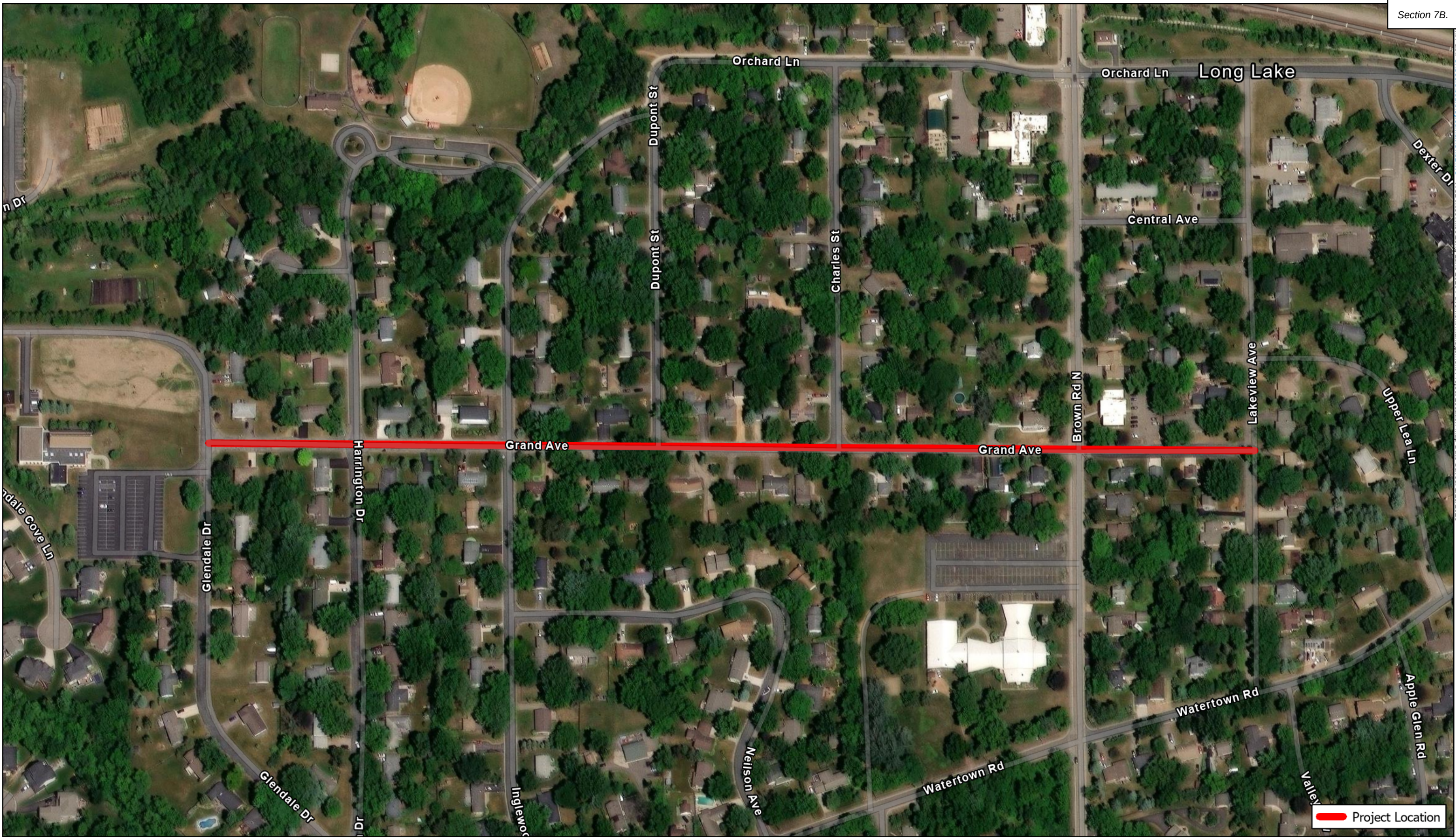


Estimate of Fee
City of Long Lake
Professional Engineering Services
2026 Pavement Management Improvement Project

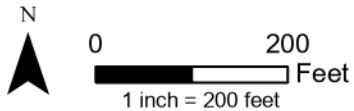


TaskDescription		Labor Category and Estimated Hours Per Task									Total Hours	Cost
		City Engineer	Project Manager	Graduate Engineer	Water Resources	Water Resources Grad	Survey Crew	Drone Survey	Administrative Assistant	Construction Specialist		
		Jeff Oliver	Rachel Scheu	Grace Liljenquist	Jake Newhall	TBD	2-person	TBD	Sue Buckley	TBD		
1	Final Design											
1.1	Project Management	2	16								18	\$3,110.00
1.2	Meetings with City (1)	2	2								4	\$800.00
1.3	Topographic Survey							16			16	\$3,152.00
1.5	Design		20	80		10					110	\$16,800.00
1.6	Specifications		10						8		18	\$2,882.00
1.7	Engineer's Opinion of Probable Cost		10	16							26	\$4,050.00
1.8	Bidding	2	4	4					8		18	\$2,962.00
1.9	QA / QC	2	12		4					16	34	\$6,066.00
Task 1 Total Estimated Hours and Fee		8	74	100	4	10		16	16	16	244	\$39,822.00
2	Construction Services											
2.1	Project Management	4	16								20	\$3,580.00
2.2	Meetings (2)	4	8	8						8	28	\$4,740.00
2.3	Construction Observation*									130	130	\$20,800.00
2.4	Pay Vouchers (3)		10						6		16	\$2,574.00
2.5	Construction Staking						8				8	\$2,240.00
2.6	Project Closeout	2	12						4	8	26	\$4,346.00
Task 2 Total Estimated Hours and Fee		10	46	8			8		10	146	228	\$38,280.00
Total Estimated Hours		18	120	108	4	10	8	16	26	162	472	
Hourly Billing Rate		235.00	165.00	150.00	264.00	150.00	280.00	197.00	154.00	160.00		
Total Fee by Labor Classification (hourly not to exceed)		\$4,230.00	\$19,800.00	\$16,200.00	\$1,056.00	\$1,500.00	\$2,240.00	\$3,152.00	\$4,004.00	\$25,920.00		\$78,102.00
Material Testing												\$7,000.00
TOTAL PROPOSED FEE												\$85,102.00

*Construction observation assumes the following schedule: 5 weeks of 25-hours per week inspection.
upon the Contractor's ability to complete the work on schedule.



Project Location Map
2026 Pavement Management Project
Long Lake, MN





CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / March 3, 2026

SUBJECT: Invitation for City Council Representation on the MCWD's Policy Advisory Committee

Prepared By: Jeanette Moeller, City Clerk

Report Date: 2/26/2026

Recommended City Council Action

Staff recommends the following:

Motion to appoint _____ to the MCWD's Policy Advisory Committee for 2026.

Overview / Background

The Minnehaha Creek Watershed District (MCWD) has launched their 2027 Watershed Management Plan Update initiative, which will focus on integrating local land use priorities with regional watershed objectives, and serve as a framework to guide action over the next 10 year period. Their Watershed Management Plan update project work begins in 2026 and will continue through 2027.

Mayor Miner received the attached email dated February 22, 2026 from MCWD District Administrator James Wisker extending an invitation for a Long Lake City Councilmember to join the MCWD's Policy Advisory Committee. This committee will play a role in informing and advising the MCWD through the duration of their plan update process. It's currently anticipated that committee meetings will be scheduled during daytime business hours, with approximately five or six meetings taking place between now and December 2027. Involvement by City officials will help ensure that watershed's planning is also responsive to local priorities and opportunities.

Supporting Information

- Email from James Wisker, MCWD District Administrator
- MCWD 2027 Watershed Management Plan Update kick-off announcement



Charlie Miner <cminer@longlakemn.gov>

Thank You and Opportunity for 2027 Plan Engagement

James Wisker <JWisker@minnehahacreek.org>

Sun, Feb 22, 2026 at 1:03 PM

To: Charlie Miner <cminer@longlakemn.gov>

Cc: Sherry White <SWhite@minnehahacreek.org>, Amanda Nowezki <anowezki@longlakemn.gov>, Rachel Baker <RBaker@minnehahacreek.org>, Michael Hayman <MHayman@minnehahacreek.org>, Janet Schaefer <janetschaefer1@gmail.com>

Good afternoon, Mayor Miner.

Thank you for taking the time to meet with me and Janet. Again, President Sherry White (CCd) sends her regrets for being unavailable.

It was a great opportunity to link up on the history of the Long Lake Creek Roadmap, the origin of our current partnership on the Downtown Long Lake Study, and the steps we can take to continue building shared clarity among all the partners. As we discussed, we will follow up with Amanda, who has been a tremendous asset in the planning work so far, to discuss schedule and logistics for advancing high level concepts through work sessions this year.

I also wanted to follow up regarding the launch of MCWD's 2027 Plan. Information on this was mailed to council and staff prior to the January Kick Off Event, which you can find [here](#).

The 2027 Plan will focus on integrating local land use priorities with regional water objectives, and serve as a strategic framework to guide collective action over the next ten years. This work will begin in 2026 and continue through 2027, and we're seeking engagement from experienced local leaders to inform and advise this effort through a **Policy Advisory Committee**. This committee is envisioned to meet during business house, approximately 5–6 times before December 2027 and will help ensure our shared vision for integrated city and watershed planning is responsive to local priorities and opportunities. Please let us know if someone from the Long Lake Council is interested in serving. If other priorities and time constraints limit availability, we can tailor our engagement to meet the needs of Long Lake and our work together on the Long Lake Creek Roadmap will keep us well connected.

Of course, please let me know if you have any questions.

Thank you!

James Wisker

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Section 7C.

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Section 7C.

2027 WATERSHED MANAGEMENT PLAN UPDATE

Creating value in the built and natural environments



MINNEHAHA CREEK
WATERSHED DISTRICT

At the Minnehaha Creek Watershed District (MCWD), we believe that **healthy natural systems are integral to creating vibrant, resilient communities**. This belief underpins our fundamental commitment to planning land and water together, as interconnected components that support ecological health, economic vitality, and quality of life.

In 2018, communities across the watershed endorsed this approach, recognizing that aligning local land use decisions with regional water resource goals ensures that every project delivers broader public value: cleaner water, restored ecosystems, resilient neighborhoods, and thriving communities.

“ **Successful, sustainable, livable communities are built on a foundation of integrated planning — planning that recognizes communities as living organisms and takes into consideration all components of the urban ecology.**

~ **Balanced Urban Ecology Philosophy, 2014**

PARTNERING TO DELIVER SHARED BENEFITS

Integrated planning allows MCWD and our partners to envision projects that address multiple community needs at once.

By aligning land use, stormwater management, habitat restoration, transportation, parks, and community development, we create solutions that improve water quality and reduce flood risk while supporting local priorities.

Over the past decade, we've seen how this collaborative approach:

- ✓ Improves the natural environment
- ✓ Expands access to greenspace
- ✓ Enhances public safety
- ✓ Supports redevelopment
- ✓ Strengthens local economies

In 2021, MCWD and the City of Victoria partnered to create the Wassermann Lake Preserve, a waterfront park anchored on the restored lake. The project resulted in a wetland and habitat restoration, improved water quality, and new park amenities for residents to enjoy, like a picnic shelter, trail system, boardwalk, and fishing pier.

DELIVERING TRANSFORMATIVE RESULTS

As MCWD prepares to update our 10-year plan, we're reflecting on the progress we've made and the results we've achieved with partners across the watershed, from cities, to business leaders and community groups, to institutions and private developers.

Over the last decade, we've put our philosophy to the test, implementing a two-track approach to deliver capital projects that provide lasting water resource and community benefits for the over 300,000 residents who live, work, and play within our watershed.

PLANNING FOR THE FUTURE

We're proud of all that we've accomplished together, and as we chart a course for the future, we're excited to carry this partnership approach forward and leverage integrated planning to address new challenges facing the watershed.

We invite our partners to join us in mapping another decade of progress toward a balanced urban ecology with our 2027 Watershed Management Plan! **Learn more about how to engage on pages 7-8.**

FOCAL GEOGRAPHIES



By dedicating resources in a targeted area over several years, we deepen our understanding of local priorities, and create large-scale, lasting water resource benefits that are integrated with community needs.

LAND & WATER PARTNERSHIP PROGRAM



We remain responsive to opportunities for regional impact that arise from the work of cities, counties, developers, and landowners by providing technical and financial support to their projects.

1,200 LBS.

**nutrient pollution
reduced**

112 ACRES

**restored wetlands
and habitat**

10,700 FEET

**restored shoreline
and streambank**

300 ACRES

**new publicly
accessible greenspace**

3 MILES

**new trails and
boardwalk**

PREPARING FOR A WETTER FUTURE

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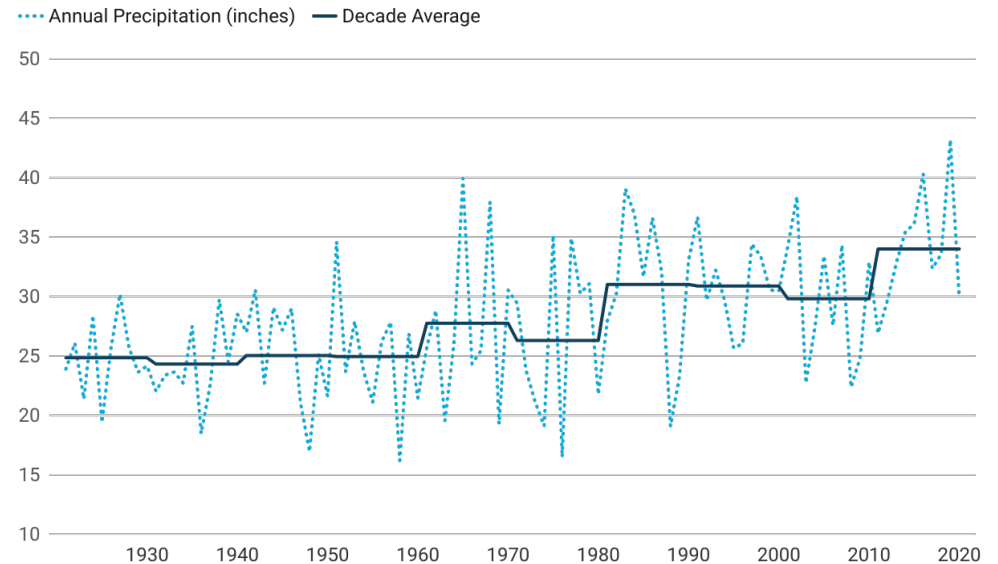
Communities across the watershed are experiencing shifting precipitation patterns, including the wettest seven-year period on record from 2013 -2019, followed by consecutive years of drought in 2021, 2022, and 2023.

According to the MN Department of Natural Resources State Climatology Office, Minnesota is projected to continue trending warmer and wetter, with more variability and more frequent and intense rainfall events.

These changing conditions are placing new pressures on our land and water systems.

Since 1940, annual rainfall in the Twin Cities has been steadily increasing as the region experiences warmer and wetter weather patterns. From 1920 to today, annual precipitation averages from each decade have increased by nearly ten inches. Data source: Minnesota State Climatology Office.

Twin Cities Annual Precipitation 1920 - 2020



IMPACTS OF EXTREME WEATHER

While flooding is not new to the region, heavy rain can strain aging infrastructure, reduce available storage, threaten public safety, and create challenges for residents, businesses, and public facilities. More intense storms can heighten these impacts across communities, particularly where historic land-use decisions have filled wetlands, straightened streams, and limited water storage on the landscape.

“Urban areas are increasingly subject to flash flooding due to the removal of vegetation, covering of ground cover with impermeable surfaces, and construction of drainage systems.”

~ MN State Hazard Mitigation Plan, 2024

A resident walks through floodwaters on a Minneapolis street in 2014.
Photo Credit: Star Tribune



A WATERSHED PERSPECTIVE

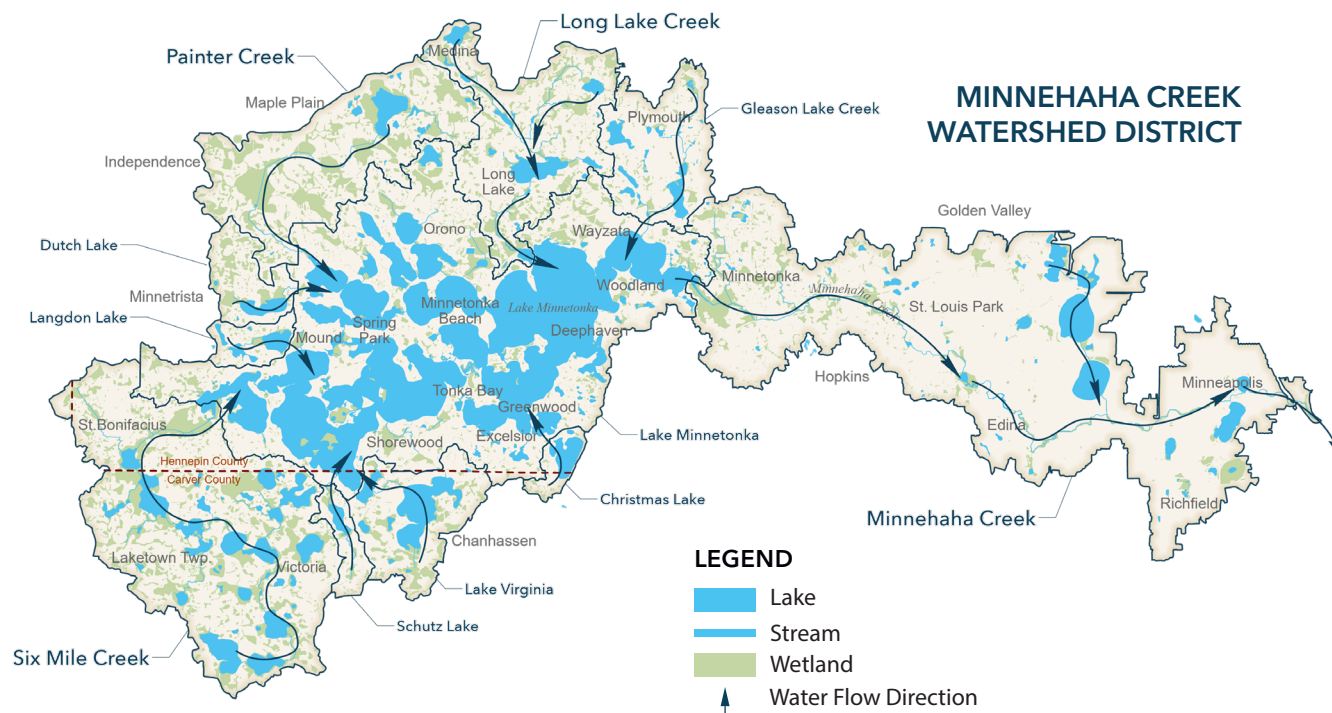
Watersheds are interconnected systems, so upstream decisions influence downstream conditions, and this is especially true during extreme rainfall events. As communities evaluate strategies to manage runoff, update stormwater systems, and reduce flood risk, MCWD's planning effort aims to build a shared understanding of how local actions affect the broader watershed.

ADAPTING TOGETHER

Guided by principles of Balanced Urban Ecology, the 2027 Watershed Management Plan will invite communities to align land use, natural systems, and infrastructure through coordinated, integrated planning to adapt to a wetter future.

By evaluating vulnerabilities to flooding and identifying shared priorities, together we can better understand where policy changes, land use decisions, capital projects, or infrastructure updates offer the greatest benefit.

Together, this collaboration will support a cohesive, watershed-wide flood adaptation strategy—advancing policies and projects that reduce risk, protect natural resources, and build resilience to support thriving communities.



The Minnehaha Creek Watershed spans 178 square miles in the southwest Twin Cities metro and includes over 120 lakes, several major streams, 29 communities, and portions of Carver and Hennepin counties.

In the face of new challenges like increasingly unpredictable weather patterns, population growth, and development pressures, MCWD's 2027 Plan represents a renewed commitment to integrated planning, an approach that will allow us to address these challenges over the next decade, while working toward a vision of balanced urban ecology for the watershed's 29 communities.

A NEW ERA OF INTEGRATED PLANNING

This approach isn't easy; innovative projects require creative problem-solving, coordination across disciplines, sound science, and strong community partnerships.

However, we've also learned first-hand that these projects can realize unparalleled results: inviting water into the landscape can be catalytic for achieving not only environmental benefits, but also supporting other urban planning needs like housing, greenspace, transportation, public safety, and more.

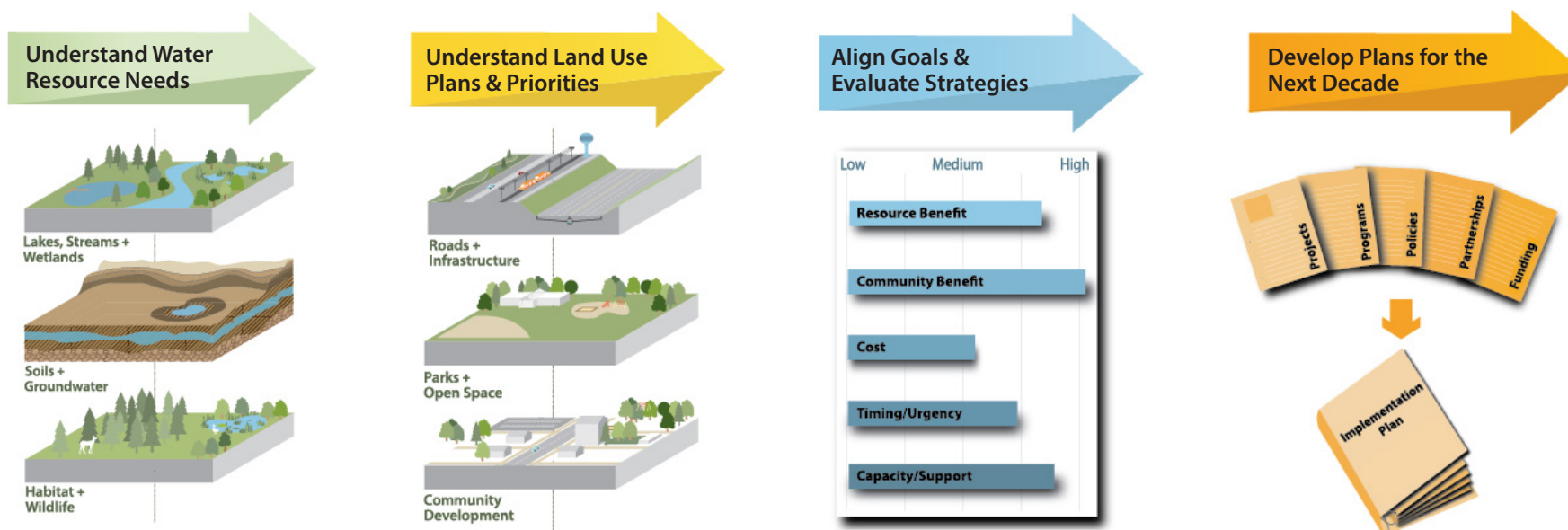
These projects have shown what's possible when we put our approach to the test, but **meeting tomorrow's challenges requires a coordinated plan developed for and by our partners across the watershed.**



"Arden Park is now a thriving park and urban oasis that offers an immersive nature-based experience and provides improved and increased access to a multitude of recreational opportunities, such as kayaking, paddleboarding, tubing, walking, ice-skating, and fishing."

~ USACE Engineering with Nature , Volume 4

We need your help to shape this work and ensure we're all working toward a common goal: a thriving watershed. To accomplish this, over the next two years, we'll convene advisory committees with technical experts, planners, and policymakers from the watershed's communities to:



LEARN MORE AND GET INVOLVED

We want your help to shape the future of our watershed.

Join us for a kickoff event to learn more about the plan process! Public partners, community leaders, and residents are welcome.

Scan the QR code to register for one of the two timeslots.



PLAN KICK-OFF EVENTS

Tuesday, January 27, 2026

Minnetonka Community Center – Banquet Room
14600 Minnetonka Blvd. Minnetonka, MN 55345

9:30 AM – 11:30 AM

*Presentation begins at
10:00 AM*

6:30 PM – 8:30 PM

*Presentation begins at
7:00 PM*

- or -

SHARE YOUR PERSPECTIVE

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In 2023, water resource, public works, and community development staff from the watershed's communities met for a briefing on MCWD's approach to climate adaptation.

PROVIDE INPUT AND TRACK THE PROCESS

► **Advisory Committees:** MCWD will be convening Policy and Technical Advisory Committees to shape the development of our 2027 Plan. Policymakers and technical staff from the watershed's communities are invited to participate in regular meetings to provide input.

Fill out the Interest Form on our website at the link below.

► **Individual Meetings:** We're available to meet individually to share more information on the Plan update and gather your input and ideas.

► **E-Newsletters:** Sign up for our 2027 Plan email updates to track the process and engage at the link below!



Find these opportunities to engage and more at:
minnehahacreek.org/2027-watershed-management-plan-update

CONNECT WITH US

Reach out to our team to learn more about these and other ways to get involved!

Becky Christopher

MCWD Director of Policy Planning

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MINNEHAHA CREEK
WATERSHED DISTRICT