



CITY COUNCIL MEETING

August 05, 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. 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 are 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.

6. Consent Agenda

A. Approve Minutes of July 21, 2026 City Council Work Session

B. Approve Minutes of July 21, 2026 City Council Meeting

C. Approve Vendor Claims and Payroll

D. Adopt Resolution No. 2026-34 Approving Issuance of a Special Event Permit for the Corn Days 5K Run/Walk on August 8, 2026

E. Adopt Resolution No. 2026-36 Approving Issuance of a Special Event Permit for the Farmhouse Live Outdoor Music Recital on August 30, 2026; Approve Issuance of a Noise Variance Permit

F. Adopt Resolution No. 2026-35 Accepting the Plans and Specifications for the 2026 Sanitary Lining Project and Authorizing Advertising for Bids

7. Regular Business

A. Approve Contract with Hakanson Anderson Associates, Inc. to Provide City Engineering Services

B. Presentation of Draft Downtown Long Lake Stormwater Study by Minnehaha Creek Watershed District - James Wisker, District Administrator

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Monday, August 3 (6:30 pm - 9:00 pm) / Shoreline Fire Department Pinning Ceremony, By Invitation

Tuesday, August 4 / Night to Unite

Wednesday, August 5 (5:00 pm) / City Council Work Session
Wednesday, August 5 (6:00 pm) / City Council Meeting
Saturday, August 8 / Corn Days Parade and Corn Days Festival
Tuesday, August 11 / Primary Election Day
Tuesday, August 18 (Start Time TBD) / City Council Work Session
Tuesday, August 18 (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 WORK SESSION
July 21, 2026

CALL TO ORDER

The meeting was called to order at 5:30 pm.

Present: Mayor: Charlie Miner; Council: Jahn Dyvik (arrived at 5:34 pm), Deirdre Kvale, and Todd Newcomer

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

Absent: Council: Mike Feldmann (with prior notice)

APPROVE AGENDA

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

OPEN CORRESPONDENCE

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

REGULAR BUSINESS

A. Introduction to Civil Engineering Firm

City Administrator Nowezki reported that after meeting with qualified engineering services providers and reviewing responses to scenarios sent by questionnaire, staff had identified one particular engineering firm as being a strong fit for the City's needs. She introduced City Engineer Steve Heglund and Assistant City Engineer Sam Jochum, representing engineering firm Hakanson Anderson Associates.

Mr. Heglund and Mr. Jochum provided a presentation to share their backgrounds with the company and in the engineering field; information about the company's history, staffing structure, and municipal services; highlighting a series of projects they'd accomplished in the areas of utilities, streets, and parks/trails; and outlined their experience with grant funding mechanisms and municipal financing for projects.

Council, staff and the engineers discussed proposed billing rates; the process for the potential transfer of data to a new engineering firm; how the City's GIS may be affected or improved; projects that would remain with the current engineering firm until completion; and the need to take a step back when it comes to future projects in order to evaluate needs, particularly with an upcoming street project.

Nowezki concluded that unless there was any objection, her intention would be to include approval of a new engineering services contract with Hakanson Anderson Associates as an action item on the next Council meeting agenda. She added that she had informed WSB of the City's decision to pull engineering services from their contract and retain planning services only, and noted that she would be meeting with WSB later in the week.

No objections to Nowezki's proposal were heard.

OTHER BUSINESS

No other business was discussed.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:29 pm.

Respectfully submitted,
Jeanette Moeller
City Clerk



**MINUTES
CITY COUNCIL MEETING
July 21, 2026**

CALL TO ORDER

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

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Deirdre Kvale, and Todd Newcomer

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

Absent: Council: Mike Feldmann (with prior notice)

PLEDGE OF ALLEGIANCE

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

Mayor Miner noted that the Council just finished a Work Session in which they received an introduction of a civil engineering firm. He stated that it has been very hot in the area lately and there was another beach closure. He reminded residents that Buckhorn Day was Saturday, July 25, 2026 at Nelson Lakeside Park from 12:00 p.m. to 10:00 p.m.

APPROVE AGENDA

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

OPEN CORRESPONDENCE

Gretchen Cashmore, 303 Lakeview Avenue – Ms. Cashmore stated that she did not want to have curb and gutter installed on their roadway and she would just like to see it be paved. She explained that their neighborhood is quaint and small, and she expressed concerns about potential assessment costs to the area homeowners as many of them are over age 65. She indicated that she would rather the City stop the semi-trucks from coming down their road because they are cutting the corners very tight, and if there was curb and gutter, she believed there would be damage and she wondered who would end up paying for it.

Bryan Miller, 295 Lakeview Avenue – Mr. Miller shared examples in the past of very large equipment that had been using Lakeview Avenue during construction projects. He recalled having taken photos that he'd presented to the previous City Administrator, and he agreed with Ms. Cashmore that the corner was getting crushed by the large trucks and heavy machinery using it. He noted that there used to be a weight restriction sign in the area, but it has disappeared.

City Clerk Moeller mentioned that the City has seasonally posted road restriction signs throughout the City but she was not familiar with there being one erected year-round in the area Mr. Miller was referring to.

Mr. Miller invited the Council to come do a walking tour of Lakeview Avenue.

Council and staff discussed various ways to address streets being damaged during construction projects.

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of July 7, 2026 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Adopt Resolution No. 2026-33 Approving a Wage Step Increase for Public Works Maintenance Worker I Jason Kieper

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

REGULAR BUSINESS

A. Shoreline Fire Department 2027 Operating Budget and Capital Improvement Plan (CIP)

City Administrator Nowezki gave a brief overview of the Shoreline Fire Department Operating Committee's work in preparing the 2027 budget and CIP, which was approved by the Shoreline Fire Department Board on July 8. She informed Council that per the funding formula, the City's contribution to the Shoreline Fire Department would be 14.285% and the City's total cash contribution would be \$215,505. She pointed out that the Fire Facility Capital Improvement Plan had been included in the packet, but stressed that it was provided only for informational purposes.

Mayor Miner had noticed that the salaries of the full-time employees were decreasing by about 14% and the part-time employees were increasing by 43%. He asked if staff had any insight into that.

Nowezki replied that when the original budget was created, it included a full-time Fire Marshal that they did not hire and that would be changed to a part-time position. The change for part-time employees for paid on call would be the duty crews.

Councilmember Dyvik mentioned that the Fire Department had experienced more calls to date than they have ever had, which would also factor into those numbers.

Nowezki agreed that the calls have increased, which she expected to continue.

Mayor Miner asked about vehicle capital plans and if there was anything noteworthy included in the information provided.

Nowezki reflected that she and Operating Committee member Axelson wanted to make sure that they didn't go into the negative in the outyears. She added that there could be further vehicle changes and gave the example of possibly having the opportunity to share a ladder truck or reserve vehicles with another jurisdiction, which could save money in the future.

Councilmember Dyvik stated that the Capital Improvement Plan will be an evolving document.

Councilmembers asked questions and discussed details from the budget and CIP plans.

Councilmember Dyvik inquired whether the City has had any conversations with the City of Medina since the Shoreline Fire Department had settled in. He recalled that at one time they'd indicated they may be interested in becoming a contract city, but not a member of the Joint Powers Agreement.

Nowezki offered to reach out to their City Administrator and discuss it with them.

A motion was made by Miner, seconded by Kvale, to approve the 2027 Shoreline Fire Department Operating Budget and Capital Improvement Plan as presented. Ayes: all.

B. Receive 2nd Quarter 2026 Revenues and Expenditures

Nowezki introduced the City's 2nd Quarter 2026 Revenues and Expenditures report. She explained that though typically the review and acceptance of the report would have been included on the Consent Agenda, she'd scheduled the discussion as a regular agenda item in order to review areas where funds were currently slightly over budget for expenses at this point. She reviewed some of the general contributing factors that included remitting the deposit for the ADA accessible doors for City Hall; property insurance premiums for Fire Station 1; repairs needed for the Public Works fleet; completion of DOT inspections; repairs and upkeep of City parks/equipment; and removal of ash trees throughout the City. She noted that for the Enterprise Funds, water use has decreased from last year and engineering fees have increased.

A motion was made by Miner, seconded by Dyvik, to receive the 2nd Quarter 2026 Revenues and Expenditures as of June 30, 2026 as presented. Ayes: all.

C. Authorize Staff to Advertise for a Full-Time Public Works Lead Maintenance Worker Position

Nowezki reported on staff's proposal for the City to reestablish the Public Works Lead Maintenance Worker position. The position would be hourly versus salaried and she touched on some of the responsibilities this position would have. Public Works Director Diercks was consulted regarding the proposal to post for a Lead Maintenance Worker and was extremely supportive.

Mayor Miner asked if the City had any internal candidates that would be eligible to apply for the position.

Nowezki confirmed that there would not be any internal candidates who would be qualified to apply.

Moeller added that one of the reasons she felt reestablishing the Public Works Lead Maintenance Worker position would be important was that the City currently only has one staff person with water and sewer licensure, Public Works background, and experience. She gave the example of the City having an emergency at the same time that one staff person may have an emergency, and indicated that the Lead Maintenance Worker position would provide backup and support for Public Works and the City.

A motion was made by Kvale, seconded by Newcomer, to amend the 2026 Salary Pay Plan to reestablish a salary range for the Public Works Lead Maintenance Worker position; approve the updated description for the position, dated July 16, 2026; and to authorize staff to advertise and solicit applications for the position. Ayes: all.

D. Approve City Council Meeting Schedule Changes, Establish Long Lake Canvassing Board Meeting

Moeller shared details on the upcoming general election dates and the need to reschedule the November Council meetings. Staff recommended that the Council meetings for November 3, 2026 be rescheduled to November 10, 2026; the November 17, 2026 meeting be rescheduled for November 24, 2026; and that a Canvassing Board meeting be scheduled for November 10, 2026 to canvass the City's municipal election results.

A motion was made by Dyvik, seconded by Miner, to schedule a meeting of the Long Lake Canvassing Board for Tuesday, November 10, 2026 beginning at 6:15 pm; and to reschedule the Tuesday, November 3 and November 17, 2026 City Council meetings to Tuesday, November 10 and Tuesday, November 24, 2026 beginning at 6:30 pm. Ayes: all.

OTHER BUSINESS

Fire Relief Association Meeting - Councilmember Dyvik attended a Fire Relief Association meeting yesterday in place of Councilmember Feldmann at which they had discussed bringing a request to the Board for an increase to their annual pension benefit level payout.

MCWD Meeting - Mayor Miner mentioned that staff, along with him and Councilmember Dyvik, would be meeting with the Minnehaha Creek Watershed District next week.

Neighbor City Water Outage – Mayor Miner observed that the City of Maple Plain had a significant water outage a few weeks ago and asked staff to review what had gone wrong for them in order to help ensure that those same things could not happen in Long Lake.

Hanging Flower Baskets - Councilmember Kvale mentioned that the hanging baskets and flowers all look really nice as you drive through town.

Administrator Updates - Nowezki indicated that she and Moeller would have a table at Buckhorn Days this year. She also thanked the Public Works Department and Moeller for ordering and getting the America 250 flags up so quickly.

City Clerk Updates - Moeller reported that she had been busy behind the scenes preparing for an update to the City's agendas and meeting management software, and she is expecting the first meeting packets through the new system will be for the first meeting in September. She added that the candidate filing period for running for City office remains open and thus far, there had been one filing for Mayor and one filing for Council, and encouraged others interested to file before the July 28 deadline.

Xcel Energy Outage Information - Councilmember Kvale suggested staff share information the City had received from Xcel Energy related to the history and frequency of power outages. Moeller stated that Xcel Energy had an area engineer review the outage history for a variety of properties, which had ultimately resulted in noteworthy data. After completing their review, Xcel Energy had responded to staff with outage history information and indicated that they have some repairs in mind and ways to segregate certain areas as ways to help improve the situation. She indicated that she would be able to communicate information to residents once staff has more concrete plans from Xcel.

August Events - Mayor Miner outlined some of the things happening during the first week of August, including the invitation-only pinning ceremony for the Fire Department, Night to Unite, and the rescheduled Council meeting. He asked how many official Night to Unite participants have signed up. Moeller replied that she was unsure of the current party count because all the applications were being sent to the Wayzata Police Department. With regard to the pinning ceremony, Nowezki clarified that although the communication had previously been that attendees did not need to RSVP for the event, but she had since been advised that an RSVP would now be appreciated. She also pointed out that Corn Days and the parade would be happening the first week of August and asked which Councilmembers planned to attend and walk in the parade. Mayor and Council indicated their interest in participating in the parade by a show of hands. Councilmember Dyvik noted that he would like to see the Fire Board at the parade as a unit, but he would also like to see the full Council there as well.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:48 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 / August 05, 2026

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, City Administrator

Report Date: 07/30/2026

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$48,661.09 and electronic vendor payments in the amount of \$1,200.05 for a total amount of **\$49,861.74**; gross City Employee payroll paid July 23 in the amount of **\$20,080.76**.

Overview / Background

No noteworthy commentary to report regarding vendor claims to be approved.

Supporting Information

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



CITY OF LONG LAKE

Section 6C.

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*Check Summary Register©

Checks 72176-72192

Name		Check Date	Check Amt	
10100 GENERAL FUND CASH				
72176	DELTA DENTAL	07/17/26	\$208.25	Dental Insurance - Aug 2026
72177	MN LIFE INSURANCE CO	07/17/26	\$15.10	LIFE INS - Aug 2026
72178	XCEL ENERGY	07/17/26	\$2,037.43	Street Lights - Act #5156925594
72179	ABDO LLP	07/29/26	\$2,200.00	Annual TIF 1-6 Reporting
72180	BIFFS, INC.	07/29/26	\$420.00	Buckhorn Days Biff Rentals
72181	CENTERPOINT ENERGY	07/29/26	\$28.35	Gas Charges - (06/19/26-07/21/26) 25 Apple Glen
72182	CITY OF WAYZATA	07/29/26	\$29,209.00	Police Services - August 2026
72183	COLONIAL LIFE	07/29/26	\$101.27	Opl Adl Insurance - Aug 2026
72184	CORE & MAIN LP	07/29/26	\$727.40	PW Utility Equipment-Chlorine Coloimeter
72185	DISPLAY SALES	07/29/26	\$1,666.00	Downtown Banners "America 250" (x16)
72186	ECM PUBLISHERS, INC.	07/29/26	\$31.50	Public Notice-Test Election Equipment
72187	GRAINGER	07/29/26	\$270.87	PW Supplies-Trash Bags for Parks
72188	Groundworks Minnesota, LLC	07/29/26	\$1,039.75	Concrete Repairs at City Hall (Down Pmt)
72189	MADISON NATIONAL LIFE	07/29/26	\$50.40	STD Insurance - Aug 2026
72190	MEDIACOM	07/29/26	\$779.98	CH Internet Services - Aug 2026
72191	TRI-STATE BOBCAT	07/29/26	\$9,788.26	Well House # 1 Pump Repairs-Boost Pump
72192	WRIGHT TEAM PROPERTIES	07/29/26	\$87.53	Refund utility overpayment, Act 01-00000390-02-5
Total Checks			\$48,661.09	

10100 GENERAL FUND CASH

101 GENERAL FUND	\$35,340.84
225 CHARITABLE GAMBLING	\$420.00
380 TAX INCREMENT # 1-9	\$1,100.00
601 WATER FUND	\$10,630.66
602 SANITARY SEWER FUND	\$1,148.97
603 SURFACE WATER MGMT FUND	\$20.62
	\$48,661.09



CITY OF LONG LAKE

***Check Detail Register©**

Checks 72176-72192

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
72176	07/17/26	DELTA DENTAL			
E 101-41500-1310		Employer Paid Health Insu	\$130.15	CNS0002218	Dental Insurance - Aug 2026
E 101-43050-1310		Employer Paid Health Insu	\$52.06	CNS0002218	Dental Insurance - Aug 2026
E 601-49400-1310		Employer Paid Health Insu	\$20.82	CNS0002218	Dental Insurance - Aug 2026
E 602-49450-1310		Employer Paid Health Insu	\$15.62	CNS0002218	Dental Insurance - Aug 2026
E 603-43150-1310		Employer Paid Health Insu	\$15.62	CNS0002218	Dental Insurance - Aug 2026
G 101-21706		FlexPlan - Ins Prem	\$26.03	CNS0002218	Dental Insurance - Aug 2026
E 101-43050-1310		Employer Paid Health Insu	(\$52.05)	CNS0002218	Dental Insurance - July 2026 (Jeff)
		Total	\$208.25		
72177	07/17/26	MN LIFE INSURANCE CO			
E 101-41500-1310		Employer Paid Health Insu	\$8.10	61950032-08	LIFE INS - Aug 2026
E 101-43050-1310		Employer Paid Health Insu	\$4.05	61950032-08	LIFE INS - Aug 2026
E 601-49400-1310		Employer Paid Health Insu	\$1.61	61950032-08	LIFE INS - Aug 2026
E 602-49450-1310		Employer Paid Health Insu	\$1.22	61950032-08	LIFE INS - Aug 2026
E 603-43150-1310		Employer Paid Health Insu	\$1.22	61950032-08	LIFE INS - Aug 2026
G 101-21710		Other Deductions	\$1.60	61950032-08	LIFE INS - Aug 2026
E 101-43050-1310		Employer Paid Health Insu	(\$2.70)	61950032-08	LIFE INS - Aug 2026
		Total	\$15.10		
72178	07/17/26	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$2,037.43	984991363	Street Lights - Act #5156925594
		Total	\$2,037.43		
72179	07/29/26	ABDO LLP			
E 602-49450-3000		Professional Services	\$1,100.00	526748	Annual TIF 1-6 Reporting
E 380-47090-3000		Professional Services	\$1,100.00	526748	Annual TIF 1-9 Reporting
		Total	\$2,200.00		
72180	07/29/26	BIFFS, INC.			
E 225-49000-4905		Buckhorn Days	\$420.00	INV309595	Buckhorn Days Biff Rentals
		Total	\$420.00		
72181	07/29/26	CENTERPOINT ENERGY			
E 602-49450-3830		Natural Gas Expense	\$28.35	10667960-8-	Gas Charges - (06/19/26-07/21/26) 25 Apple Glen
		Total	\$28.35		
72182	07/29/26	CITY OF WAYZATA			
E 101-42110-3130		Subcontracted Police Svc	\$29,209.00	072426	Police Services - August 2026
		Total	\$29,209.00		
72183	07/29/26	COLONIAL LIFE			
G 101-21710		Other Deductions	\$101.27	43698310801	Opl Adl Insurance - Aug 2026
		Total	\$101.27		
72184	07/29/26	CORE & MAIN LP			
E 601-49400-2160		Chemicals and Chem Pro	\$727.40	100076S	PW Utility Equipment-Chlorine Coloimeter
		Total	\$727.40		
72185	07/29/26	DISPLAY SALES			



CITY OF LONG LAKE

***Check Detail Register©**

Checks 72176-72192

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-2250		Landscaping/Décor	\$1,666.00	INV11838	Downtown Banners "America 250" (x16)
		Total	\$1,666.00		
72186	07/29/26	ECM PUBLISHERS, INC.			
E 101-41410-3510		Legal Notices Publishing	\$31.50	1108265	Public Notice-Test Election Equipment
		Total	\$31.50		
72187	07/29/26	GRAINGER			
E 101-45200-3840		Custodial & Waste Remov	\$183.68	9005102943	PW Supplies-Trash Bags for Parks
E 101-41942-3840		Custodial & Waste Remov	\$57.27	9005102950	PW Supplies-Shop Squeegee
E 101-43050-4170		Uniforms	\$29.92	9005102950	PW Supplies-Safety Glasses
		Total	\$270.87		
72188	07/29/26	Groundworks Minnesota, LLC			
E 101-41940-4015		Grounds Maintenance	\$206.95	072926	Concrete Repairs at City Hall (Down Pmt)
E 101-43100-2220		Sidewalk Maint & Repairs	\$832.80	072926	Concrete Repairs on Wayzata Blvd (Down Pmt)
		Total	\$1,039.75		
72189	07/29/26	MADISON NATIONAL LIFE			
E 101-41500-1310		Employer Paid Health Insu	\$25.20	1787162	STD Insurance - Aug 2026
E 101-43050-1310		Employer Paid Health Insu	\$12.60	1787162	STD Insurance - Aug 2026
E 601-49400-1310		Employer Paid Health Insu	\$5.04	1787162	STD Insurance - Aug 2026
E 602-49450-1310		Employer Paid Health Insu	\$3.78	1787162	STD Insurance - Aug 2026
E 603-43150-1310		Employer Paid Health Insu	\$3.78	1787162	STD Insurance - Aug 2026
		Total	\$50.40		
72190	07/29/26	MEDIACOM			
E 101-41940-3275		Internet	\$514.99	90091308-07	CH Internet Services - Aug 2026
E 101-41942-3275		Internet	\$264.99	90091316-07	PW Internet Services - Aug 2026
		Total	\$779.98		
72191	07/29/26	TRI-STATE BOBCAT			
E 601-49400-4040		Equipment Maintenance/R	\$3,666.51	PS-INV10333	Well House # 1 Pump Repairs-Boost Pump
E 601-49400-4040		Equipment Maintenance/R	\$1,937.34	PS-INV10333	Well House # 1 Pump Repairs-Reflange piping for new CLZ Booster Pump
E 601-49400-4040		Equipment Maintenance/R	\$4,184.41	PS-INV10337	Well House # 1 Pump Repairs-Centrifugal Pump
		Total	\$9,788.26		
72192	07/29/26	WRIGHT TEAM PROPERTIES			
E 601-49400-4320		Utility Overpmts/Uncollect	\$87.53	390-02-5	Refund utility overpayment, Act 01-00000390-02-5
		Total	\$87.53		
		10100	\$48,661.09		



CITY OF LONG LAKE

***Check Detail Register©**

Checks 72176-72192

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary**10100 GENERAL FUND CASH**

101 GENERAL FUND	\$35,340.84
225 CHARITABLE GAMBLING	\$420.00
380 TAX INCREMENT # 1-9	\$1,100.00
601 WATER FUND	\$10,630.66
602 SANITARY SEWER FUND	\$1,148.97
603 SURFACE WATER MGMT FUND	\$20.62
	\$48,661.09



CITY OF LONG LAKE

*Check Summary Register©

Checks 3467

Section 6C.

07/30/2016 1:00 PM

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Name		Check Date	Check Amt
10100 GENERAL FUND CASH			
3467e	SPEEDWAY LLC	07/27/26	\$1,200.05 PW Fuel - July 2026
Total Checks			\$1,200.05
10100 GENERAL FUND CASH			
101 GENERAL FUND		\$1,200.05	
		\$1,200.05	



CITY OF LONG LAKE

***Check Detail Register©**

Checks 3467

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3467 e	07/27/26	SPEEDWAY LLC			
E 101-43000-2120		Motor Fuels	\$1,200.05	113951036	PW Fuel - July 2026
		Total	\$1,200.05		
		10100	\$1,200.05		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$1,200.05
	<u>\$1,200.05</u>



CITY OF LONG LAKE

07/20/2026 Section 6C.

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Payroll Summary

Pay Group: 01 Bi-Weekly

Check Date: 7/23/2026 per. 15

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
000000309 BJORKLUND, JULIE	1,901.60	1,778.00	1,778.00	129.51	90.03		117.90	27.57	123.60		8.37			1,404.62
000000287 DECKER JR, MICHAEL	2,105.76	1,970.19	1,970.19	177.58	103.10		130.56	30.53	135.57		9.72			1,518.70
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
000000300 DYVIK, FINN	203.61	203.61	203.61				12.62	2.95			0.90			187.14
000000306 KIEPER, JASON	3,342.46	3,154.48	3,154.48	270.38	148.90		207.23	48.47	187.98		14.71			2,464.79
000000091 MOELLER, JEANETTE	3,768.98	3,326.05	3,326.05	271.13	146.70		221.40	51.78	244.98	197.95	16.58			2,618.46
000000252 NOWEZKI, AMANDA	4,570.31	4,080.68	4,080.68	762.71	268.42		282.38	66.04	523.91	15.72	51.13			2,600.00

941 Deposit

Federal Tax	\$2,205.94
Medicare	\$576.14
Social Security	\$2,463.50
Advanced EIC	None
Total Deposit	\$5,245.58

Pay Summary

Gross	20,080.76
Federal Gross	18,428.83
State Gross	18,428.83
FICA Gross	19,867.09

Tax Summary

Federal Tax	2,205.94	
State Tax	992.56	
Local Tax		
FICA Ded/Ben	1,231.75	1,231.75
Medicare Ded/Ben	288.07	288.07

Others

Retirement	1,488.26
Tax-Sheltered	213.67
Voluntary	119.84
Tips	0.00
Reimbursement	0.00
Net	13,540.67



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue
Long Lake, MN 55356

MEETING DATE / August 5, 2026

SUBJECT: Approve Special Event Permit Request for the 2026 Corn Days 5K Run/Walk

Prepared By: Jeanette Moeller, City Clerk

Report Date: 7/29/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-34 approving issuance of Special Event Permit #S2026-11 for the Corn Days 5K Run/Walk to be held August 8, 2026, subject to conditions contained in the Special Event Permit approval letter.

Overview / Background

Gear West has submitted an application to hold the Corn Days 5K Run/Walk event in conjunction with the Corn Days festival on Saturday, August 8, 2026 based at the Church of St. George located at 133 Brown Road N. The 5K run route remains unchanged from last year's event and would travel through largely Long Lake streets and neighborhoods, with a short segment falling in Orono limits as well.

Same day registration and number pickup on the date of the event would begin at 7:30 am at the Church of St. George. The 5K run would begin at 9:00 am, departing from the Church grounds and traveling a route through Long Lake and Orono neighborhoods to finish back at the Church. Following the 5K, a Candy Corn Kids Fun Run would take place on the Church of St. George property.

A site map depicting the 5K run route was submitted along with the Special Event Application, attached to this report. Staff is requesting the Council consider adoption of a Resolution approving issuance of a Special Event Permit for the Corn Days 5K Run/Walk, subject to the conditions recommended in the permit approval letter.

Supporting Information

- Resolution No. 2026-34
- Special Event Permit for the Corn Days 5K Run/Walk, including route map, event narrative, and advertisement



**City Council
Resolution No. 2026-34**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2026-11 FOR THE
CORN DAYS 5K RUN/WALK TO BE HELD AUGUST 8, 2026**

WHEREAS, the City has received a Special Event Permit application from Gear West to hold a Corn Days 5K Run/Walk event in conjunction with the Corn Days festival on Saturday, August 8, 2026 from 7:30 am to 10:30 am, with the 5K starting at 9:00 am; and

WHEREAS, the event is proposed to be held based at the Church of St. George, 133 Brown Road N, with same day registration available beginning at 7:30 am; the Corn Days 5K Run/Walk leaving the Church beginning at 9:00 am and traveling a series of Long Lake and Orono neighborhood streets, finishing back at the Church; and followed by a Candy Corn Kids Fun Run solely on the Church of St. George grounds; and

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

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2026-11 for the Corn Days 5K Run/Walk to be held August 8, 2026 contingent on receipt of documentation, agency approvals, and satisfaction of all applicable conditions outlined by the Special Event Permit approval letter.

Adopted by the City Council of the City of Long Lake this 5th day of August 2026.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



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

Date Issued _____

jlmoeller@longlakemn.gov

Permit applications **will not be considered complete** unless accompanied by required exhibits.

Section 6D.

Date Paid: 7/24/26
☒ Check # 2925
☐ Credit Card
☐ Cash Receipt # _____

ATTENTION - Complete this permit application form and submit to City Hall **at least 45 days prior to the event start date**. Permit application must be accompanied by all required exhibits and the permit fee (see page 3 of this application) to be considered complete.

Event Name Corn Days 5K and Kids run

Describe Location or Area of City Where Event Will Take Place Run will start and finish at church of St. George, using city streets and parade route.

of Participants Expected to Attend Event 100

Describe Any Participation/Entry Fees to be Charged Race fees cover the costs of putting on the race, T-shirts, permits, refreshments and awards.

Event Dates/Times Proposed

** List all Event Dates/Times Below **			
Day of Week	Date	Start Time	End Time
Saturday	8/8/26	9:00	10:00

Event Type (CHECK ALL THAT APPLY)

☐ Parade ☐ Festival ☒ Run/Walk ☐ Sporting Event ☐ Block Party ☐ Private Party
☐ Other, Describe _____

Event Includes (CHECK ALL THAT APPLY)

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

Will parking for the event exceed on site parking facilities available?

☐ Yes, written permission from area property owners allowing use of their property for parking is attached.
☒ No

Who will be providing traffic control personnel? Gear Vest Volunteers

Who will be providing traffic control / delineation equipment (barricades, signs, traffic cones, no parking signs, etc.)?

Gear West

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

No roads closed, runners are to stay on the shoulder, one lane of Brown Rd closed for 5min at the start.

Site Map and Detailed Description of Event Required

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

Insurance Carrier for Event

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

Name of Insurance Carrier West Bend Policy Number 15350

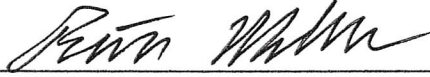
Chairperson, Event Manager, or Director (Person Responsible for Duties of Permit Holder)

Full Name Brian McCollor Daytime Phone 952-475-0377
 Alternate Phone 651-757-7892 Email Address speedy@gearwest.com
 Street Address 1786 W. Wayzata Blvd Suite B
 City / State / Zip Long Lake, MN 55356

Organization Information

Organization Name Gear West
 Mailing Address 1786 W. Wayzata Blvd Suite B
 City / State / Zip Long Lake MN 55356
 Phone 952-473-0377 Email Address speedy@gearwest.com

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

X Signature of Applicant  Date 7/19/2020

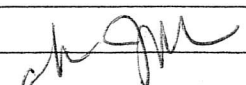
****** THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY ******

APPLICATION SUBMITTED WAS - ☒ Complete With Exhibits ☐ Incomplete - Date Completed _____

Damage Deposit Submitted (IF APPLICABLE) - ☒ Not Applicable ☐ Amount = \$ _____ Check # _____

Review by Department Head or Designee

☐ Public Works Staff Initials _____ Date _____

☐ Fire Department Staff Initials  Date _____

☐ Police Department Staff Initials _____ Date _____

Staff Signature - Special Event Permit Issued By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2020-11

Conditions of Permit Approval

☒ Permit Conditions Detailed in Attached Letter Dated 7/28/2020

☐ Permit Conditions Listed Below:



July 28, 2026

Brian McCollor, Event Organizer
 Gear West
 1786 Wayzata Boulevard W, Suite B
 Long Lake, MN 55356

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2026-11
 Corn Days 5K Run/Walk
 Saturday, August 8, 2026 (7:30 am to 10:30 am – 5K Starts at 9:00 am)

Dear Event Organizer(s):

Your application for a Special Event Permit for the Corn Days 5K Run/Walk is hereby approved, subject to the conditions listed below. The Wayzata Police Department and its officers, acting on behalf of the City of Long Lake, are empowered to revoke this Special Event Permit at any time for any safety concerns that are not immediately resolved by the permit holder or a representative of the permit holder. This revocation shall cause the immediate cancellation of the event originally authorized by this Permit.

- [] The Shoreline Fire Department and Wayzata Police Department, acting on behalf of the City of Long Lake, may impose additional conditions to this Permit by email correspondence of the Fire or Police Chief as needed.
- [] The event organizer is required to contact Wayzata Police Chief Jamie Baker or her designee at 952-404-5340 to arrange for Police assistance as needed during the event and to work with 5K event staff/volunteers.
- [] The event organizer is required to contact Public Works Director Sean Diercks at 320-582-7061 to arrange for temporary use of barricades if needed for the event.
- [] Any changes to the 5K route must be as agreed to in writing and approved by the Wayzata Police Chief or her designee prior to the event date, with a copy of the revised route map and Police approval provided to the City Clerk *by no later than Friday, August 7.*
- [] It is a condition of this Permit that the event organizer obtain any permits requested by the City of Orono for use of Orono facilities or roadways.

SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2026-11

Corn Days 5K Run/Walk / Saturday, August 8, 2026 (7:30 am to 10:30 am – 5K Starts at 9:00 am)

Page 2 of 2

Section 6D.

- [] Event organizer will be responsible to assure volunteers/event staff wearing traffic safety vests are posted at intersections along the run route. Traffic control personnel must be provided to direct and assist participants at every intersection they will traverse. Traffic control personnel must utilize traffic safety vests and/or flags while at their posts.
- [] Event organizer(s) shall be responsible to provide directional signage along the race route for participants to follow. *Spray painting any markings on City streets is prohibited.*
- [] Cleanup of event related debris along the run route must be completed immediately following the event.
- [] Emergency medical services must be on standby for the race.

Please be advised that by acceptance of Special Event Permit #S2026-11, the permit holder, on behalf of any and all organizations and private persons, grants authority to operate under the Special Event Permit, and agrees to indemnify and hold harmless the City of Long Lake from all claims arising from said event. The permit holder, all organizations and private persons exercising authority under this Permit, do waive and release all claims against the City of Long Lake, its officers or employees for any damage to person or property arising from the exercise of privileges granted by this Permit and agrees to hold harmless the City of Long Lake, its employees and officers from any such claim.

Thank you in advance for your cooperation, and best wishes for a successful event.

Sincerely,



Jeanette Moeller
City Clerk



AND CANDY CORN FUN RUN 1K

GEAR WEST

Join us for the Corn Days 5k and Candy Corn Fun Run 1K in conjunction with the annual Corn Days Festival by the Church of St. George on Saturday, August 8th. Come for the run, stay for the festival! Live music, performances, food, and fun await you after the finish line!

RACE DETAILS:

Saturday, August 8th, 2026

7:30am Race Day Registration + Number Pickup

9:00am Corn Days 5K Start

9:45am Candy Corn Kids' Fun Run 1K Start

10:00am Awards



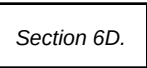
MORE INFO + REGISTRATION

Corn Days 2026
Site Plan

We are going to start and finish at the Church of St. George. We will have two tables for registration and post-race refreshments in their parking lot. We will set up and take down everything on the morning of Saturday, August 8th. This is a small, low-key race; we will probably have about 100-150 runners in total. We will not obstruct traffic and we will have all corners controlled for the runners by Gear West volunteers. We have not had any issues in the previous iterations of this event.

The course will run north on Brown Rd to Orchard Ln, taking a right on Orchard Ln to Watertown Rd, right to Upper Lake Ln, right to Lakeview Ave, left back onto Watertown Rd, right to Neilson Ave, right to Inglewood Ave, left back to Watertown Rd, right to Willow Dr, right to Glendale Dr, right to Grand Ave, left to Inglewood St, left to Orchard Ln, right to Brown Rd, and take Brown Rd south to the finish.

All pre and post-race activities will take place in the parking lot of St. George's Church. We plan to set up between 7:30 and 8:00 and will be cleaned up by 10:30, just in time for the parade.



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CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue
Long Lake, MN 55356

MEETING DATE / August 5, 2026

SUBJECT: Approve Special Event Permit Request for the Farmhouse Live Outdoor Music Recital

Prepared By: Jeanette Moeller, City Clerk

Report Date: 7/30/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-36 approving issuance of Special Event Permit #S2026-12 for the Farmhouse Live outdoor music recital to be held August 30, 2026 subject to conditions contained in the Special Event Permit; and to approve issuance of a Noise Variance Permit for use of sound amplification during the event.

Overview / Background

Farmhouse Music Studio has submitted an application to hold an outdoor music recital for their music students and families/friends on Sunday, August 30 in Nelson Lakeside Park. Students would arrive to begin rehearsing in the park at 2:30 pm, and performances including a live backing band would take place from 4:00 pm to approximately 6:00 pm. A small sound stage would be set up either under the pavilion shelter or immediately adjacent to it, and attendees would bring lawn chairs or blankets to watch. There will be no food trucks or concessions, as this is intended to be a low-key and informal event. It is estimated that approximately 100 attendees may be present, though it is likely that number may ebb and flow dependent upon when individual students are scheduled to perform. In addition to the park's lot, participants and families will be encouraged to park in the parking lot behind Farmhouse Music Studio's business location.

Staff is requesting the Council consider adoption of a Resolution approving issuance of a Special Event Permit for the Farmhouse Live outdoor music recital, subject to the conditions recommended in the permit.

Supporting Information

- Resolution No. 2026-36
- Special Event Permit for Farmhouse Live, including narrative, site map, event flyer, and proof of insurance
- Noise Variance Permit application



**City Council
Resolution No. 2026-36**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2026-12 FOR THE
FARMHOUSE LIVE OUTDOOR MUSIC RECITAL TO BE HELD AUGUST 30, 2026**

WHEREAS, the City has received a Special Event Permit application from Farmhouse Music Studio to hold a Farmhouse Live outdoor music recital event in Nelson Lakeside Park on Sunday, August 30, 2026 from 2:00 pm to 6:00 pm, with rehearsals starting at 2:30 pm, and student performances taking place from 4:00 pm to 6:00 pm; and

WHEREAS, families and friends of the student performers would attend, with up to 100 individuals anticipated to be present, and attendees would bring their own chairs or blankets to watch the performances; and

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

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2026-12 for the Farmhouse Live outdoor music recital to be held August 30, 2026 contingent on satisfaction of all applicable conditions outlined by the Special Event Permit.

Adopted by the City Council of the City of Long Lake this 5th day of August 2026.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Special Event Permit

CITY OF LONG LAKE

450 Virginia Avenue

Long Lake, MN 55356

City Hall Phone / 952-473-6961

Date Issued _____

PERMIT APPLICATIONS MAY
BE EMAILED TO:
jmoeller@longlakemn.gov

Permit applications **will not be**
considered complete unless
accompanied by required
exhibits.

FOR OFFICE USE

Section 6E.

Amount Due: \$ _____

Date Paid: 7/31/26

[] Check # _____

[X] Credit Card

[] Cash Receipt # _____

ATTENTION - Complete this permit application form and submit to City Hall **at least 45 days prior to the event start date**.
Permit application must be accompanied by all required exhibits and the permit fee (see page 3 of this application) to be
considered complete.

Event Name "Farmhouse Live"

Describe Location or Area of City Where Event Will Take Place Nelson Lakeside Park / Lions Pavilion

of Participants Expected to Attend Event Approximately 100

Describe Any Participation/Entry Fees to be Charged None

Event Dates/Times Proposed

** List all Event Dates/Times Below **			
Day of Week	Date	Start Time	End Time
Sunday	August 30, 2026	2:00 pm	6:30 pm

Event Type (CHECK ALL THAT APPLY)

Parade

Festival

Run/Walk

Sporting Event

Block Party

Private Party

✓ Other, Describe Summer outdoor recital for Farmhouse Music Studio students and their families

Event Includes (CHECK ALL THAT APPLY)

Liquor Service

Food Service

Bingo/Raffles

✓ Live Music

✓ Amplified Audio

Animals

Pedestrians/Runners

Bicycles

Floats

Motor Vehicles, # Expected _____

Other Vehicles, Explain _____

Games, Amusement Devices or Carnival Equipment, Describe _____

Will parking for the event exceed on site parking facilities available?

✓ Yes, written permission from area property owners allowing use of their property for parking is attached.

No

We would have participants and families park in the customer parking lot behind our business.

Who will be providing traffic control personnel? NA

Who will be providing traffic control / delineation equipment (barricades, signs, traffic cones, no parking signs, etc.)?

NA

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

NA

Site Map and Detailed Description of Event Required

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

Insurance Carrier for Event

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

Name of Insurance Carrier Hartford Underwriters Insurance Company Policy Number 72 SBA AG8PE8

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

Full Name Sonja Naumann Daytime Phone 612-710-7118

Alternate Phone _____ Email Address sonja@farmhousemusicstudio.com

Street Address 1870 Wayzata Blvd

City / State / Zip Long Lake, MN 55356

Organization Information

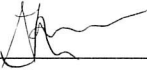
Organization Name Farmhouse Music Studio

Mailing Address 16794 Hershey Court

City / State / Zip Lakeville, MN 55044

Phone 612-710-7118 Email Address sonja@farmhousemusicstudio.com

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

X Signature of Applicant  Date 7/20/2026

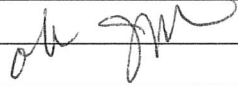
****** THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY ******

APPLICATION SUBMITTED WAS - ☒ Complete With Exhibits ☐ Incomplete – Date Completed _____

Damage Deposit Submitted (IF APPLICABLE) - ☒ Not Applicable ☐ Amount = \$ _____ Check # _____

Review by Department Head or Designee

☒ Public Works Staff Initials _____ Date _____

☒ Fire Department Staff Initials  Date _____

☒ Police Department Staff Initials _____ Date _____

Staff Signature - Special Event Permit Issued By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2026-12

Conditions of Permit Approval

☐ Permit Conditions Detailed in Attached Letter Dated _____

☒ Permit Conditions Listed Below:

A Noise Variance Permit is required for use of sound amplification equipment; cleanup of any refuse/debris and removal of all event related items must be completed immediately following the recital; no alcoholic beverages may be sold, distributed or consumed on park property; it is the permit holder's responsibility to contact the Public Works Director at 320-582-7061 to verify power availability to the site; the permit holder agrees to be responsible for any damages incurred to park property as a result of the event's use of Nelson Lakeside Park; and the Clerk may approve a one-time rescheduling to an alternate date due to inclement weather in writing, subject to park availability.

Event Description: Outdoor Student Piano Recital with Live Band, “Farmhouse Live”

Event Overview & Purpose: We are hosting a community, educational outdoor piano recital for our music students on Sunday, August 30th. The goal of this event is entirely instructional: it provides a unique opportunity for young students to perform outside the traditional classroom setting and gain valuable experience playing alongside a live backing band.

Nature of the Event: Please note that this is **not** a rock concert or a high-decibel commercial event. It is a highly structured, family-oriented, and informal student recital. The volume will be kept at a reasonable, community-friendly level appropriate for a piano performance, with a focus on highlighting the students' acoustic and digital piano play.

Schedule: The permit is requested for the hours of **2:00 PM to 6:30 PM** to allow for setup and teardown. Sound usage will strictly adhere to the following timeline:

- **2:00 PM – 3:45 PM:** Student soundchecks and brief rehearsals.
- **4:00 PM – 6:00 PM:** Student recital performances.
- **6:00 PM – 6:30 PM:** Event wrap-up and quiet teardown.

Logistics & Impact:

- **Street Closures:** None. No public roads or rights-of-way will be blocked.
- **Vendors:** None. There will be no food trucks, concessions, or commercial sales.
- **Parking & Traffic:** Attending families will utilize existing public infrastructure. Parking is readily available at the park's designated spaces, via public street parking along Symes Avenue, and in our studio's private customer lot located just one block away. We anticipate a low-impact, rolling arrival of families throughout the afternoon.

Nelson Lakeside Park

Sound stage will be under or next to the pavilion.

Parking at Nelson Lakeside Park lot. Street parking as available.

Parking in the customer lot behind our studio.

Lake St

Symes St

W

FARMHOUSE LIVE! *AUGUST 30*

Section 6E.



in Nelson Lakeside Park

**STUDENT ARRIVAL FOR REHEARSAL IN
THE PARK: 2:30 PM**

PERFORMANCE: 4:00–6:00 PM

PLEASE BRING A LAWN CHAIR OR BLANKET.

FAMILY & FRIENDS WELCOME!



NELSON LAKESIDE PARK

1860 SYMES ST, LONG LAKE, MN 55356



CERTIFICATE OF LIABILITY INSURANCE

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

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

PRODUCER FALCON WEST INSURANCE BROKERS INC 72160334 5353 MISSION CTR RD STE 215 SAN DIEGO CA 92108	CONTACT NAME:		
	PHONE (952) 469-5502 (A/C, No, Ext):	FAX (952) 469-1881 (A/C, No):	
	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		
INSURED FARMHOUSE MUSIC STUDIO, LLC 16794 HERSHEY CT LAKEVILLE MN 55044	INSURER A: Hartford Underwriters Insurance Company		NAIC# 30104
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. * LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. *Not Applicable in WY

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY			72 SBA AG8PE8	08/01/2025	08/01/2026	EACH OCCURRENCE \$ \$1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ \$1,000,000
	☒ General Liability						MED EXP (Any one person) \$ \$10,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC						PERSONAL & ADV INJURY \$ \$1,000,000
	OTHER:						GENERAL AGGREGATE \$ \$2,000,000
							PRODUCTS - COMP/OP AGG \$ \$2,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY	☐ NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB	☐ OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	☐ CLAIMS-MADE					AGGREGATE \$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N	N / A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE -EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations.

CERTIFICATE HOLDER

For Informational Purposes
16794 HERSHEY CT
LAKEVILLE MN 55044

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Susan L. Castaneda



Noise Variance Permit Application

CITY OF LONG LAKE

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

City Hall Phone / 952-473-6961

Section 6E.

PERMIT APPLICATIONS MAY
BE EMAILED TO:
jmoeller@longlakemn.gov

- Complete this permit application form and submit to City Hall **at least 45 days prior to the requested start date**. Permit applications must be reviewed by staff and presented to City Council for approval and authorization to issue.

Applicant Information (Person Responsible for Duties of Permit Holder)

Contact Person / Applicant Name Sonja Naumann

Phone 612-710-7118 Email Address sonja@farmhousemusicstudio.com

Organization Name Farmhouse Music Studio

Mailing Address 16794 Hershey Court

City / State / Zip Lakeville, MN 55044

Noise Variance Request

Describe in detail the activity (live music, sound amplification for an event, construction, etc.) requiring a variance from the City's noise ordinance on the lines below:

Summer outdoor recital for our students, mostly ages 8-13. Students will be playing digital piano with

This educational event is informal and volume will be much less than if it was a professional rock band

** List All Dates and Requested Hours for Proposed Noise Activity Below **

Day of Week	Date	Start Time	End Time
Sunday	August 30, 2026	2:00p	6:30 pm
		rehearsal at 2-3:45 pm	
		performance at 4-6 pm	

Applicant Signature

Permit holder is required to have an individual present at all times to monitor sound levels and assure operation within reasonable limits. The applicant / organization acknowledges that the Wayzata Police Department and its officers, acting on behalf of the City of Long Lake, are empowered to revoke this Noise Variance Permit at any time for any concerns that are not immediately resolved by the permit holder or a representative of the permit holder. This revocation shall cause the immediate termination of the noise originally authorized by this permit.

X Signature of Applicant [Signature] Date 7/20/2026

*** THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY ***

Staff Signature - Permit Issued By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date _____ Date of Issuance _____

Conditions of Permit Approval _____



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue
Long Lake, MN 55356

MEETING DATE / August 5, 2026

SUBJECT: 2026 Sanitary Lining Project – Accept Plans and Specifications and Authorize Advertising for Bids

Prepared By: Rachel Scheu, PE, City Engineer

Report Date: 7/29/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-35 accepting the Plans and Specifications for the 2026 Sanitary Lining Project and authorizing advertising for bids.

Overview / Background

Electronic bids were received online for the above-referenced project on Tuesday, June 23, 2026, and were viewed and read aloud. One bid was received from Insituform Technologies USA, LLC for the base bid totaling \$1,312,831.13. City Council rejected the bid and did not award the contract at its Tuesday, July 7, 2026 regular Council meeting.

Staff has revised the Project Manual, Project Costs, and Schedule. The revised schedule allows the contractor to begin work this fall and complete work in the spring. We believe this change will result in more favorable bids.

The anticipated bid opening date is September 8, 2026. The bids will be considered by the City Council at its September 16, 2026 meeting. Construction is expected to start in October with final completion in June 2027.

The Project Costs have been adjusted to account for inflation for construction occurring in 2027.

The updated opinion of probable cost (OPC) for the project is \$994,952.85, which includes construction costs, a five percent contingency and indirect costs. The OPC is attached to this memorandum for review.

Supporting Information

- Resolution No. 2026-35
- Advertisement for Bids – 2026 Sanitary Sewer Lining Project
- Opinion of Probable Cost



**City Council
Resolution No. 2026-35**

**A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS AND AUTHORIZING
ADVERTISING FOR BIDS – 2026 SANITARY LINING PROJECT**

WHEREAS, the City Engineer has prepared plans and specifications, with reference to sanitary sewer improvements; and

WHEREAS, plans for the 2026 Sanitary Lining Project have been prepared and presented to the City which include: sanitary sewer pipe lining, wye lining of the services, manhole lining, spot removal and replacement of an offset pipe; and other necessary appurtenant work.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves the plans and specifications, a copy of which are made part herein, for the 2026 Sanitary Lining Project

FURTHER, BE IT RESOLVED, that the City Clerk shall prepare and cause to be placed in the City's official newspaper and in Finance and Commerce an advertisement for bids to make such improvements under the approved plans and specifications. The advertisement shall be published and specify the work to be done; and shall state that the bids will be received electronically, shall be publicly opened online by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council at 6:30 pm on September 15, 2026 in the Council Chambers in City Hall. Any bidder whose responsibility is questioned during the consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless filed electronically via QuestCDN and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City for five percent (5%) of the amount of such bid.

Adopted by the City Council of the City of Long Lake this 5th day of August 2026.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk

ADVERTISEMENT FOR BIDS

Section 6F.

CITY OF LONG LAKE HENNEPIN COUNTY, MINNESOTA

2026 SANITARY LINING PROJECT

GENERAL NOTICE

City of Long Lake (Owner) is requesting Bids for the construction of the 2026 Sanitary Lining Project. Bids for the construction of the Project will be received online through QuestCDN vBid™ until Tuesday, September 8, 2026, at 10:00 a.m. local time. Immediately following expiration of the time for receiving bids, representatives of the City of Long Lake will publicly view Bids at an online Bid opening meeting. Those interested in viewing the online Bid opening are welcome to join the meeting by logging on to <https://zoom.us/join> or calling 1.312.626.6799 and entering Meeting ID 918 9197 2644 and Passcode 635047. The as-read online Bid results will be available at www.questcdn.com following the Bid opening.

The Project includes the furnishing of all labor and materials for the construction complete in-place, of the following approximate quantities:

40	L F	Remove Sewer Pipe (Sanitary)
40	L F	Aggregate Bedding
75	EACH	Lining Sewer Pipe Lateral
40	L F	8" PVC Pipe Sewer
5,000	L F	8" – 10" Lining Sewer Pipe
30	EACH	Seal Manhole

The provisions of MINN. STAT. 16C.285 Responsible Contractor are imposed as a requirement of this contract. All bidders and persons or companies providing a response/submission to the Advertisement for Bids of the City of Long Lake shall comply with the provisions of the statute.

Information and Bidding Documents for the Project can be found at www.questcdn.com. Bidding Documents may be downloaded from the website for a nonrefundable fee of \$55 by inputting Quest project #10302086 on the website's Project Search page.

The website will be updated periodically with addenda, lists of registered plan holders, reports, and other information relevant to submitting a Bid for the Project. All official notifications, addenda, and other Bidding Documents will be offered only through the website www.questcdn.com. Neither Owner nor Engineer will be responsible for Bidding Documents, including addenda, if any, obtained from other sources.

Bids will only be accepted via the electronic bidding service through QuestCDN.

The City Council reserves the right to reject any and all Bids and to waive any Bids received without explanation. No Bid may be withdrawn for a period of 60 days.

For all further requirements regarding Bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

DATED: August 5, 2026

BY THE ORDER OF THE CITY COUNCIL

s/s Jeanette Moeller
City Clerk
City of Long Lake

PUBLISHED IN: Laker Pioneer
Finance and Commerce

August 15, 2026 and August 22, 2026
August 15, 2026 and August 22, 2026

OPINION OF PROBABLE COST

WSB Project: 2026 SANITARY LINING PROJECT
 Project Location: LONG LAKE
 City Project No.: 0
 WSB Project No: 035575-000

Design By: CSD
 Checked By: RJS

Date: 7/28/2026

ITEM NO.	MNDOT SPECIFICATION NO.	DESCRIPTION	UNIT	ESTIMATED TOTAL QUANTITY	ESTIMATED UNIT PRICE	ESTIMATED TOTAL COST
A. LINING IMPROVEMENTS						
1	2021.501	MOBILIZATION	LS	1	\$ 79,000.00	\$ 79,000.00
2	2104.503	REMOVE SEWER PIPE (SANITARY)	L F	40	\$ 50.00	\$ 2,000.00
3	2106.601	DEWATERING	LS	1	\$ 10,000.00	\$ 10,000.00
4	2108.504	GEOTEXTILE FABRIC TYPE 10	S Y	18	\$ 6.00	\$ 108.00
5	2451.603	AGGREGATE BEDDING	L F	40	\$ 35.00	\$ 1,400.00
6	2503.601	SANITARY SEWER BYPASS PUMPING	LS	1	\$ 20,000.00	\$ 20,000.00
7	2503.602	4" CLEAN-OUT ASSEMBLY	EACH	12	\$ 1,000.00	\$ 12,000.00
8	2503.602	6" CLEAN-OUT ASSEMBLY	EACH	1	\$ 1,500.00	\$ 1,500.00
9	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	2	\$ 1,500.00	\$ 3,000.00
10	2503.602	LINING SEWER PIPE LATERAL	EACH	74	\$ 4,000.00	\$ 296,000.00
11	2503.602	SANITARY SEWER SPOT REPAIR	EACH	1	\$ 10,000.00	\$ 10,000.00
12	2503.603	8" PVC PIPE SEWER	L F	40	\$ 70.00	\$ 2,800.00
13	2503.603	LINING SEWER PIPE 8"	L F	4614	\$ 45.00	\$ 207,630.00
14	2503.603	LINING SEWER PIPE 10"	L F	284	\$ 70.00	\$ 19,880.00
15	2503.603	TELEWISE SANITARY SEWER	L F	7606	\$ 4.00	\$ 30,424.00
16	2506.602	SEAL MANHOLE	EACH	29	\$ 5,075.00	\$ 147,175.00
17	2563.601	TRAFFIC CONTROL	LS	1	\$ 15,000.00	\$ 15,000.00
18	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$ 3,000.00	\$ 3,000.00
19	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	300	\$ 10.00	\$ 3,000.00
20	2574.507	COMMON TOPSOIL BORROW	C Y	2	\$ 400.00	\$ 800.00
21	2574.508	FERTILIZER TYPE 3	LB	20	\$ 30.00	\$ 600.00
22	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	180	\$ 12.00	\$ 2,160.00
23	2575.505	SEEDING	ACRE	0.10	\$ 10,000.00	\$ 1,000.00
24	2575.523	WATER	MGAL	4	\$ 300.00	\$ 1,200.00
25	2575.608	SEED SOUTHERN TALLGRASS ROADSIDE	LB	1	\$ 500.00	\$ 500.00

CONSTRUCTION TOTAL \$ 870,177.00

CONTINGENCY TOTAL (5%) \$ 43,508.85

SUBTOTAL \$ 913,685.85

INDIRECT COST TOTAL \$ 81,267.00

TOTAL \$ 994,952.85

GRAND TOTAL \$ 994,952.85

DISCLAIMER:

In review of this Opinion of Probable Cost, the Client understands that the Consultant has no control over the availability of labor, equipment or materials, market conditions, or the Contractor's method of pricing. This Opinion of Probable Cost is made on the basis of the Consultant's professional judgment and experience. The Consultant makes no warranty, expressed or implied, regarding the ultimate bids or negotiated cost of the Work.



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue
Long Lake, MN 55356

MEETING DATE / August 5, 2026

SUBJECT: Approve Contract with Hakanson Anderson Associates, Inc. to Provide City Engineering Services

Prepared By: Amanda Nowezki, City Administrator

Report Date: 7/27/2026

Recommended City Council Action

Staff recommends the following:

Motion to approve entering into a contract for City engineering services with Hakanson Anderson Associates, Inc., effective immediately, to authorize the Mayor and City Administrator to execute the agreement subject to any final revisions by staff and the City Attorney, and formally designate Hakanson Anderson Associates, Inc. as the Long Lake City Engineer, upon full execution of the agreement.

Overview / Background

At a City Council work session held on June 2, 2026, staff presented a recommendation to explore alternative engineering services providers and received authorization to do so. Upon receiving this direction from the Council, a staff panel consisting of the City Administrator, Public Works Director, and City Clerk interviewed Bolton & Menk, Inc., Bollig Engineering, and Hakanson Anderson Associates, Inc. While all three firms clearly possessed the technical qualifications to provide quality engineering services to the City of Long Lake, the interview panel recognized the importance of focusing on firms that could potentially best fit the City's needs, and staff submitted a detailed written questionnaire with scenarios to two preferred firms. After reviewing the responses received from the engineering services providers, staff was impressed with the thorough response submitted by one firm and invited Hakanson Anderson Associates, Inc. to present to the City Council at their July 21 work session.

After careful consideration, staff recommends the Council consider approval of a contract agreement with Hakanson Anderson Associates, Inc. for City engineering services. This engagement is proposed to commence upon execution of a services agreement, and all new engineering projects will be directed to Hakanson Anderson Associates, Inc. The City will separately engage WSB to provide ongoing planning services and temporary engineering services to close out open projects in the City. That contract will be presented for approval at a future meeting.

Supporting Information

- Hakanson Anderson Associates, Inc Engineering Contract

CITY OF LONG LAKE AGREEMENT FOR CITY PROFESSIONAL ENGINEERING SERVICES

THIS AGREEMENT, is made this 5th day of August 2026 (the “Effective Date”), by and between the City of Long Lake, Hennepin County, Minnesota, a municipal corporation under the laws of the State of Minnesota, hereinafter the “City,” and Hakanson Anderson Associates, Inc., hereinafter the “Engineer” (the “Agreement”). Engineer and City are sometimes collectively referred to herein as the “parties” or each a “party”.

WHEREAS, the City has reviewed the qualifications of the Engineer based on materials submitted and interviews and has determined that the Engineer, based on their responses during said interviews and materials provided, will meet the City’s needs and requirements as they relate to professional engineering services, and;

WHEREAS, the City has determined that services will include, but are not limited to, preparation of plans and specifications for projects as determined by the City; development of reports, studies and applications for review and approval by the City and other agencies for municipal operations including sanitary sewer, public water systems, stormwater management, streets and roads and other public improvements; plat and development application reviews; other such engineering services performed by a city engineer; and;

WHEREAS, it is intended that Engineer shall act as the City’s designated City Engineer commencing on the Effective Date and at all times during the term of this contract, and the contract shall govern the terms of services and compensation of the Engineer and all the conditions thereof; and

WHEREAS, the City has indicated a desire to engage the services of the Engineer in connection with said work.

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants of this Agreement as set forth herein it is agreed by and between the parties as follows:

- I. The City hereby retains the Engineer to furnish and perform the professional services hereinafter specified and to pay the Engineer subject to the conditions and at the rates included herein. The Engineer agrees to provide and perform any and all engineering services in connection with the work ordered or directed by the City and to accept as payment the fees for such work as included herein. The engineering services are separated into **Projects, Developments and General Engineering**.
- II. **Projects.** The Engineer, at the direction of the City, agrees to perform the following Engineering Services for **Projects**.
 - A. The Engineer shall serve as the City’s engineer in the identification, planning and the supervision of construction projects and shall give consultation and advice to the City during the performance of these services.

B. Project Services of the Engineer:

1. Diagrammatic: The Engineer shall prepare all required schematic drawings, layouts, flow diagrams, studies, reports, construction cost estimates based upon the diagrammatic and make a presentation at a public hearing, as requested by the City.
2. Preliminaries: The Engineer shall supervise the making of all required sub-surface explorations, shall make the necessary topographical surveys for the design purposes and shall prepare preliminary drawings, outline specifications, prepare construction cost estimates based upon the preliminaries, and make presentation at public hearings, as requested by the City.
3. Contract Documents: From the approved preliminaries, the Engineer shall prepare working drawings, specifications and other necessary documents completely describing the material and workmanship required and procedures to be followed for the construction of the project. Should there be a change in the scope of any project that is the direct result of City directed change, the Engineer shall adjust the preliminary construction cost estimate to include these changes in the scope of a project. The Engineer shall prepare all necessary contract documents for the project work to be completed.
4. Receipt of Proposals: The Engineer shall furnish up to four sets of drawings and specifications, as directed, for the City's use. In addition, the Engineer shall provide electronic copies of drawings and specifications for the use by bidders in submitting proposals. The Engineer may require a deposit from the contractor on the drawings and specifications. The Engineer shall assist the City in securing proposals from bidders, in analyzing such proposals, shall prepare a bid summary for City review, make a recommendation based on bid documents and responses and prepare all contract documents for execution by the City and contractor.
5. Construction Activity: The Engineer shall perform the following tasks during the construction phase of the project.
 - a. Construction Observation: The Engineer shall perform observation of the project by a qualified construction observer checking the contractor's work for compliance with the drawings and specifications. The Engineer shall protect the City against defects and deficiencies in the work of the contractor.
 - b. Additional Instructions: The Engineer shall issue such additional instructions to the contractor as may be necessary to interpret the

drawings and specifications or to illustrate changes required in the contractor's work to comply with the drawings and specifications.

- c. Contractor's Submittals: The Engineer shall check shop drawings, samples, equipment, approval data and other data submitted by the contractor for compliance with the drawings and specifications.
- d. Contractor's Requests for Payment: The Engineer shall review and make recommendations for payment based upon the contractor's requests for payment in accordance with the provisions of the General Conditions of the Contract.
- e. Construction Staking: Engineer shall provide field survey to provide general line and grade for the work to be constructed in accordance with the Contract Documents.
- f. Special Performance Tests: The Engineer shall witness and fully report the results of all special performance tests required for the Project and supervise the geotechnical work and materials testing.
- g. Record Drawings: The Engineer shall prepare record drawings showing changes in the work authorized during construction and shall submit a set of reproducible drawings to the City.
- h. Final Acceptance: The Engineer shall prepare completion lists when substantial completion of the project is claimed by the contractor and again when final completion is claimed. When the contractor has completed the work in accordance with the terms of the contract documents, the Engineer shall certify a recommendation for acceptance to the City and an approval of the contractor's final request for payment. The Engineer shall prepare a punch list of items that require the contractor's attention and correction. The Engineer shall not make a recommendation for final payment until all work, including those items identified as deficient have been corrected.
- i. Instruction to the City: The Engineer shall arrange for detailed instruction by the contractor and manufacturer's representatives, to the City or its delegated representative in the proper operation and maintenance of the equipment furnished and installed for the project. The Engineer shall transmit to the City two (2) certified copies of all necessary drawings, manuals, operating instructions and other related materials necessary for the operation and maintenance of all installed equipment.

C. **Other Project Services** of the Engineer for **Projects** shall include the following when authorized and directed by the City:

1. Special Assessments: The Engineer shall be responsible for preparation and presentation of all special assessment documentation for City consideration. The Engineer shall be responsible for responding to questions from the public regarding special assessments. The Engineer shall attend all special assessment hearings and respond to questions of the City, staff or public.
2. Contractor Default: Assisting the City in arranging for continuation of the work should the contractor default for any reason; and providing construction observation over an extended period should the construction contract time be exceeded by more than five percent not occasioned by fault of the Engineer.
3. Work performed in connection with acquisition of easements, right of way and survey control.
4. Work performed in connection with local, state, or federal grants.
5. Work performed in connection with wetland permitting.

D. Compensation for services under this section of the Agreement shall be in accordance with Section V of this Agreement.

III. **Developments:** The Engineer, at the direction of the City, agrees to perform the following Engineering Services for **Developments**.

A. The Engineer shall serve as the City's professional representative in performing engineering functions as directed by the City for work associated with development. This work shall include but not be limited to the following:

1. Plat reviews.
2. Site plan reviews.
3. Special engineering studies for developments.
4. Participating in meetings and conferences involving engineering questions for private developments or improvements.
5. Construction observation.

B. The work shall include the performance of specific duties as directed including but not limited to furnishing information to the City in letter, report or memorandum form, as appropriate, describing the findings, conclusions, recommendations or

engineering observations made as the result of performing these Engineering Services relating to **Developments**.

- C. Compensation for services under this section of the Agreement shall be in accordance with Section VI of this Agreement.

IV. **General Engineering:** The Engineer, at the direction of the City, agrees to perform the following Engineering Services for **General Engineering Services**.

- A. The Engineer shall serve as the City's professional representative in performing engineering functions as City Engineer, as directed by the City for work including but not limited to the following:

- 1. Services as directed by the City not covered under **Projects** – Section II or **Developments** – Section III.

- B. Compensation for services under this section of the Agreement shall be in accordance with Section VII of this Agreement.

V. The City's Payment to the Engineer for **Projects**.

- A. Progress Payments. Once each month for the first day of each month through the last day of each month, the City shall pay the Engineer for undisputed professional services performed under this Agreement in proportion to services performed during the period. The Engineer shall provide the City with an itemized bill detailing the services performed during the period. The detailed billing shall include the project or service provided and sufficient detail to determine where each charge is to be made in the City's fiscal records.

- B. Total Payments. All professional services under this provision shall be paid based on the hourly rate schedule shown on Attachment A.

- C. Reimbursable Costs

- 1. Normal transportation costs associated with the work assigned herein for the On-Site Construction Observers shall be reimbursable. The rate shall not exceed the current IRS rate for the year per mile.
 - 2. The following expenses shall be reimbursable: permit and other project fees, outside reproduction costs, and work of special consultants when required and approved in advance by the City for complex or specialized tasks of the project or for soils exploration, and materials testing. Markup charges shall not be charged for reimbursable expenses. The Engineer shall review invoices and forward them to the City with a payment request.
 - 3. 8 ½ x 11 and 11 x 17 color prints shall be reimbursed at \$ 0.25 per copy.

- D. **Other Project Services** outlined in Section II.C of this Agreement will be reimbursed at an amount agreed upon by the City and the Engineer. The Engineer shall prepare for City consideration, a contract amount for **Other Project Services** for each project.

VI. The City's Payment to the Engineer for **Developments**.

- A. Progress Payments: Once each month for the first day of each month through the last day of each month, the City shall pay the Engineer for undisputed professional services performed under this Agreement in proportion to services performed during the period. The Engineer shall provide the City with an itemized bill detailing the services performed during the period. The detailed billing shall include the project or service provided and sufficient detail to determine where each charge is to be made in the City's fiscal records.
- B. All professional services under this provision shall be paid based on the hourly rate schedule shown on Attachment A.
- C. Reimbursable Costs
 - 1. Normal transportation costs associated with the work assigned herein for the On-Site Construction Observers shall be reimbursable. The rate shall not exceed the current IRS rate for the year per mile.
 - 2. The following expenses shall be reimbursable: permit and other project fees, outside reproduction costs, and work of special consultants when required and approved in advance by the City for complex or specialized tasks of the project or for soils exploration, and materials testing. Markup charges shall not be charged for reimbursable expenses. The Engineer shall review invoices and forward them to the City with a payment request.
 - 3. 8 ½ x 11 and 11 x 17 color prints shall be reimbursed at \$0.25 per copy.

VII. The City's Payment to the Engineer for **General Engineering**.

- A. Progress Payments: Once each month for the first day of each month through the last day of each month, the City shall pay the Engineer for undisputed professional services performed under this Agreement in proportion to services performed during the period. The Engineer shall provide the City with an itemized bill detailing the services performed during the period. The detailed billing shall include the project or service provided and sufficient detail to determine where each charge is to be made in the City's fiscal records.
- B. All professional services under this provision shall be paid based on the hourly rate schedule shown on Attachment A. Engineer shall prepare a contract amount for City approval for **General Engineering** services when requested.
- C. Reimbursable Costs

1. Normal transportation costs associated with the work assigned herein for the On-Site Construction Observers shall be reimbursable. The rate shall not exceed the current IRS rate for the year per mile.
2. The following expenses shall be reimbursable: permit and other project fees, outside reproduction costs, and work of special consultants when required and approved in advance by the City for complex or specialized tasks of the project or for soils exploration, and materials testing. Markup charges shall not be charged for reimbursable expenses. The Engineer shall review invoices and forward them to the City with a payment request.

VIII. Other Terms and Conditions

- A. Termination: This Agreement may be terminated by either party for any reason by thirty (30) days written notice to the other party. Payment for services rendered shall be through the date of termination as identified on the written notification.
 - B. Successors and Assigns: This Agreement and all of the covenants thereof shall be to the benefit of and be binding upon the City and the Engineer respectively and any partners, successors, assigns and legal representatives. Neither the City nor the Engineer shall have the right to assign, transfer or sublet its interest or obligations hereunder without written consent of the other party.
 - C. The rates described in Attachment A are set through December 31, 2027. Any change to these rates for years 2028 and following must be approved by the City.
 - D. Period of Agreement: This Agreement will remain in effect unless terminated at an earlier date by either party.
 - E. Disputed Invoices: In the event the City disputes any aspect of an Engineer invoice, the City shall promptly notify the Engineer, in writing, of the nature of the dispute and timely pay any undisputed portion of the invoice. Thereafter the parties shall promptly collaborate, in good faith, to resolve the dispute. No interest shall accrue on disputed amounts during the period of collaboration. If no resolution can be achieved within thirty (30) days, or such other period on which the parties agree, either party may pursue its available and applicable remedied at law or in equity.
 - F. No Exclusivity: The parties agree that the City may contract with other engineering service providers or professionals during the term of this Agreement and nothing herein shall be interpreted to prohibit such engagement(s).
- IX. Copyright or Patent Infringements: The Engineer shall indemnify, hold harmless, and defend the City and its officers, agents and employees in any actions or claims, liabilities, damages, losses, penalties, or costs, including reasonable attorneys' fees, which are the result of actual or charged infringement of any copyright or patent by reason of the use or adoption of any designs, drawings or specifications supplied by Engineer, and Engineer

shall hold harmless the City from loss or damage resulting therefrom, providing however, that the City within ten (10) business days after receipt of any notice of infringement or of summons in any action therefore shall have forwarded the same to the Engineer in writing.

- X. Indemnity: The Engineer shall defend, indemnify and hold and save harmless the City and its officers, agents and employees from liability, claims, damages, losses, penalties of any nature or kind, including costs and expenses (including reasonable attorneys' fees), for or on account of any or all claims or suits for damages of any character whatsoever resulting from injuries or damages sustained by any person or persons or property arising from negligent acts or omissions by the Engineer, its officers, agents, employees, subcontractors or suppliers.

The Engineer further agrees that in order to protect themselves as well as the City under the indemnity agreement provisions set forth above they will at all times during the duration of this Agreement have and keep insurance in force as follows:

- A. Automobile liability insurance (single limit or combined limit or excess umbrella) covering all vehicles used in providing services to the City in an amount of one million five hundred thousand dollars (\$1,500,000) per accident for property damage, one million five hundred thousand dollars (\$1,500,000) for bodily injury and damages to any one person, and two million five dollars (\$2,000,000) for total bodily injuries and damages arising from a single accident.
 - B. General liability insurance (single limit, combined limit or excess umbrella) of not less than two million dollars (\$2,000,000) for total bodily injury and damages arising from one occurrence and two million dollars (\$2,000,000) for total personal injury arising from one occurrence. Such policy shall also include contractual liability coverage protecting the City, its officers, employees and members by specific endorsement acknowledging the contract between the Contractor and the City.
 - C. Worker's Compensation Policy to meet at least minimum Minnesota State Statutes.
 - D. Errors and omissions (professional liability) insurance with a minimum of one million dollars (\$1,000,000) in coverage per occurrence.
 - E. The Engineers shall provide the City with certificates of insurance evidencing the above coverage. Irrevocable notices shall be provided by the carrier to the City thirty (30) days prior to any change, modifications, or lapse in the above coverage. The City shall be named as an additional insured for any policy providing liability coverage.
- XI. The laws of the State of Minnesota shall govern as to the interpretation, validity and effect of this Agreement.

In accordance with Minnesota Statutes 16B.06, subd. 4, the books, records, documents, and accounting procedures and practices of the Engineer relevant to this Agreement are subject to examination by the City or its designated representative and either the Legislative Auditor or State Auditor as appropriate.

- XII. Severability, Waiver of provisions: The provisions of this Agreement are severable; if any paragraph, section, subdivision, sentence, clause or other phrase of this Agreement is for any reason held to be contrary to the law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining provision of this Agreement.
- XIII. In performing services under this Agreement, the Engineer warrants and represents that it will exercise that degree of skill and care that a professional engineer would exercise under the same or similar circumstances. Such care and skill is subject to peer review by an engineer of the City's choosing.
- XIV. The Engineer shall be bound under the provisions of the Minnesota Data Practices Act and maintain and disclose its records as required by Minnesota Statutes, Chapter 13.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS, the parties hereto have executed this Agreement the day and year first above mentioned.

CITY OF LONG LAKE

Charlie Miner
Mayor

Amanda Nowezki
City Administrator

HAKANSON ANDERSON ASSOCIATES, INC.

Steven Hegland
Principal Engineer

Ron Wagner
Chief Executive Officer

Attachment A

Hakanson Anderson 2026 Billing Rate Schedule



Main Office:
 3601 Thurston Avenue, Anoka, MN 55303
 Phone: 763-427-5860
 www.haa-inc.com



CITY OF LONG LAKE 2026 HOURLY BILLING RATES

<u>Job Classification</u>	<u>Rate</u>
Steven Hegland – City Engineer	\$186
Sam Jochum – Assistant City Engineer	\$160
Principal Engineer	\$186
Senior Project Manager / Design Engineer	\$173
Design Engineer / Project Manager	\$120 - \$166
Civil Technician	\$100 - \$145
Environmental Specialist	\$135 - \$153
Principal Land Surveyor, P.L.S.	\$180
Survey Project Manager	\$130 - \$171
Survey Crew Chief	\$145
Survey Office Technician	\$110 - \$149
Survey Field Technician	\$95 - \$129
Construction Observer	\$100 - \$145
Administrative Assistant	\$75 - \$90
GPS/Robotic Total Station	\$45
Mileage	IRS Rate



Title: Long Lake Creek Roadmap and Downtown Long Lake Stormwater Study Presentation

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Purpose

At the August 5, 2026, Long Lake City Council Meeting, in coordination with City staff, the Minnehaha Creek Watershed District (MCWD) will present an overview of the Long Lake Creek Roadmap, the recommended strategy for achieving lasting water quality improvements in Long Lake, and the findings of the draft Downtown Long Lake Stormwater Study.

Long Lake Background

Long Lake is included on Minnesota's impaired waters list because it does not meet state water quality standards for nutrients. Under Section 303(d) of the federal Clean Water Act, Minnesota was required to develop a Total Maximum Daily Load (TMDL), establishing the phosphorus reductions needed to meet state standards and restore the Lake.

The Long Lake TMDL, developed in 2014, assigns waste load allocations to regulated municipal separate stormwater systems (MS4s), including the cities whose land drains to the Lake. These allocations are assigned through each city's MS4 permit and represent regulatory obligations to reduce external phosphorus loading from the landscape and demonstrate progress toward compliance.

Long Lake Creek Roadmap Development

Following requests for support from cities subject to the TMDL to develop a clear, actionable plan to reduce phosphorus loading across the Long Lake Creek Subwatershed, in 2023, MCWD delivered the [Long Lake Creek Roadmap](#). With funding from the state of Minnesota and completed in close coordination with the Cities of Long Lake, Medina, and Orono, and the nonprofit Long Lake Waters Association, the Roadmap involved:

1. Conducting a data-driven assessment to identify the relative drivers of water quality issues in the Subwatershed
2. Identifying cost-effective capital improvement projects that could achieve meaningful improvements
3. Mapping an implementation strategy to make measurable progress on the Cities' water quality goals

The Roadmap outlined a tiered, comprehensive implementation strategy that prioritizes addressing significant sources of external pollutant loading, to achieve lasting water quality improvements and restore the Subwatershed's five impaired lakes, including Long Lake.

1. **Regional Treatment** – Prioritize implementation of regional projects to treat large drainage areas, cost-effectively capturing significant sources of external pollution before it reaches Long Lake
2. **Landscape Projects** – Implement additional projects on the landscape as development, infrastructure, landowner interests, and capacity allow to further reduce external pollution before it reaches Long Lake
3. **Upstream Lakes** – Restore upstream shallow lakes, which are also impaired, to reduce pollution flowing downstream to Long Lake
4. **Internal Load Management** – Address phosphorus loading inside Long Lake once sufficient progress is made to reduce external pollutant sources, achieving lasting water quality improvements

Roadmap Implementation Status and Progress

Section 7B.

County Road 6 Pond Retrofit

MCWD completed the County Road 6 Pond Retrofit in 2026, which was identified in the Roadmap as a priority regional treatment project opportunity. The \$725,000 project treats runoff from more than 3,000 acres before it reaches Long Lake and is projected to remove an additional 40 pounds of phosphorus annually.

Downtown Long Lake

The Roadmap also identified downtown Long Lake as a priority area because of its concentrated impervious surface, direct drainage to the Lake, and opportunity to provide regional stormwater treatment. With approximately \$150,000 in funding from the Minnesota Board of Water and Soil Resources, MCWD and the City of Long Lake have completed the Downtown Long Lake Stormwater Study, which evaluated downtown stormwater management opportunities.

Upstream Lakes and Landscape Projects

MCWD is advancing restoration opportunities in the impaired upstream shallow lakes, and is initiating scoping of ravine stabilization projects associated with Wolsfeld Lake. Improving water quality in these upstream lakes is critical to achieving lasting improvements in Long Lake because these areas store and release phosphorus downstream to Long Lake. Advancing this work will require continued coordination with the City of Medina, affected landowners, and other project partners. MCWD is also monitoring wetlands downstream of Spring Hill Golf Club. This work will help determine whether future wetland, drainage, or landscape improvements are warranted in this area.

Together, this work reflects the Roadmap's recommended sequence: complete high-value regional treatment projects, develop downtown stormwater improvements, investigate upstream sources and restoration opportunities, and monitor the resulting progress to guide future consideration of in-lake management.

Downtown Long Lake Stormwater Study (Attached)

The Downtown Management Unit encompasses approximately 518 acres and contributes an estimated 194 pounds of phosphorus annually to Long Lake, making it a priority area for treatment before stormwater reaches the Lake. Under the Roadmap's refined nutrient budget and implementation strategy, the target reduction from this area is 88 pounds annually through landscape and regional stormwater projects.

The study screened 22 potential project concepts and advanced 11 for water quality modeling, concept design, and cost estimating. Projects were evaluated based on expected water quality benefit, cost, constructability, site control, permitting, and operations and maintenance. The evaluation also considered potential community, ecological, and public realm benefits.

That process resulted in five recommended projects: two that could be advanced now and three that could be integrated into future capital improvement planning as other municipal infrastructure investments or redevelopment opportunities occur. Together, the two immediate implementation projects are estimated to reduce phosphorus loading by approximately 33-65 lbs annually, representing 38-74% of the downtown reduction target. The lower end of this range reflects the modeled improvement over current conditions, while the upper end reflects the treatment potential that may result from restoring existing, aging stormwater facilities.

Council Presentation and Next Steps

Pending discussion and direction from the Council, the City and MCWD can initiate implementation planning by advancing recommended next steps identified in the Downtown Long Lake Stormwater Study and beginning to outline potential funding strategies to be reported back to the Council.

Downtown Long Lake Stormwater Study

July 2026



MINNEHAHA CREEK
WATERSHED DISTRICT

DF/

EXECUTIVE SUMMARY

BACKGROUND

The Minnehaha Creek Watershed District (District), in partnership with the City of Long Lake (City), completed this Downtown Long Lake Stormwater Feasibility Study to identify and prioritize practical, cost-effective landscape projects that improve water quality in Long Lake.

This study is a direct implementation step flowing from the 2023 Long Lake Creek Roadmap, a state-funded planning effort led by MCWD with the Cities of Long Lake, Medina, and Orono, and the Long Lake Waters Association to restore impaired waters across the Subwatershed.

The Long Lake Creek Roadmap established a watershed-first implementation strategy that prioritizes regional stormwater management and local landscape projects before in-lake treatment. Accordingly, this study advances external-load management. It does not evaluate or preclude future in-lake management, which will be more effective and lasting after external loads are reduced.

Within that strategy, the Downtown Long Lake Management Unit (DMU) was identified as a priority area because it contributes disproportionately high phosphorus loads to Long Lake, relative to its size and level of urbanization.

The DMU encompasses 518 acres and contributes approximately 194 pounds of phosphorus annually to Long Lake. Under MCWD's refined nutrient budget and implementation strategy, which updated the original Total Maximum Daily Load (TMDL) framework using in-lake sediment chemistry data, the target reduction from this area is 88 pounds per year through landscape projects.

SUMMARY OF FEASIBILITY ASSESSMENT

This study screened 22 project concepts across the DMU and advanced 11 for water quality modeling, concept design, and cost estimating.

Five projects are recommended for implementation planning and future capital programming.

Potential projects were evaluated based on expected water quality benefit, cost, constructibility, site control, permitting, and operations and maintenance.

That process resulted in five recommended projects including two that could be advanced now and three that could be integrated into City capital improvement planning for infrastructure and redevelopment opportunities.

RECOMMENDED IMPLEMENTATION

Immediate implementation is recommended for two regional water quality projects: The Downtown Village Highway Pond Retrofit and Nelson Lakeside Park Restoration. In coordination with MCWD, the City should use its planning and regulatory tools to identify opportunities to route local runoff or surrounding regional drainage into redeveloping parcels, strengthening the downtown treatment train over time.

If all five projects go advanced, they are estimated to reduce TP loading by 50 to 88 pounds annually, representing approximately 57 to 100% of downtown's reduction target and substantial progress within the Long Lake Creek Roadmap implementation strategy.

For retrofit projects, phosphorus reduction is presented as a range to reflect both conservative incremental benefit and broader restored treatment potential. The lower end reflects the modeled increase above current conditions, whereas the upper end reflects the added value that may be realized where a project restores or reconfigures an existing facility that is currently underperforming due to age, sediment accumulation, or hydraulic limitations.

Three additional concepts should be preserved through City planning: Holbrook Park Floodplain Storage should be evaluated with future park improvements, Daniels Street Diversion should be reconsidered with future roadway and utility reconstruction. The Downtown Village Greenway

should advance through comprehensive planning, redevelopment, regulation, and landowner coordination.

More broadly, the City should continue to integrate water into public and private redevelopment. In coordination with MCWD, the City should use its planning and regulatory tools to identify opportunities to route local runoff or surrounding regional drainage into redeveloping parcels, strengthening the downtown treatment train over time.

If all five projects go advanced, they are estimated to reduce TP loading by 50 to 88 pounds annually, representing approximately 57 to 100% of downtown's reduction target and substantial progress within the Long Lake Creek Roadmap implementation strategy.

For retrofit projects, phosphorus reduction is presented as a range to reflect both conservative incremental benefit and broader restored treatment potential. The lower end reflects the modeled increase above current conditions, whereas the upper end reflects the added value that may be realized where a project restores or reconfigures an existing facility that is currently underperforming due to age, sediment accumulation, or hydraulic limitations.

Together, the two projects recommended for immediate implementation are estimated to reduce up to 74% of the phosphorus reduction target for downtown Long Lake.

Project Name	TP Reduction (lbs)	Estimated Cost	Time (Years)
Downtown Village Highway Pond Retrofit**	16.9 - 31.9	\$700k - \$900k	2 to 5
Nelson Lakeside Park Restoration	16.1 - 33.3	\$12M - \$18M	2 to 5
Holbrook Park Floodplain Storage**	4.5 - 6.7	\$700k - \$800k	5 to 10
Daniels Street Diversion**	8.8 - 13.2	\$600k - \$2.0M	10+
Downtown Village Greenway**	3.6	\$145M	10+
Total	38.7 - 85.1	\$4.9M - \$7M	10+

**Immediate Implementation Project **Opportunity-Based Project



TP REDUCTIONS

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Section 7B.



DF/



DOWNTOWN VILLAGE AREA

Area Description

The Downtown Village Area is a highly visible civic and commercial corridor in the center of Long Lake. It includes public facilities like City Hall, major transportation infrastructure, and the street and pond system that conveys stormwater runoff from south of Highway 12 toward Nelson Lakeside Park and Long Lake. The corridor also sits adjacent to the Western Hemlock County Pioneer Association Long Lake Museum, a Long Lake historical landmark, creating a long-

Implementation

This project i

Implementation, feasibility, and ex

next steps inclu

testing, and dev

moving the proje

placemaking op

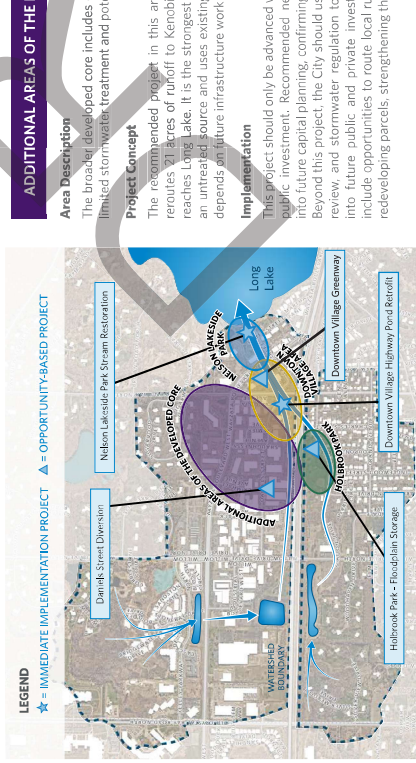
integration as co

and redevelopment

future land use c

Project Concept This project is recommended first for Immediate Implementation, due to public site ownership, engineering

The recommended project in this area is the Downtown Village Highway Pond Retrofit. The existing pond sits in a central location within the downtown drainage system and receives runoff from multiple downspouts and is currently underperforming. The retrofit, which restores storage capacity, improves sediment capture, increases residence time, and enhances vegetation and public visibility. It is the most cost-effective project identified in the feasibility study



LEGEND
 ★ = IMMEDIATE IMPLEMENTATION PROJECT ▲ = OPPORTUNITY-BASED PROJECT

Area Description

The broader developed core includes limited stormwater treatment and pot-

Project Concept

The recommended project in this area reroutes 21 acres of runoff to Kenobee reaches Long Lake. It is the strongest untreated source and uses existing infrastructure work.

Implementation

This project should only be advanced if it represents a significant public investment. Recommended next steps include moving forward into future capital planning, confirming the project's viability. Beyond this project, the City should use the findings of the review, and stormwater regulation to encourage private investment into future public and private investment opportunities. This includes opportunities to route local runoff through existing infrastructure, redeveloping parcels, strengthening the City's stormwater management plan, and encouraging private investment into future public and private investment opportunities.

NELSON LAKESIDE PARK

Area Description

Nelson Lakeside Park is a heavily used community park along the shoreline of Long Lake, and the most downstream point of the DMU. It includes a boat access, disc-golf course, community gathering space for events, like the annual Buckhorn Days, and the final set of stormwater treatment facilities before runoff from the city landscape enters the Lake. The park is therefore a major public amenity and one of the most important water quality locations in the downtown system.

Project Concept

The recommended project in this area is the Nelson Lakeside Park Restoration. The existing ponds and stormwater facilities are aging, underperforming, and expected to require substantial maintenance in the coming years.

The recommended concept builds on existing infrastructure by reconfiguring flow paths, expanding treatment function, increasing residence time, and improving hydraulic performance before stormwater runoff reaches Long Lake.

ADDITIONAL AREAS OF THE DEVELOPED CORE

Area Description

Holbrook Park serves as a hub for gatherings and events, drawing visitors from the neighborhood. The park's landscape features a mix of mature trees and water quality improvements.

Project Concept

The recommended approach, which focuses on improving settling and vegetated buffer

Implementation

It was selected on the basis of a slightly greater number of stream channel reaches. The steps into future park planning include additional testing, and integration with other park planning efforts.

DOWNTOWN VILLAGE HIGHWAY POND RETROFIT

PROJECT AT A GLANCE

Implementation Status: Immediate, recommended first

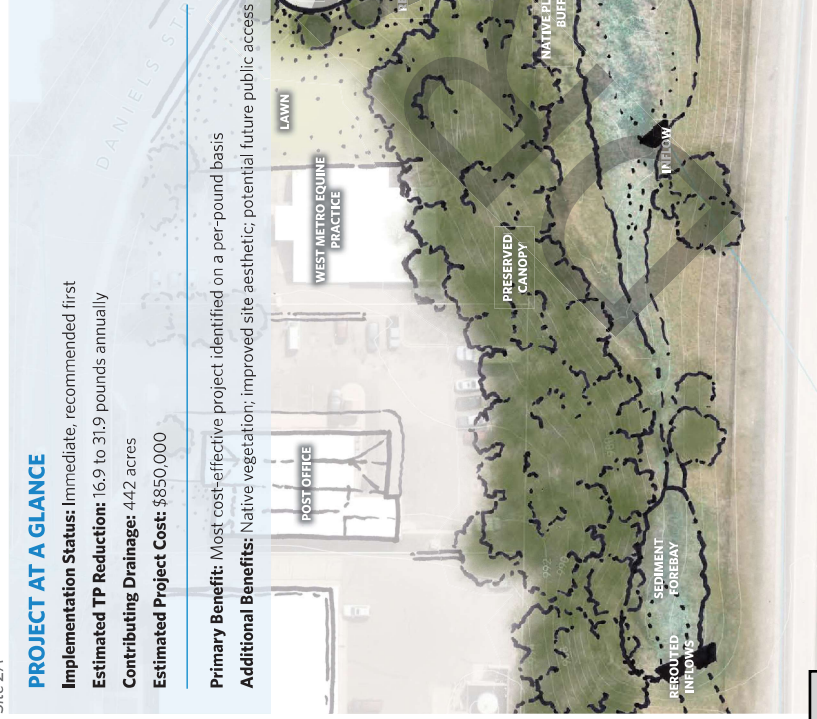
Estimated TP Reduction: 16.9 to 31.9 pounds annually

Contributing Drainage: 442 acres

Estimated Project Cost: \$850,000

Primary Benefit: Most cost-effective project identified on a per-pound basis

Additional Benefits: Native vegetation; improved site aesthetic; potential future public access



Section 7B.

PROJECT DESCRIPTION

The Downtown Village Highway Pond Retrofit project would restore an underperforming stormwater pond located within MnDOT right-of-way near Highway 125 Brown Road overpass. The pond receives runoff from 442 acres, including flows from Daniels Street, Kenobi Pond, Holbrook Park, nearby parking areas, and the neighborhoods to the south. Despite this large contributing area, the pond provides limited detention after many storm events. Rapid through-flow reduces sediment settling and leaves much of the pond's available treatment capacity unused.

The recommended concept would dredge accumulated sediment, establish a deeper permanent pool, construct sediment forebays, and modify the outlet to increase residence time and improve sediment capture. **The project is estimated to reduce total phosphorus loading by 16.9 to 31.9 pounds annually.** The lower end of this treatment range reflects the modeled improvement over current conditions, while the upper end reflects the treatment potential that may result from restoring an aging, sediment-filled facility.

The pond is situated within MnDOT right-of-way on property presumed to be owned by MnDOT, although MnDOT has stated that it does not own or maintain the facility. Itself and would support a retrofit led by the City or MCWD. The charter therefore prioritized the core stormwater retrofit and native revegetation, while also identifying a small,

optional placemaking opportunity on the adjacent West Metro Equine property, which is owned by the University of Minnesota. The lawn area immediately northwest of the pond could potentially support an overlook, seating, or small gathering space, subject to university coordination.

Over the longer term, reconstruction of Daniels Street and implementation of the Daniels Street Diversion could create additional opportunities to improve stormwater management, as well as pedestrian connections, boulevard landscaping, street trees, and lighting in this area. These broader improvements should be preserved through future redevelopment and corridor planning rather than treated as a primary driver of this pond retrofit.

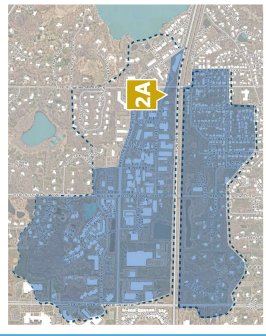
This is the most cost-effective project identified in the study on a per-pound basis and is recommended for immediate implementation.

COST & FUNDING

BMP Construction	\$670,000
Optional Amenities	\$70,000
Professional Services	\$110,000
Total Project Cost	\$850,000

*Estimated maintenance is \$8,000 annually.

PROJECT SITE AND DRAINAGE AREA



PROJECT DETAILS

Major proposed improvements include:

- Dredging accumulated sediment to restore pond depth and treatment capacity
- Raising and modifying the outlet to establish a deeper, 5-foot permanent pool
- Creating sediment forebays at major inlets to concentrate settling and simplify maintenance
- Replacing washing of low-quality vegetation with native species to enhance habitat and aesthetics
- Stabilizing and regrading pond edges to improve safety, access, and erosion control
- Providing maintenance access and staging near the Brown Road underpass

These improvements would increase residence time, create targeted sedimentation areas, and restore the pond as an effective regional treatment facility. Potential infiltration and vegetation benefits are not included in the estimated phosphorus reduction but would be evaluated ahead of design.

The principal cost drivers are dredging, outlet reconstruction, sediment forebays, slope stabilization, and constrained access near Highway 12. Significant pond expansion is limited by existing steep slopes, the MnDOT sound barrier, Daniels Street, and the Brown Road overpass piers.

OPERATIONS & MAINTENANCE

The sediment forebays should be inspected regularly and cleaned approximately every 1-2 years. Full pond dredging is estimated at 10 - 15-year intervals. Native vegetation will require inspection and maintenance during establishment. The final design should provide durable access for sediment removal and maintenance equipment, which may be achieved through the City's public works facility property.

PROJECT DASHBOARD

CONTRIBUTING DRAINAGE



WATER QUALITY



SUPPORT FOR NATURAL SYSTEMS



COMMUNITY BENEFITS



CONSTRUCTIBILITY



SITE CONTROL



OPERATIONS AND MAINTENANCE



4

NELSON LAKESIDE PARK RESTORATION

Site 3A

PROJECT AT A GLANCE

Implementation Status: Immediate, recommended second

Estimated TP Reduction: 16.1 to 33.3 pounds annually

Contributing Drainage: 518 acres

Estimated Project Cost: \$1,810,000

Primary Benefit: Regional stormwater treatment at final location before reaching Long Lake

Additional Benefits: Park reinvestment; habitat restoration; enhanced lake access



Section 7B.

An alternate retention pond retrofit concept was also evaluated at Nelson Lakeside Park. The recommended Park Restoration concept provides slightly greater modeled phosphorus reduction at a lower estimated cost, while more comprehensively addressing the four existing stormwater facilities, future maintenance needs, and integration with park use. Applicable elements of the alternate concept could be incorporated during preliminary design. See Appendix G.

PROJECT DESCRIPTION

Holbrook Park is bordered by a wooded ravine between Harrington Drive and Orchard Lane. The ravine receives base flow and stormwater from surrounding neighborhoods and conveys it to the Downtown Village Highway Pond and ultimately Long Lake. The channel lies approximately 10 feet below adjacent streets and park elevations and contains steep slopes, invasive vegetation, degraded habitat, accumulated sediment, and limited maintenance access.

The recommended concept would create floodplain storage and a permanent pool in the lower ravine, add a sediment forebay, improve drainage through the upper ravine, and restore native riparian vegetation. The project is estimated to reduce total phosphorus loading by 5.6 pounds annually. Potential benefit from reduced erosion and restored vegetation are not included in the modeled estimate.

The charrette evaluated two concepts: floodplain storage and stream channel restoration. Both provide similar water quality benefits, with a 0.6-pound difference in estimated annual phosphorus reduction; and either could be integrated with improvements to the adjacent recreation areas and pedestrian connections. The floodplain storage concept was carried forward because it provides slightly greater modeled treatment at a lower estimated cost. The stream channel

concept would require more extensive and costly channel work but could provide additional stream stabilization and habitat restoration benefits. Elements of both concepts could be combined if the City advances broader park improvements. Either concept would require selective vegetation removal for construction and long-term access.

Given the project's modest modeled phosphorus reduction relative to its estimated cost, the City may evaluate whether the combined water quality, ecological, and park benefits warrant further development. Additional field investigation and preliminary design, including infiltration testing, may identify opportunities to improve performance and better define costs and benefits.

This project is recommended as an opportunity-based project that could advance with future City-led Holbrook Park improvements.

COST & FUNDING

BMP Construction	\$690,000
Professional Services	\$110,000
Total Project Cost	\$880,000

**Estimated maintenance is \$9,000 annually.*

PROJECT SITE AND DRAINAGE AREA



PROJECT DETAILS

Approximately 68 acres drain through the wooded ravine system bordering Holbrook Park.

Major proposed improvements include:

- Creating an underground pool in the lower ravine to increase storage and improve settling
- Constructing a sediment forebay to capture coarse material and simplify maintenance
- Replacing the existing outlet structure with an adjustable stoplog structure

If the City elects to advance the concept, a funding strategy would need to be evaluated based on a refined project scope and cost-benefit analysis. The project may be considered for BWSR Clean Water Fund or applicable watershed implementation funding. Park access, or other recreational improvements are not included in the project estimate and should be separately scoped and funded. No City, MCWD, or outside funding commitment is assumed.

IMPLEMENTATION NEXT STEPS

The project will require typical City and MCWD permits and construction stormwater approvals. Wetland floodplain, dredging public waters, or federal approvals will depend on field investigations and final design. Coordination with the City's Holbrook Park planning and capital schedule is the primary implementation dependency. Construction access, temporary park impacts, and any optional public improvements will also require City and community coordination.

- Evaluate the concept through City park and capital planning, including whether its combined park, ecological, and water benefits warrant further efforts.
- Complete targeted field investigations and preliminary design, to refine performance, costs, permitting needs, and implementation roles.

Next steps should only be taken if the City elects to further explore the project.

- Raising inflow pipes and completing limited grading and channel widening in the upper ravines
- Removing invasive vegetation and stabilization of degraded slopes and riparian areas

OPERATIONS & MAINTENANCE

Maintain restored vegetation and control invasive or woody encroachment, especially during establishment. Inspect culverts, inlets, banks, and the outlet annually; winterize stoplogs; and remove sediment or repair erosion as needed. Preserve vehicle access from Harrington Drive and the existing park maintenance road.

PROJECT DASHBOARD

CONTRIBUTING DRAINAGE

68 acres — 13% of total Downtown MU

WATER QUALITY

5.6 lbs of phosphorus removed annually

SUPPORT FOR NATURAL SYSTEMS

Potential for creation of new high-quality habitat

COMMUNITY BENEFITS

Improves aesthetics of natural features in a public space

CONSTRUCTIBILITY

Construction access will require tree removal

SITE CONTROL

Stormwater facilities are within existing parkland owned by City

OPERATIONS AND MAINTENANCE

Limited required maintenance within existing City capabilities

DANIELS STREET DIVERSION

Site 4B

PROJECT AT A GLANCE

Implementation Status: Opportunity-Based, subject to City evaluation with future road improvements

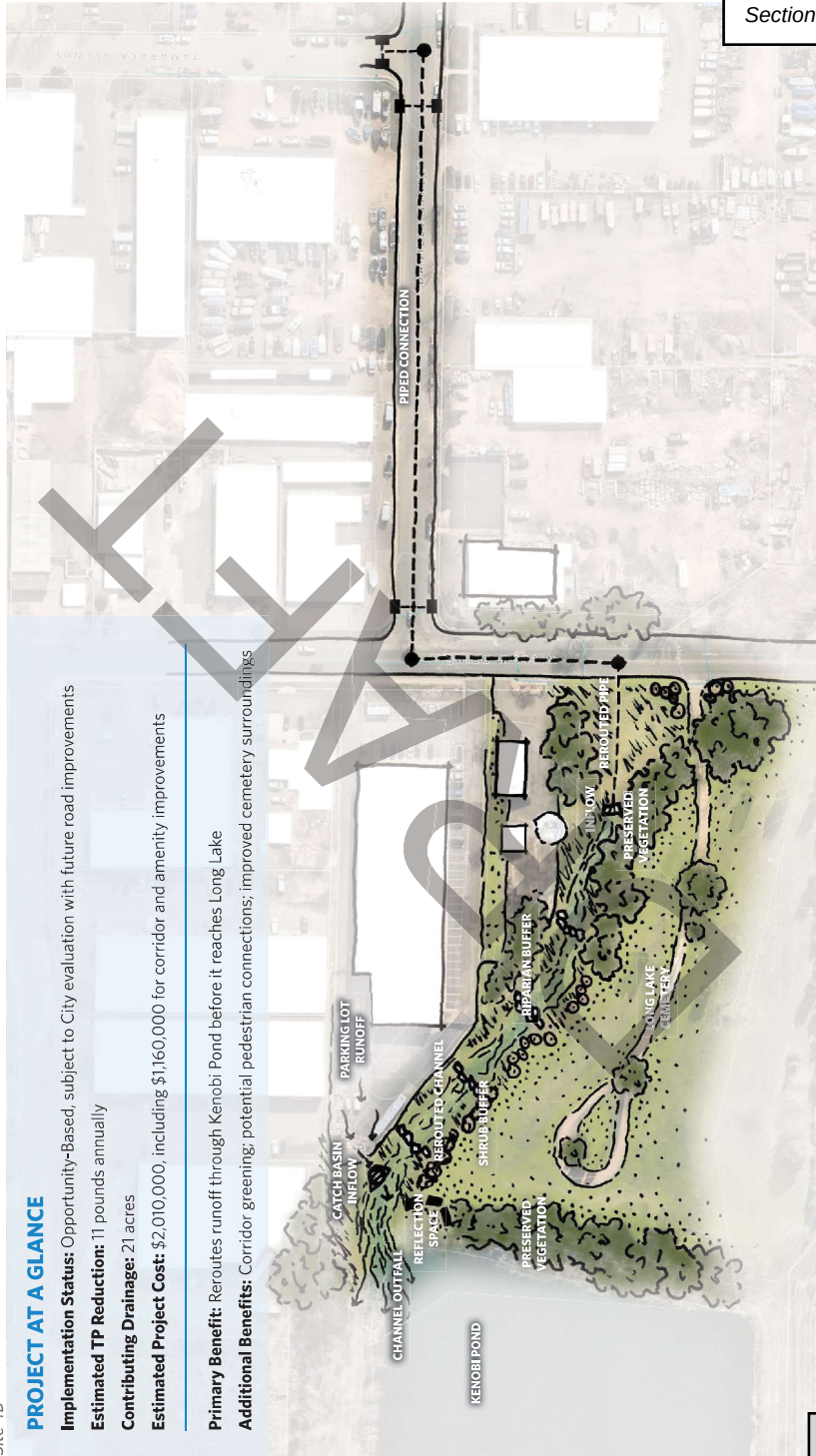
Estimated TP Reduction: 11 pounds annually

Contributing Drainage: 21 acres

Estimated Project Cost: \$2,010,000, including \$1160,000 for corridor and amenity improvements

Primary Benefit: Reroutes runoff through Kenobi Pond before it reaches Long Lake

Additional Benefits: Corridor greening; potential pedestrian connections; improved cemetery surroundings



Section 7B.

PROJECT DESCRIPTION

The Daniels Street Diversion would reconstruct and reroute storm sewer beneath Daniels Street between Willow Drive and the high point near Tamarack Avenue. The project would redirect runoff from approximately 21 acres of highly impervious development to the unnamed channel north of Long Lake Cemetery and then to Kenobi Pond, extending the treatment path before stormwater reaches Long Lake. The project is estimated to remove approximately 11 pounds of total phosphorus annually.

The concept was developed to focus on long-term opportunities to improve stormwater management, transportation, and the public realm. Because the project requires substantial roadway and utility work, it would only be cost-effective at the time the City determined to reconstruct Daniels Street.

The proposed alignment could create a naturalized channel and reflection space near the cemetery, while supporting future corridor greening or pedestrian connections. Impacts to cemetery plots appear avoidable but would need to be confirmed through survey, utility investigation, and coordination with the Church of Saint George.

The diversion would also reintroduce flow to a channel that currently carries limited runoff. If the City elects to advance reconstruction of Daniels Street, additional investigation

should evaluate channel stability, Kenobi Pond hydraulics, property impacts, water quality performance, and the cost-benefit of integrating the diversion with the roadway project. No reconstruction of Daniels Street is currently planned.

This concept is recommended as an opportunity-based project that could advance with city-led reconstruction of Daniels Street.

COST & FUNDING

BMP Construction	\$640,000
Amenities Construction	\$1,160,000
Professional Services	\$210,000
Total Project Cost	\$2,010,000

**Estimated maintenance is \$2,000 annually.*

The estimated cost represents an integrated stormwater and corridor concept. The \$16 million corridor and amenity component should be evaluated as part of a future City roadway project, not as a stand-alone water quality cost. If the City elects to advance Daniels Street reconstruction, potential City, MCWD, and outside-funding roles should be evaluated based on the refined scope, water quality benefit, and allocation of roadway and stormwater costs. No City, MCWD, or outside funding commitment is assumed.

PROJECT SITE AND DRAINAGE AREA



PROJECT DETAILS

Most of the modeled benefit results from routing additional runoff through Kenobi Pond, rather than treatment within the proposed channel.

Major proposed improvements include:

- Reconstructing existing storm sewer and inlets beneath Daniels Street
- Diverting approximately 27 acres of highly impervious drainage toward Kenobi Pond
- Creating a naturalized conveyance channel upstream of Kenobi Pond
- Expanding the regional treatment train that drains to Long Lake to include Kenobi Pond

- Evaluating an optional cartridge-filter system for additional dissolved phosphorus treatment

Initial modeling indicates Kenobi Pond has sufficient storage and outlet capacity to receive the diverted runoff. Survey and additional hydraulic analysis are needed to confirm pond elevations, outlet performance, downstream effects, and the treatment benefit. The evaluation should also consider whether accumulated dissolved phosphorus could affect Kenobi Pond's long-term performance.

IMPLEMENTATION NEXT STEPS

The project will require typical City and MCWD permits and construction stormwater approvals. Wetland shoreline water quality, or federal approvals will depend on field investigations and final design.

The primary implementation dependencies are City-led roadway planning, utility relocation, property and maintenance access, and coordination with the Church of Saint George. The City of Orono should also be involved because portions of the drainage area originate in Orono, and the City of Orono maintains Kenobi Pond. Construction would require temporary closures along Daniels Street and Willow Drive.

- Preserve the diversion concept through City transportation utility, and capital planning, and reconsider it when reconstruction of Daniels Street becomes a City priority.
- Complete targeted field investigations to determine alignment, confirm vegetation and channel impacts, evaluate Kenobi Pond performance, and refine costs, benefits, permits and roles.

Next steps should only be taken if the City elects to further explore the project.

OPERATIONS & MAINTENANCE

Install new inlets with sumps and clean them approximately every two years using a jet-vac truck. Maintain channel vegetation and repair erosion as needed. If the project advances, the Kenobi Pond maintenance agreement should be updated and permanent access for channel and pond maintenance should be secured.

PROJECT DASHBOARD

CONTRIBUTING DRAINAGE

21 acres — 4% of total Downtown MU

WATER QUALITY

11 lbs of phosphorus removed annually

SUPPORT FOR NATURAL SYSTEMS

No substantial improvements

COMMUNITY BENEFITS

Potential to align with public site amenities

CONSTRUCTIBILITY

Construction access will require easement and has potential for utility conflict

SITE CONTROL

Direct impact to Long Lake Cemetery, coordination with Orono required

OPERATIONS AND MAINTENANCE

Limited required maintenance within existing City capabilities

10

DOWNTOWN VILLAGE GREENWAY

Site 2B

PROJECT AT A GLANCE

Implementation Status: Opportunity-Based, advance through City planning and landowner coordination

Estimated TP Reduction: 3.6 pounds annually

Contributing Drainage: 458 acres

Estimated Project Cost: \$1,450,000, excluding property acquisition and/or redevelopment costs

Primary Benefit: A greenway in the heart of downtown with pedestrian connections and public greenspace

Additional Benefits: Treatment of 458 acres, including 190 impervious acres.



Section 7B.

PROJECT DESCRIPTION

The Downtown Village Greenway is an approximately 350-foot urban drainage corridor between Brown Road North and Wayzata Boulevard. It is the primary flow path conveying runoff from over 450 acres toward Nelson Lakeside Park and Long Lake. The stream is tightly constrained, densely vegetated, and difficult to access. Its location between City Hall, the Pioneer Museum, Nelson Lakeside Park, and Long Lake creates an opportunity to organize redevelopment and public greenspace around a restored urban stream.

During the charrette, the City expressed interest in a bold vision for long-term redevelopment extending from a vacant City-owned parcel at the corner of Wayzata Blvd and Lake St. This concept illustrates how the area could transform over time through market-driven redevelopment, coordinated landowner engagement, and parcel assembly. It is a long-term planning vision, not a recommendation for acquisition.

The study evaluated two concepts on opposite sides of the stream: this concept is the larger vision. It includes a restored stream, underground stormwater treatment, expanded greenspace, and a gathering area integrated with future development. Site ZC complements this vision on the Pioneer Museum side with additional treatment, parcel stabilization, and improved access to the greenway. Together, the concepts establish a greenway connecting City Hall to the shoreline through a restored public corridor in the heart of downtown.

PROJECT SITE AND DRAINAGE AREA



FEASIBILITY ASSESSMENT PROCESS

BACKGROUND

A team consisting of HDR and Damon Farber worked alongside MCWD staff to identify opportunities and evaluate the feasibility of stormwater management projects, or Best Management Practices (BMPs), located within the Downtown Management Unit (DMU) of MCWD's Long Lake Creek Subwatershed. This task was built on a prior study performed by MCWD as part of the Long Lake Creek Map.

Within that strategy, the DMU was identified as a priority area because it contributes disproportionately high phosphorus loads to Long Lake, relative to its size and level of urbanization.

The DMU encompasses 518 acres and contributes approximately 194 pounds of phosphorus annually to Long Lake. Under MCWD's refined nutrient budget and implementation strategy, which updated the original Total Maximum Daily Load (TMDL) framework using in-lake sediment chemistry data, the target reduction from this area is 88 pounds per year through landscape projects.

The focus of this study is to identify and recommend projects that provide feasible and cost-effective water quality benefits to impaired Long Lake and downstream waterbodies. Sites were additionally evaluated based on opportunities for public amenities and restoration.

The report includes a summary of general findings and work performed. Assessed projects that include site-specific details are presented as cut sheets, found on pages 3-12 for recommended or opportunity-based projects, and in Appendix G for non-recommended projects and/or alternatives.

FEASIBILITY ASSESSMENT

The identification and evaluation of sites was conducted from a holistic perspective on a site's feasibility and potential impact on water quality, the community, and the ecosystem in an effort to align with MCWD's Balanced Urban Ecology approach. The following data sources supported evaluation:

- Long Lake Creek Subwatershed Assessment
- 2020-06-18, 2020 Basin Survey Summary Technical Memo
- MCWD XP SWMM Model
- MCWD P8 model for the Long Lake Creek Subwatershed
- BMP Construction plans
- City of Long Lake and MCWD provided GIS Data
- Communicated history and operations of sites from City and MCWD staff
- Historic aerial photography

COST & FUNDING

BMP Construction	\$1,000,000
Amenities Construction	\$300,000
Professional Services	\$150,000
Total Project Cost	\$1,450,000

*Estimated maintenance is \$10,000 annually.

The estimate reflects the larger redevelopment concept. Incorporating improvements on the Pioneer Museum side into a unified corridor may change the final scope and cost.

This project may be considered for BWSR Clean Water Fund, MPCA Clean Water Partnership, Section 319, LCCMR, or other funding. Outside funding is not assumed. Stormwater improvements, public amenities, property acquisition, private redevelopment, and historic or cultural elements should be tracked separately, so funding responsibilities remain clear.

PROJECT DETAILS

Major proposed improvements include:

- Restoring and meandering portions of the stream channel to improve stability, bank stability, and public access
- Creating approximately 0.25 acre-feet of stormwater storage and infiltration beneath future gathering space
- Diverting runoff from Wayzata Boulevard into a rain garden/bioretention area, returning runoff flows to the stream
- Routing runoff from the 24-inch storm sewer through a naturalized swale on the Pioneer Museum side
- Restoring and expanding the riparian buffer on both sides of the stream
- Creating pathways, stream crossings, overlooks, and gathering areas along the corridor

IMPLEMENTATION NEXT STEPS

This concept affects multiple parcels under different ownership and should advance through cooperative planning, voluntary acquisition agreements, redevelopment agreements, or a combination. The feasibility concept does not represent commitments by the City or other agencies to acquire specific properties or change existing uses.

The City should establish the long-term corridor vision before redevelopment proposals. Early planning should identify the space needed for channel restoration, stormwater treatment, pedestrian access, public greenspace, and maintenance. Coordination with the Pioneer Museum will be important.

Consider incorporating the Downtown Village Greenway vision into City long-range and comprehensive planning. Identify the space needs that should be preserved through future planning.

- Evaluate how the vacant City-owned parcel at Wayzata Blvd and Lake St could support the long-term greenway.
- Engage current landowners individually or as redevelopment opportunities emerge.
- Coordinate with the Pioneer Museum to evaluate ability to integrate historic interpretation, site access, visibility, landscape improvements, and public programming if broader redevelopment is determined non-viable.
- Develop a phased funding and implementation strategy when a viable land use opportunity emerges.

- Establishing a continuous green pedestrian connection from City Hall toward Nelson Lakeside Park and Long Lake

Treatment estimates for the two sides of the stream should not be added because the concepts contain overlapping drainage. The project's broader value lies in establishing a coordinated framework for stormwater management, ecological restoration, redevelopment, public space, pedestrian circulation, and historic interpretation.

The principal cost drivers are underground infrastructure, stream excavation and stabilization, utility coordination, building removal, access, and amenities. Property acquisition, construction, private redevelopment, and parcel assembly are not included in the cost estimate.

PROJECT IDENTIFICATION

Projects were identified via two primary paths: alternatives stemming from the Roadmap, and newly identified concepts based on desktop review or discussion with City and MCWD staff.

A total of 22 potential projects were identified across multiple typologies, including new infiltration basins, conveyance improvements, retrofits or restorations, and green infrastructure improvements. A table including each opportunity, a brief description of the work proposed, contributing drainage area, imperviousness, footprint extent, and considerations of identified constraints is included as Appendix A.

The intention of this project identification phase was to identify a holistic range of water quality and public realm improvements across the entire DMU, and focus further evaluation efforts on those deemed most impactful.

Of the 22 identified projects, 11 were recommended for further feasibility evaluation under this study. This recommendation was based on a collaborative discussion between MCWD and the consultant team.

LANDSCAPE ARCHITECTURE AND ENGINEERING

Eleven potential projects were further defined through conceptual landscape architecture and engineering design.

Using the size and characteristics of their contributing watersheds as a baseline, these alternatives were developed to target total phosphorus removal, while also leveraging adjacent areas for potential gathering spaces and accessible amenities in alignment with potential development, infiltration, and regional connection opportunities. A precedent analysis featuring inspirational projects and implementation strategies was assembled to broaden the team's perspectives and inspire creative solutions. For details, refer to Appendix B.

To support feasibility-level design, a high-level HydroCAD model of the DMU was developed, using available watershed parameters and stormwater conveyance inputs to simulate runoff from storm events of varying intensity.

The alternatives were further refined through site observations, maintenance preferences discussed with project stakeholders, and evaluation of potential utility and landowner constraints using City-provided GIS data. A feasibility-level engineering design concept has been developed for each of the 11 sites and has been included as Appendix C.

OPERATIONS & MAINTENANCE

Project elements will require routine inspection and maintenance to preserve treatment capacity and safe conveyance. Naturalized areas will require vegetation management. The stream channel banks, crossings, plunge pool rock checks, and riffles should be inspected after major storms. Public amenities will require routine City or partner maintenance. Agreements should assign responsibilities among the City, MCWD, property owners, the Pioneer Museum, and future development partners.

PROJECT DASHBOARD

CONTRIBUTING DRAINAGE

458 acres — 88% of total Downtown MU

WATER QUALITY

3.6 lbs of phosphorus removed annually

SUPPORT FOR NATURAL SYSTEMS

Potential for creation of new high-quality habitat

COMMUNITY BENEFITS

Substantial improvements to downtown public spaces and development

CONSTRUCTIBILITY

Construction will require tree removal, easement, building removal, and potential for utility conflict

SITE CONTROL

Direct impact to Downtown Long Lake properties

OPERATIONS AND MAINTENANCE

Limited maintenance within existing City capabilities, private developer maintenance

CHARRETTE

A design charrette was held on December 10, 2025, to convene stakeholders and provide a shared vision for the study area. The workshop began with a visioning session to establish goals and objectives, followed by a precedent analysis to inspire new ideas, and finishing with a collaborative sketching session. The project team placed a strong emphasis on creative problem-solving and integrating a balanced urban ecology strategy to improve water quality in Long Lake. This half-day event encouraged open dialogue, collaboration, and a strong sense of ownership and investment in the proposed projects.

The charrette was attended by staff from the City, MCWD, HDR, and Damon Farber. Attendees included:

- Long Lake — Amanda Nowecki
- MCWD — James Wisler, Michael Hayman, Brian Beck, Rachel Baker, Veronica Sammes
- HDR — Ryan Fucci, Andrew Judd, Chris Gice, Leah Botting
- Damon Farber — Andrew Montgomery, Jeff McMenimen, Tessa Siwak

The charrette focused on the project sites that showed the most initial potential for the greatest water quality benefit and transformational change. Teams focused on the following areas:

- Downtown Village Area
- Holbrook Park
- Nelson Lakeside Park

The charrette provided an opportunity to advance project sites identified during the subwatershed assessment and project evaluation phase, rapidly explore design alternatives, and collaboratively develop innovative solutions. Not all projects that were selected for advancement during the project identification phase were assessed as part of the charrette.

After the charrette, multiple concepts were assessed further at each location for feasibility, cost, and overall benefit. Sketches developed as part of the charrette are included as Appendix D.

MODELING ASSUMPTIONS

Water Quality Modeling using the MCWD-provided P8 model was conducted to assess the water quality benefit of proposed sites. Model outputs are included in Appendix H.

The following modeling assumptions were made to represent the performance of each of the sites in the model:

- The model was run for a 30-year period with a 1-year lead up.
- No modifications were made to existing watersheds or particle loading distributions, with the exception of dividing watersheds as part of scenarios where a proposed BMP treated only a portion of an existing watershed.
- Based on best available soils data, it was assumed that no proposed BMPs would allow for impactful infiltration.
- The impact of each BMP was measured independently in a copy of the model that maintained all other watersheds and BMPs unchanged.
- Reported phosphorus reductions represent the net improvement over existing conditions, rather than the total removal provided by an individual BMP. For retrofit and replacement projects, this accounts for the performance of the existing BMP being replaced. In addition, because the modeled watersheds are hydraulically connected, BMP benefits are evaluated based on their contribution to overall watershed phosphorus reduction, rather than pollutant removal at the BMP itself.
- A range of TP removal has been provided for some of the retrofit projects to indicate reasonable uncertainty in the existing BMP's current level of performance. Existing BMPs may be performing below their original design efficiency due to age or other factors, resulting in a range of reasonable estimates for the net improvement achieved by the proposed retrofit.

COST OPINION

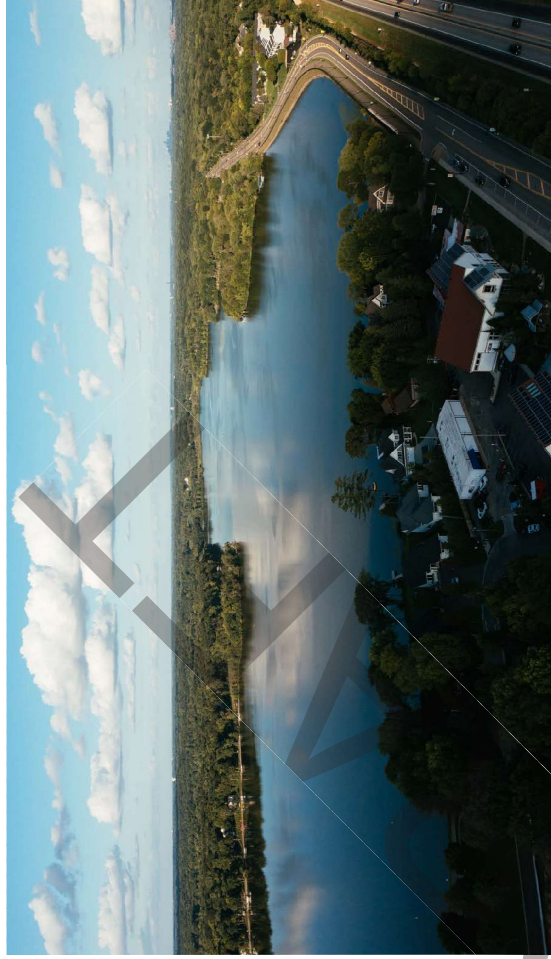
Line-item cost opinions were developed for each evaluated concept. Unit costs were sourced from recent HDR and DF construction bids or MnDOT. Costs are broken down into a few major categories, including:

- **BMP Construction** – Estimated costs to construct the BMP, as well as necessary auxiliaries.
- **Amenities Construction** – Estimated costs attributed to non-water-quality focused site elements such as park amenities.
- **Professional Services** – Estimated field services, design, and construction observation costs as a percentage of construction costs.
- **Total Project Cost** – The sum of BMP, amenities, and professional services.
- **Annual Maintenance** – Estimated maintenance cost based on BMP type and a percentage of the overall construction cost.

EVALUATION CRITERIA

The 11 projects that were advanced to the conceptual design phase were prioritized using a weighted multi-decision criteria assessment matrix. The matrix consists of nine evaluation criteria that align with objectives identified within the Roadmap. Each project concept was evaluated and scored across each of the nine criteria. While all of the criteria are important to overall project success, the scores were then weighted based on the relative importance of each criteria in achieving the overall goals of the Roadmap and aggregated into a total score. Proposed weighting prioritizes expected water quality benefits but also considers potential feasibility and improvements for community and habitat. For example, water quality improvement potential was weighted as 25% of the overall score, while support for natural systems represents 5% of the total score. The evaluation matrix is included as Appendix E in full and is meant to be a tool to orient decision-makers on potential project benefits across the range of identified criteria to assist in prioritization. Though it is not meant to be a strict ranking, projects with higher scores are generally recommended over those with lower scores.

Criteria	Description
Contributing Impervious Drainage	Measures potential impact based on the amount of impervious drainage area contributing to the proposed project site. Sites that are located downstream of a large drainage area will score higher.
Water Quality	Measures a project's ability to improve effluent water quality through reductions in total phosphorus. Sites that result in more TP reductions as indicated by P8 modeling will score higher.
Support for Natural Systems	Measures potential for project to incorporate habitat enhancing features into the design of the proposed project site. This criteria is based on the type of project proposed and proximity to existing habitat. Sites that have greater potential to enhance habitat will score higher.
Support for Community	Measures a project's potential to incorporate community enhancing features align with other planned community projects or be located proximate to community gathering spaces. Sites that have greater potential to improve community value will score higher.
Constructibility	Consideration of site construction access, slope and excavation requirements, clearing and grubbing needs, specialty construction needs, available space, and logistics of construction activities. Sites with less constructibility constraints will score higher.
Ownership	Consideration of site ownership with regards to the ability for a project to be built at the site. Right-of-way projects, or projects on public property, will score more highly than those that are on private property.
Permitting	Consideration of ease of permitting requirements, and identification of potential permitting challenges that may negatively impact project cost or feasibility. Sites with less complex permitting requirements will score higher.
Funding	Consideration of potential funding opportunities based on specific project elements or foreseen outcomes, and alignment with known funding sources. Sites that may qualify for more funding opportunities will score higher.
Operations and Maintenance	Measures the long-term ability of the project to maintain functionality with minimal operation and maintenance needs or anticipated replacement costs. Sites that will require simpler or less frequent operations and maintenance will score higher.



Cost ranges presented in the report are based on the estimated BMP construction cost (lower estimate) and the total project cost (upper estimate). Construction cost estimates include a 25% contingency. The resulting cost opinions are presented in Appendix F.

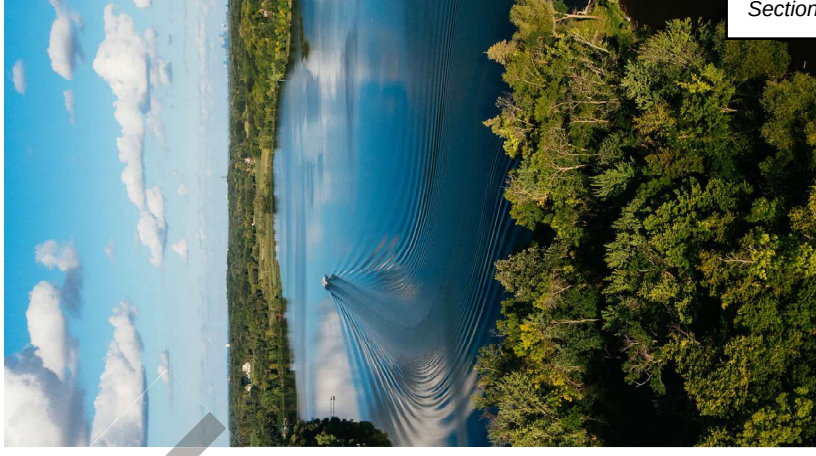
PERMITTING SCAN

A permitting scan was conducted to document an initial review of permitting and agency coordination anticipated for each site. A matrix of anticipated permits is included in Appendix H with additional site-specific descriptions of permitting included on each cut sheet and in Appendix G.

OPERATIONS & MAINTENANCE

To extend the expected useful life and effectiveness of proposed BMPs, it is anticipated that ongoing maintenance will be required. Generalized operations and maintenance recommendations are included for each BMP. Additional site-specific maintenance considerations associated with site access or key features will be established through cooperative agreements based on ownership, existing maintenance roles, organizational capacity, and program goals. Cost estimates generally assume routine City maintenance unless otherwise noted. This study does not modify existing City or MCWD maintenance responsibilities.

Detailed operations and maintenance requirements are included in Appendix H.



ORIENTATION KEY MAP

HOLBROOK PARK

- 1A** HOLBROOK PARK - STREAM CHANNEL
HOLBROOK PARK: OPTION 1
- 1B** HOLBROOK PARK - FLOODPLAIN STORAGE
HOLBROOK PARK: OPTION 2

DOWNTOWN VILLAGE

- 2A** DOWNTOWN VILLAGE HIGHWAY POND RETROFIT
- 2B** DOWNTOWN VILLAGE GREENWAY
DOWNTOWN VILLAGE: OPTION 1
- 2C** PIONEER MUSEUM BMP
DOWNTOWN VILLAGE: OPTION 2

NELSON LAKESIDE PARK

- 3A** NELSON LAKESIDE PARK STREAM RESTORATION
NELSON LAKESIDE: OPTION 1
- 3B** NELSON LAKESIDE PARK RETENTION POND RETROFIT
NELSON LAKESIDE: OPTION 2

ADDITIONAL AREAS OF THE DEVELOPED CORE

- 4A** CITY MAINTENANCE FACILITY
- 4B** DANIELS STREET DIVERSION
- 4C** WAYZATA & BROWN POND DIVERSION
- 4D** SHAUGHNESSY AVE SUBSURFACE MANAGEMENT

