CITY COUNCIL MEETING

September 02, 2025 at 6:30 PM

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

AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Mayor's Comments – Long Lake News, Meeting Review and Updates**

4. **Approve Agenda**

5. **Consent Agenda**

   A. Approve Minutes of August 19, 2025 City Council Meeting

   B. Approve Vendor Claims and Payroll

   C. Adopt Resolution No. 2025-26 Approving Issuance of a Special Event Permit for the Birch's on the Lake Fun Run 5K and 10K on September 14, 2025

   D. Approve the Lake Minnetonka Communications Commission's (LMCC) 2026 Budget

6. **Open Correspondence**
   NOTE: Open Correspondence is an item on the agenda during which the public may address the City Council. **No formal action is taken by the City Council** and comments shall be limited to five minutes or less. *Open Correspondence comments may also be emailed to City staff by 12:00 noon on the date of the meeting.*

7. **Regular Business**

   A. Final Acceptance of Developer Improvements for the Zvago Cooperative at Long Lake

   B. Direction to Staff Regarding Removal of Ash Trees in Right-of-Way

   C. Fire Department Transition / Future Fire Services News & Updates

8. **Other Business**

9. **Adjourn**

UPCOMING MEETINGS & OTHER DATES OF NOTE
Tuesday, September 16 (5:00 pm) / City Council Work Session
Tuesday, September 16 (6:00 pm) / EDA Meeting
Tuesday, September 16 (6:30 pm) / City Council Meeting
Wednesday, September 17 (3:00 pm) / Save the Date - Farewell Gathering for Administrator Weske

MINUTES
CITY COUNCIL MEETING
August 19, 2025

CALL TO ORDER
The meeting was called to order at 6:35 pm. Mayor Miner explained that there had been some technical difficulties with the audio/video equipment in the Council Chambers and the meeting would be unable to be recorded for YouTube or LMCC viewers.

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

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

Absent: Council: Jahn Dyvik (with prior notice)

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW AND UPDATES
Mayor Miner highlighted the recent Corn Days event and mentioned that there had been a good turnout despite weather challenges that occurred. He expressed appreciation to the Church of St. George for their work on the festival, and to the Long Lake Area Chamber of Commerce for running the parade, particularly Chamber Boardmember Marty Schneider.

Mayor Miner also congratulated Senator Ann Johnson-Stewart and Representative Andrew Myers, who were both awarded the League of Minnesota Cities Legislators of Distinction Award for 2025.

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

CONSENT AGENDA
The Consent Agenda consisted of the following:

A. Approve Minutes of the August 4, 2025 City Council Work Session Meeting
B. Approve Minutes of the August 4, 2025 City Council Meeting
C. Approve Vendor Claims and Payroll
D. Adopt Resolution No. 2025-24 Conditionally Appointing Jeremy Burke to the Position of Paid On-Call Firefighter
E. Adopt Resolution No. 2025-23 Conditionally Appointing Gram Ims to the Position of Paid On-Call Firefighter
F. Approve a Six-Month Probationary Status Extension for Public Works Maintenance Worker I Matt Fahrman

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

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

REGULAR BUSINESS

A. Accept the Resignation of City Administrator Scott Weske
City Clerk Moeller reported that Scott Weske began his tenure with the City in January 2014 and after 11 years of service, he will be moving on to another city. His last day of employment with Long Lake would be September 19, 2025. She added that they all wished Mr. Weske well and noted that he would be missed by City staff.

Mayor Miner thanked Mr. Weske on behalf of the City and the Council for his many contributions to the community over the last 11 years.

A motion was made by Miner, seconded by Feldmann, to accept the resignation of City Administrator Scott Weske. Ayes: all.

Moeller mentioned that she was working on a gathering in honor of Mr. Weske's service to the City and had sent out a 'save the date' for a possible date. She also stated that staff was looking for direction from the Council on reaching out to search firms for filling the position. She had obtained some information from the League of Minnesota Cities on reputable search firms that were based in Minnesota. Additionally, staff had been giving thought to the need to appoint an internal Interim City Administrator or possibly dividing the duties between the City Clerk and Finance Director positions to share the workload. The advantages would of working with a search firm to fill the upcoming Administrator vacancy were briefly discussed.

It was the consensus of the Council to direct staff to reach out to search firms and request pricing to assist the City in filling the City Administrator position, and to bring back recommendations on appointing staff to take on the Interim City Administrator duties.

B. Approve the Purchase of SCBAs for the Fire Department
City Administrator Weske reviewed the request to purchase 40 sets of masks and regulators/SCBAs for the combined Long Lake and Orono Fire Department so that the firefighters would have the same equipment. He noted that the set the Long Lake Fire Department currently has is not that old. The vendor has proposed to buy them back, and those funds could be used to offset the overall purchase price. He indicated that the purchase request was being brought forward now because the joint powers purchasing agreement for this equipment was expiring in September, and it seemed advisable to make the purchase before prices increased with the new agreement.

Councilmember Newcomer asked if he should recuse himself from voting on this item since his company was a competitor of the vendor.

Mayor Miner didn't think it was necessary that Councilmember Newcomer recuse himself.

Moeller clarified that the typical reasons for recusal would be related to the potential for personal or financial gain, and she did not believe either applied in this situation.

A motion was made by Miner, seconded by Feldmann, to approve the purchase of SCBAs for $65,685.14 and authorize staff to work with the City of Orono and Medina to determine the cost share. Ayes: all.

C. Fire Department Transition/Future Fire Services News and Updates
Mayor Miner shared that they were waiting for Orono to review the most recent draft of the JPA, and he remains hopeful that it may be ready for signature by mid-September.

Weske noted that most of what was being discussed now was the legal terminology and intent of some of the language within the agreement.

Mayor Miner reminded the Council that the Wayzata Fire Department pancake breakfast was coming up in September. He observed that he thought the Fire Department had done a great job for the Corn Days Parade and had brought a lot of vehicles.

With City Administrator Weske resigning, Mayor Miner suggested that they may want to appoint a member of the Council to attend the weekly negotiating meetings that Weske had been involved with as part of the transition.

Weske indicated that the meetings have typically been held on Mondays at 1:00 pm.

Kvale confirmed that City Administrator Weske and Chief Heiland were currently attending the biweekly meetings and asked if, instead of sending a member of Council, if it should be whoever was to be appointed as Interim City Administrator.

Mayor Miner acknowledged that may be possible, but the feedback he has received from staff was that they were concerned about not having a lot of the background information from past discussions, which members of the Council may have. He stated that he was thinking that this may be a good fit for the involvement of Councilmember Dyvik because of his history in past discussions, but he wasn't sure it would fit into his schedule.

OTHER BUSINESS

Council Chambers Streaming Issue – City Clerk Moeller apologized for the technical difficulties they were having in streaming the meeting and indicated that she would upload the audio recording to the City's website. She wondered whether it was possible that a recent power outage may have impacted the A/V system, and added that Jim Lundberg from the LMCC would be out tomorrow to take a look at the situation.

ADJOURN
Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:18 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk

CITY OF
LONG LAKE

City Council Agenda Report

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

MEETING DATE / September 2, 2025

SUBJECT:	Approve Vendor Claims and Payroll	
Prepared By:	Amanda Nowezki, Finance Director	**Report Date:** 8/28/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of $73,612.66 and electronic vendor payments in the amount of $5,661.74 for a total amount of **$79,274.40**; and gross City Employee payroll paid August 21 in the amount of **$30,007.04**.

Overview / Background

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

Supporting Information

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

LONG LAKE, MN

*Check Summary Register©

Checks 71442-71482

	Name	Check Date	Check Amt	
10100	**GENERAL FUND CASH**			
71442	MN Pollution Control Agency	8/14/2025	$55.00	Sewer Collection System Basics-Noah Mackey
71443	BOUND TREE MEDICAL, LLC.	8/21/2025	$137.96	FD Medical Supplies-Curaplex Patient Transpo
71444	CITY OF ORONO	8/21/2025	$1,320.28	FD E11 (34,680 Miles)-Battery Replacement (x
71445	CITY OF WAYZATA	8/21/2025	$28,497.00	Police Services - Sept 2025
71446	CORE & MAIN LP	8/21/2025	$681.85	PW Utility Equipment-Curb Stop Parts
71447	DELTA DENTAL	8/21/2025	$410.88	Dental Insurance - Sept 2025
71448	FP MAILING SOLUTIONS	8/21/2025	$171.00	Postage Machine Service - 08/12/25-11/11/25
71449	BRYAN FRANK	8/21/2025	$92.90	Expense Reimb-Pizza during house fire
71450	HAWKINS INC	8/21/2025	$4,837.66	Water Chemicals - 119 Gal
71451	HEALTHPTNR-GROUP HLTH	8/21/2025	$67.20	FD EAP-Aug 2025
71452	HENNP COUNTY ADULT CORRE	8/21/2025	$180.00	JAIL FEES-J. Schauer
71453	KIBBLE EQUIPMENT	8/21/2025	$3,000.00	PW Purchase 2021 John Deere 2530m Zero-T
71454	Kodiak Power Solutions LLC	8/21/2025	$3,556.56	FD1 Generator Repairs-Replace water pump a
71455	LARKIN HOFFMAN	8/21/2025	$1,078.00	FD CONTRACT DISPUTE W/ORONO - July 2
71456	League of Minnesota Cities	8/21/2025	$55.00	2025 MMA Fall Mayors Event Registration
71457	MARTIN MARIETTA MATERIALS	8/21/2025	$223.16	PW Streets-Hot Mix
71458	MN DEPARTMENT OF HEALTH	8/21/2025	$1,849.00	MDH Fees 3rd Quarter 2025
71459	MN VALLEY TESTING LAB	8/21/2025	$54.96	Monthly Chlorine Report
71460	NAVARRE TRUE VALUE	8/21/2025	$75.40	FD-Sign Material for Buckhorn Days Event
71461	PERFORMANCE PLUS LLC	8/21/2025	$446.00	FD Medical Exam, Mask Fit & Hep B - J. Burke
71462	MN LIFE INSURANCE CO	8/21/2025	$23.20	LIFE INS - Sept 2025
71463	SUTTONS ADVANCED CLEANIN	8/21/2025	$1,202.17	CH Cleaning Services - Aug 2025
71464	TIMESAVER OFF SITE	8/21/2025	$334.00	8/4/25 City Council Meeting Minutes
71465	WSB & ASSOCIATES, INC	8/21/2025	$16,515.50	Zvago; Zvago; Cost Estimate and Driveway Re
71466	ASTECH CORPORATION	8/27/2025	$945.95	Hydrant Meter Deposit Refund (Less Usage)
71467	COLONIAL LIFE	8/27/2025	$359.92	AD Insurance - Aug 2025
71468	FAUL PSYCHOLOGICAL	8/27/2025	$1,330.00	Pre-Employment Psych Screening - Jeremy Bu
71469	GRAINGER	8/27/2025	$444.70	PW Supplies-Trash Bags for Parks
71470	HENDRICKSON PROPERTIES	8/27/2025	$866.86	Refund Utility Overpayment, Act 01-00000118-
71471	MADISON NATIONAL LIFE	8/27/2025	$131.20	STD Insurance - Sept 2025
71472	MARTIN MARIETTA MATERIALS	8/27/2025	$229.06	PW Streets-Hot Mix
71473	MEDIACOM	8/27/2025	$430.00	CH Internet Services - (08/26/25-09/25/25)
71474	Minnesota Equipment	8/27/2025	$360.30	PW Zero Turn Mower Maint-Oil Change
71475	MN State Fire Chiefs Assn.	8/27/2025	$1,050.00	2025 Annual Conference-T.Woychick
71476	RIVERSIDE DESIGN	8/27/2025	$297.25	#10 Window Envelopes
71477	Taft Stettinius & Hollister LL	8/27/2025	$1,000.00	TIF DISTRICT 1-6 - Preparation of a Resolutio
71478	Z SYSTEMS, INC	8/27/2025	$712.50	Repair the Council Chambers Audio Feed to L
71479	ASPEN MILLS	8/28/2025	$296.74	FD Uniforms-Shorts, Boots, Polo, Etc
71480	CENTERPOINT ENERGY	8/28/2025	$59.39	Gas Charges - 25 Apple Glen Rd (07/21/25-08/
71481	Platform Science	8/28/2025	$206.50	FD Dashcam Basic Bundle (Pmt 24 of 36)
71482	XCEL ENERGY	8/28/2025	$27.61	Steet Lights - 1070 W Wayzata Blvd
		Total Checks	$73,612.66	

LONG LAKE, MN

*Check Detail Register©

Checks 71442-71482

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71442	08/14/25	**MN Pollution Control Agency**			
E 602-49450-3350		Education / Conferences	$55.00	081425	Sewer Collection System Basics-Noah Mackey
		Total	$55.00		
71443	08/21/25	**BOUND TREE MEDICAL, LLC.**			
E 205-42281-2190		Medical Supplies	$137.96	85883158	FD Medical Supplies-Curaplex Patient Transporter
		Total	$137.96		
71444	08/21/25	**CITY OF ORONO**			
E 205-42281-4035		Heavy Truck Maint & Rep	$1,320.28	20142639	FD E11 (34,680 Miles)-Battery Replacement (x6), Serpentine Belt Replacement. A/C Repairs
		Total	$1,320.28		
71445	08/21/25	**CITY OF WAYZATA**			
E 101-42110-3130		Subcontracted Police Svc	$28,497.00	081825	Police Services - Sept 2025
		Total	$28,497.00		
71446	08/21/25	**CORE & MAIN LP**			
E 601-49400-2210		Equipment Parts	$681.85	X494148	PW Utility Equipment-Curb Stop Parts
		Total	$681.85		
71447	08/21/25	**DELTA DENTAL**			
E 101-41500-1310		Employer Paid Health	$78.10	RIS00065447	Dental Insurance - Sept 2025
E 101-43050-1310		Employer Paid Health	$128.75	RIS00065447	Dental Insurance - Sept 2025
E 601-49400-1310		Employer Paid Health	$51.50	RIS00065447	Dental Insurance - Sept 2025
E 602-49450-1310		Employer Paid Health	$38.62	RIS00065447	Dental Insurance - Sept 2025
E 603-43150-1310		Employer Paid Health	$38.62	RIS00065447	Dental Insurance - Sept 2025
G 101-21706		FlexPlan - Ins Prem	$75.29	RIS00065447	Dental Insurance - Sept 2025
		Total	$410.88		
71448	08/21/25	**FP MAILING SOLUTIONS**			
E 101-41500-4130		Postage Machine Maint	$171.00	RI106746891	Postage Machine Service - 08/12/25-11/11/25
		Total	$171.00		
71449	08/21/25	**BRYAN FRANK**			
E 205-42280-4450		Food & Beverage (Mtgs/Tr	$92.90	081825	Expense Reimb-Pizza during house fire
		Total	$92.90		
71450	08/21/25	**HAWKINS INC**			
E 601-49400-2160		Chemicals and Chem Pro	$4,797.66	7165286	Water Chemicals - 119 Gal
E 601-49400-2160		Chemicals and Chem Pro	$40.00	7167966	Water Chemicals - Chlorine Cylinder
		Total	$4,837.66		
71451	08/21/25	**HEALTHPTNR-GROUP HLTH**			
E 205-42280-1310		Employer Paid Health	$67.20	7117008	FD EAP-Aug 2025
		Total	$67.20		
71452	08/21/25	**HENNP COUNTY ADULT CORRECTIONS**			
E 101-42110-3180		Adult Corrections	$180.00	1000251542	JAIL FEES-J. Schauer
		Total	$180.00		

*Check Detail Register©

Checks 71442-71482

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71453	08/21/25	**KIBBLE EQUIPMENT**			
E 101-45200-5000		Capital Outlay	$3,000.00	082125	PW Purchase 2021 John Deere 2530m Zero-Turn Mower
		Total	$3,000.00		
71454	08/21/25	**Kodiak Power Solutions LLC**			
E 205-42282-4010		Bldg Maint & Repairs	$1,926.92	081825	FD1 Generator Repairs-Replace water pump and thermostat housing
E 205-42286-4010		Bldg Maint & Repairs	$1,629.64	081825	FD2 Generator Repairs-Replace failed actuator and rectifier in transfer switch mechanism
		Total	$3,556.56		
71455	08/21/25	**LARKIN HOFFMAN**			
E 101-42110-3120		Legal Fees - Civil	$1,078.00	861782	FD CONTRACT DISPUTE W/ORONO - July 2025
		Total	$1,078.00		
71456	08/21/25	**League of Minnesota Cities**			
E 101-41110-3350		Education / Conferences	$55.00	433584	2025 MMA Fall Mayors Event Registration
		Total	$55.00		
71457	08/21/25	**MARTIN MARIETTA MATERIALS**			
E 101-43100-2240		Street Maint Materials	$74.39	46738101	PW Streets-Hot Mix
E 101-43100-2240		Street Maint Materials	$148.77	46772448	PW Streets-Hot Mix
		Total	$223.16		
71458	08/21/25	**MN DEPARTMENT OF HEALTH**			
E 601-49400-4400		MDH Water Act Fees Re	$1,849.00	082025	MDH Fees 3rd Quarter 2025
		Total	$1,849.00		
71459	08/21/25	**MN VALLEY TESTING LAB**			
E 601-49400-3825		Water Testing Expense	$54.96	1318703	Monthly Chlorine Report
		Total	$54.96		
71460	08/21/25	**NAVARRE TRUE VALUE**			
E 205-42280-4300		Miscellaneous	$75.40	23080-0725	FD-Sign Material for Buckhorn Days Event
		Total	$75.40		
71461	08/21/25	**PERFORMANCE PLUS LLC**			
E 205-42281-3050		Physicals / Other Medical	$446.00	70900	FD Medical Exam, Mask Fit & Hep B - J. Burke
		Total	$446.00		
71462	08/21/25	**MN LIFE INSURANCE CO**			
E 101-41500-1310		Employer Paid Health	$8.10	52260033	LIFE INS - Sept 2025
E 205-42280-1310		Employer Paid Health	$2.70	52260033	LIFE INS - Sept 2025
E 101-43050-1310		Employer Paid Health	$5.40	52260033	LIFE INS - Sept 2025
E 601-49400-1310		Employer Paid Health	$2.16	52260033	LIFE INS - Sept 2025
E 602-49450-1310		Employer Paid Health	$1.62	52260033	LIFE INS - Sept 2025
E 603-43150-1310		Employer Paid Health	$1.62	52260033	LIFE INS - Sept 2025
G 101-21710		Other Deducations	$1.60	52260033	LIFE INS - Sept 2025
		Total	$23.20		
71463	08/21/25	**SUTTONS ADVANCED CLEANING SRV**			

*Check Detail Register©

Checks 71442-71482

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
	E 101-41940-3840	Custodial & Waste Remov	$290.00	7725	CH Cleaning Services - Aug 2025
	E 205-42282-3840	Custodial & Waste Remov	$619.67	7727	FD1 Cleaning Services - Aug 2025
	E 205-42286-3840	Custodial & Waste Remov	$292.50	7728	FD2 Cleaning Services - Aug 2025
		Total	$1,202.17		
71464	08/21/25	**TIMESAVER OFF SITE**			
	E 101-41500-3000	Professional Srvs	$334.00	30900	8/4/25 City Council Meeting Minutes
		Total	$334.00		
71465	08/21/25	**WSB & ASSOCIATES, INC**			
	E 601-49400-3030	Engineering Fees	$222.00	R-026729-00	Lead Service Line Engineering; Kickoff and GIS Inspection Meeting
	G 700-29295	1948 Wayzata (Zvago) 20	$1,280.00	R-026729-00	Zvago; Zvago; Cost Estimate and Driveway Replacement
	E 420-43121-3030	Engineering Fees	$13,337.75	R-026729-00	2025 PMP; Utility Inspection and Coordinated with Centerpoint on the Lindawood Proj
	G 700-29333	1832 Wayzata-Red Roost	$47.50	R-026729-00	Red Rooster; Private Utility Inspection on Lindawood
	E 602-49450-3030	Engineering Fees	$758.25	R-026729-00	MCES Follow Up and I&I Reduction Efforts; Review GIS Data and I&I Meeting
	E 101-41910-3032	General Planning	$174.00	R-026729-00	General Planning; Bucks Pub, Cannabis Verification, Sump Pump letter, Etc.
	E 101-41910-3032	General Planning	$696.00	R-026729-00	Red Rooster; Memo, Emails w/MCWD and Project Team
		Total	$16,515.50		
71466	08/27/25	**ASTECH CORPORATION**			
	R 601-37110	Hydrant Rental / Usage	$945.95	20250028	Hydrant Meter Deposit Refund (Less Usage)
		Total	$945.95		
71467	08/27/25	**COLONIAL LIFE**			
	G 101-21710	Other Deducations	$359.92	0901806	AD Insurance - Aug 2025
		Total	$359.92		
71468	08/27/25	**FAUL PSYCHOLOGICAL**			
	E 205-42281-3050	Physicals / Other Medical	$665.00	2488	Pre-Employment Psych Screening - Jeremy Burke
	E 205-42281-3050	Physicals / Other Medical	$665.00	2488	Pre-Employment Psych Screening - Gram Ims
		Total	$1,330.00		
71469	08/27/25	**GRAINGER**			
	E 101-45200-2230	Bldg & Grnds Maint Suppli	$385.10	082725	PW Supplies-Trash Bags for Parks
	E 601-49400-2270	Utility Maint Supplies	$29.80	082725	PW Supplies-Disposable Gloves
	E 602-49450-2270	Utility Maint Supplies	$29.80	082725	PW Supplies-Disposable Gloves
		Total	$444.70		
71470	08/27/25	**HENDRICKSON PROPERTIES**			
	E 601-49400-4320	Utility Overpmts/Uncollect	$866.86	118-00-9	Refund Utility Overpayment, Act 01-00000118-00-9
		Total	$866.86		
71471	08/27/25	**MADISON NATIONAL LIFE**			
	E 101-41500-1310	Employer Paid Health	$49.20	1714784	STD Insurance - Sept 2025
	E 205-42280-1310	Employer Paid Health	$16.40	1714784	STD Insurance - Sept 2025
	E 101-43050-1310	Employer Paid Health	$32.80	1714784	STD Insurance - Sept 2025

LONG LAKE, MN

*Check Detail Register©

Checks 71442-71482

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
	E 601-49400-1310	Employer Paid Health	$13.12	1714784	STD Insurance - Sept 2025
	E 602-49450-1310	Employer Paid Health	$9.84	1714784	STD Insurance - Sept 2025
	E 603-43150-1310	Employer Paid Health	$9.84	1714784	STD Insurance - Sept 2025
		Total	$131.20		
71472	08/27/25	**MARTIN MARIETTA MATERIALS**			
	E 101-43100-2240	Street Maint Materials	$229.06	46833933	PW Streets-Hot Mix
		Total	$229.06		
71473	08/27/25	**MEDIACOM**			
	E 101-41940-3275	Internet Access (Mediaco	$265.00	081625	CH Internet Services - (08/26/25-09/25/25)
	E 101-41942-3275	Internet Access (Mediaco	$165.00	081625	PW Internet Services - (08/26/25-09/25/25)
		Total	$430.00		
71474	08/27/25	**Minnesota Equipment**			
	E 101-43000-2200	Repair & Maint/Supply	$83.90	P56229	PW Zero Turn Mower Maint-Oil Change
	E 101-43000-2210	Equipment Parts	$276.40	P57378	PW Zero Turn Mower Maint-Starter
		Total	$360.30		
71475	08/27/25	**MN State Fire Chiefs Assn.**			
	E 205-42280-3350	Education / Conferences	$325.00	9563	2025 Annual Conference-M.Heiland
	E 205-42280-3350	Education / Conferences	$325.00	9595	2025 Annual Conference-T.Woychick
	E 205-42280-3350	Education / Conferences	$400.00	9595	2025 Annual Conference-R.Hoster
		Total	$1,050.00		
71476	08/27/25	**RIVERSIDE DESIGN**			
	E 601-49400-2010	Office Supplies	$125.00	4896	#10 Window Envelopes
	E 602-49450-2010	Office Supplies	$125.00	4896	#10 Window Envelopes
	E 101-41500-3500	Printing Expense	$47.25	4896	#10 Window Envelopes
		Total	$297.25		
71477	08/27/25	**Taft Stettinius & Hollister LLP**			
	E 385-47060-3000	Professional Srvs	$1,000.00	6810586	TIF DISTRICT 1-6 - Preparation of a Resolution to Decertify
		Total	$1,000.00		
71478	08/27/25	**Z SYSTEMS, INC**			
	E 101-41940-5700	Office Equip and Furnishin	$712.50	86626	Repair the Council Chambers Audio Feed to LMCC
		Total	$712.50		
71479	08/28/25	**ASPEN MILLS**			
	E 205-42281-2410	Fire Department Uniforms	$296.74	359872	FD Uniforms-Shorts, Boots, Polo, Etc
		Total	$296.74		
71480	08/28/25	**CENTERPOINT ENERGY**			
	E 602-49450-3830	Natural Gas Expense	$59.39	106679608-0	Gas Charges - 25 Apple Glen Rd (07/21/25-08/20/25)
		Total	$59.39		
71481	08/28/25	**Platform Science**			
	E 205-42281-3225	Truck Communication Ser	$206.50	30089265752	FD Dashcam Basic Bundle (Pmt 24 of 36)
		Total	$206.50		

LONG LAKE, MN

*Check Detail Register©

Checks 71442-71482

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71482	08/28/25	**XCEL ENERGY**			
E 101-43100-3815		Street Lighting Maint/Elect	$27.61	941365064	Steet Lights - 1070 W Wayzata Blvd
		Total	$27.61		
		10100	$73,612.66		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$37,629.14
205 FIRE DEPARTMENT	$9,510.81
385 TAX INCREMENT # 1-6	$1,000.00
420 PAVEMENT MGMT IMPROVEMENT FUND	$13,337.75
601 WATER FUND	$9,679.86
602 SANITARY SEWER FUND	$1,077.52
603 SURFACE WATER MGMT FUND	$50.08
700 BUILDING PERMIT ESCROWS	$1,327.50
	$73,612.66

LONG LAKE, MN

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*Check Summary Register©

Checks 3265-3266

	Name	Check Date	Check Amt	
10100 GENERAL FUND CASH				
3265e	SPEEDWAY LLC	8/25/2025	$1,819.89	Fuel - Aug 2025
3266e	USBANK CREDIT CARD	8/25/2025	$3,841.85	Credit Card Purchases
		Total Checks	$5,661.74	

LONG LAKE, MN

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*Check Detail Register©

Checks 3265-3266

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3265 e	08/25/25	**SPEEDWAY LLC**			
E 205-42281-2120		Motor Fuels	$836.60	106792945	FD Fuel - Aug 2025
E 101-43000-2120		Motor Fuels	$983.29	106792945	PW Fuel - Aug 2025
		Total	$1,819.89		
3266 e	08/25/25	**USBANK CREDIT CARD**			
E 101-41942-3840		Custodial & Waste Remov	$16.58	082525	PW-Ace; Plastic cups and plates
E 101-45200-2400		Small Tools and Minor Eq	$65.98	082525	PW-Ace
E 101-43050-4170		Uniforms	$134.97	082525	PW-Menards; Mike Decker (3 pants)
E 101-43050-2010		Office Supplies	$106.31	082525	PW-Speedway; New cell phones chargers (x2)
E 101-43050-2010		Office Supplies	$96.62	082525	PW-Russell Cellular; New cell phones OtterBox (x2)
E 101-43050-3350		Education / Conferences	$800.00	082525	PW-MRWA; Water Certification Refresher and Exam (Matt Fahrman and Mike Decker)
E 101-43000-2120		Motor Fuels	$90.76	082525	PW-Speedway; Fuel for 2018 Chevy
E 101-43050-3350		Education / Conferences	$400.00	082525	PW-MRWA; Sewer Certification Refresher and Exam (Noah Mackey)
E 101-43050-2010		Office Supplies	$43.39	082525	PW-Speedway; Cell Phone Cord
E 101-45200-2230		Bldg & Grnds Maint Suppli	$99.79	082525	PW-Dog Waste Depot; Dog Waste Bags
E 205-42281-4030		Light Truck Maint & Repair	$57.77	082525	FD-Youngstedts Car Wash
E 205-42280-4450		Food & Beverage (Mtgs/Tr	$99.98	082525	FD-Talavera Mexican Restaurant; Meeting
E 205-42280-2175		Fire Prevention Materials	$589.11	082525	FD-Positive Promotions; Kids Stickers, Hats, Bracelets, etc
E 205-42281-2120		Motor Fuels	$66.26	082525	FD-Lakeshore Market; Fuel
E 205-42280-2175		Fire Prevention Materials	$255.03	082525	FD-NFPA
E 205-42282-3840		Custodial & Waste Remov	$43.93	082525	FD-Amazon; Trash Bags and Dishwasher Pods
E 205-42282-3840		Custodial & Waste Remov	$35.99	082525	FD-Amazon; Multifold Paper Towels
E 205-42280-4330		Dues and Subscriptions	$14.99	082525	FD-Amazon; Prime
E 205-42281-2120		Motor Fuels	$68.90	082525	FD-Holiday; Fuel
E 205-42280-3090		Software Support	$10.83	082525	FD-Microsoft 365
E 205-42280-4450		Food & Beverage (Mtgs/Tr	$97.69	082525	FD-Lunds & Byerlys; sandwich fixings
E 205-42280-2010		Office Supplies	$88.93	082525	FD-Amazon; Clipboards, US Flag, and Pens
E 205-42286-3840		Custodial & Waste Remov	$37.85	082525	FD-Amazon; Multifold Paper Towels
E 101-41500-3090		Software Support	$119.88	082525	CH-DropBox; Annual file transfer service
E 101-41500-3090		Software Support	$140.90	082525	CH-Google; Company Emails
E 101-41500-2030		Printed Forms	$15.00	082525	CH-Canva
E 101-41940-3210		Telephone	$61.81	082525	CH-Nextivia VOIP Phone Service
E 101-41942-3210		Telephone	$20.61	082525	PW-Nextivia VOIP Phone Service
E 101-41500-3090		Software Support	$161.99	082525	CH-Carbonite; Server Backup
		Total	$3,841.85		
		10100	$5,661.74		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$3,357.88
205 FIRE DEPARTMENT	$2,303.86
	$5,661.74

LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 8/21/2025 per. 17

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,537.27	2,373.65	2,373.65	231.43	131.34		157.31	36.79	163.62		0.74			1,816.04
000000243 DIERCKS, SEAN	4,086.05	3,821.76	3,821.76	591.02	229.82		253.34	59.25	264.29					2,688.33
000000300 DYVIK, FINN	854.11	854.11	854.11	27.72	36.33		52.96	12.38						724.72
000000295 FAHRMAN, MATTHEW	2,377.61	1,908.67	1,908.67	131.77	72.69		127.84	29.90	153.24	315.70	105.45			1,441.02
000000288 FELDMANN, TYSE	848.80	848.80	848.80	27.19	36.05		52.63	12.31						720.62
000000286 HEILAND, MICHAEL	5,083.13	4,556.51	4,556.51	466.51	245.89			73.71	526.62					3,770.40
000000292 MACKEY, NOAH	2,526.47	2,363.55	2,363.55	205.22	130.66		156.64	36.63	162.92					1,834.40
000000091 MOELLER, JEANETTE	3,292.45	2,899.93	2,899.93	230.88	119.64		193.06	45.15	214.01	178.51				2,311.20
000000252 NOWEZKI, AMANDA	3,345.76	3,031.14	3,031.14	325.72	142.16		206.38	48.27	297.59	17.03	33.61			2,275.00
000000214 WESKE, SCOTT	5,055.39	4,722.29	4,722.29	805.37	295.59		311.95	72.96	309.22	23.88				3,236.42

941 Deposit

Federal Tax	$3,042.83
Medicare	$854.70
Social Security	$3,024.22
Advanced EIC	None
Total Deposit	$6,921.75

Pay Summary

Gross	30,007.04
Federal Gross	27,380.41
State Gross	27,380.41
FICA Gross	24,388.79

Tax Summary

Federal Tax	3,042.83	
State Tax	1,440.17	
Local Tax		
FICA Ded/Ben	1,512.11	1,512.11
Medicare Ded/Ben	427.35	427.35

Others

Retirement	2,091.51
Tax-Sheltered	535.12
Voluntary	139.80
Tips	0.00
Reimbursement	0.00
Net	20,818.15

City Council Agenda Report

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

CITY OF LONG LAKE

MEETING DATE / September 2, 2025

SUBJECT: Special Event Permit Request for the Birch's on the Lake Fun Run 5K and 10K

Prepared By: Jeanette Moeller, City Clerk **Report Date:** 8/28/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-26 approving issuance of Special Event Permit #S2025-11 for the Birch's on the Lake Fun Run 5K and 10K to be held on September 14, 2025.

Overview / Background

Morgan Jappe, Apple Adventure Racing LLC, has submitted a Special Event Permit application to permit the annual "Birch's on the Lake Fun Run 5K and 10K" event on Sunday, September 14, 2025 from 11:00 am to 12:30 pm. Participants in the 5K and 10K runs will begin departing Birch's on the Lake at 11:00 am, heading east on the trail alongside Wayzata Boulevard W/CSAH 112 to the Luce Line Trail, running on the Luce Line Trail, and then turning around to return to Birch's on the Lake.

Staff and Wayzata Police have reviewed the application materials and recommend approval of the requested Special Event Permit, subject to conditions. The proposed permit includes a condition that the event organizer post temporary signage on Birch's on the Lake property along the trail at least three days prior to the run date as a courtesy advising public trail users of the run event.

Supporting Information

- Resolution No. 2025-26
- Special Event Permit for the Birch's on the Lake Fun Run 5K and 10K, including route maps

City Council
Resolution No. 2025-26

A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2025-11 FOR THE BIRCH'S ON THE LAKE FUN RUN 5K AND 10K TO BE HELD SEPTEMBER 14, 2025

WHEREAS, the City has received a Special Event Permit application from Morgan Jappe on behalf of Apple Adventure Racing LLC requesting to hold the annual Birch's on the Lake Fun Run 5K and 10K event on Sunday, September 14, 2025 from 11:00 am to 12:30 pm; and

WHEREAS, the both the 5K and 10K runs would begin at Birch's on the Lake, 1310 Wayzata Boulevard W; with participants leaving Birch's, heading east via the trail alongside Wayzata Boulevard W/CSAH 112 to the Luce Line Trail, running the Luce Line Trail, and returning to Birch's via the same route in reverse; and

WHEREAS, the City of Long Lake and surrounding communities benefit from such special events; 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; and

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

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2025-11 for the Birch's on the Lake Fun Run 5K and 10K to be held on September 14, 2025 contingent on receipt of documentation, agency approvals, and satisfaction of all applicable conditions outlined by the Special Event Permit.

Adopted by the City Council of the City of Long Lake this 2nd day of September 2025.

BY:

____
Charlie Miner, Mayor

ATTEST:

____
Jeanette Moeller, City Clerk

Special Event Permit

CITY OF LONG LAKE
450 Virginia Avenue, PO Box 606
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
Amount Due: $ 100.00
Date Paid: 8/28/25
[ ] 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 Birch's on the Lake Fun Run Event - 5k and 10k Course

Describe Location or Area of City Where Event Will Take Place Starts and ends at Birch's on the Lake Brewhouse 1310 Wayzata Boulevard W, Long Lake, MN 55356

# of Participants Expected to Attend Event 100-150 Participants

Describe Any Participation/Entry Fees to be Charged $35 registration fee includes 1 beverage token, swag and donation to nonprofit; option to add a tshirt

Event Dates/Times Proposed

** List all Event Dates/Times Below **			
Day of Week	*Date*	*Start Time*	*End Time*
Sunday	Sept 14, 2025	11am	12:30pm

Event Type (CHECK ALL THAT APPLY)

[ ] Parade [ ] Festival [X] 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 [X] 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?

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

[ ] No

Who will be providing traffic control personnel? No road closures requested; volunteers will be stationed along the route to direct runners

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

____

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

n/a

Site Map and Detailed Description of Event Required

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

Insurance Carrier for Event

A Certificate of Insurance naming the City of Long Lake as an additional insured 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 Gaslamp Insurance Service Policy Number 3DS5476-M4436005

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

Full Name Morgan Jappe Daytime Phone 612-791-6553

Alternate Phone ______ Email Address morgan@breweryrunningseries.com

Street Address 1138 Marshall Ave

City / State / Zip St Paul, MN 55104

Organization Information

Organization Name Apple Adventure Racing, LLC / dba Brewery Running Series

Mailing Address 6674 Cortlawn Cir

City / State / Zip Golden Valley, MN 55426

Phone 612-791-6553 Email Address morgan@breweryrunningseries.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 Morgan Jappe **Date** 8-12-25

****** 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 SD Date 8/19/25

[✓] Fire Department Staff Initials MH Date 8/19/25

[✓] Police Department Staff Initials JB Date 8/19/25

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

City Council Approval Date ______ Date of Issuance ______ **PERMIT #S** 2025-11

Conditions of Permit Approval

[✓] Permit Conditions Detailed in Attached Letter Dated 8/27/25

[ ] Permit Conditions Listed Below:

CITY OF
LONG LAKE

August 27, 2025

Morgan Jappe, Event Organizer
Apple Adventure Racing LLC
6674 Cortlawn Circle S
Golden Valley, MN 55426

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2025-11
Birch's on the Lake Fun Run 5K and 10K
Sunday, September 14, 2025 / 11:00 am – 12:30 pm

Dear Event Organizer:

Your application for a Special Event Permit for the Birch's on the Lake Fun Run 5K and 10K 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 Long Lake Fire Department and Wayzata Police Department, acting on behalf of the City of Long Lake, may impose additional conditions to this Permit by letter or memorandum of the Fire or Police Chief as needed.

[ ] A Certificate of General Liability Insurance must be submitted to the City Clerk *by no later than Wednesday, September 10.*

[ ] The 5K and 10 K run routes must be consistent with the route maps submitted as part of the Special Event Permit application. Both the 5K and 10K runs will follow an out and back route departing from Birch's on the Lake heading east via the trail adjacent to Wayzata Boulevard W/CSAH 112, connecting to the Luce Line Trail, running on the Luce Line Trail, and then returning in reverse.

[ ] The event description indicates that beer will be served at the finish line of the event. Beer may only be distributed at Birch's on the Lake property – no beer may be distributed on any public trail, right-of-way, or roadway. Event participants/attendees may only consume beer on Birch's on the Lake property, and alcoholic beverages are not permitted to leave Birch's on the Lake property at any time.

SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2025-11
Birch's on the Lake Fun Run 5K and 10K - Sunday, September 14, 2025
Page 2 of 2

[ ] Participants in the Birch's on the Lake Fun Run 5K and 10K must run on the trails provided and may not utilize Wayzata Boulevard W/CSAH 112 to pass other participants or for any purpose. Runners are to obey all traffic laws and any applicable signage. The event organizer will be responsible for communicating this to event participants. The event organizer is required to contact Wayzata Police Chief Jamie Baker at 952-404-5340 to arrange for any Police assistance the Police Chief (or her designee) deems necessary for the event, particularly for the 10K run route which is proposed to cross County Road 101, and for monitoring beer service at the finish line. Event organizer will be responsible to direct and supervise runners and participants throughout the run route, with personnel utilizing traffic safety vests and/or flags while at their posts.

[ ] At least 3 days prior to the event date, event organizer is required to post temporary signage (minimum of 2 signs) on Birch's on the Lake property along the trail advising public trail users that 5K and 10K runs will be held on Sunday, September 14 from 11:00 am to 12:30 pm. This temporary signage must be for <u>public advisory to general trail users, and not purposed for event advertising</u>. *Temporary signage must be posted by no later than September 11, 2025, and removed promptly following the event.*

[ ] Cleanup of any event related debris along the 5K and 10K run routes must be completed immediately after both runs are complete.

[ ] Any parking on Wayzata Boulevard W/CSAH 112 is prohibited. If the event host site (Birch's on the Lake, 1310 W Wayzata Boulevard) parking lot becomes full, it is a condition of this permit that an overflow parking site be provided, with shuttle or valet service employed between the host site and overflow parking site. Said overflow parking site must be privately owned property, with parking to be permitted by permission of the property owner. Neither Nelson Lakeside Park, nor any Long Lake public streets or park property, may be used for overflow parking purposes.

Please be advised that by acceptance of Special Event Permit #S2025-11, the event organizer/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,

JMoeller

Jeanette Moeller
City Clerk

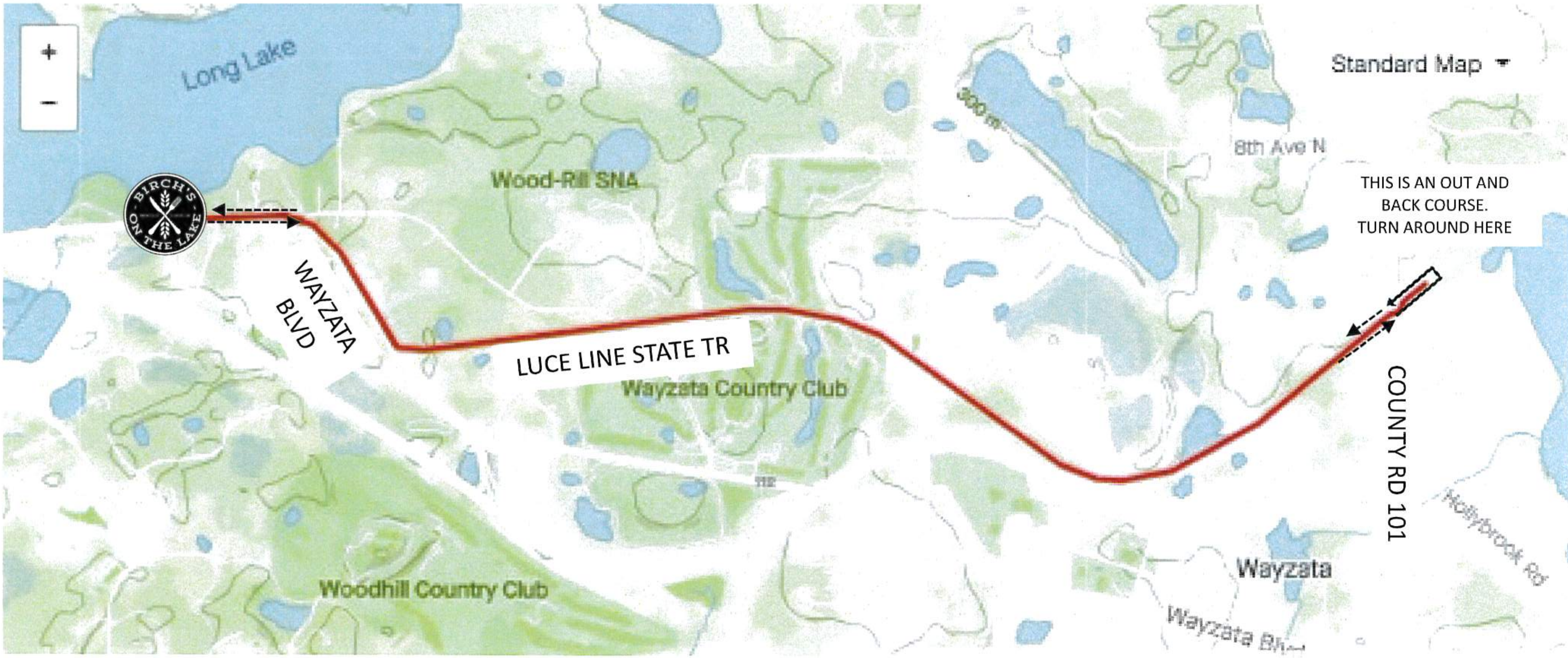
THE COURSE @ BIRCH'S ON THE LAKE

5K COURSE

- YOUR 5k-ish COURSE WILL START AND END AT **BIRCH'S ON THE LAKE** | 1310 WAYZATA BLVD
- OBEY ALL TRAFFIC LAWS AND SIGNALS. THIS IS **AN OPEN COURSE, ROADS WILL NOT BE CLOSED**
- **BE SAFE AND HAVE FUN**! FREE BEER WHEN YOU CROSS THE FINISH LINE!

THE COURSE @ BIRCH'S ON THE LAKE

10K COURSE



- YOUR 5k-ish COURSE WILL START AND END AT **BIRCH'S ON THE LAKE** | 1310 WAYZATA BLVD
- OBEY ALL TRAFFIC LAWS AND SIGNALS. THIS IS **AN OPEN COURSE, ROADS WILL NOT BE CLOSED**
- **BE SAFE AND HAVE FUN**! FREE BEER WHEN YOU CROSS THE FINISH LINE!

THE TAPROOM @ BIRCH'S ON THE LAKE

SEPT 22, 2024

PARTNERS ON SITE

CHEERS TO THESE FRIENDS OF THE BREWERY RUNNING SERIES. THANKS FOR JOINING IN THE FUN! VISIT WITH THESE PARTNERS AND SUPPORT LOCAL BUSINESS.

THANK YOU:

BE ACTIVE. HAVE FUN. GIVE BACK!

A PORTION OF ALL PROCEEDS GOES TO THESE LOCAL NON-PROFITS - SEE HOW YOU CAN GET MORE INVOLVED IN THEIR EFFORTS IN OUR COMMUNITY!

RUN FOR BEER

EST 2012

MINNESOTA BREWERY RUNNING SERIES

www.breweryrunningseries.com/minnesota

@MNBreweryRun #RunForBeerMN

TURN YOUR 5k >>> INTO $5K

SCAN ME

CITY OF
LONG LAKE

City Council Agenda Report

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

MEETING DATE / September 2, 2025

SUBJECT:	Lake Minnetonka Communications Commission (LMCC) 2026 Budget	
Prepared By:	Jeanette Moeller, City Clerk	**Report Date:** 8/18/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve the Lake Minnetonka Communications Commission's (LMCC) 2026 Budget.

Overview / Background

The Lake Minnetonka Communications Commission (LMCC) operates as a joint powers organization between Lake Minnetonka communities including Long Lake. The budget is primarily funded by franchise and PEG fees paid directly to the LMCC by Mediacom Communications through customer charges.

The LMCC's 2026 Budget was approved by the full Commission at their August 14 meeting. The budget decreased from $287.349.17 in 2025 to either $157,865.80 or $157,819.85 for 2026, dependent upon whether they'll be operating out of their existing facility in Spring Park or out of their new location at our Public Works building. The significant decrease reflects the retirement of LMCC Operations Manager Jim Lundberg, and the Commission's decision to move forward with one employee supported by contract producers for the year ahead. The budget does not include revenues from Midco as they will be continuing to build out infrastructure throughout 2026.

Please note that City approval of the LMCC's annual budget isn't required under the Joint Powers Agreement; however, the LMCC requests member cities' approval for endorsement of their budget each year.

Supporting Information

- Cover letter from Jim Lundberg, LMCC Operations Manager
- LMCC 2026 Budget

Lake Minnetonka Communications Commission
LMCC-TV.org

4071 SUNSET DRIVE ▪ BOX 385 ▪ SPRING PARK, MN 55384-0385 ▪ 952.471.7125 ▪ FAX 952.471.9151 ▪ lmcc@lmcc-tv.org

DEEPHAVEN
EXCELSIOR
GREENWOOD
INDEPENDENCE
LONG LAKE
LORETTO
MINNETONKA BEACH
ST. BONIFACIUS
SHOREWOOD
SPRING PARK
WOODLAND

From: Jim Lundberg, Operations Manager LMCC
To: All LMCC Member Cities
Reason: LMCC's 2026 Budget

At last Thursday's LMCC Full Commission meeting, the group unanimously approved our 2026 Budget. A copy is attached.

For 2026, as we are currently going through a Due Diligence period as we appear very close to selling our building, we created 2 budgets:

-1 for our current location should things go south on our current Purchase Agreement

-1 for our new location in Long Lake at 2145 Daniel Street.

Both Budgets are within $100.00 of each other and reflect the new business model that was approved at our May Full Commission meeting where I will be stepping aside and Tyler Rabe will take over as the Operations Manager at the end of the year.

I ask that you bring this budget before your City Council for approval.

Note: City approval is not required under our Joint Powers Agreement, but your vote of confidence is greatly appreciated!

Thanks,

Jim Lundberg

Jim Lundberg
Operations Manager
LMCC

	B	C	D	E	F	G	H
1							
2	**Lake Minnetonka Communications Commission**						
3	**Approved 2026 LMCC Budget**					**4071 Sunset Dr**	**2145 Daniel St**
4				**2024**	**2025**	**2026 w/ 10%**	**2026 w/ 10%**
5			**Code #:**	**Actuals**	**Budget**	**for Tyler**	**for Tyler**
6							
7	**Budget Revenues**						
8	Franchise fees		**990.1**	$ 174,697.47	$ 169,359.89	$ 120,731.79	$ 120,731.79
9	PEG fees		**915.2**	$ 42,230.72	$ 41,897.09	$ 28,148.42	$ 28,148.42
10	Commercial & VOD Services		**930.2**	$ 6,015.00	$ 6,500.00	$ 4,800.00	$ 4,800.00
11	**Total Budgeted revenues**			**$ 222,943.19**	**$ 217,756.98**	**$ 153,680.21**	**$ 153,680.21**
12							
13	Franchise Salaries	Franchise	**101**	$ 91,911.56	$ 94,668.33	$ -	$ -
14	PEG Production Salaries	PEG	**102**	$ 61,154.05	$ 61,800.00	**$ 67,980.00**	**$ 67,980.00**
15	Franchise PERA Contributions	Franchise	**121**	$ 6,893.12	$ 7,004.00	$ -	$ -
16	PEG Production PERA Contributions	PEG	**120**	$ 4,586.62	$ 3,939.00	**$ 4,332.97**	**$ 4,332.97**
17	Franchise FICA Contributions	Franchise	**122**	$ 6,620.08	$ 4,635.00	$ -	$ -
18	PEG Production FICA Contributions	PEG	**123**	$ 4,048.31	$ 4,326.00	**$ 4,758.60**	**$ 4,758.60**
19	Franchise Health Insurance	Franchise	**131**	$ 19,834.67	$ 14,878.80	$ -	$ -
20	PEG Production Health Insurance	PEG	**132**	$ 8,668.12	$ 6,140.04	**$ 7,076.78**	**$ 7,076.78**
21	Franchise Worker's Compensation Insurance	Franchise	**151**	$ 470.00	$ 561.50	$ -	$ -
22	PEG Prod. Worker's Compensation Insurance	PEG	**152**	$ 470.00	$ 561.50	$ 561.50	$ 561.50
23	**Total Budget - Personnel Expenses**			**$ 204,656.53**	**$ 198,514.17**	**$ 84,709.85**	**$ 84,709.85**
24							
25	Office Supplies	Franchise	**200**	$ 911.98	$ 1,000.00	$ 1,000.00	$ 1,000.00
26	Repairs & Maintenance Supplies	PEG	**220**	$ 59.62	$ 100.00	$ 100.00	$ 100.00
27	Studio Expendables	PEG	**221**	$ 35.81	$ 200.00	$ 200.00	$ 200.00
28	Audit/Accounting Fees	Franchise	**301**	$ 10,002.60	$ 9,700.00	$ 5,200.00	$ 5,200.00
29	Access Contractors	PEG	**302**	$ 22,133.25	$ 30,000.00	**$ 25,000.00**	**$ 25,000.00**
30	Legal Fees	Franchise	**304**	$ 4,286.00	$ 4,500.00	$ 2,500.00	$ 2,500.00
31	Franchise Renewal Legal	Franchise	**305**	$ 4,151.50			
32	Payroll Services	Franchise	**314**	$ 3,346.03	$ 3,250.00	$ 3,350.00	$ 3,150.00
33	Janitorial Services	Franchise	**318**	$ 3,270.95	$ -	$ 3,270.95	$ -
34	Security Services	Franchise	**319**	$ 312.00	$ 335.00	$ 335.00	$ 335.00
35	Telephone/Communications	Franchise	**321**	$ 1,788.18	$ 1,750.00	$ 1,800.00	$ 1,800.00
36	Postage	Franchise	**322**	$ 467.03	$ 350.00	$ 350.00	$ 350.00
37	Computer Consulting	Franchise	**325**	$ -	$ 500.00	$ 500.00	$ 500.00
38	Mileage	Franchise	**332**	$ 95.14	$ 300.00	$ 100.00	$ 100.00
39	Insurance	Franchise	**360**	$ 5,750.00	$ 5,250.00	$ 5,750.00	$ 2,875.00
40	Utilities	Franchise	**380**	$ 6,723.75	$ -	$ 6,700.00	$ -
41	Refuse & Recycling	Franchise	**384**	$ 2,912.20	$ 1,850.00	$ 2,000.00	$ -
42	Contracted Building Repair	PEG	**401**	$ 1,386.00	$ -	$ -	$ -
43	Building Rent	Franchise	**412**	$ -	$ 15,000.00	$ -	$ 15,000.00
44	Van Operation	PEG	**441**	$ 882.06	$ 1,500.00	$ 1,500.00	$ 1,500.00
45	Web streaming/Broadband	Franchise	**442**	$ 4,821.37	$ 4,000.00	$ 4,000.00	$ 4,000.00
46	Licenses	Franchise	**443**	$ 1,749.34	$ 1,650.00	$ 1,750.00	$ 1,750.00
47	Other Expenses / Contingency	Franchise	**740**		$ -	$ -	$ -
48							
49	**Expenses Total**			**$ 75,084.81**	**$ 81,235.00**	**$ 65,405.95**	**$ 65,360.00**
50							
51	**Capital equipment expenditures budget**	**PEG**	**720**	$ 936.38	**$ 5,000.00**	**$ 5,000.00**	**$ 5,000.00**
52	**Capital Software**	**PEG**	**722**	$ 2,746.36	**$ 2,600.00**	**$ 2,750.00**	**$ 2,750.00**
53	**Total Capital Expenses**			**$ 3,682.74**	**$ 7,600.00**	**$ 7,750.00**	**$ 7,750.00**
54							
55	**Total All Expenses**			**$ 316,864.59**	**$ 287,349.17**	**$ 157,865.80**	**$ 157,819.85**
56							
57							
58	**Total Income**			**$ 251,537.68**	**$ 217,756.98**	**$ 153,680.21**	**$ 153,680.21**
59	**Total All Expenses**			**($316,864.59)**	**$ (287,349.17)**	**$ (157,865.80)**	**$ (157,819.85)**
60	**Annual Funding Balance after All Expenses**			**$ (65,326.91)**	**$ (69,592.19)**	**$ (4,185.59)**	**$ (4,139.64)**
61	**Transfer from cash reserves**				**$ 69,592.19**	**$ 4,185.59**	**$ 4,139.64**
62	**Total after transfer from cash reserves**				$ -	$ -	$ -
63							

CITY OF
LONG LAKE

City Council Agenda Report

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

MEETING DATE / September 2, 2025

SUBJECT: Final Acceptance of Developer Improvements for the Zvago Cooperative at Long Lake

Prepared By: Jeff Oliver PE, City Engineer **Report Date:** 8/28/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-27 approving site development improvements and accepting developer installed public improvements for the Zvago Cooperative at Long Lake development.

Overview / Background

The City of Long Lake entered into a Site Development Agreement with OneTwoOne Development, LLC, on February 2, 2021 for the Zvago Cooperative at Long Lake development located at 1948 Wayzata Boulevard W. The Development Agreement required that the developer install public sanitary sewer and watermain.

The Developer has requested that the City determine that they have fulfilled their obligations under the Development Agreement. The City Engineer has reviewed the terms of the Development Agreement and inspected the required public improvements. The review has determined that improvements have been installed in accordance with the plans and specifications and meet the City's standards and specifications.

The City Engineer further recommends that the developer post a 24-month Maintenance Security in the form of a Maintenance Bond, cash deposit, or an irrevocable letter of credit in the amount of $8,000.00, which is 10% of the cost of constructing the public improvements and installing landscaping. The Maintenance Security is to insure repair of the improvements during the two-year warranty period.

The developer initially posted a cash deposit to function as a letter of credit for the duration of the project. The current balance of the cash letter of credit is $192,225. Once the Council has authorized acceptance of the improvements as recommended by staff, the City will retain $8,000 to serve as the Maintenance Bond and issue a refund of letter of credit funds to the developer in the amount of $184,225, and the warranty period will begin.

Supporting Information

- Resolution No. 2025-27

City Council
Resolution No. 2025-27

A RESOLUTION APPROVING SITE IMPROVEMENTS FOR THE ZVAGO COOPERATIVE AT LONG LAKE DEVELOPMENT

WHEREAS, the City of Long Lake ("City"); entered a Site Development Agreement ("Contract"), with OneTwoOne Development, LLC, ("Developer") for a private development known as the Zvago Cooperative at Long Lake ("Property") in the City of Long Lake, Minnesota, and

WHEREAS, the Developer completed on the subject on the subject Property the construction of apartments and public improvements in conformance with the final plans and specifications approved by the City, and requests that the improvements be accepted by the City; and

WHEREAS, the Developer requests that the City Council of Long Lake determine that the Developer has fulfilled the terms of the Agreement; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves site development improvements for the Zvago Cooperative at Long Lake as complete with the following findings:

The City Engineer has reviewed the terms of the Development Agreement and has determined that the improvements have been installed and meet the City' standards and specifications.

The responsibility of ongoing maintenance for Developer Improvements that were not identified to benefit the public shall be assigned to the property owner.

The City shall not be responsible for any ongoing maintenance of private Developer Improvements, including stormwater, that are not expressly dedicated to the public through final plat or other executed agreements or easements.

The Developer shall post a $8,000.00 Maintenance Security for a period of 24 months after the acceptance of the improvements to insure repair of the improvements during the warranty period.

Adopted by the City Council of the City of Long Lake this 2nd day of September 2025.

BY:

____
Charlie Miner, Mayor

ATTEST:

____
Jeanette Moeller, City Clerk