



CITY COUNCIL MEETING

July 15, 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 July 1, 2025 City Council Work Session

B. Approve Minutes of July 1, 2025 City Council Meeting

C. Approve Vendor Claims and Payroll

D. Adopt Resolution No. 2025-21 Approving a Wage Step Increase for Public Works Maintenance Worker I Matt Fahrman Due to a Satisfactory Performance Review

E. Adopt Resolution No. 2025-22 Approving Issuance of a Special Event Permit for the Corn Days 5K Run/Walk on August 9, 2025

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. Receive 2nd Quarter 2025 Revenues and Expenditures

B. Lease Between the City and the Lake Minnetonka Communications Commission for Use of Office Space in the City's Public Works Building

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

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Saturday, July 12 / Buckhorn Days at Nelson Lakeside Park

Monday, August 4 (5:00 or 5:30 pm) / City Council Work Session

Monday, August 4 (6:30 pm) / City Council Meeting
Tuesday, August 5 / Night to Unite



**MINUTES
CITY COUNCIL WORK SESSION
July 1, 2025**

CALL TO ORDER

The meeting was called to order at 5:03 pm.

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann (arrived at 5:22 pm, with prior notice), Deirdre Kvale, and Todd Newcomer (via interactive technology)

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

Absent: None

APPROVE AGENDA

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

OPEN CORRESPONDENCE

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

BUSINESS ITEMS

A. First Discussion of Preliminary Budget Considerations

City Administrator Weske briefly reviewed the preliminary budget information included in the packet.

The Council discussed budget considerations related to the annual Police services contract expense; fire services; beginning to save for fire capital; where it may be sensible to allocate future court ordered reimbursement of legal costs from Orono; comparisons of budget versus actual for the first six months of 2025; fire services contract details including differences between contract cities and agreement member cities; contributions of contract cities; revenues versus expenditures in the General Fund; Weske's preliminary proposed tax levy amount; the importance of planning for the General Fund reserve fund balance needing to increase in correlation to a rise in the City's budget; plans for park and trail related expenditures; the possibility of putting together a 'bare minimum' version of the budget or optional scenarios so the Council can engage in prioritizing budget factors; assumptions Weske had used in putting together the preliminary budget information; consideration of a software system to implement e-permitting; the importance of holding the tax rate flat; possible ways the City could contract for Emerald Ash Borer tree removals and provide a way for residents to also contract with the same contractor for better pricing; the possibility of holding off on City Hall renovations; staff researching options for utilizing charitable gambling contributions as a funding source; a sewer lining project to address I&I issues; resident expectations of the City for services like electronic permit filing and not having dead trees in City parks; upcoming street project needs and estimated costs; County Aid and Municipalities (CAM) program details and eligibility; issues with the roof at City Hall; Wurzer Trail and what portions were in Long Lake or Orono; hesitancy to continue kicking street projects down the

road; and the desire for an updated road condition map from WSB in order to take a closer look at possible street projects that could be planned for the more immediate future.

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,

Scott Weske
City Administrator



**MINUTES
CITY COUNCIL MEETING
July 1, 2025**

CALL TO ORDER

The meeting was called to order at 6:34 pm.

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann, Deirdre Kvale, and Todd Newcomer (via interactive technology)

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

Absent: None

PLEDGE OF ALLEGIANCE

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

Mayor Miner offered the following comments and updates:

The Council had held a work session prior to the regular meeting at which they had discussed preliminary City budget information for 2026.

He reported that a slow-no wake restriction was currently in effect for Long Lake.

Last week, Mayor Miner shared that he had participated in the Long Lake Fire Department's mass casualty drill exercise, which is something that they conduct on an annual basis. He also had attended the League of Minnesota Cities annual conference in Duluth.

Lastly, he reminded the community of upcoming event dates.

APPROVE AGENDA

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

Mayor Miner mentioned that because Councilmember Newcomer was participating in the meeting remotely, all voting action would be completed by roll call.

Ayes: all by roll call.

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of June 17, City Council Work Session
- B. Approve Minutes of June 17, 2025 City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Rescind the Conditional Appointment/Employment of Candidate Nikolas Lopez to the Position of Paid On-Call Firefighter for the Long Lake Fire Department

- E. Adopt Resolution No. 2025-20 Approving a Minnesota Lawful Gambling Premises Permit Application for the Holy Family Catholic High School Organization to Conduct Lawful Gambling at San Pancho Restaurant

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

OPEN CORRESPONDENCE

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

BUSINESS ITEMS

A. Reschedule August 5, 2025, City Council Work Session and Regular Meetings due to 'Night to Unite'

City Clerk Moeller indicated that Night to Unite occurs every year on the first Tuesday in August, and in order to allow the Council to be out and about participating in neighborhood gatherings, the Council has typically rescheduled their meeting to an alternate date in the same week.

A motion was made by Miner, seconded by Dyvik, to reschedule the August 5, 2025 City Council work session and regular meetings due to Night to Unite to be held on Monday, August 4, 2025. Ayes: all by roll call.

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

Mayor Miner reported that the City has continued to have good dialogue with the City of Orono, and the cities are currently reviewing some draft agreements. He added that the goal for both cities was to have the JPA signed by July 1, 2025, which had been a bit of wishful thinking, but he believed everything was on track for the creation of a good contract and agreement.

OTHER BUSINESS

Slow-No Wake Concerns - Councilmember Feldmann highlighted the slow-no wake advisory, recalled that the City had signage posted, and shared that he had approached someone on the lake who had been violating the no wake restriction. The individual had stopped what they had been doing right away, but he suggested that the City may want to reexamine how that information was communicated to the public because he did not think people were getting the message.

City Clerk Moeller added that she had also received some comments over the last few days regarding no wake violations, and what she has been hearing is the assumption that the continued wake activity has been less about people not seeing signage and more about the boaters not being interested in following it.

Councilmember Dyvik observed that may be the case, and he had seen plenty of boaters on the lake over the weekend who were disregarding the no-wake messaging. He suggested that the City may want to install an additional sign that has large letters that make it clear 'No Wake'. He noted that the current sign the City has says 'Please No Wake', and he didn't think it should use the word 'please' because it was not a request and was an ordinance. He stated that he would be in favor of adding an additional sign. He asked if he was remembering correctly that HCSO Water Patrol had previously told the City that people could call 911 in a lake situation, like someone violating the no-wake orders.

Moeller confirmed HCSO Water Patrol had indeed communicated the use of 911, and noted that information was also posted near the lake. She shared that she had been told by lake users that the word is out that Long Lake is a non-enforcement lake and Water Patrol is not as visible or present as they are on Lake Minnetonka.

Councilmember Dyvik noted that he has seen Water Patrol on the lake at times and added that if enough people called them, it may make a difference in how Long Lake is prioritized.

Moeller clarified that Birch's had held an event showcasing wake boats over the weekend, but to her knowledge, they adhered to the 'no wake' requirement and she believed the wake activity issues came from other users on the lake.

Mayor Miner indicated that on the same date as the event, he was advised of an incident where someone who lived on the lake had their dock obliterated by boat wakes. The resident had called Water Patrol who responded quickly and ticketed three different boaters for this violation.

Finance Director Nowezki asked if the number for Water Patrol was posted at the lake for ease of use.

Moeller replied that there was signage with direction to call 911 in order to reach Water Patrol for enforcement. She added that Water Patrol was a division of the Hennepin County Sheriff's Office.

Mayor Miner asked what mechanism was used to communicate with Orono residents who live on the north side of the lake.

Moeller responded that when Long Lake put the advisory into effect, she reached out to her communications counterpart at the City of Orono and had asked her to share it, which she had done. She mentioned that this had been the first time that there was a slow-no wake restriction imposed and both Long Lake and Orono disseminated the information together.

Mayor Miner noted that he assumed that most of the violators were not local residents and were visitors to the area.

Finance Director Nowezki suggested that the Council keep the current situation in mind for future discussions related to parking, because while lake users may want more parking, it is important to remember that the City just does not have the lake for increasing the volume of outside users through additional parking availability.

Councilmember Dyvik mentioned that the sign that says Long Lake would be a no-wake zone when it was above a certain level may be confusing for people.

Moeller noted that she did not personally find the sign content to be confusing, but pointed out that people tend to focus on the largest letters and don't necessarily read full sign content.

Councilmember Feldmann suggested that staff may want to consider adding a 2' x 4' sandwich board sign that says 'No Wake'.

Councilmember Dyvik encouraged staff to put some bold 'No Wake' signage out by the dock so it would be more visible. He noted that he was amazed at how quickly the lake had risen and he did not recall ever seeing it happen so fast in the past.

Gambling Requirements - Councilmember Dyvik indicated that he had neglected to ask a question during Council approval of the Consent Agenda. He inquired about the Premises Permit application and whether it was for pull tabs. Moeller confirmed that the permit would allow pull tab activity at San Pancho. Councilmember Dyvik referenced the language regarding the requirement for the gambling organization to spend money in Long Lake and the surrounding areas. He questioned whether that defeated the purpose of the fundraising efforts. Finance Director Nowezki explained that the requirement was for a certain percentage of their profits to be spent in the City trade area, so the organization would still be able to retain a good amount of money for their fundraiser. This was the standard requirement with an overall goal of trying to keep the money benefiting the community in which the money was spent. Moeller shared examples of some of the things that have been funded throughout the City from pull tabs in the area. Nowezki noted that the City also receives 10% of the profits on a monthly basis, but use of the funds was restricted to certain eligible expense categories.

Road Conditions - Mayor Miner recalled some discussion that took place during the work session meeting about roads that were rated in 'poor' condition. He asked staff to pursue updating the pavement management map information since the last map was completed in 2023, and felt it would be helpful to have one current to 2025 through an update by Public Works and WSB.

LMCC Office Update - Councilmember Kvale reported that there may be a purchaser for the LMCC's office building, which may bring up the possibility of a rental agreement for them with the City again. Moeller stated that staff would revisit the lease to ensure that nothing needs to be tweaked and noted that they would also have to move forward with permitting. She added that she had spoken with Jim Lundberg at the LMCC, and the contractor's estimate for the improvements necessary to the Public Works building had been around \$80,000. Councilmember Kvale reminded the Council that the LMCC working model would be changing beginning January 1, 2026.

Remote Attendance - Councilmember Newcomer expressed his appreciation for being able to participate in the meeting remotely.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:04 pm.

Respectfully submitted,

Scott Weske
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 / July 15, 2025

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, Finance Director

Report Date: 7/9/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$161,799.32 and electronic vendor payments in the amount of \$2,332.08 for a total amount of **\$164,131.40**; June Fire Department monthly payroll in the amount of **\$25,302.14**; July City Council monthly payroll in the amount of **\$1,300.00**; and gross City Employee payroll paid July 10 in the amount of **\$29,121.93**.

Overview / Background

Check No. 71350 in the amount of \$62,775.00 to Ecumen represents a reduction to the overall Letter of Credit (originally a cash deposit) for the Zvago development. Retainage remains withheld totaling \$192,225.00 for both completion of shared driveway improvements, and for the project warranty/maintenance bond.

Supporting Information

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



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*Check Summary Register©

Checks 71323-71356

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
71323	Advanced Imaging Solutions	7/3/2025	\$607.71 Copier Contract Maint - July 2025
71324	AMERICAN MAILING MACHINES	7/3/2025	\$500.00 Postage/Folder Inserter Maint Agreements 08/
71325	BOUND TREE MEDICAL, LLC.	7/3/2025	\$243.87 FD Medical Supplies-Oxygen Masks
71326	CARSON, CLELLAND & SCHRED	7/3/2025	\$5,632.75 June Legal Fees-Review council packet, grant
71327	CENTERPOINT ENERGY	7/3/2025	\$27.56 Gas Charges - 25 Apple Glen Rd (05/19/25-06/
71328	CITY OF LONG LAKE	7/3/2025	\$716.72 June 2025 Utility Bill - 450 Virginia
71329	CITY OF WAYZATA	7/3/2025	\$28,497.00 Police Services - July 2025
71330	FERGUSON WATERWORKS	7/3/2025	\$427.67 PW-MRX Meter Reader Replacement Antenna
71331	GOPHER STATE ONE CALL	7/3/2025	\$63.45 June 2025 Locates
71332	Kodiak Power Solutions LLC	7/3/2025	\$801.65 FD1 Annual Generator Service
71333	LARKIN HOFFMAN	7/3/2025	\$1,911.00 FD CONTRACT DISPUTE W/ORONO - May 2
71334	Metro West Inspection Svcs Inc	7/3/2025	\$907.66 June 2025 Permits
71335	METROPOLITAN COUNCIL	7/3/2025	\$29,268.77 Waste Water Services - Aug 2025
71336	METROPOLITAN COUNCIL	7/3/2025	\$2,460.15 June 2025 SAC Payment - 905 W Wayzata Bl
71337	CHARLIE MINER	7/3/2025	\$658.40 Expense Reimb-LMC Conference Meals/Travel
71338	MN DEPT OF LABOR & INDUSTR	7/3/2025	\$1,287.36 2nd Qtr 2025 Building Permit Surcharge Report
71339	NCS (NEW CENTURY SERVICE)	7/3/2025	\$385.00 FD1-HVAC Repairs; Found RTU Compressor
71340	RAILROAD MGMT CO III, LLC	7/3/2025	\$417.05 License Fees - Water Pipeline Crossing
71341	TIMESAVER OFF SITE	7/3/2025	\$253.00 6/17/25 City Council Meeting Minutes
71342	TOXALERT, INC.	7/3/2025	\$250.00 FD1 Annual Gas Detection System
71343	TRIMBLE	7/3/2025	\$206.50 FD Dashcam Basic Bundle (Pmt 22 of 36)
71344	NORBERT VILLAMIL	7/3/2025	\$182.02 Refund Utility Overpayment, Act 01-00000649-
71345	WRIGHT-HENNEPIN SECURITY	7/3/2025	\$251.60 July 2025 Security - 450 Virginia Ave
71346	XCEL ENERGY	7/3/2025	\$219.12 Steet Lights - 2129 W Wayzata Blvd
71347	XCEL ENERGY	7/3/2025	\$28.43 Steet Lights - 1070 W Wayzata Blvd
71348	CENTERPOINT ENERGY	7/9/2025	\$584.73 Gas Charges - (05/20/25-06/19/25) 450 Virgini
71349	CITY OF ORONO	7/9/2025	\$249.10 FD2 Water/Sewer Bill - 3770 Shoreline Dr (05/
71350	ECUMEN	7/9/2025	\$62,775.00 Original LOC Deposit
71351	FIRSTNET (AT&T)	7/9/2025	\$514.66 WIRELESS SERVICES (5/26/25-6/25/25)
71352	Kirvida Fire, Inc.	7/9/2025	\$829.94 FD2 Engine #22 Pumper-Air Eject Repairs
71353	LONG LAKE FIRE DEPARTMENT	7/9/2025	\$19,269.50 3rd Qtr 2025 Fire Contract
71354	MEDIACOM	7/9/2025	\$988.67 FD1 Phone/ Internet Services - (7/7/25-8/6/25)
71355	OTTEN BROS. Nursey & Lndscpng	7/9/2025	\$129.28 Garden Club Purchases
71356	ZOLL Medical Corporation	7/9/2025	\$254.00 FD CPR Supplies; PEDI PADZ II Electrodes
Total Checks			\$161,799.32



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*Check Detail Register©

Checks 71323-71356

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71323	07/03/25	Advanced Imaging Solutions			
E 101-41500-4135		Copier Maintenance	\$70.00	INV359018	Copier Contract Maint - July 2025
E 101-41500-4135		Copier Maintenance	\$537.71	INV359018	Copier Contract Maint - 2ND QTR OVERAGES
		Total	\$607.71		
71324	07/03/25	AMERICAN MAILING MACHINES			
E 101-41500-4140		Folder Inserter Machine M	\$500.00	IN124598	Postage/Folder Inserter Maint Agreements 08/12/25-08/11/26
		Total	\$500.00		
71325	07/03/25	BOUND TREE MEDICAL, LLC.			
E 205-42281-2190		Medical Supplies	\$243.87	85823711	FD Medical Supplies-Oxygen Masks
		Total	\$243.87		
71326	07/03/25	CARSON, CLELLAND & SCHREDER			
E 101-41610-3120		Legal Fees - Civil	\$971.50	7902	June Legal Fees-Review council packet, grant administration agreement, property sale, city authority, Etc
E 101-41610-3040		Legal Fees - Criminal	\$1,000.00	7902	June Legal Fees-Criminal
E 101-42110-3120		Legal Fees - Civil	\$3,661.25	7902	June Legal Fees-FD JPA draft terms, review dept corr, outline negotiation points, etc
		Total	\$5,632.75		
71327	07/03/25	CENTERPOINT ENERGY			
E 602-49450-3830		Natural Gas Expense	\$27.56	106679608-0	Gas Charges - 25 Apple Glen Rd (05/19/25- 06/19/25)
		Total	\$27.56		
71328	07/03/25	CITY OF LONG LAKE			
E 101-41940-3820		City Utilities (Wat,Sew,Sto	\$70.92	070225	June 2025 Utility Bill - 450 Virginia
E 101-41942-3820		City Utilities (Wat,Sew,Sto	\$158.21	070225	June 2025 Utility Bill - 2145 Daniels St
E 601-49400-3820		City Utilities (Wat,Sew,Sto	\$47.73	070225	June 2025 Utility Bill - 1964 Orchard
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$168.75	070225	June 2025 Utility Bill - 340 Willow
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$208.00	070225	June 2025 Utility Bill - 340 Willow Truck Fill
E 101-45200-3820		City Utilities (Wat,Sew,Sto	\$63.11	070225	June 2025 Utility Bill - 350 Harrington
		Total	\$716.72		
71329	07/03/25	CITY OF WAYZATA			
E 101-42110-3130		Subcontracted Police Svc	\$28,497.00	072525	Police Services - July 2025
		Total	\$28,497.00		
71330	07/03/25	FERGUSON WATERWORKS			
E 601-49400-2210		Equipment Parts	\$427.67	0548768	PW-MRX Meter Reader Replacement Antenna
		Total	\$427.67		
71331	07/03/25	GOPHER STATE ONE CALL			
E 601-49400-3855		Gopher One Locates Expe	\$63.45	5060555	June 2025 Locates
		Total	\$63.45		
71332	07/03/25	Kodiak Power Solutions LLC			
E 205-42286-4010		Bldg Maint & Repairs	\$351.13	15452804	FD2 Annual Generator Service



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*Check Detail Register©

Checks 71323-71356

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 205-42282-4010		Bldg Maint & Repairs	\$450.52	15453891	FD1 Annual Generator Service
		Total	\$801.65		
71333	07/03/25	LARKIN HOFFMAN			
E 101-42110-3120		Legal Fees - Civil	\$1,911.00	858867	FD CONTRACT DISPUTE W/ORONO - May 2025
		Total	\$1,911.00		
71334	07/03/25	Metro West Inspection Svcs Inc			
E 101-42400-3035		Bldg Inspection - Subcontr	\$907.66	4641	June 2025 Permits
		Total	\$907.66		
71335	07/03/25	METROPOLITAN COUNCIL			
E 602-49450-3100		MCES Sewer Treatment	\$29,268.77	0001190660	Waste Water Services - Aug 2025
		Total	\$29,268.77		
71336	07/03/25	METROPOLITAN COUNCIL			
E 602-49450-4410		MCES SAC Charge Expen	\$2,460.15	063025	June 2025 SAC Payment - 905 W Wayzata Blvd
		Total	\$2,460.15		
71337	07/03/25	CHARLIE MINER			
E 101-41110-3350		Education / Conferences	\$658.40	062625	Expense Reimb-LMC Conference Meals/Travel/Lodging
		Total	\$658.40		
71338	07/03/25	MN DEPT OF LABOR & INDUSTRY			
E 101-42400-4055		MN Bldg Permit Surcharg	\$1,287.36	JUNE053105	2nd Qtr 2025 Building Permit Surcharge Report - JUNE0531052025
		Total	\$1,287.36		
71339	07/03/25	NCS (NEW CENTURY SERVICE)			
E 205-42282-4010		Bldg Maint & Repairs	\$385.00	NC95033	FD1-HVAC Repairs; Found RTU Compressor Bad
		Total	\$385.00		
71340	07/03/25	RAILROAD MGMT CO III, LLC			
E 601-49400-4070		Water/Sewer Easements	\$417.05	528848	License Fees - Water Pipeline Crossing
		Total	\$417.05		
71341	07/03/25	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Svcs	\$253.00	30669	6/17/25 City Council Meeting Minutes
		Total	\$253.00		
71342	07/03/25	TOXALERT, INC.			
E 205-42282-4010		Bldg Maint & Repairs	\$250.00	33568	FD1 Annual Gas Detection System
		Total	\$250.00		
71343	07/03/25	TRIMBLE			
E 205-42281-3225		Truck Communication Ser	\$206.50	30089262544	FD Dashcam Basic Bundle (Pmt 22 of 36)
		Total	\$206.50		
71344	07/03/25	NORBERT VILLAMIL			
E 601-49400-4320		Utility Overpmts/Uncollect	\$182.02	649-00-4	Refund Utility Overpayment, Act 01-00000649-00-4
		Total	\$182.02		

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***Check Detail Register©**

Checks 71323-71356

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71345	07/03/25	WRIGHT-HENNEPIN SECURITY			
E 101-41940-3000		Professional Srvs	\$62.90	15016899239	July 2025 Security - 450 Virginia Ave
E 101-41942-3000		Professional Srvs	\$62.90	15016899239	July 2025 Security - 2145 Daniels St
E 205-42286-3000		Professional Srvs	\$62.90	15016899239	July 2025 Security - 3770 Shoreline Dr
E 205-42282-3000		Professional Srvs	\$62.90	15016899239	July 2025 Security - 340 Willow Dr
		Total	\$251.60		
71346	07/03/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$48.50	933284760	Steet Lights - 2129 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	\$170.62	933284760	Steet Lights - 1758 W Wayzata Blvd
		Total	\$219.12		
71347	07/03/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$28.43	932963851	Steet Lights - 1070 W Wayzata Blvd
		Total	\$28.43		
71348	07/09/25	CENTERPOINT ENERGY			
E 101-41940-3830		Natural Gas Expense	\$86.02	80000790651	Gas Charges - (05/20/25-06/19/25) 450 Virginia Ave
E 205-42282-3830		Natural Gas Expense	\$170.61	80000790651	Gas Charges - (05/20/25-06/19/25) 340 N Willow Dr
E 205-42286-3830		Natural Gas Expense	\$33.34	80000790651	Gas Charges - (05/20/25-06/19/25) 3770 Shoreline
E 101-41942-3830		Natural Gas Expense	\$205.47	80000790651	Gas Charges - (05/20/25-06/19/25) 2145 Daniels St
E 602-49450-3830		Natural Gas Expense	\$27.56	80000790651	Gas Charges - (05/20/25-06/19/25) 2200 Watertown Rd
E 602-49450-3830		Natural Gas Expense	\$26.44	80000790651	Gas Charges - (05/20/25-06/19/25) 250 Lindawood Ln
E 101-45200-3830		Natural Gas Expense	\$35.29	80000790651	Gas Charges - (05/20/25-06/19/25) 309 Harrington
		Total	\$584.73		
71349	07/09/25	CITY OF ORONO			
E 205-42286-3820		City Utilities (Wat,Sew,Sto	\$185.45	063025	FD2 Water/Sewer Bill - 3770 Shoreline Dr (05/28/25-06/26/25)
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$63.65	063025	FD1 Storm Wtr Bill - 340 Willow (04/01/25-06/30/25)
		Total	\$249.10		
71350	07/09/25	ECUMEN			
G 700-29325		(HOLD) Zvago Letter of Cr	\$255,000.00	070825	Original LOC Deposit
G 700-29325		(HOLD) Zvago Letter of Cr	(\$145,950.00)	070825	Warranty/Maintenance Bond Amount
G 700-29325		(HOLD) Zvago Letter of Cr	(\$46,275.00)	070825	Driveway Construction Security Retainage
		Total	\$62,775.00		
71351	07/09/25	FIRSTNET (AT&T)			
E 205-42281-3225		Truck Communication Ser	\$476.43	X07032025	WIRELESS SERVICES (5/26/25-6/25/25)
E 601-49400-2270		Utility Maint Supplies	\$38.23	X07032025	WIRELESS SERVICES (5/26/25-6/25/25)
		Total	\$514.66		
71352	07/09/25	Kirvida Fire, Inc.			
E 205-42281-4035		Heavy Truck Maint & Rep	\$829.94	13394	FD2 Engine #22 Pumper-Air Eject Repairs
		Total	\$829.94		



LONG LAKE, MN

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*Check Detail Register©

Checks 71323-71356

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71353	07/09/25	LONG LAKE FIRE DEPARTMENT			
E 101-42110-3135		Fire Department Services	\$19,269.50	20250022	3rd Qtr 2025 Fire Contract
		Total	\$19,269.50		
71354	07/09/25	MEDIACOM			
E 205-42282-3275		Internet Access (Mediaco	\$547.69	070725	FD1 Phone/ Internet Services - (7/7/25-8/6/25)
E 205-42286-3275		Internet Access (Mediaco	\$440.98	070725	FD2 Phone/ Internet Services - (7/8/25-8/7/25)
		Total	\$988.67		
71355	07/09/25	OTTEN BROS. Nursey & Lndscpng			
E 101-45200-2250		Landscaping Materials	\$59.28	1-1829439	Garden Club Purchases
E 101-45200-2250		Landscaping Materials	\$70.00	3-1134780	Garden Club Purchases
		Total	\$129.28		
71356	07/09/25	ZOLL Medical Corporation			
E 205-42281-2190		Medical Supplies	\$254.00	4236540	FD CPR Supplies; PEDI PADZ II Electrodes
		Total	\$254.00		
		10100	\$161,799.32		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$60,646.03
205 FIRE DEPARTMENT	\$5,391.66
601 WATER FUND	\$1,176.15
602 SANITARY SEWER FUND	\$31,810.48
700 BUILDING PERMIT ESCROWS	\$62,775.00
	\$161,799.32



LONG LAKE, MN

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*Check Summary Register©

Checks 3234-3236

Name		Check Date	Check Amt	
10100 GENERAL FUND CASH				
3234e	USBANK CREDIT CARD	6/25/2025	\$1,961.49	June CC Purchases
3235e	NAPA Auto Parts	7/3/2025	\$59.24	June Napa Purchases
3236e	PSN UTILITY ONLINE BILLING	7/3/2025	\$311.35	BILL PAY FEE - JUNE 2025
Total Checks			\$2,332.08	

**LONG LAKE, MN**

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Checks 3234-3236

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3234 e	06/25/25	USBANK CREDIT CARD			
E 101-41500-3090		Software Support	\$132.00	062525	CH-Google; Company Emails
E 101-41940-3210		Telephone	\$61.88	062525	CH-Nextivia VOIP Phone Service
E 101-41942-3210		Telephone	\$20.62	062525	PW-Nextivia VOIP Phone Service
E 205-42281-4030		Light Truck Maint & Repair	\$57.77	062525	FD-Youngstedts Car Wash
E 205-42280-3090		Software Support	\$276.00	062525	
E 205-42280-2010		Office Supplies	\$172.55	062525	FD-Inktechl Toner Cartridge
E 205-42286-3840		Custodial & Waste Remov	\$48.99	062525	FD-Amazon; Paper Towels
E 205-42281-2150		Shop Supplies	\$18.99	062525	FD-Amazon; Waterproof Electrical Tape
E 205-42281-2150		Shop Supplies	\$66.00	062525	FD-Amazon; All Season Synthetic
E 205-42280-4450		Food & Beverage (Mtgs/Tr	\$144.26	062525	FD-Lunds
E 205-42280-4450		Food & Beverage (Mtgs/Tr	\$13.34	062525	FD-Orono Market
E 205-42280-4330		Dues and Subscriptions	\$14.99	062525	FD-Amazon; Prime Membership
E 205-42280-2080		Training/Instruct Materials	\$12.21	062525	FD-Dollar Tree; Gift Bags, Table Covers, Etc
E 205-42280-3090		Software Support	\$10.83	062525	FD-Microsoft 365
E 205-42286-3840		Custodial & Waste Remov	\$37.85	062525	FD-Amazon; Paper Towels
E 205-42280-4450		Food & Beverage (Mtgs/Tr	\$62.94	062525	FD-Orono Market
E 101-45200-2250		Landscaping Materials	\$31.99	062525	PW-Ace; Weed & Grass Killer
E 602-49450-2270		Utility Maint Supplies	\$54.98	062525	PW-Ace; Mouse & Rodent Repellent
E 101-43000-2210		Equipment Parts	\$17.36	062525	PW-Napa; Freightliner Mud Flaps
E 101-43000-2210		Equipment Parts	\$95.48	062525	PW-Napa; Freightliner Mud Flaps
E 101-45200-2230		Bldg & Grnds Maint Suppli	\$95.50	062525	PW-Ebay; Water Fountain Heads (x3)
E 101-41942-4010		Bldg Maint & Repairs	\$53.98	062525	PW-Ace; Weed & Grass Killer
E 101-45200-2150		Shop Supplies	\$35.98	062525	PW-Ace; 2 Cycle Oil
E 601-49400-3350		Education / Conferences	\$212.50	062525	PW-MN RWA; Annual Membership MN Rural Water Assoc
E 602-49450-3350		Education / Conferences	\$212.50	062525	PW-MN RWA; Annual Membership MN Rural Water Assoc
Total			\$1,961.49		
3235 e	07/03/25	NAPA Auto Parts			
E 205-42281-2150		Shop Supplies	\$53.37		FD-Oil and Purple Power for Air Comp Cleaning
E 205-42281-2150		Shop Supplies	\$43.09		FD-Orange Antifreeze
E 205-42281-2150		Shop Supplies	(\$37.22)		FD-Oil and Purple Power for Air Comp Cleaning
Total			\$59.24		
3236 e	07/03/25	PSN UTILITY ONLINE BILLING			
E 601-49400-3090		Software Support	\$155.68		BILL PAY FEE - JUNE 2025
E 602-49450-3090		Software Support	\$155.67		BILL PAY FEE - JUNE 2025
Total			\$311.35		
10100			\$2,332.08		



LONG LAKE, MN

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Checks 3234-3236

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$544.79
205 FIRE DEPARTMENT	\$995.96
601 WATER FUND	\$368.18
602 SANITARY SEWER FUND	\$423.15
	\$2,332.08



LONG LAKE, MN

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Payroll Summary

Pay Group: 02 Fire Department

Check Date: 7/10/2025 per. 7

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000153 ADAMS, CHRISTOPHER D.	794.80	794.80	794.80	26.15	22.24		49.28	11.52						685.61
000000216 BERBIG, ZACHARY P.	934.42	934.42	934.42				57.93	13.55						862.94
000000291 BROWN, JOHN	503.00	503.00	503.00		6.62		31.19	7.29						457.90
000000281 CARLSON, BEN	354.64	354.64	354.64				21.99	5.14						327.51
000000154 COTTON, PATRICK J.	708.20	708.20	708.20				43.91	10.27						654.02
000000259 DAVIS, THOMAS	692.02	692.02	692.02	15.87	16.74		42.90	10.03						606.48
000000093 FARLEY, COLE	1,220.80	1,220.80	1,220.80	68.75	1.56		75.69	17.70						1,057.10
000000274 FAUE, JESSE	596.44	596.44	596.44	6.31	11.62		36.98	8.65						532.88
000000233 FRANK, BRYAN	840.92	840.92	840.92	30.76	24.70		52.14	12.19						721.13
000000049 GOMAN, DAVID	317.92	317.92	317.92				19.71	4.61						293.60
000000177 GONSIOR, RYAN J.	889.00	889.00	889.00	35.57			55.12	12.89						785.42
000000229 GRADY, JOSHUA	660.92	660.92	660.92				40.98	9.58						610.36
000000293 GREGG, AIDAN	774.64	774.64	774.64		21.16		48.03	11.23						694.22
000000278 HAYDEN, ADAM	811.58	811.58	811.58	27.82			50.32	11.77						721.67
000000226 HOSTER, RYAN	1,326.67	1,326.67	1,326.67		7.22		82.25	19.24						1,217.96
000000270 JOHNSRUD, MICHAEL	1,080.04	1,080.04	1,080.04	395.50	137.50		66.96	15.66						464.42
000000180 KANIVE, RYAN J.	188.96	188.96	188.96				11.72	2.74						174.50
000000112 KRAHL, JEFFREY C.	409.54	409.54	409.54				25.39	5.94						378.21
000000248 KULSETH, MATT	96.72	96.72	96.72				6.00	1.40						89.32
000000253 LOOSBROCK, RICHARD	966.60	966.60	966.60				59.93	14.02						892.65
000000298 LOPEZ, NIKOLAS	80.00	80.00	80.00				4.96	1.16						73.88
000000290 MCCAHERTY, ALEX	596.44	596.44	596.44				36.98	8.65						550.81
000000275 MORSE, PAUL	386.34	386.34	386.34				23.95	5.60						356.79
000000296 NEUBAUER, MITCHELL	670.62	670.62	670.62				41.58	9.72						619.32
000000223 PASZKIEWICZ, JOHN	354.36	354.36	354.36				21.97	5.14						327.25
000000277 REWERTS, ANTHONY	305.74	305.74	305.74				18.96	4.43						282.35
000000241 RHEA, CHRISTOPHER	435.24	435.24	435.24				26.98	6.31						401.95
000000232 RIOUX, SHAUN	80.60	80.60	80.60				5.00	1.17						74.43
000000190 ROTHSTEIN, DAVID J.	419.12	419.12	419.12				25.98	6.08						387.06
000000222 SMILEY, MATTHEW	690.30	690.30	690.30				42.80	10.01						637.49
000000212 SPINKS, SCOTT D.	1,478.92	1,478.92	1,478.92				91.69	21.44						1,365.79
000000276 STRAKA, AMANDA	2,297.08	2,297.08	2,297.08	187.21	59.14		142.42	33.31						1,875.00
000000282 SWEARINGEN, LANCE	274.04	274.04	274.04				16.99	3.97						253.08
000000280 VASINA, VERONICA	746.88	746.88	746.88	21.35	19.67		46.31	10.83						648.72



LONG LAKE, MN

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Payroll Summary

Pay Group: 02 Fire Department

Check Date: 7/10/2025 per. 7

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000240 VEACH, BENJAMIN	713.58	713.58	713.58				44.24	10.35						658.99
000000297 WARNER, SIMONE	427.18	427.18	427.18		2.57		26.48	6.19						391.94
000000118 WOYCHICK, TED J.	1,177.87	1,177.87	1,177.87	60.00	25.00		73.03	17.08						1,002.76

941 Deposit

Federal Tax	\$875.29
Medicare	\$733.72
Social Security	\$3,137.48
Advanced EIC	None
Total Deposit	\$4,746.49

Pay Summary

Gross	25,302.14
Federal Gross	25,302.14
State Gross	25,302.14
FICA Gross	25,302.14

Tax Summary

Federal Tax	875.29
State Tax	355.74
Local Tax	
FICA Ded/Ben	1,568.74
Medicare Ded/Ben	366.86

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	22,135.51



LONG LAKE, MN

Payroll Summary

Pay Group: 06 City Council

Check Date: 7/3/2025 per. 7

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000219 DYVIK, JAHN	250.00	250.00	250.00				15.50	3.63						230.87
000000264 FELDMANN, MICHAEL	250.00	250.00	250.00				15.50	3.63						230.87
000000247 KVALE, DEIRDRE	250.00	250.00	250.00				15.50	3.63						230.87
000000246 MINER, CHARLES	300.00	300.00	300.00				18.60	4.35						277.05
000000299 NEWCOMER, TODD	250.00	250.00	250.00				15.50	3.63						230.87

941 Deposit

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

Pay Summary

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

Tax Summary

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

Others

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



LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 7/10/2025 per. 14

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	2,526.47	2,362.81	2,362.81	230.13	130.61		156.60	36.62	162.92	0.74				1,808.85
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
000000295 FAHRMAN, MATTHEW	2,368.02	1,899.70	1,899.70	130.69	72.21		127.24	29.76	152.62	315.70				1,539.80
000000288 FELDMANN, TYSE	838.19	838.19	838.19	26.13	35.48		51.97	12.15						712.46
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	3,048.17	3,048.17	348.06	194.16		207.44	48.51	297.59					2,250.00
000000214 WESKE, SCOTT	5,055.39	4,740.14	4,740.14	809.65	296.99		313.06	73.22	309.22	6.03				3,247.22

941 Deposit

Federal Tax	\$3,038.29
Medicare	\$830.00
Social Security	\$2,918.70
Advanced EIC	None
Total Deposit	\$6,786.99

Pay Summary

Gross	29,121.93
Federal Gross	26,530.76
State Gross	26,530.76
FICA Gross	23,537.82

Tax Summary

Federal Tax	3,038.29	
State Tax	1,455.46	
Local Tax		
FICA Ded/Ben	1,459.35	1,459.35
Medicare Ded/Ben	415.00	415.00

Others

Retirement	2,090.19
Tax-Sheltered	500.98
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	20,162.66



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / July 15, 2025

SUBJECT: Annual Performance Evaluation for Public Works Maintenance Worker I Matt Fahrman and Resolution Approving a Wage Step Increase

Prepared By: Sean Diercks, Public Works Director **Report Date:** 7/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-21 approving a wage step increase for Public Works Maintenance Worker I Matt Fahrman from Step 2 to Step 3 of the Salary Pay Plan due to having a satisfactory performance review.

Overview / Background

All Public Works employees hired by the City of Long Lake are hired as probationary employees and serve a 12-month probationary period. Performance of Public Works Maintenance Worker positions is evaluated by the Public Works Director and reviewed by the City Administrator at the six month and one year anniversary of the employee. Then, recommendation is made to the City Council as to whether or not the employee's performance is satisfactory and if any adjustments should be made to their compensation or other benefits.

Mr. Fahrman was appointed to the position of Public Works Maintenance Worker I on July 16, 2024 and subsequently began his employment on July 17, 2024. Staff found Mr. Fahrman's performance to be acceptable at his six-month review in December of 2024.

The employee's annual performance evaluation was conducted on July 10, 2025. Supervisory staff have determined that Mr. Fahrman's performance continues to be acceptable, and would recommend the City Council ratify the Public Works Director and City Administrator's finding that he has earned a satisfactory evaluation. Staff also recommends Mr. Fahrman receive a one-step wage increase from Step 2 to Step 3 of the Salary Pay Plan.

Supporting Information

- Resolution No. 2025-21
- Personnel Action Form



**City Council
Resolution No. 2025-21**

**A RESOLUTION APPROVING A WAGE STEP INCREASE FOR
PUBLIC WORKS MAINTENANCE WORKER I MATT FAHRMAN**

WHEREAS, Public Works Maintenance Worker I Matt Fahrman received a satisfactory job performance review in conjunction with his one-year performance evaluation and is eligible for a scheduled wage step increase; and

WHEREAS, Mr. Fahrman was appointed by City Council to the position of Public Works Maintenance Worker I on July 16, 2024 at the Step 1 wage rate for his position, and subsequently began his employment with the City on July 17, 2024; and

WHEREAS, Mr. Fahrman received a six-month satisfactory performance review in January 2025 accompanied by a salary step increase from Step 1 to Step 2 effective January 17, 2025; and

WHEREAS, Mr. Fahrman received a satisfactory one-year performance review in July 2025.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Long Lake, Minnesota that the wage for Public Works Maintenance Worker I Matt Fahrman is hereby increased from Step 2 to Step 3 of the Salary Pay Plan effective July 17, 2025.

Adopted by the City Council of the City of Long Lake this 15th day of July 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Personnel Action Form

City of Long Lake
450 Virginia Avenue
PO Box 606
Long Lake, MN 55356
Phone: (952) 473-6961

Employee Information / Personnel Action

Employee's Name: Matt Fahrman Department: Public Works

1. Type of Action: Appointment - ☒ Probationary ☐ Seasonal / Temporary
 Personnel Action - ☒ Performance Evaluation ☐ Disciplinary

Status: ☒ Regular Full Time ☐ Regular Part Time ☐ Seasonal Employee

Benefits: ☒ Full - Health, Life, Dental Insurance, etc.
☐ Partial - Prorated Sick / Vacation Leave
☐ None

Exempt From PERA? ☒ No ☐ Yes (if yes, see reverse side)

Other Actions (Not Appointments) -

 COLA Increase Merit Pay Resignation Reclassification
☒ Step Increase Promotion Retirement Other
 Transfer Dismissal Suspension

	PRESENT STATUS	PROPOSED STATUS
2. Position Classification (Title)	<u>P.W. Maintenance Worker I</u>	<u>P.W. Maintenance Worker I</u>
3. Salary Step	<u>Step 2</u>	<u>Step 3</u>
4. Wage (or Bonus)	<u>\$28.81/hr</u>	<u>\$29.47/hr</u>
5. Reason for Action	<u>Successful 1-year probationary review. Continues to learn and grow within the position.</u> <u>Good to start, and work through most projects with minimal supervision. Takes ownership in work. Learning every day.</u> <u>Good to ask questions when unsure. Very good to communication with supervision. Water and sewer testing in next 3 months.</u>	
6. Effective Date	<u>July 17, 2025</u>	

7. SIGNATURES

Matt Fahrman
STAFF SIGNATURE

7/10/2025
Date

Sam Z. Diederich
DEPARTMENT HEAD SIGNATURE

7-10-2025
Date

[Signature]
CITY ADMINISTRATOR SIGNATURE

7-10-2025
Date



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / July 15, 2025

SUBJECT: Approve Special Event Permit Request for the 2025 Corn Days 5K Run/Walk

Prepared By: Jeanette Moeller, City Clerk

Report Date: 7/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-22 approving issuance of Special Event Permit #S2025-10 for the Corn Days 5K Run/Walk to be held August 9, 2025, 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 9, 2025, based at the Church of St. George located at 133 Brown Road N. The 5K run route would follow essentially the same route as the LLFD's Red Hot Run 5K and would travel through largely Long Lake streets and neighborhoods, with a short segment falling in Orono limits as well.

Same day registration on the date of the event would begin at 8:00 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 solely 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. City staff and the Wayzata Police Department have reviewed the event plan and prepared a list of conditions that would apply to permit issuance. Staff is requesting the Council consider adoption of a Resolution approving issuance of Special Event Permit #S2025-10 for the Corn Days 5K Run/Walk, subject to the conditions recommended in the permit approval letter.

Supporting Information

- Resolution No. 2025-22
- Special Event Permit for the Corn Days 5K Run/Walk, including route map, event narrative, and advertisement



**City Council
Resolution No. 2025-22**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2025-10 FOR THE
CORN DAYS 5K RUN/WALK TO BE HELD AUGUST 9, 2025**

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 9, 2025 from 8:00 am to 10:30 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 8:00 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, 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.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2025-10 for the Corn Days 5K Run/Walk to be held August 9, 2025 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 15th day of July 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

Section 5E.

Amount Due: \$

Date Paid: 7/9/25

☒ Check # 106

☐ 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 run and walk
Describe Location or Area of City Where Event Will Take Place Start and finish at the church
of St. George, using the city streets & paths.
of Participants Expected to Attend Event 150
Describe Any Participation/Entry Fees to be Charged Entry fees to cover costs of putting
on a run.

Event Dates/Times Proposed

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

Day of Week	Date	Start Time	End Time
<u>Saturday</u>	<u>August 9th</u>	<u>9:00</u>	<u>10:30</u>

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 West & Long Lake Fire

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 streets will be closed, we will be on the side or
shoulder

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 952-473-0377
 Alternate Phone 651-757-7892 Email Address speedy@gearvest.com
 Street Address 1786 V. Wayzata Blvd suite B
 City / State / Zip Long Lake, MN, 55356

Organization Information

Organization Name Gear West
 Mailing Address 1786 V. Wayzata Blvd suite B
 City / State / Zip Long Lake, MN 55356
 Phone 952-473-0377 Email Address speedy@gearvest.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 [Signature] Date 6/16/25

****** 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 <u>SD</u>	Date <u>7/10/25</u>
☒ Fire Department	Staff Initials <u>MH</u>	Date <u>7/10/25</u>
☒ Police Department	Staff Initials <u>ok [Signature]</u>	Date _____

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

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2025-10

Conditions of Permit Approval

☒ Permit Conditions Detailed in Attached Letter Dated 7/10/25
☐ Permit Conditions Listed Below:



CITY OF
LONG LAKE

July 10, 2025

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

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2025-10
Corn Days 5K Run/Walk
Saturday, August 9, 2025 (8:00 am to 10:30 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 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 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 612-237-9520 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 Thursday, 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 #S2025-10

Corn Days 5K Run/Walk / Saturday, August 9, 2025 (8:00 am to 10:30 am)

Page 2 of 2

Section 5E.

- [] 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 #S2025-10, 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.

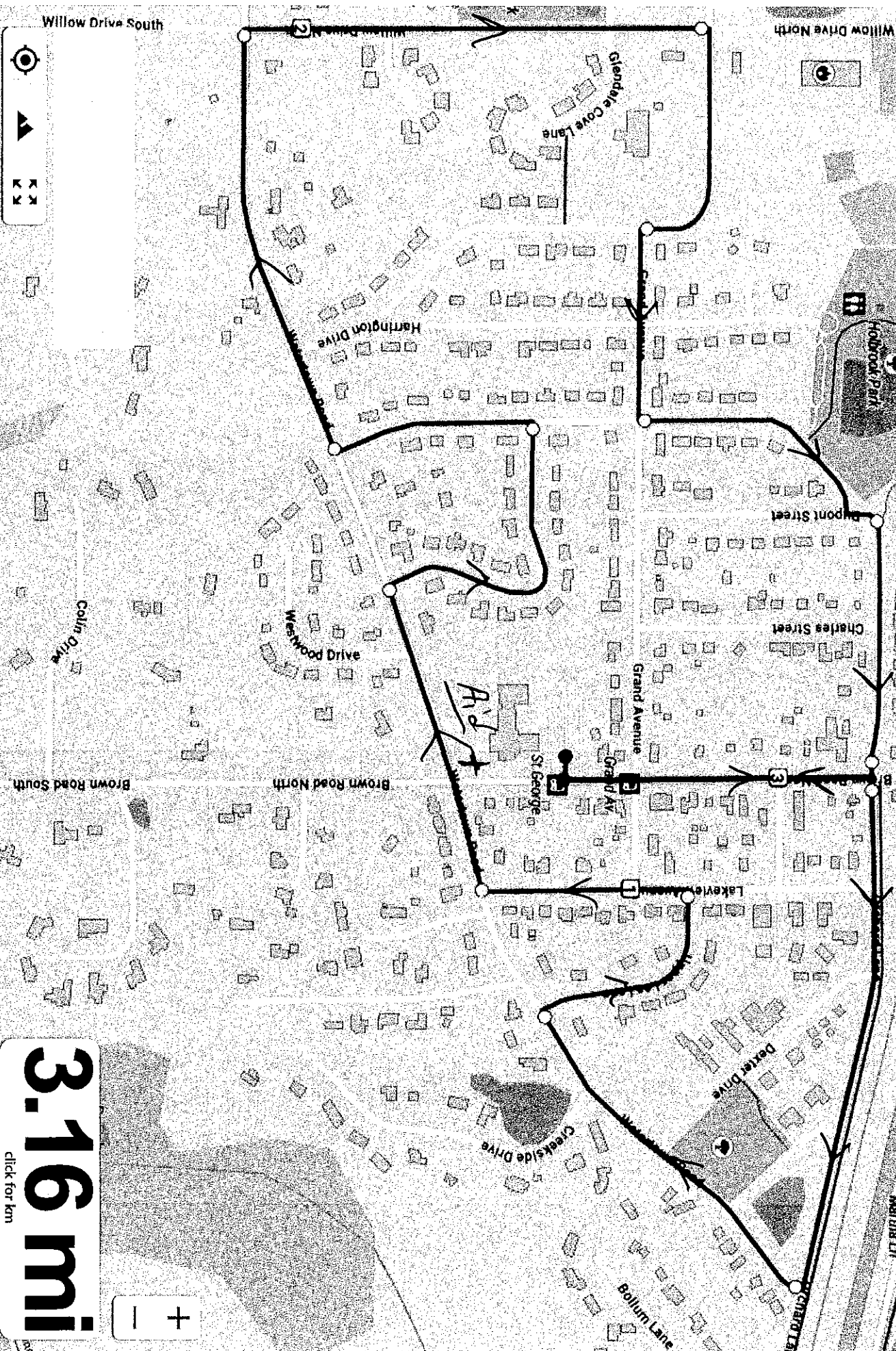
Sincerely,



Jeanette Moeller
City Clerk



 Search



3.16 mi

click for km

Corn Days 2025

Site Plan

We are going to start and finish at St George church. We will have two tables for registration and post-race refreshments. We will set up and take down all in the morning of Saturday, August 9th. This is a small low key race, we will probably have about 150 runners total, we do not obstruct traffic, and we will have all corners controlled for the runners. We have not had any issues in the previous running's of the event.

Course runs north on Brown Rd to Orchard Ln, right on Orchard Ln to Watertown Rd, right to Upper Lake Ln, right to Lakeview Ave, left back to 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 Brown Rd south to the finish.

All pre and post-race activities will take place in the parking lot of St. George 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.



CORN DAYS 5K

CANDY CORN KIDS FUN RUN!

Saturday August 9th
Long Lake, MN

Join us! have fun at the Corn Days 5k FUN RUN or the
Candy Corn 1m -- All festivities are part of the Corn
Days Festival held at the Church of St George. Come
for the run, stay for the festival!

ENJOY A LOT OF HOT BUTTERY CORN



GEAR WEST

www.gearwest.com Long Lake, MN 55356

Fun Days 5k + Candy Corn Kids Run

tuesday, Aug 9th at the Church of St George in Long Lake
8:45 am: Race day registration + number pickup.

9 am: Family 5k \$20/\$30 w/ shirt.

9 am: Kid's Fun Fun run/\$5.00. Candy Corn for all!



Bring family, friends, strollers, well behaved dogs.... Corn Days 5k is a
family fun run for all!



Sign up here!



GEAR WEST

www.gearwest.com



CERTIFICATE OF LIABILITY INSURANCE

DATE () Section 5E.

1/6/2025

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 Tonka Insurance Agency, Inc. 4154 Shoreline Drive, Suite 200 Spring Park MN 55384		CONTACT NAME: PHONE (A/C, No, Ext): (952) 471-2575 FAX (A/C, No): E-MAIL ADDRESS: service@tonkaagency.com	
INSURED Gear Ventures Inc. Dba 1786 W Wayzata Blvd # B Long Lake MN 55356-9463		INSURER(S) AFFORDING COVERAGE INSURER A: WEST BEND MUT INS CO NAIC # 15350 INSURER B: ST PAUL MERCURY INS CO 24791 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.

INS LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOG OTHER:		B839645	11/01/2024	11/01/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 6,000,000
	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		B839645	11/01/2024	11/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☒ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☒ CLAIMS-MADE DED RETENTION \$		B839645	11/01/2024	11/01/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y N/A	UBA1601609	11/01/2024	11/01/2025	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

City of Long Lake 450 Virginia Avenue Long Lake MN 55356	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 Tanner Emery
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CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / July 15, 2025

SUBJECT: Receive 2nd Quarter 2025 Revenues and Expenditures

Prepared By: Amanda Nowezki, Finance/Utilities Officer

Report Date: 7/8/2025

Recommended City Council Action

Staff recommends the following:

Motion to receive 2nd Quarter 2025 Revenues and Expenditures as of June 30, 2025 as presented.

Overview / Background

For the Council's awareness, snapshots of the City's fund account balances are to be presented on a quarterly basis. Attached are 2nd quarter 2025 revenue and expenditures for review.

Revenues: Fund-Revenue XXX-XXXXX

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

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

Additional Commentary

Most funds are currently on budget for the year, with total expenses ranging between 43% - 56% of the budget. The exceptions are the Sewer Fund, which is at 72.6%, and the Surface Water Fund, which is at 68.7%. Here are some important things to note regarding current fund balances and fund revenue and expenses:

General Fund (101) Factors:

- Engineering costs associated with the Grand Avenue street and utility reconstruction bonding request.

Enterprise Funds (601/602/603) Notes:

- Additional Engineering fees related to Lead Service Line reporting, District 1 sanitary sewer review, and controlling future MCES Sewer Treatment costs.

Fire Department Fund (205) Factors:

- Unbudgeted Duty Crew shifts, rate increases, and Duty Officer stipends will be reimbursed by Orono and have been invoiced accordingly.

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

Supporting Information

- 1st Quarter 2025 Budget Spreadsheets

FUND BALANCES

AS OF: June 30, 2025

<u>FUND</u>	<u>ACCOUNT</u>	<u>FUND BALANCE</u>
GENERAL FUND	G 101-10100	\$777,739.91
ECONOMIC DEVELOPMENT	G 105-10100	\$73,082.60
FIRE DEPARTMENT	G 205-10100	\$181,138.76
PARK FUND	G 210-10100	\$86,514.88
LAKE QUALITY IMPROVEMENT FUND	G 213-10100	\$5,000.00
CHARITABLE GAMBLING	G 225-10100	\$30,006.60
TAX INCREMENT FUNDS (#1-6, 1-9)	G 38_-10100	\$867,439.74
DEBT SERVICE FUNDS (2016A, 2017A)	G 39_-10100	\$17,609.34
CAPITAL PROJECT FUND	G 401-10100	\$3,363,178.09
PAVEMENT MGMT IMPROVEMENT FUND	G 420-10100	\$432,579.33
SEALCOATING/PATCHING FUND	G 421-10100	\$60,000.00
FIRE CAPITAL FUND	G 462-10100	(\$109,180.21)
WATER FUND	G 601-10100	\$1,147,165.20
SANITARY SEWER FUND	G 602-10100	\$300,428.98
SURFACE WATER MGMT FUND	G 603-10100	\$188,309.82
RECYCLING FUND	G 604-10100	\$16,733.02
BUILDING PERMIT ESCROWS	G 700-10100	\$256,567.28

TOTAL CITY BALANCE	<u><u>\$7,694,313</u></u>
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INVESTMENT ACCOUNT	\$7,363,056.73
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BANK ACCOUNT	<u>\$331,256.61</u>
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<u><u>\$7,694,313</u></u>

2025 Quarterly Budget Spreadsheet-General Fund (101)

AS OF: June 30, 2025

	Budget	Year to Date	Difference	Percent of Budget
Total YTD Revenues	\$1,833,406.00	\$766,791.42	\$1,066,614.58	41.8%
Total YTD Expenses	\$1,819,659.90	\$862,070.00	\$957,589.90	47.4%
Total Profit/Loss	\$13,746.10	(\$95,278.58)		

Revenue	General	Budget	Year to Date	Remaining	% Revd.	Note:
101-31010	Current Ad Valorem Taxes	\$1,598,131.00	\$600,000.00	\$998,131.00	37.5%	<i>Semi-Annual</i>
101-31040	Fiscal Disparities	\$60,000.00	\$0.00	\$60,000.00	0.0%	<i>Semi-Annual</i>
101-32110	Liquor Licenses	\$37,000.00	\$38,050.00	(\$1,050.00)	102.8%	<i>Annual</i>
101-32180	Other Licenses/Permits	\$1,500.00	\$2,775.00	(\$1,275.00)	185.0%	
101-32181	Tobacco Licenses	\$750.00	\$750.00	\$0.00	100.0%	<i>Annual</i>
101-32182	Refuse Haulers	\$800.00	\$1,200.00	(\$400.00)	150.0%	<i>Annual</i>
101-32210	Building Permits	\$40,000.00	\$36,332.99	\$3,667.01	90.8%	
101-32222	Plan Check Fee	\$10,000.00	\$18,575.48	(\$8,575.48)	185.8%	
101-32230	Plumbing Permits	\$5,000.00	\$3,797.89	\$1,202.11	76.0%	
101-32235	Heating / Mechanical Permits	\$5,000.00	\$4,021.49	\$978.51	80.4%	
101-32240	Animal Licenses	\$100.00	\$87.50	\$12.50	87.5%	
101-32271	Sign Permits	\$100.00	\$130.00	(\$30.00)	130.0%	
101-34001	Administrative Fees	\$0.00	\$175.00	(\$175.00)	100.0%	
101-34106	Conditional Use Permit	\$0.00	\$500.00	(\$500.00)	100.0%	
101-34219	FD Admin Fees to Long Lake	\$18,000.00	\$18,000.00	\$0.00	100.0%	<i>Annual</i>
101-34780	Park Fees	\$1,250.00	\$390.00	\$860.00	31.2%	
101-34950	Other Revenues	\$0.00	\$350.80	(\$350.80)	100.0%	
101-35100	Court Fines	\$10,000.00	\$5,753.33	\$4,246.67	57.5%	
101-36210	Interest Earnings	\$0.00	\$176.98	(\$176.98)	100.0%	
101-36221	Verizon	\$44,275.00	\$25,827.34	\$18,447.66	58.3%	
101-36250	State Permit Surcharge	\$1,500.00	\$2,267.62	(\$767.62)	151.2%	
101-36260	Refunds & Reimbursements	\$0.00	\$7,630.00	(\$7,630.00)	100.0%	[1]
Revenues	Total	\$1,833,406.00	\$766,791.42	\$1,066,614.58	41.8%	

Expense	City Council	Budget	Year to Date	Remaining	% Spent	Note:
101-41110-1040	Council Salaries	\$21,600.00	\$9,100.00	12,500.00	42.1%	
101-41110-1220	FICA	\$1,650.00	\$696.29	953.71	42.2%	
101-41110-1510	Workers Comp Insurance Prem	\$125.00	\$101.71	23.29	81.4%	<i>Semi-Annual</i>
101-41110-3000	Professional Srvs	\$500.00	\$0.00	500.00	0.0%	
101-41110-3350	Education / Conferences	\$1,000.00	\$1,032.40	(32.40)	103.2%	<i>Annual</i>
101-41110-3500	Printing/Binding	\$500.00	\$145.63	354.37	29.1%	
101-41110-3510	Legal Notices Publishing	\$200.00	\$0.00	200.00	0.0%	
101-41110-4300	Miscellaneous	\$50.00	\$0.00	50.00	0.0%	
101-41110-4330	Dues and Subscriptions	\$250.00	\$230.00	20.00	92.0%	<i>Annual</i>
101-41110-4600	Recognition Expenditures	\$125.00	\$0.00	125.00	0.0%	
Total		\$26,000.00	\$11,306.03	\$14,693.97	43.5%	

Expenses	Elections	Budget	Year to Date	Remaining	% Spent
101-41410-2100	Operating Supplies	\$1,500.00	\$0.00	1,500.00	0.0%
101-41410-4040	Equip Maint & Repair	\$2,000.00	\$799.52	1,200.48	40.0%
Total		\$3,500.00	\$799.52	\$2,700.48	22.8%

Expenses	Administration	Budget	Year to Date	Remaining	% Spent	Note:
101-41500-1000	FT Admin Office Salaries	\$288,328.57	\$147,689.45	140,639.12	51.2%	
101-41500-1130	Insurance opt Out Pay	\$15,184.68	\$7,767.60	7,417.08	51.2%	
101-41500-1210	PERA	\$21,505.00	\$11,056.66	10,448.34	51.4%	
101-41500-1220	FICA	\$22,059.27	\$11,746.73	10,312.54	53.3%	
101-41500-1310	Employer Paid Health	\$8,869.02	\$7,383.78	1,485.24	83.3%	
101-41500-1510	Workers Comp Insurance Prem	\$3,000.00	\$1,940.86	1,059.14	64.7%	<i>Semi-Annual</i>
101-41500-2010	Office Supplies	\$1,500.00	\$328.07	1,171.93	21.9%	
101-41500-2030	Printed Forms	\$750.00	\$227.44	522.56	30.3%	
101-41500-3000	Professional Svcs	\$8,000.00	\$2,676.00	5,324.00	33.5%	
101-41500-3010	Auditing and Accounting Services	\$35,000.00	\$19,956.00	15,044.00	57.0%	
101-41500-3090	Software Support	\$11,500.00	\$7,232.03	4,267.97	62.9%	
101-41500-3095	Computer Network Support	\$100.00	\$437.50	(337.50)	437.5%	
101-41500-3220	Postage	\$1,500.00	\$1,000.00	500.00	66.7%	
101-41500-3310	Travel / Mileage Reimbursement	\$100.00	\$0.00	100.00	0.0%	
101-41500-3350	Education / Conferences	\$1,200.00	\$937.32	262.68	78.1%	
101-41500-3500	Printing/Binding	\$250.00	\$0.00	250.00	0.0%	
101-41500-3510	Legal Notices Publishing	\$2,000.00	\$352.51	1,647.49	17.6%	
101-41500-3520	General Notices and Pub Info	\$250.00	\$0.00	250.00	0.0%	
101-41500-3530	Ordinance Publication	\$800.00	\$420.00	380.00	52.5%	
101-41500-3550	Codification	\$2,250.00	\$1,837.50	412.50	81.7%	
101-41500-3610	General Liability Ins	\$34,000.00	\$24,222.00	9,778.00	71.2%	<i>Annual</i>
101-41500-3700	Insurance Broker Fee	\$3,500.00	\$3,500.00	0.00	100.0%	<i>Annual</i>
101-41500-4130	Postage Machine Maint	\$1,000.00	\$342.00	658.00	34.2%	
101-41500-4135	Copier Maintenance	\$1,000.00	\$1,206.26	(206.26)	120.6%	
101-41500-4140	Folder Inserter Machine	\$500.00	\$500.00	0.00	100.0%	
101-41500-4145	Bottled Water Service	\$250.00	\$101.01	148.99	40.4%	
101-41500-4300	Miscellaneous	\$550.00	\$75.00	475.00	13.6%	
101-41500-4330	Dues and Subscriptions	\$3,000.00	\$4,244.50	(1,244.50)	141.5%	<i>Annual</i>
101-41500-4450	Food & Beverage (Mtgs/Trng)	\$750.00	\$191.15	558.85	25.5%	
101-41500-5710	Computer/Printer Replacement	\$1,500.00	\$2,665.46	(1,165.46)	177.7%	[2]
Total		\$470,196.54	\$260,036.83	\$210,159.71	55.3%	

Expenses	City Attorney	Budget	Year to Date	Remaining	% Spent	Note:
101-41610-3040	Legal Fees - Criminal	\$12,000.00	\$6,000.00	6,000.00	50.0%	
101-41610-3120	Legal Fees - Civil	\$33,000.00	\$11,159.50	21,840.50	33.8%	
Total		\$45,000.00	\$17,159.50	\$27,840.50	38.1%	

Expenses	Planning	Budget	Year to Date	Remaining	% Spent	Note:
101-41910-1040	Planning Comm Salaries	\$4,200.00	\$850.00	3,350.00	20.2%	
101-41910-1220	FICA	\$300.00	\$65.02	234.98	21.7%	
101-41910-2010	Office Supplies	\$50.00	\$0.00	50.00	0.0%	
101-41910-3000	Professional Svcs	\$750.00	\$384.50	365.50	51.3%	
101-41910-3030	Engineering Fees	\$5,000.00	\$6,855.15	(1,855.15)	137.1%	

101-41910-3032	General Planning	\$12,000.00	\$4,056.25	7,943.75	33.8%
101-41910-3500	Printing/Binding	\$50.00	\$0.00	50.00	0.0%
101-41910-3510	Legal Notices Publishing	\$150.00	\$0.00	150.00	0.0%
Total		\$22,500.00	\$12,210.92	\$10,289.08	54.3%

Expenses	City Hall Facility	Budget	Year to Date	Remaining	% Spent	Note:
101-41940-2200	Repair/Maint Supply	\$250.00	\$0.00	250.00	0.0%	
101-41940-3000	Professional Srvs	\$1,500.00	\$440.30	1,059.70	29.4%	
101-41940-3210	Telephone	\$1,000.00	\$308.92	691.08	30.9%	
101-41940-3275	Internet	\$3,000.00	\$3,269.94	(269.94)	109.0%	
101-41940-3810	Electricity Expense	\$3,000.00	\$908.51	2,091.49	30.3%	
101-41940-3820	City Utilities (Wat,Sew,Storm)	\$750.00	\$416.42	333.58	55.5%	
101-41940-3830	Natural Gas Expense	\$2,750.00	\$1,795.32	954.68	65.3%	
101-41940-3840	Custodial & Waste Removal	\$4,000.00	\$1,903.73	2,096.27	47.6%	
101-41940-4010	Bldg Maint & Repairs	\$50,000.00	\$583.25	49,416.75	1.2%	
101-41940-4015	Grounds Maintenance	\$250.00	\$0.00	250.00	0.0%	
101-41940-5700	Office Equip and Furnishings	\$2,000.00	\$0.00	2,000.00	0.0%	
Total		\$68,500.00	\$9,626.39	\$58,873.61	14.1%	

Expenses	Public Works Facility	Budget	Year to Date	Remaining	% Spent	Note:
101-41942-2230	Bldg & Grnds Maint Supplies	\$1,000.00	\$73.00	927.00	7.3%	
101-41942-3000	Professional Srvs	\$2,000.00	\$440.30	1,559.70	22.0%	
101-41942-3210	Telephone	\$300.00	\$103.49	196.51	34.5%	
101-41942-3235	Cty 800mhz Radio Admin Fee	\$1,000.00	\$436.95	563.05	43.7%	
101-41942-3275	Internet Access	\$4,000.00	\$1,669.94	2,330.06	41.7%	
101-41942-3810	Electricity Expense	\$14,000.00	\$4,649.10	9,350.90	33.2%	
101-41942-3820	City Utilities (Wat,Sew,Storm)	\$2,000.00	\$975.46	1,024.54	48.8%	
101-41942-3830	Natural Gas Expense	\$10,000.00	\$7,438.66	2,561.34	74.4%	
101-41942-3840	Custodial & Waste Removal	\$1,650.00	\$293.76	1,356.24	17.8%	
101-41942-4010	Bldg Maint & Repairs	\$10,000.00	\$161.98	9,838.02	1.6%	
101-41942-4015	Grounds Maintenance	\$250.00	\$32.99	217.01	13.2%	
Total		\$46,200.00	\$16,275.63	\$29,924.37	35.2%	

Expenses	Police/Fire Services	Budget	Year to Date	Remaining	% Spent	Note:
101-42110-3000	Professional Srvs	\$0.00	\$900.00	(900.00)	100.0%	[3]
101-42110-3120	Legal Fees -Civil	\$150,000.00	\$34,244.50	115,755.50	22.8%	
101-42110-3130	Subcontracted Police Services	\$341,960.00	\$199,479.00	142,481.00	58.3%	
101-42110-3135	Fire Department Contract	\$103,954.00	\$42,647.21	61,306.79	41.0%	
101-42110-3180	Adult Corrections	\$615.00	\$0.00	615.00	0.0%	
101-42110-4040	Equip Maint & Repair	\$250.00	\$0.00	250.00	0.0%	
Total		\$596,779.00	\$277,270.71	\$319,508.29	46.5%	

Expenses	Inspection Services	Budget	Year to Date	Remaining	% Spent	Note:
101-42400-3035	Bldg. Inspection - Subcontract	\$42,500.00	\$10,324.50	32,175.50	24.3%	
101-42400-4055	MN Bldg. Permit Surcharge Exp	\$2,500.00	\$2,069.76	430.24	82.8%	
Total		\$45,000.00	\$12,394.26	\$32,605.74	27.5%	

Expenses	Public Works Fleet	Budget	Year to Date	Remaining	% Spent	Note:
101-43000-2120	Motor Fuels	\$17,000.00	\$5,949.37	11,050.63	35.0%	

101-43000-2150	Shop Supplies	\$2,000.00	\$1,004.40	995.60	50.2%
101-43000-2200	Repair/Maint Supply	\$1,500.00	\$1,157.62	342.38	77.2%
101-43000-2210	Equipment Parts	\$14,000.00	\$11,970.26	2,029.74	85.5%
101-43000-2400	Small Tools and Minor Equip	\$500.00	\$584.28	(84.28)	116.9%
101-43000-3000	Professional Srvs	\$500.00	\$0.00	500.00	0.0%
101-43000-3355	Motor Vehicle Lic & Reg	\$500.00	\$119.25	380.75	23.9%
101-43000-4040	Equip Maint & Repair	\$5,000.00	\$6,018.58	(1,018.58)	120.4%
101-43000-5000	Capital Outlay	\$25,000.00	\$0.00	25,000.00	0.0%
Total		\$66,000.00	\$26,803.76	\$39,196.24	40.6%

Expenses	Public Works Administration	Budget	Year to Date	Remaining	% Spent	Note:
101-43050-1010	FT Public Works Salaries	\$144,790.57	\$73,398.94	71,391.63	50.7%	<i>Semi-Annual</i>
101-43050-1015	Part -Time PW Salaries	\$25,000.00	\$3,007.94	21,992.06	12.0%	
101-43050-1025	Public Works Overtime	\$2,000.00	\$324.11	1,675.89	16.2%	
101-43050-1210	PERA	\$11,015.00	\$5,528.94	5,486.06	50.2%	
101-43050-1220	FICA	\$12,759.58	\$5,718.15	7,041.43	44.8%	
101-43050-1310	Employer Paid Health	\$18,969.21	\$11,370.34	7,598.87	59.9%	
101-43050-1510	Work Comp Insurance	\$24,000.00	\$7,531.13	16,468.87	31.4%	
101-43050-2010	Office Supplies	\$200.00	\$153.32	46.68	76.7%	
101-43050-2080	Training/Instruct Materials	\$5,000.00	\$2,168.15	2,831.85	43.4%	
101-43050-3350	Education / Conferences	\$5,000.00	\$396.84	4,603.16	7.9%	
101-43050-3500	Printing/Binding	\$500.00	\$0.00	500.00	0.0%	
101-43050-3610	General Liability Insurance	\$14,000.00	\$8,898.50	5,101.50	63.6%	
101-43050-4050	Office Equip Repair/Maint	\$100.00	\$187.50	(87.50)	187.5%	
101-43050-4170	Uniform	\$2,000.00	\$191.94	1,808.06	9.6%	
101-43050-4330	Dues and Subscriptions	\$150.00	\$0.00	150.00	0.0%	
Total		\$265,484.36	\$118,875.80	\$146,608.56	44.8%	

Expenses	Streets-Public Works	Budget	Year to Date	Remaining	% Spent	Note:
101-43100-2240	Street Maint Materials	\$12,500.00	\$1,342.34	11,157.66	10.7%	<i>[4]</i>
101-43100-2245	Sand / Salt Plowing Materials	\$6,000.00	\$3,390.71	2,609.29	56.5%	
101-43100-2250	Landscaping Materials	\$10,000.00	\$5,252.00	4,748.00	52.5%	
101-43100-2260	Sign Repair Materials	\$500.00	\$0.00	500.00	0.0%	
101-43100-3000	Professional Srvs	\$1,000.00	\$0.00	1,000.00	0.0%	
101-43100-3030	Engineering Fees	\$2,000.00	\$5,441.25	(3,441.25)	272.1%	
101-43100-3350	Education / Conferences	\$250.00	\$0.00	250.00	0.0%	
101-43100-3815	Street Lighting Maint/Elect	\$30,500.00	\$13,314.77	17,185.23	43.7%	
101-43100-4040	Equip Maint & Repair	\$1,500.00	\$380.00	1,120.00	25.3%	
101-43100-4045	Insurance Claim Expense	\$250.00	\$0.00	250.00	0.0%	
Total		\$64,500.00	\$29,121.07	\$35,378.93	45.1%	

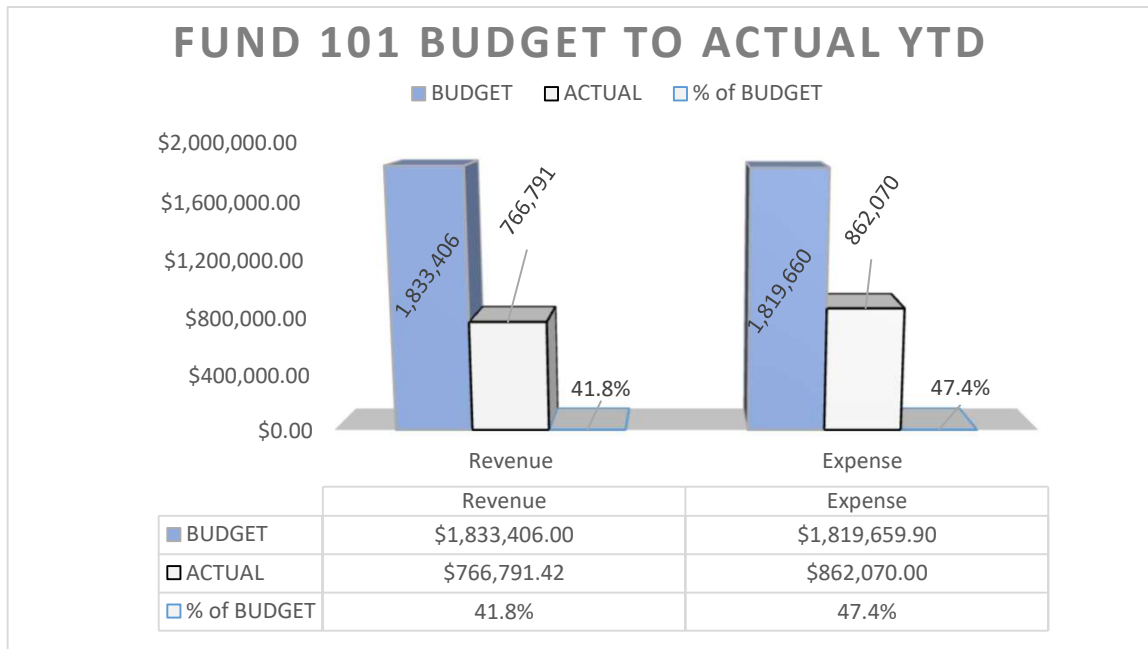
Expenses	Parks-Public Works	Budget	Year to Date	Remaining	% Spent	Note:
101-45200-1050	Rink Attendant Pay	\$1,500.00	\$0.00	1,500.00	0.0%	
101-45200-1220	FICA	\$115.00	\$0.00	115.00	0.0%	
101-45200-2150	Shop Supplies	\$235.00	\$99.08	135.92	42.2%	
101-45200-2200	Repair/Maint Supply	\$2,500.00	\$0.00	2,500.00	0.0%	
101-45200-2210	Equipment Parts	\$1,200.00	\$561.84	638.16	46.8%	
101-45200-2230	Bldg & Grnds Maint Supplies	\$4,000.00	\$1,930.61	2,069.39	48.3%	
101-45200-2250	Landscaping Materials	\$2,500.00	\$428.14	2,071.86	17.1%	
101-45200-2400	Small Tools and Minor Equip	\$300.00	\$64.73	235.27	21.6%	

101-45200-3000	Professional Srvs	\$1,000.00	\$0.00	1,000.00	0.0%
101-45200-3350	Education / Conferences	\$200.00	\$0.00	200.00	0.0%
101-45200-3810	Electricity Expense	\$4,500.00	\$2,456.82	2,043.18	54.6%
101-45200-3820	City Utilities (Wat,Sew,Storm)	\$400.00	\$376.77	23.23	94.2%
101-45200-3830	Natural Gas Expense	\$2,500.00	\$1,268.69	1,231.31	50.7%
101-45200-3840	Custodial & Waste Removal	\$1,800.00	\$417.43	1,382.57	23.2%
101-45200-3845	Lawn & Turf Maintenance	\$1,000.00	\$0.00	1,000.00	0.0%
101-45200-3880	Portable Toilet Rental	\$4,500.00	\$1,249.98	3,250.02	27.8%
101-45200-4010	Bldg Maint & Repairs	\$2,000.00	\$0.00	2,000.00	0.0%
101-45200-4040	Equip Maint & Repair	\$2,000.00	\$1,335.49	664.51	66.8%
101-45200-4150	Equipment Rentals	\$250.00	\$0.00	250.00	0.0%
101-45200-5000	Capital Outlay	\$7,500.00	\$0.00	7,500.00	0.0%
Total		\$40,000.00	\$10,189.58	\$29,810.42	25.5%
Expenses	Inter Fund Transfers	Budget	Year to Date	Remaining	% Spent
101-49300-7272	Op Trsfr to Seal Coating (421)	\$60,000.00	\$60,000.00	0.00	100.0%
Total		\$60,000.00	\$60,000.00	0.00	100.0%
Expenses	Total	\$1,819,659.90	\$862,070.00	\$957,589.90	47.4%

Note:

Ref Note:

- [1] League of MN Cities insurance premium surplus refund
- [2] Server replacement at City Hall
- [3] Fire Station Appraisal
- [4] Engineering fees related to the Grand Ave street and utility reconstruction bonding request



2025 Quarterly Budget Spreadsheet-Water Fund (601)

AS OF: June 30, 2025

	Budget	Year to Date	Difference	Percent of Budget
Total YTD Revenues	\$375,000.00	\$175,118.28	\$199,881.72	46.7%
Total YTD Expenses	\$625,193.86	\$351,944.19	\$273,249.67	56.3%
Total Profit/Loss	(\$250,193.86)	(\$176,825.91)		

Revenue	Water Fund	Budget	Year to Date	Remaining	% Recvd	Note:
601-37100	Water Billings	\$350,000.00	\$153,374.65	196,625.35	43.8%	
601-37105	Water Sales to Orono	\$17,500.00	\$11,537.51	5,962.49	65.9%	
601-37150	City WAC Hookup Fee	\$0.00	\$3,600.00	(3,600.00)	100.0%	[1]
601-37155	Water Tap Fee	\$0.00	\$1,800.00	(1,800.00)	100.0%	[1]
601-37158	Water Meter Sales	\$0.00	\$777.42	(777.42)	100.0%	
601-37160	Water Penalty	\$500.00	\$309.87	190.13	62.0%	
601-37170	MDH Water Test Fee	\$7,000.00	\$3,718.83	3,281.17	53.1%	
Revenues	Total	\$375,000.00	\$175,118.28	\$199,881.72	46.7%	

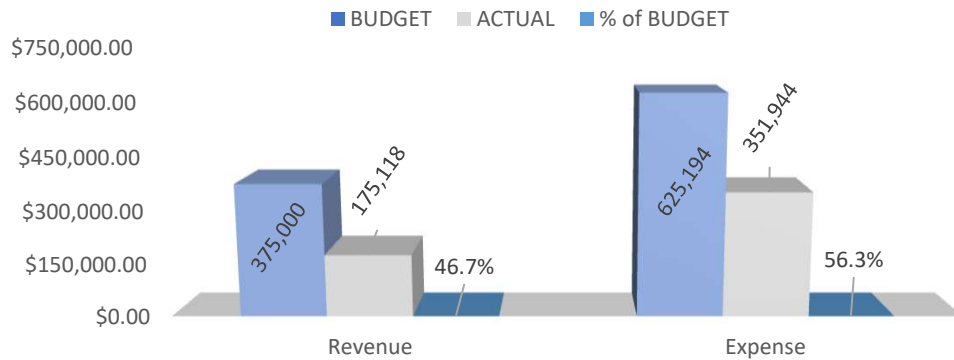
Expenses	Water Fund	Budget	Year to Date	Remaining	% Spent	Note:
601-49400-1010	FT Public Works Salaries	\$57,916.35	\$29,359.70	28,556.65	50.7%	
601-49400-1070	PW On-Call Pay	\$5,362.71	\$2,678.26	2,684.45	49.9%	
601-49400-1210	PERA	\$4,450.00	\$2,402.87	2,047.13	54.0%	
601-49400-1220	FICA	\$4,552.12	\$2,382.48	2,169.64	52.3%	
601-49400-1310	Employer Paid Health	\$7,587.68	\$4,534.50	3,053.18	59.8%	
601-49400-1510	Workers Comp Insurance Prem	\$8,500.00	\$3,765.57	4,734.43	44.3%	Semi-Annual
601-49400-2010	Office Supplies	\$500.00	\$0.00	500.00	0.0%	
601-49400-2150	Shop Supplies	\$500.00	\$130.70	369.30	26.1%	
601-49400-2160	Chemicals and Chem Products	\$33,000.00	\$18,309.35	14,690.65	55.5%	
601-49400-2205	Water Meter Purchases	\$2,500.00	\$0.00	2,500.00	0.0%	
601-49400-2210	Equipment Parts	\$5,000.00	\$3,375.15	1,624.85	67.5%	
601-49400-2270	Utility Maint Supplies	\$3,000.00	\$2,508.49	491.51	83.6%	
601-49400-2400	Small Tools and Minor Equip	\$250.00	\$137.73	112.27	55.1%	
601-49400-3000	Professional Svcs	\$1,500.00	\$0.00	1,500.00	0.0%	
601-49400-3030	Engineering Fees	\$2,000.00	\$2,250.00	(250.00)	112.5%	[2]
601-49400-3090	Software Support	\$2,750.00	\$2,583.27	166.73	93.9%	
601-49400-3120	Legal Fees - Civil	\$750.00	\$300.00	450.00	40.0%	
601-49400-3220	Postage	\$3,000.00	\$1,194.15	1,805.85	39.8%	
601-49400-3310	Travel / Mileage Reimbursement	\$100.00	\$0.00	100.00	0.0%	
601-49400-3350	Education / Conferences	\$750.00	\$1,050.00	(300.00)	140.0%	[3]
601-49400-3510	Legal Notices Publishing	\$500.00	\$1,177.50	(677.50)	235.5%	[4]
601-49400-3610	General Liability Ins	\$4,000.00	\$3,097.00	903.00	77.4%	Annual
601-49400-3810	Electricity Expense	\$34,000.00	\$15,166.20	18,833.80	44.6%	
601-49400-3820	City Utilities (Wat,Sew,Storm)	\$1,500.00	\$241.58	1,258.42	16.1%	
601-49400-3825	Water Testing Expense	\$1,500.00	\$411.34	1,088.66	27.4%	
601-49400-3831	Generator Fuel Expense	\$1,000.00	\$0.00	1,000.00	0.0%	
601-49400-3855	Gopher One Locates Expense	\$1,250.00	\$293.00	957.00	23.4%	
601-49400-4010	Bldg Maint & Repairs	\$750.00	\$0.00	750.00	0.0%	

601-49400-4040	Equip Maint & Repair	\$10,000.00	\$10,650.84	(650.84)	106.5%	
601-49400-4065	Water Main Breaks	\$35,000.00	\$9,721.66	25,278.34	27.8%	
601-49400-4070	Water/Sewer Easements	\$500.00	\$417.05	82.95	83.4%	
601-49400-4300	Depreciation	\$135,000.00	\$133,000.00	2,000.00	98.5%	Annual
601-49400-4300	Miscellaneous	\$425.00	\$0.00	425.00	0.0%	
601-49400-4320	Utility Overpmts/Uncollectable	\$1,500.00	\$460.78	1,039.22	30.7%	
601-49400-4330	Dues and Subscriptions	\$1,000.00	\$50.00	950.00	5.0%	
601-49400-4400	MHD Water Act Fees Remitted	\$7,600.00	\$3,698.00	3,902.00	48.7%	
601-49400-5000	Capital Outlay	\$150,000.00	\$0.00	150,000.00	0.0%	
601-49400-6010	Debt Srv Bond Principal	\$73,700.00	\$76,420.00	(2,720.00)	103.7%	Annual
601-49400-6110	Bond Interest	\$22,000.00	\$20,174.52	1,825.48	91.7%	Annual
601-49400-6200	Fiscal Agent Fees	\$0.00	\$2.50	(2.50)	100.0%	
Total		\$625,193.86	\$351,944.19	\$273,249.67	56.3%	

Ref Note:

- [1] City WAC fees received for construction projects
- [2] Engineering fees related to Lead Service Line reporting
- [3] Public Works staff attended the annual MN Rural Water Technical Conference
- [4] Publication of the 2024 Drinking Water Report
- [5] Repairs to the Well 2 Flowmeter, including updates to the SCADA interlink

FUND 601 BUDGET TO ACTUAL YTD



	Revenue	Expense
■ BUDGET	\$375,000.00	\$625,193.86
■ ACTUAL	\$175,118.28	\$351,944.19
■ % of BUDGET	46.7%	56.3%

2025 Quarterly Budget Spreadsheet-Sewer Fund (602)

AS OF: June 30, 2025

	Budget	Year to Date	Difference	Percent of Budget
Total YTD Revenues	\$585,000.00	\$360,202.04	\$224,797.96	61.6%
Total YTD Expenses	\$640,145.39	\$464,813.69	\$175,331.70	72.6%
Total Profit/Loss	(\$55,145.39)	(\$104,611.65)		

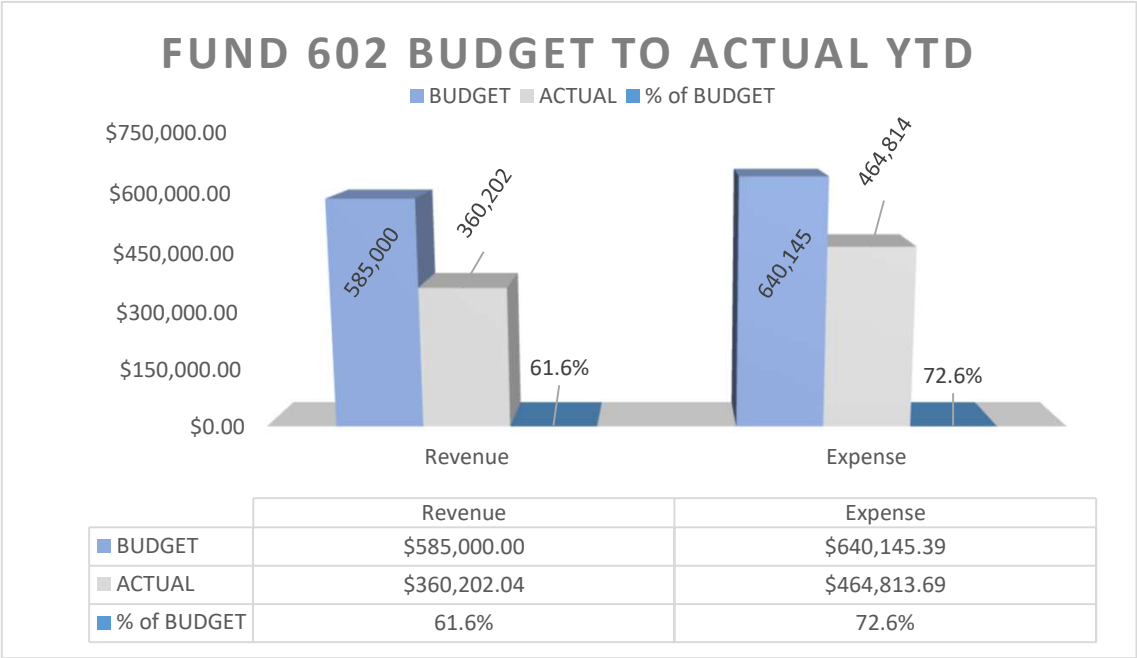
Revenue	Sewer Fund	Budget	Year to Date	Remaining	% Recvd	Note:
602-34401	Orono Sewerage Sales	\$25,000.00	\$13,304.06	11,695.94	53.2%	
602-37200	Sanitary Sewer Billings	\$208,000.00	\$179,703.76	28,296.24	86.4%	
602-37210	MetCouncil Sewer Treatment Fee	\$351,225.24	\$156,209.08	195,016.16	44.5%	
602-37250	City SAC Hookup Fee	\$0.00	\$3,600.00	(3,600.00)	100.0%	[1]
602-37251	MCES SAC Fee	\$0.00	\$4,970.00	(4,970.00)	100.0%	[1]
602-37255	Sanitary Sewer Tap Fee	\$0.00	\$1,800.00	(1,800.00)	100.0%	[1]
602-37260	Swr Penalty	\$774.76	\$615.14	159.62	79.4%	
Revenues	Total	\$585,000.00	\$360,202.04	\$224,797.96	61.6%	

Expenses	Sewer Fund	Budget	Year to Date	Remaining	% Spent	Note:
602-49450-1010	FT Public Works Salaries	\$43,437.26	\$22,019.73	21,417.53	50.7%	
602-49450-1070	PW On-Call Pay	\$5,362.71	\$2,678.22	2,684.49	49.9%	
602-49450-1210	PERA	\$3,660.00	\$1,852.38	1,807.62	50.6%	
602-49450-1220	FICA	\$3,744.42	\$1,915.00	1,829.42	51.1%	
602-49450-1310	Employer Paid Health	\$5,690.76	\$3,400.91	2,289.85	59.8%	
602-49450-1510	Workers Comp Insurance Prem	\$8,500.00	\$3,765.57	4,734.43	44.3%	<i>Semi-Annual</i>
602-49450-2010	Office Supplies	\$500.00	\$0.00	500.00	0.0%	
602-49450-2150	Shop Supplies	\$500.00	\$112.96	387.04	22.6%	
602-49450-2210	Equipment Parts	\$2,000.00	\$1,681.12	318.88	84.1%	
602-49450-2270	Utility Maint Supplies	\$500.00	\$85.00	415.00	17.0%	
602-49450-2400	Small Tools and Minor Equip	\$175.00	\$137.73	37.27	78.7%	
602-49450-3000	Professional Srvs	\$1,100.00	\$975.00	125.00	88.6%	
602-49450-3030	Engineering Fees	\$1,000.00	\$11,923.50	(10,923.50)	1192.4%	[2]
602-49450-3090	Software Support	\$2,750.00	\$2,583.25	166.75	93.9%	
602-49450-3100	MCES Sewer Treatment	\$351,225.24	\$234,150.16	117,075.08	66.7%	
602-49450-3120	Legal Fees-Civil	\$500.00	\$338.00	162.00	67.6%	
602-49450-3220	Postage	\$3,000.00	\$1,130.00	1,870.00	37.7%	
602-49450-3230	Cell Phones	\$2,100.00	\$1,063.87	1,036.13	50.7%	
602-49450-3350	Education / Conferences	\$350.00	\$585.00	(235.00)	167.1%	[3]
602-49450-3510	Legal Notices Publishing	\$50.00	\$0.00	50.00	0.0%	
602-49450-3610	General Liability Ins	\$850.00	\$564.00	286.00	66.4%	<i>Annual</i>
602-49450-3810	Electricity Expense	\$5,650.00	\$2,074.72	3,575.28	36.7%	
602-49450-3830	Natural Gas Expense	\$1,250.00	\$384.62	865.38	30.8%	
602-49450-4040	Equip Maint & Repair	\$500.00	\$0.00	500.00	0.0%	
602-49450-4060	Clean/Televise Sewer Lines	\$25,000.00	\$31,998.07	(6,998.07)	128.0%	<i>Annual</i>
602-49450-4070	Sewer Easements	\$1,000.00	\$0.00	1,000.00	0.0%	
602-49450-4200	Depreciation	\$82,000.00	\$75,000.00	7,000.00	91.5%	<i>Annual</i>
602-49450-4330	Dues and Subscriptions	\$1,500.00	\$299.40	1,200.60	20.0%	

602-49450-4410	MCES SAC Charge Expense	\$2,500.00	\$4,920.30	(2,420.30)	196.8%	Section 7A.
602-49450-5000	Capital Outlay	\$25,000.00	\$0.00	25,000.00	0.0%	
602-49450-6010	Debt Srv Bond Principal	\$49,250.00	\$50,180.00	(930.00)	101.9%	Annual
602-49450-6110	Bond Interest	\$9,500.00	\$8,995.18	504.82	94.7%	Annual
Total		\$640,145.39	\$464,813.69	\$175,331.70	72.6%	

Ref Note:

- [1]
- City and Met Council SAC fees received for construction projects
- [2]
- Engineering fees related to District 1 sanitary sewer review and MCES inflow and infiltration (I&I)
- [3]
- Sanitary Sewer treatment exam refresher class



2025 Quarterly Budget Spreadsheet-Surface Water (603)

AS OF: June 30, 2025
Total YTD Revenues
Total YTD Expenses
Total Profit/Loss

Budget	Year to Date	Difference	Percent of Budget
\$90,000.00	\$44,427.79	\$45,572.21	49.4%
\$95,145.39	\$65,336.50	\$29,808.89	68.7%
(\$5,145.39)	(\$20,908.71)		

Revenue	Surface Water Fund	Budget	Year to Date	Remaining	% Recvd	Note:
603-37300	Surface Water Mgmt Billings	\$89,900.00	\$44,305.02	45,594.98	49.3%	
603-37360	SWM Penalty	\$100.00	\$122.77	(22.77)	122.8%	
Revenues	Total	\$90,000.00	\$44,427.79	\$45,572.21	49.4%	

Expenses	Surface Water Fund	Budget	Year to Date	Remaining	% Spent	Note:
603-43150-1010	FT Public Works Salaries	\$43,437.26	\$22,019.73	21,417.53	50.7%	
603-43150-1210	PERA	\$3,300.00	\$1,651.56	1,648.44	50.0%	
603-43150-1220	FICA	\$3,317.37	\$1,638.61	1,678.76	49.4%	
603-43150-1310	Employer Paid Health	\$5,690.76	\$3,400.91	2,289.85	59.8%	
603-43150-3000	Professional Srv	\$500.00	\$0.00	500.00	0.0%	
603-43150-3030	Engineering Fees	\$750.00	\$154.50	595.50	20.6%	
603-43150-3090	Software Support	\$400.00	\$708.33	(308.33)	177.1%	[1]
603-43150-4040	Equip Maint & Repair	\$1,750.00	\$169.54	1,580.46	9.7%	
603-43150-4200	Depreciation	\$23,500.00	\$23,000.00	500.00	97.9%	Annual
603-43150-6010	Debt Srv Bond Principal	\$11,500.00	\$11,550.00	(50.00)	100.4%	Annual
603-43150-6110	Bond Interest	\$1,000.00	\$1,043.32	(43.32)	104.3%	Annual
Total		\$95,145.39	\$65,336.50	\$29,808.89	68.7%	

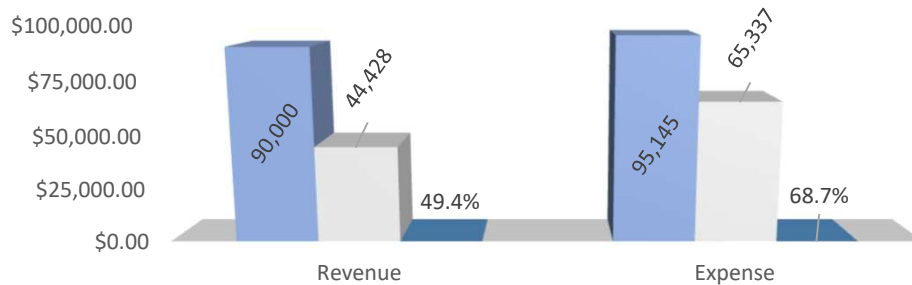
Ref Note:

[1]

New GIS Mapping Software annual subscription

FUND 603 BUDGET TO ACTUAL YTD

■ BUDGET ■ ACTUAL ■ % of BUDGET



	Revenue	Expense
BUDGET	\$90,000.00	\$95,145.39
ACTUAL	\$44,427.79	\$65,336.50
% of BUDGET	49.4%	68.7%

2025 Quarterly Budget Spreadsheet-Recycling Fund (604)

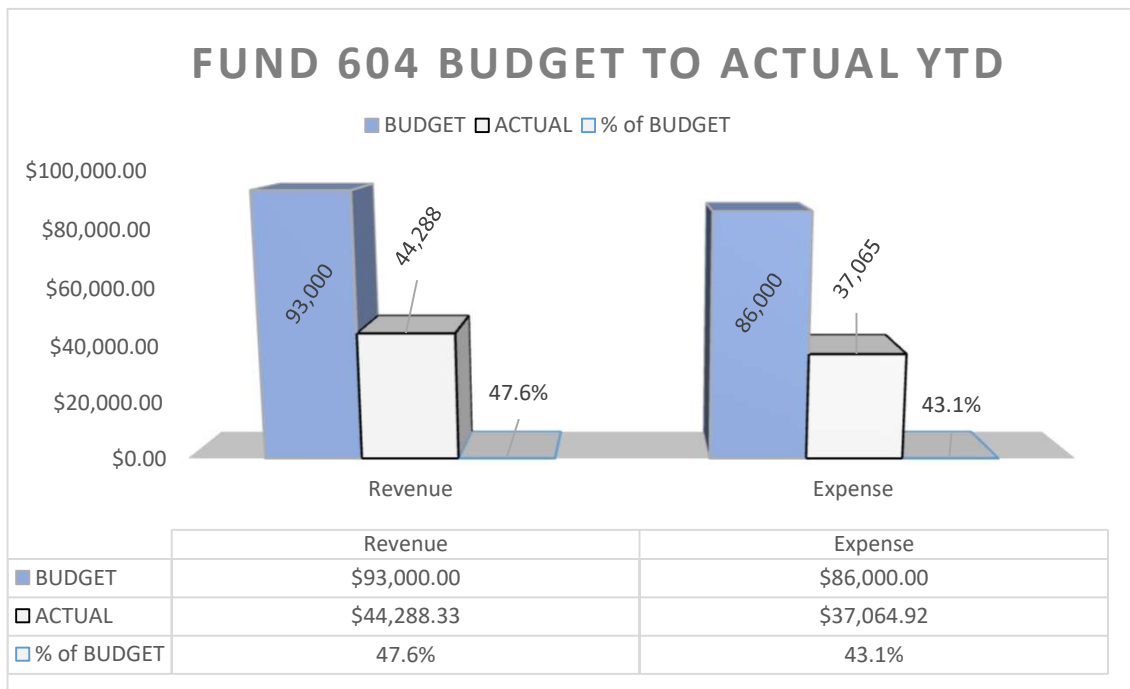
AS OF: June 30, 2025

	Budget	Year to Date	Difference	Percent of Budget	Ref Note:
Total YTD Revenues	\$93,000.00	\$44,288.33	\$48,711.67	47.6%	
Total YTD Expenses	\$86,000.00	\$37,064.92	\$48,935.08	43.1%	
Total Profit/Loss	\$7,000.00	\$7,223.41			

Revenue	Recycling Fund	Budget	Year to Date	Remaining	% Recvd	Note:
604-33640	Recycling Grant	\$900.00	\$1,982.94	(\$1,083)	220.3%	
604-37400	Res Recycling Billings	\$61,050.00	\$28,628.53	\$32,421	46.9%	
604-37460	Recycling Penalty	\$50.00	\$98.75	(\$49)	197.5%	
604-38000	Organics Recycling Billings	\$31,000.00	\$13,578.11	\$17,422	43.8%	
Revenues	Total	\$93,000.00	\$44,288.33	\$48,711.67	47.6%	

Expenses	Recycling Fund	Budget	Year to Date	Remaining	% Spent	Note:
604-43200-3890	Res Curb Recycling	\$55,000.00	\$22,192.98	32,807.02	40.4%	
604-43200-3895	Res Organic Recycling	\$26,000.00	\$14,871.94	11,128.06	57.2%	
604-43200-3897	Community Yard Waste	\$5,000.00	\$0.00	5,000.00	0.0%	Annual
Total		\$86,000.00	\$37,064.92	\$48,935.08	43.1%	

Ref Note:



2025 Quarterly Budget Spreadsheet-Fire Dept (205)

AS OF: June 30, 2025

	Budget	Year to Date	Difference	Percent of Budget	Ref Note:
Total YTD Revenues	\$989,124.00	\$456,516.82	\$532,607.18	46.2%	
Total YTD Expenses	\$952,817.00	\$432,616.27	\$520,200.73	45.4%	
Total Profit/Loss	\$36,307.00	\$23,900.55			

Revenue	Fire Fund	Budget	Year to Date	Remaining	% Revd.	Note:
205-33402	FD Training Grants	\$0.00	\$13,384.50	(\$13,385)	100.0%	[1]
205-33420	Fire Relief Assoc 2% State Aid	\$165,000.00	\$1,000.00	\$164,000	0.6%	Annual
204-34212	Orono Fire Contract Revenue	\$577,849.00	\$288,924.50	\$288,925	50.0%	
205-34214	Long Lake Fire Contract Revenue	\$103,954.00	\$51,977.00	\$51,977	50.0%	
205-34217	Medina Fire Contract Revenue	\$68,245.00	\$34,122.50	\$34,123	50.0%	
205-34218	Minnetonka Beach contract reeve	\$63,000.00	\$31,500.00	\$31,500	50.0%	
205-34220	FD Other Non-Contract Revenue	\$5,998.00	\$2,483.92	\$3,514	41.4%	
205-34951	Rent - Fire Dept.	\$5,078.00	\$2,538.84	\$2,539	50.0%	
205-36230	Contributions and Donations	\$0.00	\$2,085.56	(\$2,086)	100.0%	
205-36260	Refunds & Reimbursements	\$0.00	\$0.00	\$0	100.0%	[2]
205-39100	Sales of Land/Capital Assets	\$0.00	\$28,500.00	(\$28,500)	100.0%	[3]
Revenues	Total	\$989,124.00	\$456,516.82	\$532,607.18	46.2%	

Expenses	Fire Administration	Budget	Year to Date	Remaining	% Spent	Note:
205-42280-1000	FT Admin Office Salaries	\$116,035.94	\$59,329.54	56,706.40	51.1%	
205-42280-1055	FD Duty Crew Payroll (Orono's Share)	\$0.00	\$2,660.00	(2,660.00)	100.0%	[2]
205-42280-1060	OFD Duty Crew Payroll	\$0.00	\$1,720.00	(1,720.00)	100.0%	[2]
205-42280-1080	Fire Officer Pay	\$21,638.00	\$11,121.36	10,516.64	51.4%	
205-42280-1130	Insurance opt Out Pay	\$14,500.00	\$7,982.79	6,517.21	55.1%	
205-42280-1210	PERA	\$21,464.06	\$10,501.37	10,962.69	48.9%	
205-42280-1220	FICA	\$7,500.00	\$2,165.75	5,334.25	28.9%	
205-42280-1310	Employer Paid Health	\$985.00	\$526.10	458.90	53.4%	
205-42280-1510	Workers Comp Insurance Prem	\$44,000.00	\$25,723.16	18,276.84	58.5%	Semi-Annual
205-42280-2010	Office Supplies	\$1,000.00	\$555.73	444.27	55.6%	
205-42280-2030	Printed Forms	\$500.00	\$144.24	355.76	28.8%	
205-42280-2080	Training/Instruct Materials	\$250.00	\$0.00	250.00	0.0%	
205-42280-2175	Fire Prevention Materials	\$1,500.00	\$0.00	1,500.00	0.0%	
205-42280-2410	Protective Gear/Uniforms	\$500.00	\$0.00	500.00	0.0%	
205-42280-3000	Professional Srvs	\$4,000.00	\$391.50	3,608.50	9.8%	
205-42280-3010	Auditing and Accounting Services	\$7,500.00	\$4,000.00	3,500.00	53.3%	Semi-Annual
205-42280-3090	Software Support	\$8,500.00	\$8,351.18	148.82	98.2%	Annual
205-42280-3110	W.A.F.T.A	\$2,000.00	\$2,000.00	0.00	100.0%	Annual
205-42280-3120	Legal Fees - Civil	\$2,500.00	\$0.00	2,500.00	0.0%	
205-42280-3150	LL Admin Fee	\$18,000.00	\$18,000.00	0.00	100.0%	Annual
205-42280-3230	Cell Phones	\$520.00	\$266.00	254.00	51.2%	
205-42280-3310	Travel / Mileage Reimb	\$400.00	\$125.96	274.04	31.5%	
205-42280-3350	Education / Conferences	\$4,500.00	\$178.20	4,321.80	4.0%	
205-42280-3355	Motor Vehicle Lic & Reg	\$100.00	\$0.00	100.00	0.0%	
205-42280-3610	General Liability Ins	\$9,500.00	\$10,809.50	(1,309.50)	113.8%	Annual

205-42280-4045	Insurance Claim Expense	\$250.00	\$0.00	250.00	0.0%
205-42280-4135	Copier Maintenance	\$650.00	\$0.00	650.00	0.0%
205-42280-4300	Miscellaneous	\$1,500.00	\$0.00	1,500.00	0.0%
205-42280-4330	Dues and Subscriptions	\$2,750.00	\$2,150.75	599.25	78.2%
205-42280-4450	Food & Beverage (Mtgs/Trng)	\$1,500.00	\$861.71	638.29	57.4%
205-42280-4600	Recognition Expenditures	\$1,000.00	\$0.00	1,000.00	0.0%
205-42280-5710	Computer/Printer Replacement	\$4,000.00	\$392.84	3,607.16	9.8%
205-42280-5800	Other Equipment	\$4,000.00	\$1,570.25	2,429.75	39.3%
Total		\$303,043.00	\$171,527.93	\$131,515.07	56.6%

Expenses	Fire Operations	Budget	Year to Date	Remaining	% Spent	Note:
205-42281-1055	FD Duty Crew Payroll	\$51,600.00	\$17,400.00	34,200.00	33.7%	
205-42281-1065	Fire Call Pay	\$78,250.00	\$49,440.04	28,809.96	63.2%	
205-42281-1075	Fire Fighter Training Pay	\$63,774.00	\$19,086.08	44,687.92	29.9%	
205-42281-1085	Duty Officer Stipend	\$0.00	\$1,740.00	(1,740.00)	100.0%	[2]
205-42281-1220	FICA	\$7,500.00	\$6,706.48	793.52	89.4%	
205-42281-2080	Training/Instruct Materials	\$650.00	\$82.28	567.72	12.7%	
205-42281-2120	Motor Fuels	\$15,300.00	\$4,254.35	11,045.65	27.8%	
205-42281-2150	Shop Supplies	\$2,200.00	\$294.84	1,905.16	13.4%	
205-42281-2160	Chemicals and Chem Products	\$1,500.00	\$1,630.66	(130.66)	108.7%	
205-42281-2190	Medical Supplies	\$3,800.00	\$3,849.50	(49.50)	101.3%	
205-42281-2210	Equipment Parts	\$3,500.00	\$5,323.32	(1,823.32)	152.1%	[4]
205-42281-2215	SCBA Equipment Parts	\$900.00	\$386.97	513.03	43.0%	
205-42281-2400	Small Tools and Minor Equip	\$6,800.00	\$4,789.38	2,010.62	70.4%	
205-42281-2410	Protective Gear/Uniforms	\$10,000.00	\$2,689.70	7,310.30	26.9%	
205-42281-2415	Turn Out Gear	\$34,000.00	\$24,588.00	9,412.00	72.3%	
205-42281-3050	Physicals / Other Medical	\$16,000.00	\$630.00	15,370.00	3.9%	
205-42281-3080	Training	\$24,000.00	\$28,975.50	(4,975.50)	120.7%	[1]
205-42281-3225	Truck Communication Services	\$5,250.00	\$3,592.80	1,657.20	68.4%	
205-42281-3235	Cty 800mhz Radio Admin Fee	\$20,000.00	\$6,920.55	13,079.45	34.6%	
205-42281-3280	Pagers/Radios (Ancom)	\$1,500.00	\$0.00	1,500.00	0.0%	
205-42281-3285	Radio Lease	\$7,200.00	\$2,293.60	4,906.40	31.9%	
205-42281-3310	Travel / Mileage Reimb	\$1,000.00	\$0.00	1,000.00	0.0%	
205-42281-4030	Light Truck Maint & Repair	\$8,000.00	\$8,674.69	(674.69)	108.4%	[5]
205-42281-4035	Heavy Truck Maint & Repair	\$19,000.00	\$7,575.93	11,424.07	39.9%	
205-42281-4040	Equip Maint & Repair	\$5,500.00	\$6,731.01	(1,231.01)	122.4%	
Total		\$387,224.00	\$207,655.68	\$179,568.32	53.6%	

Expenses	Facility Fire Station 1	Budget	Year to Date	Remaining	% Spent	Note:
205-42282-2230	Bldg & Grnds Maint Supplies	\$1,000.00	\$91.14	908.86	9.1%	
205-42282-3000	Professional Svcs	\$1,000.00	\$440.30	559.70	44.0%	
205-42282-3275	Internet Access (Mediacom)	\$8,300.00	\$2,857.74	5,442.26	34.4%	
205-42282-3810	Electricity Expense	\$12,500.00	\$4,433.90	8,066.10	35.5%	
205-42282-3820	City Utilities (Wat,Sew,Storm)	\$3,100.00	\$1,691.85	1,408.15	54.6%	
205-42282-3830	Natural Gas Expense	\$8,000.00	\$5,691.84	2,308.16	71.1%	
205-42282-3840	Custodial & Waste Removal	\$9,000.00	\$4,166.36	4,833.64	46.3%	
205-42282-3845	Lawn & Turf Maintenance	\$2,600.00	\$139.00	2,461.00	5.3%	
205-42282-4010	Bldg Maint & Repairs	\$16,000.00	\$18,620.01	(2,620.01)	116.4%	[6]

Total	\$61,500.00	\$38,132.14	\$23,367.86	62.0%
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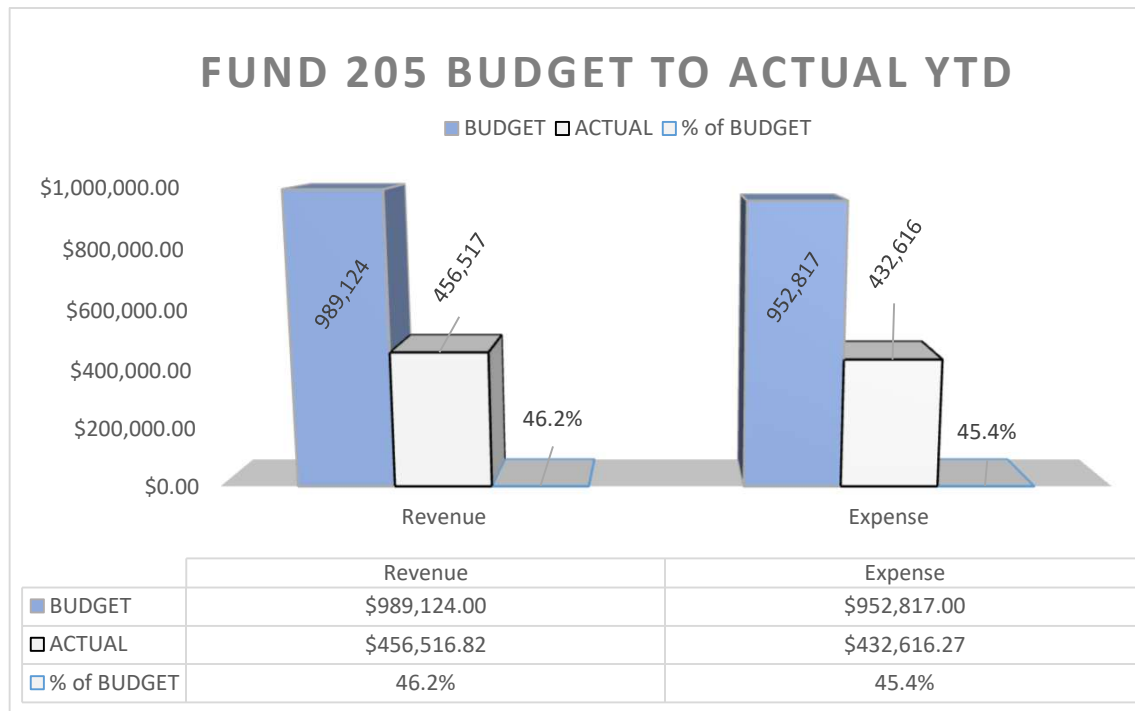
Expenses	Facility Fire Station 2	Budget	Year to Date	Remaining	% Spent	Note:
205-42286-2230	Bldg & Grnds Maint Supplies	\$250.00	\$0.00	250.00	0.0%	
205-42286-3000	Professional Svcs	\$1,000.00	\$440.30	559.70	44.0%	
205-42286-3275	Internet Access	\$7,000.00	\$2,234.68	4,765.32	31.9%	
205-42286-3810	Electricity Expense	\$4,500.00	\$2,073.05	2,426.95	46.1%	
205-42286-3820	City Utilities (Wat,Sew,Storm)	\$2,300.00	\$960.29	1,339.71	41.8%	
205-42286-3830	Natural Gas Expense	\$3,500.00	\$3,103.18	396.82	88.7%	
205-42286-3840	Custodial & Waste Removal	\$7,000.00	\$1,997.22	5,002.78	28.5%	
205-42286-3845	Lawn & Turf Maintenance	\$1,000.00	\$0.00	1,000.00	0.0%	
205-42286-4010	Bldg Maint & Repairs	\$9,500.00	\$3,491.80	6,008.20	36.8%	
Total		\$36,050.00	\$14,300.52	\$21,749.48	39.7%	

Expenses	Fire Non-Operational Costs	Budget	Year to Date	Remaining	% Spent	Note:
205-42283-1240	State Fire Aid Pension Contr	\$165,000.00	\$1,000.00	164,000.00	0.6%	Annual
Total		\$165,000.00	\$1,000.00	\$164,000.00	0.6%	

Total Fire Expenses	\$952,817.00	\$432,616.27	\$520,200.73	45.4%
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Ref Note:

- [1] MBFTE Training Reimbursements
- [2] Unbudgeted Duty Crew shifts, rate increase, and Duty Officer stipends will be reimbursed by Orono
- [3] Proceeds from the sale of the old Fire Engine 11
- [4] Additional equipment needed for the new Fire Engine 11 (Hose, Hydrant Wrench, Chainsaw, etc.)
- [5] Mechanical repairs to Utility 11 for resale preparation
- [6] Fire Station 1 Building Repairs; water softener replacement, HVAC repairs, lighting conversion to LED





CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / July 15, 2025

SUBJECT: Lease Between the City and the Lake Minnetonka Communications Commission for Use of Office Space in the City's Public Works Building

Prepared By: Scott Weske, City Administrator

Report Date: 7/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve a contract lease between the City of Long Lake and the Lake Minnetonka Communications Commission (LMCC) to allow the LMCC to rent office space in the Public Works building located at 2145 Daniels Street, and to authorize the City Administrator to execute said contract.

Overview / Background

The City Council previously reviewed the attached lease between the City of Long Lake and the LMCC for the rental of office space in the City Public Works building at a work session on January 2, 2024. The City Attorney updated the draft lease to include minor changes as tracked, and the attached lease represents the final form of the contract.

Supporting Information

- Tracked changes to the lease from January 16, 2024
- Final form of the lease between the City of Long Lake and the LMCC for use of office space at Public Works

LEASE FOR USE OF CITY FACILITY

THIS LEASE FOR USE OF CITY FACILITY (the "Lease") is made and entered into effective as of _____ (the "Effective Date"), by and between the City of Long Lake ("Landlord"), whose address is 450 Virginia Avenue, Long Lake, Minnesota 55356, and the Lake Minnetonka Communications Commission, a joint powers entity ("Tenant"), whose address is currently 4071 Sunset Drive, Spring Park, MN 55384. Landlord and Tenant are sometimes collectively referred to herein as the "parties" or each a "party".

RECITALS

WHEREAS, Landlord is the owner of the real property located at 2145 Daniels Street, Long Lake, Minnesota and described as Lots 5 and 6, Block 1, Shaughnessy Circle (PID No. 34-118-23-24-0075)(the "Property"); and

WHEREAS, Landlord owns a building located on the Property that houses the City of Long Lake's Public Works Department (the "Public Works Building"); and

WHEREAS, Tenant desires to lease a portion of the Public Works Building, as defined herein (the "Premises") to use as a media broadcasting facility, and the City is willing to lease the Premises to Tenant upon such terms and conditions as are expressed herein.

NOW, THEREFORE, Landlord and Tenant hereby covenant and agree as follows:

PREMISES. Landlord does hereby lease to Tenant, and Tenant does hereby rent from Landlord, upon the terms and conditions set forth herein, the Premises, which is located within the Public Works Building at 2145 Daniels Street, Long Lake, Minnesota 55356. The Premises is described in Exhibit A, attached hereto and made a part hereof.

TERM.

Initial Term. The initial term of this Lease shall commence on the Effective Date and terminate on December 31, 203029 (the "Initial Term"), unless earlier terminated as provided herein.

Renewal Term(s). The term of this Lease shall automatically renew on the same terms and conditions herein, for up to five (5) additional periods of one (1) year each (each a "Renewal Term"), unless earlier terminated as provided for herein.

Termination. The Initial Term of this Lease or any Renewal Term may be terminated by either party upon ninety (90) days' written notice to the other party. Those aspects of this Lease which are intended by their nature to survive termination, shall so survive. This shall include, without limitation, Indemnity, Liens, Assignment and Subletting, Tenant's Liability, Compliance with Laws, and Applicable Law, and all subparagraphs thereof.

The Initial Term and all Renewal Term(s) are collectively referred to herein as the "Term".

MAINTENANCE. Landlord shall be responsible for maintenance and repair of all structural components, heating, ventilation, air conditioning, electrical, plumbing and mechanical systems of

the Premises. Tenant shall otherwise keep and maintain the Premises in as good or better condition as the same was upon the commencement of this Lease, ordinary wear and tear and insured casualty excepted. Tenant's maintenance obligation shall be limited to ordinary day-to-day maintenance and shall not include any obligation to replace any fixture, facility or system in the Premises unless directly damaged by Tenant's use.

LAWN CARE AND SNOW REMOVAL. Landlord will be responsible for all snow removal; and for maintaining the surrounding property, including lawn care, surrounding the Premises.

UTILITIES. All utilities associated with the Premises, with the exception of telephone service or internet, will be the responsibility of the Landlord. Tenant will be responsible for its own expenses relating to telephone or internet service associated with the Premises.

REAL ESTATE TAXES. In the event that the Premises is sold or transferred to a non-tax exempt authority, Landlord shall be responsible for all real estate taxes and special assessments.

RENT.

Base Rent. Base rent shall be payable in advance on or before the first day of each and every month, commencing on the Rent Commencement Date, as defined herein, and continuing during the Term. The first Lease year shall be a portion of a calendar year and shall run from the Effective Date through December 31, 2025⁴. Commencing on the Rent Commencement Date, Tenant shall pay to Landlord "Base Rent" for the Premises of one thousand two hundred fifty and No/100 Dollars (\$1,250) per month. Base Rent shall remain at one thousand two hundred fifty and No/100 Dollars (\$1,250) per month during 2026. On January 1st of each year thereafter, the Base Rent will increase over the previous calendar year's Base Rent by five percent (5%). The first payment of 2025⁴ shall be due within ten (10) days of the Rent Commencement Date, however, this shall not alter the payment due date for any month subsequent to the Rent Commencement Date. The "Rent Commencement Date" shall be the date on which Tenant takes possession of the Premises for business (and not solely construction/build out) use, or NovemberJuly 1st, 2025⁴, whichever occurs first. Tenant and Landlord agree to memorialize, in writing, the agreed upon Rent Commencement Date after it is known.

Late Payment Fee. If Tenant fails to pay Rent, or any installment thereof, by the tenth day of the month in which such payment is due and payable, Tenant shall automatically be assessed and shall pay, as additional rent and not as a penalty, a late charge equivalent to five percent (5%) of the amount of such late payment.

LIENS. Tenant shall not suffer or permit any statements of mechanic's or other liens to be filed against the Premises or any part thereof by reason of work, labor, services, or materials supplied or claimed to have been supplied to Tenant or anyone holding the Premises or any part thereof through or under Tenant. If any such lien shall at any time be filed against the Premises, Tenant shall cause the same to be promptly discharged of record or shall deposit with the court an amount equal to one hundred twenty-five percent (125%) of the amount claimed, within thirty (30) days after the date of actual notice to Tenant of filing the same. If Tenant shall fail to discharge such lien or to deposit such amount within such period, then, in addition to any other right or remedy of Landlord, Landlord may, but shall not be obligated to, discharge the same either by paying the amount claimed to be due or by procuring the discharge of such lien by deposit in court or by giving security or in such other manner as is, or may be, prescribed by law. Any amount paid by Landlord for any of the

aforesaid purposes, and all reasonable expenses of Landlord, including reasonable attorneys' fees, in or about procuring the discharge of such lien, and all necessary disbursements in connection therewith, together with interest thereon at the lower of the maximum rate allowed by applicable law or the rate of twelve percent (12%) per annum from the date of payment. Nothing herein contained shall imply any consent or agreement on the part of Landlord to subject Landlord's estate to liability under any mechanic's lien law.

ASSIGNMENT AND SUBLETTING.

Transfers Prohibited. Tenant shall not assign or transfer any of its rights under this Lease or sublease any part of the Premises. Any assignment or subletting of the Premises is prohibited without the individualized written consent of Landlord.

DEFAULTS OF TENANT AND LANDLORD'S REMEDIES.

Event of Default. The occurrence of any one or more of the following events shall constitute an "Event of Default" under this Lease:

Failure to Pay Base Rent or Other Rent Owed. Tenant shall fail to timely pay any amount of Base Rent or other rent due hereunder, and such failure shall continue uncured for more than five (5) days after receipt of notice thereof from Landlord.

Failure to Perform. Tenant shall fail to perform any other covenant of this Lease and Tenant does not cure or reasonably commence and proceed diligently to cure such failure within twenty (20) days after receipt of notice thereof from Landlord.

Bankruptcy. If during the Term: (i) Tenant shall make an assignment for the benefit of creditors; or (ii) Tenant files a voluntary petition under the Bankruptcy Code of the United States or any state statute similar thereto, or Tenant be adjudged insolvent or bankrupt pursuant to an involuntary petition; (iii) a receiver or trustee is appointed for the property of Tenant by reason of insolvency of Tenant; (iv) any department of the state or federal government, or any officer thereof duly authorized, takes possession of the business or property of Tenant by reason of the insolvency of Tenant; (v) Tenant continues in possession without the appointment of a receiver or trustee under Chapter 11 of the Bankruptcy Code; or (vi) Tenant is the subject of any petition or proceeding related to relief from creditors.

Remedies. If an Event of Default occurs, Landlord may at any time thereafter:

Terminate this Lease. Terminate this Lease, and upon such termination, Tenant shall quit and surrender the Premises to Landlord, but Tenant shall remain liable as provided in this Lease;

Re-Enter the Premises. Landlord or Landlord's agents and servants may, immediately or at any time after and Event of Default by Tenant, re-enter the Premises and remove all persons and any or all property therefrom, either by summary dispossession proceedings or by any suitable action or proceedings at law or by force or otherwise and repossess and enjoy said Premises, together with all additions, alterations, and improvements thereto, without such re-entry and repossession working forfeiture or waiver of the rents to be paid and the covenants to be performed by Tenant during the Term hereof; and/or

Re-Let the Premises. Upon the expiration of the Term by reason of any of the events described herein, or under any provision of law now or hereafter in force by reason of or based upon or arising out of a default under or a breach of this Lease on the part of Tenant (except where such breach or default is determined by a court of competent jurisdiction to be justified because of Landlord's acts or omissions), Landlord may, at its option, at any time and from time to time, relet the Premises, or any part thereof, for the account of Tenant or otherwise, and receive and collect the rents therefore, applying the same first to the payment of such expenses as Landlord may have incurred in recovering possession of the Premises, including legal expenses and attorneys' fees, and for putting the same into good order or condition or preparing or altering the same for re-rental and all other expenses, commissions, and charges paid, assumed or incurred by Landlord in reletting the Premises and then to the fulfillment of the covenants of Tenant hereunder. Any such reletting herein provided for may be for the remainder of the Term as originally granted or for a longer or shorter period.

Tenant's Liability. If this Lease is terminated and/or the Premises is re-entered by Landlord pursuant to a default by Tenant of the terms and conditions of this Lease, whether or not the Premises, or any part thereof, is relet, Tenant shall pay to Landlord the Base Rent and the Additional Rent required to be paid by Tenant up to the time of such termination of this Lease, and thereafter Tenant shall, if required by Landlord, pay to Landlord until the end of the Term the equivalent of the amount of all the Base Rent and Additional Rent required herein less the net proceeds of reletting, if any. Landlord shall have the election, in place and stead of holding Tenant so liable, forthwith to recover against Tenant, as damages for loss of the bargain and not as penalty, an aggregate sum which, at the time of such termination or such recovery of possession by Landlord, as the case may be, represents the then present worth of the excess, if any, of the aggregate of the Rent payable by Tenant hereunder that would have accrued for the balance of the Term, over the aggregate rental value of the Premises for the balance of such Term.

Cumulative Remedies. The specified remedies to which Landlord may resort under the terms of this Lease are cumulative and are not intended to be exclusive of any other remedies or means of redress to which Landlord may be lawfully entitled in case of any breach or threatened breach by Tenant of any provision of this Lease. A receipt by Landlord of Base Rent or Additional Rent, including payment of Base Rent or Additional Rent by Tenant's receiver, trustee in bankruptcy, creditor, or assignee, with or without knowledge of a breach of any covenant hereof (other than the covenant for the payment of such Base Rent or Additional Rent), shall not be deemed a waiver of such breach. In addition to other remedies provided in this Lease, Landlord shall be entitled to the restraint by injunction for the violation or attempted or threatened violation of the covenants, conditions, or provisions of this Lease.

CONDITION OF PREMISES AT TERMINATION. At the termination of this Lease by lapse of time or otherwise, Tenant shall return the Premises in as good a condition as when Tenant took possession, excepting only ordinary wear and tear, and subject to the terms of the "Tenant Improvements" Section set forth below.

USE OF PREMISES. The Premises shall be used as a media broadcasting facility and for uses ancillary thereto. Tenant shall not use or occupy the Premises or knowingly permit the Premises to be used or occupied in any manner that would cause structural injury to the Premises or cause the value or usefulness of the Premises or any part thereof to substantially diminish (reasonable wear and tear excepted) or that would constitute a public or private nuisance or waste, or that would

disturb Landlord's use of the remainder of the Property. Tenant shall promptly, upon discovery of any such use or violation, take all necessary steps to compel the discontinuance of such use and/or violation.

COMPLIANCE WITH LAWS.

General. Tenant, at its sole expense, shall promptly comply with all laws, ordinances and requirements of federal, state, county, and municipal authorities relating to Tenant's use and occupation of the Premises, and with any lawful order or direction of any public officer relating to Tenant's use and occupation of the Premises during the Term.

Permits. Tenant shall comply with all permits, licenses, and similar authorizations to use the Premises for the aforesaid purpose required by any governmental authority having jurisdiction over the use thereof.

Environmental Laws. Tenant represents, warrants and covenants to Landlord that its use of the Premises shall remain in compliance with all applicable federal, state and local laws, ordinances, and regulations and rules (including consent decrees and administrative orders) presently in force or hereinafter enacted relating to environmental quality; storage, generation, manufacture, contamination, and clean-up of hazardous material; public health and safety; and protection of the environment; all as amended and modified from time to time (collectively, the "Environmental Laws"). All governmental permits relating to the use or operation of the Premises required by the applicable Environmental Laws are and will remain in effect, and Tenant will comply with same. For the purposes of this Lease, the term "hazardous material" shall mean and include all hazardous and toxic substances, waste or materials, any pollutant or contaminant, including, without limitations, PCBs, asbestos, asbestos-containing material, petroleum and petroleum-based products, and raw materials that are included or regulated by any Environmental Laws or that would pose a health, safety or environmental risk.

LANDLORD'S ACCESS TO PREMISES.

Inspection. Tenant shall permit Landlord and the authorized representatives of Landlord to enter the Premises at all times during usual business hours for the purpose of inspecting the same and making any necessary repairs to comply with any laws, ordinances, rules, regulations, or requirements of any public authority or of the Board of Fire Underwriters or any similar board. Nothing herein shall imply any duty upon the part of Landlord to do any such work that, under any provision of this Lease, Tenant may be required to perform, and the performance thereof by Landlord shall not constitute a waiver of Tenant's default in failing to perform the same. Landlord may, during the progress of any work in the Premises, reasonably keep and store upon the Premises all necessary materials, tools, and equipment. Landlord shall not, in any event, be liable for inconvenience, annoyance, disturbance, loss of business, or other damage to Tenant by reason of making repairs or the performance of any work in the Premises, or on account of bringing materials, supplies, and equipment onto or through the Premises during the course thereof, and the obligations of Tenant under this Lease shall not hereby be affected in any manner whatsoever. Landlord shall, however, in connection with doing of any such work cause as little inconvenience, annoyance, disturbance, loss of business, or other damage to Tenant as may reasonably be possible in the circumstances.

Showing/Advertising for Sale or Rent. Landlord is hereby given the right during usual business hours to enter the Premises to exhibit the same for the purpose of sale or Lease during the final six (6) months of the Initial Term and any Renewal Term.

INDEMNITY. Tenant shall indemnify, defend and hold harmless Landlord from and against any and all claims by or on behalf of any person(s), firm(s), and/or corporation(s) arising from the conduct or management of or from any work or thing whatsoever done in, on, or about the Premises by Tenant, its agents, consultants, employees, vendors, independent contractors, clients, or licensees, and will further indemnify, defend and hold Landlord harmless against and from any and all claims arising during the Term from any condition of the Premises or from any condition of any street, curb, or sidewalk adjoining the Premises, or of any passageways or spaces therein or appurtenant thereto, to the extent the condition of the Premises or other designated areas directly resulted from the Tenant's use, or directly from the use of its agents, consultants, employees, vendors, independent contractors, clients, or licensees, or arising from breach or default on the part of Tenant in the performance of any covenant or agreement on the part of Tenant to be performed, pursuant to the terms of this Lease, or arising from any act of negligence of Tenant, or any of its agents, consultants, employees, vendors, independent contractors or licensees, or arising from any accident, injury or damage whatsoever caused by Tenant, or any of its agents, consultants, employees, vendors, independent contractors, clients, or licensees, to any person, firm or corporation during the Term, in or about the Premises, or upon or under the sidewalks and the land adjacent thereto, and from and against all costs, reasonable attorneys' fees, expenses, and liabilities incurred in or about any such claim or action or proceeding brought thereon; and in case any action or proceeding is brought against Landlord by reason of any such claim, Tenant, upon notice from Landlord, shall resist or defend such action or proceeding by counsel reasonably satisfactory to Landlord.

NOTICES. Any notice, election, request, or other communication herein required or permitted to be given or served shall be delivered to the other party hereto (with receipt obtained therefrom), or mailed by United States certified mail, return receipt requested, postage prepaid, properly addressed to such other party at the following address:

If to Landlord: City of Long Lake
Attn: City Administrator
450 Virginia Avenue
PO Box 606
Long Lake, MN 55356

If to Tenant: Lake Minnetonka Communications Commission
Attn: Operations Manager
4071 Sunset Drive, P.O. Box 385
Spring Park, MN 55384

Unless and until changed by notice as herein provided, notices and communications shall be addressed to the above-listed addresses. Each such mailed notice or communication shall be deemed to have been given to, or served upon the property to which addressed, (i) on the date the same is personally delivered or (ii) on the date set forth in the certified receipt. All payments required to be paid to Landlord by this Lease shall be made to Landlord at the address designated above, or as may be hereafter designated.

TENANT IMPROVEMENTS. Tenant may make reasonable improvements to the Premises to facilitate Tenant's intended use. However, all such improvements shall be subject to the reasonable

approval of Landlord. Upon installation, any approved improvements to the Premises which are fixtures shall become a part of the Premises and the property of Landlord. Upon the termination, cancellation or expiration of this Lease, all such approved fixture improvements shall remain with the Premises.

MISCELLANEOUS.

Applicable Law. The parties acknowledge that this Lease is subject to the provisions of applicable federal, state and local laws and regulations. Any obligation, duty or provision under this Lease that conflicts with any provision of applicable federal, state or local laws or regulations, is to that extent void. This Lease has been made, and its validity, performance and effect shall be determined, in accordance with the internal laws of the State of Minnesota. Any action to enforce the terms of this Lease shall be brought in a court of competent jurisdiction within Hennepin County, Minnesota.

Entire Agreement and Modification. This writing contains the entire agreement between the parties, and there are no other terms, obligations, covenants, representations, statements, or conditions, oral or otherwise, of any kind whatsoever. Any agreement hereafter made shall be ineffective to change, modify, discharge, or effect an abandonment of this Lease in whole or in part unless such agreement is in writing and signed by the party against whom enforcement of the change, modification, discharge, or abandonment is sought.

Waiver. The waiver of either party of a breach or violation of, or failure of either party to enforce any provision of this Lease shall not operate or be construed as a waiver of any subsequent breach or violation or relinquishment of any rights hereunder, and no waiver by Landlord of any provision of this Lease shall be deemed to have been made unless expressed in writing and signed by Landlord.

Release of Landlord. If Landlord sells or otherwise transfers all of its interest in the Premises, Landlord shall, without further action by any party, be released and discharged from any further obligation or duty under this Lease, and no claim or demand upon Landlord shall thereafter be made by Tenant arising out of any obligation or duty of Landlord hereunder.

Severability. If any part of this Lease or the application thereof to any person or circumstances is, to any extent, invalid or unenforceable under applicable law, the remainder thereof and the application of such terms, provisions, and condition to persons or circumstances other than those as to whom it is invalid or unenforceable shall not be affected thereby, and this Lease and all the terms, provisions, and conditions hereof shall, in all other respects, continue to be effective and to be complied with to the full extent permitted by law.

Binding Effect. All of the covenants, conditions, and agreements herein contained shall extend to, be binding upon, and inure to the benefit of the parties hereto and their respective successors and assigns.

Counterparts/Execution: This Lease may be signed in any number of counterparts and each such counterpart shall be deemed an original for all purposes and all such counterparts shall collectively constitute one instrument. For purposes of execution of this Lease, facsimile or PDF of an electronically scanned signature shall be effective as originals.

Limited Use of Council Chambers: Tenant desires to occasionally utilize, as a meeting space, the Long Lake City Council Chambers located at 450 Virginia Avenue (the "Council Chambers") in order to conduct limited business related to Tenant's primary business function. Tenant shall submit such utilization requests to Landlord and shall provide reasonable notice of Tenant's dates and times of requested use. Such requests shall be reviewed in the discretion of Landlord, however, such requests shall not be unreasonably denied. Tenant's utilization of the Council Chambers shall not exceed usual Long Lake City business hours, unless additional times are specifically approved by Landlord. Nothing in this Section shall be interpreted to require Landlord to incur any additional staffing costs or time commitments or other costs in order to accommodate meetings held inside or outside of Long Lake City business hours. Tenant shall indemnify, defend and hold harmless Landlord from and against any and all claims by or on behalf of any person(s), firm(s), and/or corporation(s) arising from the conduct or management of or from any work or thing whatsoever done in, on, or about the Council Chambers by Tenant, its agents, consultants, employees, vendors, independent contractors, invitees, clients, or licensees, during Tenant's use of the Council Chambers. Tenant may not damage or alter the Council Chambers without the written consent of Landlord. After each use of the Council Chambers, Tenant shall restore the Council Chambers to the condition of the same or better when Tenant commenced Tenant's specific use of the Council Chambers.

[Signatures on following page]

IN WITNESS WHEREOF, the parties have executed this Lease the day and year first above written.

LANDLORD:

CITY OF LONG LAKE

By _____
City Administrator

Date _____

TENANT:

Lake Minnetonka Communications Commission

By _____
Its _____

Date _____

EXHIBIT A
(the "Premises" Description)

Approximately 1200 square feet of office space on the first floor in the northeast corner of the Public Works building located at 2145 Daniels Street.

Also includes one parking stall inside the building to be identified by the Public Works Director. Staff reserves the right to re-designate the parking stall at any time.

LEASE FOR USE OF CITY FACILITY

THIS LEASE FOR USE OF CITY FACILITY (the "Lease") is made and entered into effective as of _____ (the "Effective Date"), by and between the City of Long Lake ("Landlord"), whose address is 450 Virginia Avenue, Long Lake, Minnesota 55356, and the Lake Minnetonka Communications Commission, a joint powers entity ("Tenant"), whose address is currently 4071 Sunset Drive, Spring Park, MN 55384. Landlord and Tenant are sometimes collectively referred to herein as the "parties" or each a "party".

RECITALS

WHEREAS, Landlord is the owner of the real property located at 2145 Daniels Street, Long Lake, Minnesota and described as Lots 5 and 6, Block 1, Shaughnessy Circle (PID No. 34-118-23-24-0075)(the "Property"); and

WHEREAS, Landlord owns a building located on the Property that houses the City of Long Lake's Public Works Department (the "Public Works Building"); and

WHEREAS, Tenant desires to lease a portion of the Public Works Building, as defined herein (the "Premises") to use as a media broadcasting facility, and the City is willing to lease the Premises to Tenant upon such terms and conditions as are expressed herein.

NOW, THEREFORE, Landlord and Tenant hereby covenant and agree as follows:

PREMISES. Landlord does hereby lease to Tenant, and Tenant does hereby rent from Landlord, upon the terms and conditions set forth herein, the Premises, which is located within the Public Works Building at 2145 Daniels Street, Long Lake, Minnesota 55356. The Premises is described in Exhibit A, attached hereto and made a part hereof.

TERM.

Initial Term. The initial term of this Lease shall commence on the Effective Date and terminate on December 31, 2030 (the "Initial Term"), unless earlier terminated as provided herein.

Renewal Term(s). The term of this Lease shall automatically renew on the same terms and conditions herein, for up to five (5) additional periods of one (1) year each (each a "Renewal Term"), unless earlier terminated as provided for herein.

Termination. The Initial Term of this Lease or any Renewal Term may be terminated by either party upon ninety (90) days' written notice to the other party. Those aspects of this Lease which are intended by their nature to survive termination, shall so survive. This shall include, without limitation, Indemnity, Liens, Assignment and Subletting, Tenant's Liability, Compliance with Laws, and Applicable Law, and all subparagraphs thereof.

The Initial Term and all Renewal Term(s) are collectively referred to herein as the "Term".

MAINTENANCE. Landlord shall be responsible for maintenance and repair of all structural components, heating, ventilation, air conditioning, electrical, plumbing and mechanical systems of

the Premises. Tenant shall otherwise keep and maintain the Premises in as good or better condition as the same was upon the commencement of this Lease, ordinary wear and tear and insured casualty excepted. Tenant's maintenance obligation shall be limited to ordinary day-to-day maintenance and shall not include any obligation to replace any fixture, facility or system in the Premises unless directly damaged by Tenant's use.

LAWN CARE AND SNOW REMOVAL. Landlord will be responsible for all snow removal; and for maintaining the surrounding property, including lawn care, surrounding the Premises.

UTILITIES. All utilities associated with the Premises, with the exception of telephone service or internet, will be the responsibility of the Landlord. Tenant will be responsible for its own expenses relating to telephone or internet service associated with the Premises.

REAL ESTATE TAXES. In the event that the Premises is sold or transferred to a non-tax exempt authority, Landlord shall be responsible for all real estate taxes and special assessments.

RENT.

Base Rent. Base rent shall be payable in advance on or before the first day of each and every month, commencing on the Rent Commencement Date, as defined herein, and continuing during the Term. The first Lease year shall be a portion of a calendar year and shall run from the Effective Date through December 31, 2025. Commencing on the Rent Commencement Date, Tenant shall pay to Landlord "Base Rent" for the Premises of one thousand two hundred fifty and No/100 Dollars (\$1,250) per month. Base Rent shall remain at one thousand two hundred fifty and No/100 Dollars (\$1,250) per month during 2026. On January 1st of each year thereafter, the Base Rent will increase over the previous calendar year's Base Rent by five percent (5%). The first payment of 2025 shall be due within ten (10) days of the Rent Commencement Date, however, this shall not alter the payment due date for any month subsequent to the Rent Commencement Date. The "Rent Commencement Date" shall be the date on which Tenant takes possession of the Premises for business (and not solely construction/build out) use, or November 1st, 2025, whichever occurs first. Tenant and Landlord agree to memorialize, in writing, the agreed upon Rent Commencement Date after it is known.

Late Payment Fee. If Tenant fails to pay Rent, or any installment thereof, by the tenth day of the month in which such payment is due and payable, Tenant shall automatically be assessed and shall pay, as additional rent and not as a penalty, a late charge equivalent to five percent (5%) of the amount of such late payment.

LIENS. Tenant shall not suffer or permit any statements of mechanic's or other liens to be filed against the Premises or any part thereof by reason of work, labor, services, or materials supplied or claimed to have been supplied to Tenant or anyone holding the Premises or any part thereof through or under Tenant. If any such lien shall at any time be filed against the Premises, Tenant shall cause the same to be promptly discharged of record or shall deposit with the court an amount equal to one hundred twenty-five percent (125%) of the amount claimed, within thirty (30) days after the date of actual notice to Tenant of filing the same. If Tenant shall fail to discharge such lien or to deposit such amount within such period, then, in addition to any other right or remedy of Landlord, Landlord may, but shall not be obligated to, discharge the same either by paying the amount claimed to be due or by procuring the discharge of such lien by deposit in court or by giving security or in such other manner as is, or may be, prescribed by law. Any amount paid by Landlord for any of the

aforesaid purposes, and all reasonable expenses of Landlord, including reasonable attorneys' fees, in or about procuring the discharge of such lien, and all necessary disbursements in connection therewith, together with interest thereon at the lower of the maximum rate allowed by applicable law or the rate of twelve percent (12%) per annum from the date of payment. Nothing herein contained shall imply any consent or agreement on the part of Landlord to subject Landlord's estate to liability under any mechanic's lien law.

ASSIGNMENT AND SUBLETTING.

Transfers Prohibited. Tenant shall not assign or transfer any of its rights under this Lease or sublease any part of the Premises. Any assignment or subletting of the Premises is prohibited without the individualized written consent of Landlord.

DEFAULTS OF TENANT AND LANDLORD'S REMEDIES.

Event of Default. The occurrence of any one or more of the following events shall constitute an "Event of Default" under this Lease:

Failure to Pay Base Rent or Other Rent Owed. Tenant shall fail to timely pay any amount of Base Rent or other rent due hereunder, and such failure shall continue uncured for more than five (5) days after receipt of notice thereof from Landlord.

Failure to Perform. Tenant shall fail to perform any other covenant of this Lease and Tenant does not cure or reasonably commence and proceed diligently to cure such failure within twenty (20) days after receipt of notice thereof from Landlord.

Bankruptcy. If during the Term: (i) Tenant shall make an assignment for the benefit of creditors; or (ii) Tenant files a voluntary petition under the Bankruptcy Code of the United States or any state statute similar thereto, or Tenant be adjudged insolvent or bankrupt pursuant to an involuntary petition; (iii) a receiver or trustee is appointed for the property of Tenant by reason of insolvency of Tenant; (iv) any department of the state or federal government, or any officer thereof duly authorized, takes possession of the business or property of Tenant by reason of the insolvency of Tenant; (v) Tenant continues in possession without the appointment of a receiver or trustee under Chapter 11 of the Bankruptcy Code; or (vi) Tenant is the subject of any petition or proceeding related to relief from creditors.

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Terminate this Lease. Terminate this Lease, and upon such termination, Tenant shall quit and surrender the Premises to Landlord, but Tenant shall remain liable as provided in this Lease;

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Re-Let the Premises. Upon the expiration of the Term by reason of any of the events described herein, or under any provision of law now or hereafter in force by reason of or based upon or arising out of a default under or a breach of this Lease on the part of Tenant (except where such breach or default is determined by a court of competent jurisdiction to be justified because of Landlord's acts or omissions), Landlord may, at its option, at any time and from time to time, relet the Premises, or any part thereof, for the account of Tenant or otherwise, and receive and collect the rents therefore, applying the same first to the payment of such expenses as Landlord may have incurred in recovering possession of the Premises, including legal expenses and attorneys' fees, and for putting the same into good order or condition or preparing or altering the same for re-rental and all other expenses, commissions, and charges paid, assumed or incurred by Landlord in reletting the Premises and then to the fulfillment of the covenants of Tenant hereunder. Any such reletting herein provided for may be for the remainder of the Term as originally granted or for a longer or shorter period.

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Inspection. Tenant shall permit Landlord and the authorized representatives of Landlord to enter the Premises at all times during usual business hours for the purpose of inspecting the same and making any necessary repairs to comply with any laws, ordinances, rules, regulations, or requirements of any public authority or of the Board of Fire Underwriters or any similar board. Nothing herein shall imply any duty upon the part of Landlord to do any such work that, under any provision of this Lease, Tenant may be required to perform, and the performance thereof by Landlord shall not constitute a waiver of Tenant's default in failing to perform the same. Landlord may, during the progress of any work in the Premises, reasonably keep and store upon the Premises all necessary materials, tools, and equipment. Landlord shall not, in any event, be liable for inconvenience, annoyance, disturbance, loss of business, or other damage to Tenant by reason of making repairs or the performance of any work in the Premises, or on account of bringing materials, supplies, and equipment onto or through the Premises during the course thereof, and the obligations of Tenant under this Lease shall not hereby be affected in any manner whatsoever. Landlord shall, however, in connection with doing of any such work cause as little inconvenience, annoyance, disturbance, loss of business, or other damage to Tenant as may reasonably be possible in the circumstances.

Showing/Advertising for Sale or Rent. Landlord is hereby given the right during usual business hours to enter the Premises to exhibit the same for the purpose of sale or Lease during the final six (6) months of the Initial Term and any Renewal Term.

INDEMNITY. Tenant shall indemnify, defend and hold harmless Landlord from and against any and all claims by or on behalf of any person(s), firm(s), and/or corporation(s) arising from the conduct or management of or from any work or thing whatsoever done in, on, or about the Premises by Tenant, its agents, consultants, employees, vendors, independent contractors, clients, or licensees, and will further indemnify, defend and hold Landlord harmless against and from any and all claims arising during the Term from any condition of the Premises or from any condition of any street, curb, or sidewalk adjoining the Premises, or of any passageways or spaces therein or appurtenant thereto, to the extent the condition of the Premises or other designated areas directly resulted from the Tenant's use, or directly from the use of its agents, consultants, employees, vendors, independent contractors, clients, or licensees, or arising from breach or default on the part of Tenant in the performance of any covenant or agreement on the part of Tenant to be performed, pursuant to the terms of this Lease, or arising from any act of negligence of Tenant, or any of its agents, consultants, employees, vendors, independent contractors or licensees, or arising from any accident, injury or damage whatsoever caused by Tenant, or any of its agents, consultants, employees, vendors, independent contractors, clients, or licensees, to any person, firm or corporation during the Term, in or about the Premises, or upon or under the sidewalks and the land adjacent thereto, and from and against all costs, reasonable attorneys' fees, expenses, and liabilities incurred in or about any such claim or action or proceeding brought thereon; and in case any action or proceeding is brought against Landlord by reason of any such claim, Tenant, upon notice from Landlord, shall resist or defend such action or proceeding by counsel reasonably satisfactory to Landlord.

NOTICES. Any notice, election, request, or other communication herein required or permitted to be given or served shall be delivered to the other party hereto (with receipt obtained therefrom), or mailed by United States certified mail, return receipt requested, postage prepaid, properly addressed to such other party at the following address:

If to Landlord: City of Long Lake
Attn: City Administrator
450 Virginia Avenue
PO Box 606
Long Lake, MN 55356

If to Tenant: Lake Minnetonka Communications Commission
Attn: Operations Manager
4071 Sunset Drive, P.O. Box 385
Spring Park, MN 55384

Unless and until changed by notice as herein provided, notices and communications shall be addressed to the above-listed addresses. Each such mailed notice or communication shall be deemed to have been given to, or served upon the property to which addressed, (i) on the date the same is personally delivered or (ii) on the date set forth in the certified receipt. All payments required to be paid to Landlord by this Lease shall be made to Landlord at the address designated above, or as may be hereafter designated.

TENANT IMPROVEMENTS. Tenant may make reasonable improvements to the Premises to facilitate Tenant's intended use. However, all such improvements shall be subject to the reasonable

approval of Landlord. Upon installation, any approved improvements to the Premises which are fixtures shall become a part of the Premises and the property of Landlord. Upon the termination, cancellation or expiration of this Lease, all such approved fixture improvements shall remain with the Premises.

MISCELLANEOUS.

Applicable Law. The parties acknowledge that this Lease is subject to the provisions of applicable federal, state and local laws and regulations. Any obligation, duty or provision under this Lease that conflicts with any provision of applicable federal, state or local laws or regulations, is to that extent void. This Lease has been made, and its validity, performance and effect shall be determined, in accordance with the internal laws of the State of Minnesota. Any action to enforce the terms of this Lease shall be brought in a court of competent jurisdiction within Hennepin County, Minnesota.

Entire Agreement and Modification. This writing contains the entire agreement between the parties, and there are no other terms, obligations, covenants, representations, statements, or conditions, oral or otherwise, of any kind whatsoever. Any agreement hereafter made shall be ineffective to change, modify, discharge, or effect an abandonment of this Lease in whole or in part unless such agreement is in writing and signed by the party against whom enforcement of the change, modification, discharge, or abandonment is sought.

Waiver. The waiver of either party of a breach or violation of, or failure of either party to enforce any provision of this Lease shall not operate or be construed as a waiver of any subsequent breach or violation or relinquishment of any rights hereunder, and no waiver by Landlord of any provision of this Lease shall be deemed to have been made unless expressed in writing and signed by Landlord.

Release of Landlord. If Landlord sells or otherwise transfers all of its interest in the Premises, Landlord shall, without further action by any party, be released and discharged from any further obligation or duty under this Lease, and no claim or demand upon Landlord shall thereafter be made by Tenant arising out of any obligation or duty of Landlord hereunder.

Severability. If any part of this Lease or the application thereof to any person or circumstances is, to any extent, invalid or unenforceable under applicable law, the remainder thereof and the application of such terms, provisions, and condition to persons or circumstances other than those as to whom it is invalid or unenforceable shall not be affected thereby, and this Lease and all the terms, provisions, and conditions hereof shall, in all other respects, continue to be effective and to be complied with to the full extent permitted by law.

Binding Effect. All of the covenants, conditions, and agreements herein contained shall extend to, be binding upon, and inure to the benefit of the parties hereto and their respective successors and assigns.

Counterparts/Execution: This Lease may be signed in any number of counterparts and each such counterpart shall be deemed an original for all purposes and all such counterparts shall collectively constitute one instrument. For purposes of execution of this Lease, facsimile or PDF of an electronically scanned signature shall be effective as originals.

Limited Use of Council Chambers: Tenant desires to occasionally utilize, as a meeting space, the Long Lake City Council Chambers located at 450 Virginia Avenue (the "Council Chambers") in order to conduct limited business related to Tenant's primary business function. Tenant shall submit such utilization requests to Landlord and shall provide reasonable notice of Tenant's dates and times of requested use. Such requests shall be reviewed in the discretion of Landlord, however, such requests shall not be unreasonably denied. Tenant's utilization of the Council Chambers shall not exceed usual Long Lake City business hours, unless additional times are specifically approved by Landlord. Nothing in this Section shall be interpreted to require Landlord to incur any additional staffing costs or time commitments or other costs in order to accommodate meetings held inside or outside of Long Lake City business hours. Tenant shall indemnify, defend and hold harmless Landlord from and against any and all claims by or on behalf of any person(s), firm(s), and/or corporation(s) arising from the conduct or management of or from any work or thing whatsoever done in, on, or about the Council Chambers by Tenant, its agents, consultants, employees, vendors, independent contractors, invitees, clients, or licensees, during Tenant's use of the Council Chambers. Tenant may not damage or alter the Council Chambers without the written consent of Landlord. After each use of the Council Chambers, Tenant shall restore the Council Chambers to the condition of the same or better when Tenant commenced Tenant's specific use of the Council Chambers.

[Signatures on following page]

IN WITNESS WHEREOF, the parties have executed this Lease the day and year first above written.

LANDLORD:

CITY OF LONG LAKE

By _____
City Administrator

Date _____

TENANT:

Lake Minnetonka Communications Commission

By _____
Its _____

Date _____

EXHIBIT A
(the "Premises" Description)

Approximately 1200 square feet of office space on the first floor in the northeast corner of the Public Works building located at 2145 Daniels Street.

Also includes one parking stall inside the building to be identified by the Public Works Director. Staff reserves the right to re-designate the parking stall at any time.