



## CITY COUNCIL MEETING

October 06, 2026 at 6:30 PM

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

### AGENDA

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**1. Call to Order**

**2. Pledge of Allegiance**

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

**4. Approve Agenda**

**5. Open Correspondence**

**NOTE:** Open Correspondence is an item on the agenda during which the public may address the City Council. **No formal action is taken by the City Council** and comments 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.*

**6. Consent Agenda**

A. Approve Minutes of September 15, 2026 City Council Work Session

B. Approve Minutes of September 15, 2026 City Council Meeting

C. Approve Vendor Claims and Payroll

D. Approve a Temporary On Sale Liquor License and an Application for Exempt Permit for the 2026 Day of the Dead Celebration at the Church of St. George

E. Approve an Application for Exempt Permit for the Church of St. George to Conduct a Raffle at the Annual Holiday Boutique Event

F. Adopt Resolution No. 2026-45 Approving Issuance of Special Event Permit #S2026-14 for the Birch's on the Lake Fun Run 5K and 10K on October 11, 2026

G. Receive 3rd Quarter 2026 Revenues and Expenditures as of September 30, 2026

**7. Regular Business**

A. Public Hearing: Certification of Unpaid Delinquent City Utility Accounts and Services Invoices for Assessment/Collection

B. Approve the Purchase of Replacement Outdoor Refuse Receptacles

C. Approve the Purchase of a New Portable Ice Rink System

D. Consider the Purchase of a 2010 Mack GU 712 Single Axle Plow Truck

## **8. Other Business**

## **9. Adjourn**

### **UPCOMING MEETINGS & OTHER DATES OF NOTE**

Monday, October 14 (4:30 pm) / Park Board Meeting in Holbrook Park (Weather Permitting)

Tuesday, October 20 (5:00 pm) / City Council Work Session

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

Tuesday, November 3 / General Election Day

Tuesday, November 10 (5:00 pm) / City Council Work Session

Tuesday, November 10 (6:15 pm) / Long Lake Canvassing Board Meeting (City Council)

Tuesday, November 10 (6:30 pm) / City Council Meeting

Tuesday, November 24 (6:30 pm) / City Council Meeting

*In accordance with Minn. Stat. §13D.02, City Councilmember(s) may attend this meeting remotely by interactive technology. Members of the public may monitor the meeting in person or by watching the livestream on our YouTube channel at <https://www.youtube.com/@CityofLongLakeMN/streams>.*



**MINUTES**  
**CITY COUNCIL WORK SESSION**  
**September 15, 2026**

**CALL TO ORDER**

The meeting was called to order at 5:35 pm.

**Present:** Mayor: Charlie Miner; Council: Jahn Dyvik (arrived at 5:42 pm), Mike Feldmann, Deirdre Kvale, and Todd Newcomer

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

**Absent:** None

**APPROVE AGENDA**

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

**OPEN CORRESPONDENCE**

**REGULAR BUSINESS**

**Continue 2027 Preliminary Levy and Budget Discussions**

City Administrator Nowezki indicated that she had incorporated Council's suggestions and feedback from the last work session discussion regarding the budget and levy, and was able to arrive at a preliminary levy proposal that she was comfortable with. She reminded the Council that they would be asked to adopt the 2027 Preliminary Levy and Budget at the regular Council meeting following the work session. She outlined the changes she'd made since the Council's previous review and highlighted details of the current levy proposal including the levy increase versus tax rate increase; the impact of fiscal disparities; property tax revenues expected; general revenue decreases expected; how staff salaries contribute to the budget; challenges in filling the open Public Works position; and the expectation of much higher health insurance costs.

The Council discussed examples of other ways companies they were familiar with have handled health insurance benefits and options that may be available for the City to try to help control future health insurance costs.

Nowezki highlighted 2026 budget challenges she'd faced such as addressing fleet maintenance and ash tree removals in parks. Looking ahead to 2027, she continued to review some budget changes she'd made in the areas of engineering and planning fees, transfers, capital improvements, and planning for Holbrook Park ice rink improvements. She mentioned that City Clerk Moeller had been working on a survey for residents to request their input on the Holbrook Park rink area.

City Clerk Moeller reported that the Park Board worked on a draft of a city-wide survey for residents that would be focused on the ice rink to help find out how important it is to residents; and seeking input on how often respondents use the park, the ice rink, and the off-leash dog area.

Council and staff discussed temporary ice rink options, security improvements for the warming house, and other parks and trails related Capital Improvement Plan (CIP) items.

Nowezki briefly reviewed a comparison of the 2026 and 2027 budget details and pointed out some of the differences between the budget years.

Council and staff commented on property valuations, how they affect the tax rate, what increase residents would see on their tax bill with regard to the City's portion of the statement, adjusted tax capacity, and historical tax rates.

#### **OTHER BUSINESS**

No other business was discussed.

#### **ADJOURN**

*Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:27 pm.*

Respectfully submitted,

Jeanette Moeller  
City Clerk / Zoning Administrator



**MINUTES  
CITY COUNCIL MEETING  
September 15, 2026**

**CALL TO ORDER**

The meeting was called to order at 6:33 pm.

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

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

**Absent:** None

**PLEDGE OF ALLEGIANCE**

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

Mayor Miner reported that the Council had just concluded a work session during which they had discussed the preliminary 2027 budget and levy.

He reminded residents that the Council had approved a Resolution a few weeks ago recognizing Constitution Week, which would be starting September 17, 2026.

Mayor Miner also took a moment to express his appreciation to Councilmember Dyvik for helping staff by putting together a new conference table on his day off.

**APPROVE AGENDA**

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

**OPEN CORRESPONDENCE**

**Kelly Grady, 271 Greenhill Lane** - Ms. Grady introduced herself as a candidate for City Council. She noted that she understood she was running unopposed, but still wanted to earn votes from City's residents. She shared that her campaign website could be found online at [www.kellyincommunity.com](http://www.kellyincommunity.com), and offered ways people could get in touch with her. She thanked Mayor Miner and Councilmember Kvale for their service and added that she was sad to see them leave the Council.

**CONSENT AGENDA**

The Consent Agenda consisted of the following:

- A. Approve Minutes of September 1, 2026 City Council Work Session
- B. Approve Minutes of September 1, 2026 City Council Meeting
- C. Approve Vendor Claims and Payroll

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

## **REGULAR BUSINESS**

### **A. Approve Master Professional Service Agreement and Supplementary Task Orders with WSB, LLC to Provide City Engineering Consulting Services, City Planning Services, and for Transfer of Municipal Engineering Data**

City Administrator Nowezki recalled that back in July, the Council had approved transitioning the City's engineering services to Hakanson Anderson Associates, Inc. Staff will continue to work with WSB for the completion of closeout of the existing engineering projects, and desires to maintain the City's relationship for planning consultant services. She reviewed the proposed Professional Services Agreement and task orders related to continuing to utilize Hannah Rybak for planning services, and for the transfer of historical engineering data and records to the City. Once the City has obtained the data, it can be provided to the City's new engineering firm. She asked that any Council vote on the contracts include the addition of language allowing for the City Attorney's review and approval prior to execution of contracts.

Councilmember Kvale referenced language about ownership of the data and copying being allowed.

Nowezki responded that the provision mentioned was one of the things the City Attorney wanted to review, in addition to another portion of the document that states that WSB would not stand behind the data that is transferred and would not be held responsible for the accuracy of the information.

Councilmember Kvale asked if the City could add language that data would be automatically transferred at a reasonable rate.

Nowezki believed the data transfer should happen at one time, but confirmed she would look into including language related to billable rates.

Councilmember Kvale clarified that she was more concerned with future data transfers.

Nowezki referenced language in the proposed Task Order that identifies that this is for a data transfer now, and anything in the future that the City may find missing.

*A motion was made by Feldmann, seconded by Kvale, to enter into a Master Professional Services Agreement (PSA) with WSB, LLC, for City Engineering consulting services; approve a Master PSA Task Order No. 1 for City planning services; approve a Master PSA Task Order No. 2 with WSB, LLC, for transfer of the City's engineering data; and to authorize the City Administrator to execute the Master PSA and accompanying task orders, subject to review and approval by the City Attorney. Ayes: all.*

### **B. Adoption of Preliminary 2027 Payable Levy; Establish Truth in Taxation Public Meeting Date to Discuss Levy and Proposed Budget**

Nowezki advised that City was required to adopt a preliminary 2027 budget and levy in order to meet the County's certification deadline at the end of September. She gave a presentation on the preliminary budget, potential impacts to the proposed operating budget, allocation by department, capital planning for 2027, a comparison of the 2026 final levy to the City's preliminary 2027 levy, the tax levy, and proposed tax rate. She concluded that she was asking the Council to approve an operating levy that would result in a preliminary tax rate of 36.47%.

Moeller reminded the Council that the action before Council was to adopt the preliminary levy which essentially functions as a 'do not exceed' amount. Changes may be made prior to final levy and budget adoption in December.

Councilmember Dyvik thanked Nowezki for her work to reduce the preliminary budget and levy increase to remain in the single digits. He observed that he would like to see a comparison between Long Lake and other area cities with regard to their budget pie charts and what percentage was being spent in different city departments. He noted that with health insurance premiums going up by about 15%, he wondered if there may be ways for cities to join other cities and collectively obtain better rates.

Nowezki commented that she had not expected the premium rates to increase as much as they did, and the City's broker had informed her this was likely just the beginning of the increases due to Affordable Care Act changes. She reflected that she has been happy with the City's current broker and hoped to be able to work together with them to try to find creative solutions for the City.

Nowezki added that if residents wanted to have more budget detail, the complete meeting packet is on the website, and she would also be available to speak with residents if they had questions about this information.

Councilmember Feldmann stated that he also would like to see a pie chart comparison between Long Lake and other area cities, if possible.

*A motion was made by Feldmann, seconded by Miner, to adopt Resolution No. 2026-41 establishing the preliminary property tax levy payable in 2027 for the City of Long Lake. Ayes: all.*

*A motion was made by Feldmann, seconded by Miner, to adopt Resolution No. 2026-42 establishing the Truth in Taxation public meeting date as December 1, 2026 to discuss the proposed levy and budget for taxes payable in 2027 for the City of Long Lake. Ayes: all.*

#### **C. Update on MnDNR Protect Community Forests for Community Resiliency Grant Application**

Nowezki reported that with the assistance of the City's new engineering firm, the City recently applied for the Protect Community Forests for Community Resiliency Grant through the MnDNR with a focus on Holbrook Park. The grant could be used to remove and replace trees, and she discussed the area of focus within Holbrook Park that Public Works Director Diercks would like to have. She was also looking into another possible tree grant opportunity that may be beneficial for the City.

#### **D. Award Contract for the 2026 Sanitary Lining Project**

Nowezki reviewed the bid received for the proposed 2026 Sanitary Lining Project, and reviewed the combination of City funds that were planned to be used to pay for the project, including: grant funds, decertified TIF funds, sanitary sewer capital funds, and sanitary sewer enterprise funds.

Councilmember Dyvik asked if WSB had any explanation for why their project estimate costs were so far off from the bids the City had received.

Nowezki replied that WSB had not provided a good explanation, but recalled that staff had received feedback from a bidder for the previous bid cycle indicating that the scope was a little hard to understand, and they'd needed to bid higher to accommodate for uncertainties. Nowezki had shared this information with WSB and had requested some changes be made prior to the current bid cycle.

Councilmember Dyvik questioned whether the project costs from Visu-Sewer were negotiable.

Moeller asked if it could be possible for actual project costs to come in lower than expected.

Nowezki did not believe the contractor's bid was negotiable and was a set 'take it or leave it' figure. She clarified that one of the reasons she hadn't moved this project to the new engineering firm was because of the money the City had already spent with WSB to get to this point. She didn't want the City to end up paying twice for project work preparation, but she would be working with the new engineers on future sewer lining projects. She reminded the Council that when the City chose to rebid this project, the project timeline allowed flexibility for the contractors in when they completed the work, meaning the project may be completed this fall or next spring as the contractor's time allows.

*A motion was made by Feldmann, seconded by Newcomer, to adopt Resolution No. 2026-43 awarding the construction contract for the 2026 Sanitary Lining Project to Visu-Sewer, LLC, and authorizing the Mayor and City Administrator to enter into the contract for said services. Ayes: all.*

## **OTHER BUSINESS**

**Councilmember Newcomer's Comments** - Councilmember Newcomer stated that he had attended the recent Park Board meeting. He also expressed his appreciation to City Administrator Nowezki and City Clerk Moeller for the time and energy they had put into the budget, levy, and upcoming elections.

**Orono Football Update** - Councilmember Dyvik congratulated the Orono High School football team for their big win last week against Byron. The team will play Big Lake on September 18 at home, and he encouraged residents to come out and cheer them on.

**Midco Fiber Project** - Mayor Miner reported that Midco has been very active laying out fiber lines in his area of the City.

**Shoreline Fire Department Open House** - Mayor Miner noted that the Shoreline Fire Department's Fire Prevention Open House had been scheduled for October 5, 2026.

**City Clerk Updates** - Moeller mentioned that new doors for City Hall were in the process of being installed, and although the project should be finished in a few days, there may be a pause between completion of door installation and when the doors are painted. She added that the recent Park Board meeting was productive. She invited the Council to mark their calendars for December 4 as the annual Holiday Tree Lighting event date. The Park Board had also spent time considering options for outdoor refuse container replacements and providing guidance on the city-wide survey for the ice rink area at Holbrook Park. Lastly, Moeller shared that residents would be seeing social media posts commemorating Constitution Week, which was recently recognized by City Council action.

**Administrator Updates** - Nowezki indicated that parking lot striping work at City Hall, Nelson Lakeside Park, and Holbrook Park had recently been completed. The contractor will also be completing some street and crosswalk striping in areas throughout the City. She thanked City Clerk Moeller for her efforts on creating new parks and trails regulatory signage. Moeller added that the City had received a favorable quote for producing the actual signs, and an order would be moving forward. Nowezki encouraged residents to take a look at the stair climb video posted for September 11 on the Shoreline Fire Department's website. She also recalled for Council's benefit that the Well #1 project had

necessarily been moved up earlier than planned and that work had been completed. She displayed a photo that had been taken of the main pipe which had been discovered to have substantially degraded and, in Public Works Director Dierks words, was 'hanging on by a thread'. She noted that an agreement had just been signed for the water tower to be inspected this fall.

**ADJOURN**

*Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:57 pm.*

Respectfully submitted,

Jeanette Moeller  
City Clerk / Zoning Administrator



CITY OF  
**LONG LAKE**

## City Council Agenda Report

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

**MEETING DATE / October 06, 2026**

**SUBJECT:** Approve Vendor Claims and Payroll

**Prepared By:** Amanda Nowezki, City Administrator

**Report Date:** 9/29/2026

### Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$49,842.17 and electronic vendor payments in the amount of \$4,645.61 for a total amount of **\$54,487.78**; October City Council monthly payroll in the amount of **\$1,300.00**; and gross City Employee payrolls paid September 17 in the amount of **\$19,765.12** and October 1 in the amount of **\$19,822.65**.

### Overview / Background

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

### Supporting Information

- Listing of Claims Paid
- Electronic Vendor Payments
- City Council Payroll
- Biweekly Payroll (x2)



# CITY OF LONG LAKE

Section 6C.

09/29/2011 11:44 AM

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## \*Check Summary Register©

Checks 72268-72293

| Name                              | Check Date | Check Amt          |                                                      |
|-----------------------------------|------------|--------------------|------------------------------------------------------|
| <b>10100 GENERAL FUND CASH</b>    |            |                    |                                                      |
| 72268 DELTA DENTAL                | 09/18/26   | \$260.31           | Dental Insurance - Oct 2026                          |
| 72269 ECM PUBLISHERS, INC.        | 09/18/26   | \$67.50            | Public Hearing - 10/6 Proposed Assessments           |
| 72270 KD & CO. RECYCLING INC.     | 09/18/26   | \$600.00           | Clean Asphalt Dumping                                |
| 72271 LANO EQUIPMENT OF LORETTO   | 09/18/26   | \$301.56           | PW Narrow Belt                                       |
| 72272 MEDICA                      | 09/18/26   | \$3,803.08         | MEDICAL INS - Oct 2026                               |
| 72273 MILOW ELECTRIC, INC         | 09/18/26   | \$290.00           | Electrical Repairs in the LMCC Rental Space          |
| 72274 MN VALLEY TESTING LAB       | 09/18/26   | \$59.96            | Monthly Chlorine Report                              |
| 72275 MN LIFE INSURANCE CO        | 09/18/26   | \$17.80            | LIFE INS - Oct 2026                                  |
| 72276 SIR LINES-A-LOT             | 09/18/26   | \$1,245.00         | Parking Lot Striping; City Hall                      |
| 72277 SIR LINES-A-LOT             | 09/18/26   | \$4,131.70         | Street Striping; Solid Lines and Crosswalks          |
| 72278 TIMESAVER OFF SITE          | 09/18/26   | \$302.50           | 09/01/26 City Council Meeting/Work Session Minutes   |
| 72279 WSB & ASSOCIATES, INC       | 09/18/26   | \$4,162.00         | Lead Service Line; Updates                           |
| 72280 ALBRECHT, ADAM & KERRI      | 09/29/26   | \$77.13            | Refund utility overpayment, Act 01-00000251-03-0     |
| 72281 CENTERPOINT ENERGY          | 09/29/26   | \$22.94            | Gas Charges - (08/19/26-09/18/26) 25 Apple Glen      |
| 72282 CITY OF WAYZATA             | 09/29/26   | \$29,209.00        | Police Services - Oct 2026                           |
| 72283 COLONIAL LIFE               | 09/29/26   | \$101.27           | Opl Adl Insurance - Oct 2026                         |
| 72284 KLEIN UNDERGROUND, LLC      | 09/29/26   | \$2,419.00         | Culvert/Driveway Repair - 249 Lakeview Ave           |
| 72285 LANO EQUIPMENT OF LORETTO   | 09/29/26   | \$347.14           | PW Equipment Parts and Weed Eater Head               |
| 72286 MACQUEEN                    | 09/29/26   | \$106.56           | PW-Street Sweeper Dirt Shoe Runner                   |
| 72287 MADISON NATIONAL LIFE       | 09/29/26   | \$50.40            | STD Insurance - Oct 2026                             |
| 72288 MEDIACOM                    | 09/29/26   | \$68.41            | FINAL PW Internet Services - (09/26/26-10/03/26)     |
| 72289 MIDCO BUSINESS              | 09/29/26   | \$372.30           | CH Internet Services - 09/17/26-10/16/26             |
| 72290 MILOW ELECTRIC, INC         | 09/29/26   | \$265.18           | Electrical Repairs on City Hall ADA Doors            |
| 72291 ODP Business Solutions, LLC | 09/29/26   | \$246.62           | CH Custodial Supplies; TP, Tissue, Plates, Cups, Etc |
| 72292 Performance Petroleum       | 09/29/26   | \$996.51           | Purus 1/55 Gal Diesel Fuel                           |
| 72293 XCEL ENERGY                 | 09/29/26   | \$318.30           | Steet Lights - 1070 W Wayzata Blvd                   |
| <b>Total Checks</b>               |            | <b>\$49,842.17</b> |                                                      |

### 10100 GENERAL FUND CASH

|                             |                    |
|-----------------------------|--------------------|
| 101 GENERAL FUND            | \$43,002.00        |
| 601 WATER FUND              | \$2,145.35         |
| 602 SANITARY SEWER FUND     | \$1,974.35         |
| 603 SURFACE WATER MGMT FUND | \$1,448.22         |
| 700 BUILDING PERMIT ESCROWS | \$1,272.25         |
|                             | <b>\$49,842.17</b> |



## CITY OF LONG LAKE

**\*Check Detail Register©**

Checks 72268-72293

| Check #                        | Check Date | Vendor Name                        | Amount     | Invoice     | Comment                                     |
|--------------------------------|------------|------------------------------------|------------|-------------|---------------------------------------------|
| <b>10100 GENERAL FUND CASH</b> |            |                                    |            |             |                                             |
| <b>72268</b>                   | 09/18/26   | <b>DELTA DENTAL</b>                |            |             |                                             |
| E 101-41500-1310               |            | Employer Paid Health Insu          | \$109.34   | CNS0002274  | Dental Insurance - Oct 2026                 |
| E 101-43050-1310               |            | Employer Paid Health Insu          | \$72.88    | CNS0002274  | Dental Insurance - Oct 2026                 |
| E 601-49400-1310               |            | Employer Paid Health Insu          | \$20.82    | CNS0002274  | Dental Insurance - Oct 2026                 |
| E 602-49450-1310               |            | Employer Paid Health Insu          | \$15.62    | CNS0002274  | Dental Insurance - Oct 2026                 |
| E 603-43150-1310               |            | Employer Paid Health Insu          | \$15.62    | CNS0002274  | Dental Insurance - Oct 2026                 |
| G 101-21706                    |            | FlexPlan - Ins Prem                | \$26.03    | CNS0002274  | Dental Insurance - Oct 2026                 |
|                                |            | Total                              | \$260.31   |             |                                             |
| <b>72269</b>                   | 09/18/26   | <b>ECM PUBLISHERS, INC.</b>        |            |             |                                             |
| E 601-49400-3510               |            | Legal Notices Publishing           | \$67.50    | 1113691     | Public Hearing - 10/6 Proposed Assessments  |
|                                |            | Total                              | \$67.50    |             |                                             |
| <b>72270</b>                   | 09/18/26   | <b>KD &amp; CO. RECYCLING INC.</b> |            |             |                                             |
| E 601-49400-4065               |            | Water Main Break                   | \$300.00   | 37280       | Clean Asphalt Dumping                       |
| E 101-45200-2255               |            | Tree Removal                       | \$300.00   | 37280       | Tree Stump Dumping                          |
|                                |            | Total                              | \$600.00   |             |                                             |
| <b>72271</b>                   | 09/18/26   | <b>LANO EQUIPMENT OF LORETTO</b>   |            |             |                                             |
| E 101-43000-4040               |            | Equipment Maintenance/R            | \$43.49    | 01-1265987  | PW Narrow Belt                              |
| E 601-49400-2150               |            | Shop Supplies                      | \$53.98    | 03-1265562  | PW Chain Saw Chain                          |
| E 602-49450-2150               |            | Shop Supplies                      | \$71.94    | 03-1265562  | PW Chain Saw Blades                         |
| E 101-43000-4040               |            | Equipment Maintenance/R            | \$67.40    | 03-1265562  | PW Oil and DEF Fluid                        |
| E 601-49400-2150               |            | Shop Supplies                      | \$64.75    | 03-1266591  | PW Chop Saw Blades                          |
|                                |            | Total                              | \$301.56   |             |                                             |
| <b>72272</b>                   | 09/18/26   | <b>MEDICA</b>                      |            |             |                                             |
| E 101-41500-1310               |            | Employer Paid Health Insu          | \$1,623.91 | 88510651409 | MEDICAL INS - Oct 2026                      |
| E 101-43050-1310               |            | Employer Paid Health Insu          | \$1,049.30 | 88510651409 | MEDICAL INS - Oct 2026                      |
| E 601-49400-1310               |            | Employer Paid Health Insu          | \$290.80   | 88510651409 | MEDICAL INS - Oct 2026                      |
| E 602-49450-1310               |            | Employer Paid Health Insu          | \$218.10   | 88510651409 | MEDICAL INS - Oct 2026                      |
| E 603-43150-1310               |            | Employer Paid Health Insu          | \$218.10   | 88510651409 | MEDICAL INS - Oct 2026                      |
| G 101-21706                    |            | FlexPlan - Ins Prem                | \$402.87   | 88510651409 | MEDICAL INS - Oct 2026                      |
|                                |            | Total                              | \$3,803.08 |             |                                             |
| <b>72273</b>                   | 09/18/26   | <b>MILOW ELECTRIC, INC</b>         |            |             |                                             |
| E 101-41942-4010               |            | Building Maintenance & R           | \$290.00   | 43758       | Electrical Repairs in the LMCC Rental Space |
|                                |            | Total                              | \$290.00   |             |                                             |
| <b>72274</b>                   | 09/18/26   | <b>MN VALLEY TESTING LAB</b>       |            |             |                                             |
| E 601-49400-3825               |            | Water Testing/Reporting E          | \$59.96    | 1375512     | Monthly Chlorine Report                     |
|                                |            | Total                              | \$59.96    |             |                                             |
| <b>72275</b>                   | 09/18/26   | <b>MN LIFE INSURANCE CO</b>        |            |             |                                             |
| E 101-41500-1310               |            | Employer Paid Health Insu          | \$8.10     | 62570027    | LIFE INS - Oct 2026                         |
| E 101-43050-1310               |            | Employer Paid Health Insu          | \$4.04     | 62570027    | LIFE INS - Oct 2026                         |
| E 601-49400-1310               |            | Employer Paid Health Insu          | \$1.62     | 62570027    | LIFE INS - Oct 2026                         |
| E 602-49450-1310               |            | Employer Paid Health Insu          | \$1.22     | 62570027    | LIFE INS - Oct 2026                         |
| E 603-43150-1310               |            | Employer Paid Health Insu          | \$1.22     | 62570027    | LIFE INS - Oct 2026                         |



## CITY OF LONG LAKE

**\*Check Detail Register©**

Checks 72268-72293

| Check #          | Check Date | Vendor Name                       | Amount      | Invoice     | Comment                                                        |
|------------------|------------|-----------------------------------|-------------|-------------|----------------------------------------------------------------|
| G 101-21710      |            | Other Deductions                  | \$1.60      | 62570027    | LIFE INS - Oct 2026                                            |
|                  |            | Total                             | \$17.80     |             |                                                                |
| <b>72276</b>     | 09/18/26   | <b>SIR LINES-A-LOT</b>            |             |             |                                                                |
| E 101-41940-4015 |            | Grounds Maintenance               | \$415.00    | PL26-1081-0 | Parking Lot Striping; City Hall                                |
| E 101-45200-4015 |            | Grounds Maintenance               | \$510.00    | PL26-1081-0 | Parking Lot Striping; Nelson Lakeside Park                     |
| E 101-45200-4015 |            | Grounds Maintenance               | \$320.00    | PL26-1081-0 | Parking Lot Striping; Holbrook Park                            |
|                  |            | Total                             | \$1,245.00  |             |                                                                |
| <b>72277</b>     | 09/18/26   | <b>SIR LINES-A-LOT</b>            |             |             |                                                                |
| E 101-43100-2240 |            | Street Maint Materials            | \$4,131.70  | H26-1060-00 | Street Striping; Solid Lines and Crosswalks                    |
|                  |            | Total                             | \$4,131.70  |             |                                                                |
| <b>72278</b>     | 09/18/26   | <b>TIMESAVER OFF SITE</b>         |             |             |                                                                |
| E 101-41500-3000 |            | Professional Services             | \$302.50    | 32952       | 09/01/26 City Council Meeting/Work Session Minutes             |
|                  |            | Total                             | \$302.50    |             |                                                                |
| <b>72279</b>     | 09/18/26   | <b>WSB &amp; ASSOCIATES, INC</b>  |             |             |                                                                |
| E 601-49400-3030 |            | Engineering Fees                  | \$1,203.75  | R-031349-00 | Lead Service Line; Updates                                     |
| G 700-29299      |            | 455 Willow TMobile Tower          | \$64.88     | R-031349-00 | T-Mobile (445 Willow) Cell Tower Building Permit               |
| G 700-29321      |            | 1345 Wayz-Crown Cell To           | \$64.87     | R-031349-00 | Crown Castle (1345 W Wayzata) Cell Tower Building Permit       |
| G 700-29287      |            | 1040 Old LongLake(Lot4)           | \$1,142.50  | R-031349-00 | 1040 Old Long Lake - Lot 4; NPDES Inspections                  |
| E 101-41910-3032 |            | General Planning                  | \$45.25     | R-031579-00 | General Planning; St George Monument Sign                      |
| E 602-49450-3030 |            | Engineering Fees                  | \$1,640.75  | R-035575-00 | Sanitary Sewer Lining; BID Spec Updates, Advertising, QAQC,Etc |
|                  |            | Total                             | \$4,162.00  |             |                                                                |
| <b>72280</b>     | 09/29/26   | <b>ALBRECHT, ADAM &amp; KERRI</b> |             |             |                                                                |
| E 601-49400-4320 |            | Utility Overpmts/Uncollect        | \$77.13     | 251-03-0    | Refund utility overpayment, Act 01-00000251-03-0               |
|                  |            | Total                             | \$77.13     |             |                                                                |
| <b>72281</b>     | 09/29/26   | <b>CENTERPOINT ENERGY</b>         |             |             |                                                                |
| E 602-49450-3830 |            | Natural Gas Expense               | \$22.94     | 106679608-9 | Gas Charges - (08/19/26-09/18/26) 25 Apple Glen                |
|                  |            | Total                             | \$22.94     |             |                                                                |
| <b>72282</b>     | 09/29/26   | <b>CITY OF WAYZATA</b>            |             |             |                                                                |
| E 101-42110-3130 |            | Subcontracted Police Svcs         | \$29,209.00 | 092126      | Police Services - Oct 2026                                     |
|                  |            | Total                             | \$29,209.00 |             |                                                                |
| <b>72283</b>     | 09/29/26   | <b>COLONIAL LIFE</b>              |             |             |                                                                |
| G 101-21710      |            | Other Deductions                  | \$101.27    | 43698311001 | Opl Adl Insurance - Oct 2026                                   |
|                  |            | Total                             | \$101.27    |             |                                                                |
| <b>72284</b>     | 09/29/26   | <b>KLEIN UNDERGROUND, LLC</b>     |             |             |                                                                |
| E 603-43150-4040 |            | Equipment Maintenance/R           | \$1,209.50  | 249         | Culvert/Driveway Repair - 249 Lakeview Ave                     |
| E 101-43100-4040 |            | Equipment Maintenance/R           | \$1,209.50  | 249         | Culvert/Driveway Repair - 249 Lakeview Ave                     |
|                  |            | Total                             | \$2,419.00  |             |                                                                |
| <b>72285</b>     | 09/29/26   | <b>LANO EQUIPMENT OF LORETTO</b>  |             |             |                                                                |
| E 101-43000-4040 |            | Equipment Maintenance/R           | \$290.70    | 02-1269080  | PW Tool Cat Repairs-Battery Cable Loose                        |



## CITY OF LONG LAKE

**\*Check Detail Register©**

Checks 72268-72293

| Check #          | Check Date | Vendor Name                        | Amount      | Invoice     | Comment                                              |
|------------------|------------|------------------------------------|-------------|-------------|------------------------------------------------------|
| E 101-43050-2150 |            | Shop Supplies                      | \$56.44     | 03-1268390  | PW Equipment Parts and Weed Eater Head               |
|                  |            | Total                              | \$347.14    |             |                                                      |
| <b>72286</b>     | 09/29/26   | <b>MACQUEEN</b>                    |             |             |                                                      |
| E 101-43000-4040 |            | Equipment Maintenance/R            | \$106.56    | INV25594    | PW-Street Sweeper Dirt Shoe Runner                   |
|                  |            | Total                              | \$106.56    |             |                                                      |
| <b>72287</b>     | 09/29/26   | <b>MADISON NATIONAL LIFE</b>       |             |             |                                                      |
| E 101-41500-1310 |            | Employer Paid Health Insu          | \$25.20     | 1800092     | STD Insurance - Oct 2026                             |
| E 101-43050-1310 |            | Employer Paid Health Insu          | \$12.60     | 1800092     | STD Insurance - Oct 2026                             |
| E 601-49400-1310 |            | Employer Paid Health Insu          | \$5.04      | 1800092     | STD Insurance - Oct 2026                             |
| E 602-49450-1310 |            | Employer Paid Health Insu          | \$3.78      | 1800092     | STD Insurance - Oct 2026                             |
| E 603-43150-1310 |            | Employer Paid Health Insu          | \$3.78      | 1800092     | STD Insurance - Oct 2026                             |
|                  |            | Total                              | \$50.40     |             |                                                      |
| <b>72288</b>     | 09/29/26   | <b>MEDIACOM</b>                    |             |             |                                                      |
| E 101-41942-3275 |            | Internet                           | \$68.41     | 91316       | FINAL PW Internet Services - (09/26/26-10/03/26)     |
|                  |            | Total                              | \$68.41     |             |                                                      |
| <b>72289</b>     | 09/29/26   | <b>MIDCO BUSINESS</b>              |             |             |                                                      |
| E 101-41940-3275 |            | Internet                           | \$195.65    | 381841201-9 | CH Internet Services - 09/17/26-10/16/26             |
| E 101-41942-3275 |            | Internet                           | \$176.65    | 389102901-9 | PW Internet Services - 09/17/26-10/16/26             |
|                  |            | Total                              | \$372.30    |             |                                                      |
| <b>72290</b>     | 09/29/26   | <b>MILOW ELECTRIC, INC</b>         |             |             |                                                      |
| E 101-41940-4010 |            | Building Maintenance & R           | \$265.18    | 43827       | Electrical Repairs on City Hall ADA Doors            |
|                  |            | Total                              | \$265.18    |             |                                                      |
| <b>72291</b>     | 09/29/26   | <b>ODP Business Solutions, LLC</b> |             |             |                                                      |
| E 101-41940-3840 |            | Custodial & Waste Remov            | \$124.02    | 48301122100 | CH Custodial Supplies; TP, Tissue, Plates, Cups, Etc |
| E 101-41500-2010 |            | Office Supplies                    | \$122.60    | 48301122100 | CH Office Supplies; Paper, Batteries, Clock, Etc     |
|                  |            | Total                              | \$246.62    |             |                                                      |
| <b>72292</b>     | 09/29/26   | <b>Performance Petroleum</b>       |             |             |                                                      |
| E 101-43000-2120 |            | Motor Fuels                        | \$996.51    | 161818      | Purus 1/55 Gal Diesel Fuel                           |
|                  |            | Total                              | \$996.51    |             |                                                      |
| <b>72293</b>     | 09/29/26   | <b>XCEL ENERGY</b>                 |             |             |                                                      |
| E 101-43100-3815 |            | Street Lighting Maint/Elect        | \$37.09     | 996133222   | Steet Lights - 1070 W Wayzata Blvd                   |
| E 101-43100-3815 |            | Street Lighting Maint/Elect        | \$64.21     | 996726773   | Steet Lights - 2129 W Wayzata Blvd                   |
| E 101-43100-3815 |            | Street Lighting Maint/Elect        | \$217.00    | 996726773   | Steet Lights - 1758 W Wayzata Blvd                   |
|                  |            | Total                              | \$318.30    |             |                                                      |
|                  |            | <b>10100</b>                       | \$49,842.17 |             |                                                      |



## CITY OF LONG LAKE

**\*Check Detail Register©**

Checks 72268-72293

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|---------|------------|-------------|--------|---------|---------|
|---------|------------|-------------|--------|---------|---------|

**Fund Summary****10100 GENERAL FUND CASH**

|                             |             |
|-----------------------------|-------------|
| 101 GENERAL FUND            | \$43,002.00 |
| 601 WATER FUND              | \$2,145.35  |
| 602 SANITARY SEWER FUND     | \$1,974.35  |
| 603 SURFACE WATER MGMT FUND | \$1,448.22  |
| 700 BUILDING PERMIT ESCROWS | \$1,272.25  |
|                             | <hr/>       |
|                             | \$49,842.17 |



CITY OF LONG LAKE

\*Check Summary Register©

Checks 3497-3498

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09/29/2026 11:51 AM

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| Name                           |                    | Check Date          | Check Amt                                    |
|--------------------------------|--------------------|---------------------|----------------------------------------------|
| <b>10100 GENERAL FUND CASH</b> |                    |                     |                                              |
| 3497e                          | SPEEDWAY LLC       | 09/24/26            | \$1,235.58 PW Fuel - Sept 2026               |
| 3498e                          | USBANK CREDIT CARD | 09/25/26            | \$3,410.03 Credit Card Purchases - Sept 2026 |
|                                |                    | <b>Total Checks</b> | <b>\$4,645.61</b>                            |
| <b>10100 GENERAL FUND CASH</b> |                    |                     |                                              |
| 101 GENERAL FUND               |                    |                     | \$3,602.71                                   |
| 601 WATER FUND                 |                    |                     | \$743.50                                     |
| 602 SANITARY SEWER FUND        |                    |                     | \$299.40                                     |
|                                |                    |                     | <b>\$4,645.61</b>                            |



## CITY OF LONG LAKE

**\*Check Detail Register©**

Checks 3497-3498

| Check #                        | Check Date | Vendor Name                | Amount            | Invoice   | Comment                                                                                      |
|--------------------------------|------------|----------------------------|-------------------|-----------|----------------------------------------------------------------------------------------------|
| <b>10100 GENERAL FUND CASH</b> |            |                            |                   |           |                                                                                              |
| <b>3497 e</b>                  | 09/24/26   | <b>SPEEDWAY LLC</b>        |                   |           |                                                                                              |
| E 101-43000-2120               |            | Motor Fuels                | \$1,235.58        | 115277396 | PW Fuel - Sept 2026                                                                          |
|                                |            | Total                      | \$1,235.58        |           |                                                                                              |
| <b>3498 e</b>                  | 09/25/26   | <b>USBANK CREDIT CARD</b>  |                   |           |                                                                                              |
| E 101-41500-5700               |            | Office Equip and Furnishin | \$752.99          | 092526    | CH-TJ Office Furniture; Conference Room Table                                                |
| E 101-41500-3090               |            | Software Support           | \$100.80          | 092526    | CH-Google; Company Emails                                                                    |
| E 101-41500-3090               |            | Software Support           | \$15.00           | 092526    | CH-Canva                                                                                     |
| E 101-41942-3210               |            | Telephone                  | \$25.00           | 092526    | PW-Nextivia; VOIP Phone Serivces                                                             |
| E 101-41940-3210               |            | Telephone                  | \$71.17           | 092526    | CH-Nextivia; VOIP Phone Serivces                                                             |
| E 101-41110-3350               |            | Conference/Meetings        | \$65.00           | 092526    | CC-LMC; 2026 MMA Fall Mayor Meet Up                                                          |
| E 101-43050-2150               |            | Shop Supplies              | \$15.00           | 092526    | PW-Ace; Shop Supplies                                                                        |
| E 101-43050-2150               |            | Shop Supplies              | \$83.95           | 092526    | PW-Ace; Deck Screws and Shop Supplies                                                        |
| E 101-43000-2120               |            | Motor Fuels                | \$82.51           | 092526    | PW-Speedway; Fuel                                                                            |
| E 101-45200-3840               |            | Custodial & Waste Remov    | \$199.58          | 092526    | PW-Dog Waste Depot; Dog Trash Bags                                                           |
| E 601-49400-3220               |            | Postage                    | \$36.45           | 092526    | PW-USPS; Mail Flouride Samples                                                               |
| E 602-49450-3090               |            | Software Support           | \$299.40          | 092526    | Sensaphone; AppleGlen Lift Station Monitoring - 2022 Annual Subscription (00:07:F9:00:84:4B) |
| E 601-49400-3220               |            | Postage                    | \$29.98           | 092526    | PW-Ace; Bubble Wrap for Water Sample Mailing                                                 |
| E 601-49400-4040               |            | Equipment Maintenance/R    | \$529.70          | 092526    | PW-Batteries Plus; Battery for Well 2 Backup Generator                                       |
| E 601-49400-3220               |            | Postage                    | \$84.83           | 092526    | PW-FedEx; Mail Water Samples                                                                 |
| E 601-49400-4040               |            | Equipment Maintenance/R    | \$22.57           | 092526    | PW-Ace Well House Furnance Filter and Empty Paint Can                                        |
| E 101-43050-4040               |            | Equipment Maintenance/R    | \$374.98          | 092526    | PW-TOLL; Welding Gun Replacement Handle, Nozzle, and Cleaner                                 |
| E 101-43050-4170               |            | Uniforms                   | \$150.00          | 092526    | PW-TOLL; Helmets                                                                             |
| E 101-41940-4010               |            | Building Maintenance & R   | \$39.97           | 092526    | CH-Ace; Office Paint Supplies                                                                |
| E 101-41940-4010               |            | Building Maintenance & R   | \$24.46           | 092526    | CH-HomeDepot; Office Paint Supplies                                                          |
| E 601-49400-2150               |            | Shop Supplies              | \$39.97           | 092526    | PW-HomeDepot; Saw Blade and Prunning Blade                                                   |
| E 101-41940-4010               |            | Building Maintenance & R   | \$27.97           | 092526    | CH-Ace; Office Paint Supplies                                                                |
| E 101-41940-4010               |            | Building Maintenance & R   | \$25.97           | 092526    | CH-Ace; Office Paint Supplies                                                                |
| E 101-43000-4040               |            | Equipment Maintenance/R    | \$218.78          | 092526    | PW-Napa; Battery, Brake Part, Motor Tuneup, Steering Fluid, Etc                              |
| E 101-43000-2120               |            | Motor Fuels                | \$94.00           | 092526    | PW-Speedway; Fuel                                                                            |
|                                |            | Total                      | \$3,410.03        |           |                                                                                              |
|                                |            | <b>10100</b>               | <b>\$4,645.61</b> |           |                                                                                              |

## Fund Summary

**10100 GENERAL FUND CASH**

|                         |                   |
|-------------------------|-------------------|
| 101 GENERAL FUND        | \$3,602.71        |
| 601 WATER FUND          | \$743.50          |
| 602 SANITARY SEWER FUND | \$299.40          |
|                         | <b>\$4,645.61</b> |



# CITY OF LONG LAKE

09/28/2026 Section 6C.

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## Payroll Summary

Pay Group: 06 City Council

Check Date: 10/1/2026 per. 10

| Employee                    | Gross Wage | Federal Gross | State Gross | Federal Tax | State Tax | Local Tax | Social Security | Medicare | Retire | Tax Sheltered | Non-Tax Sheltered | Tips | Reimb. | Net    |
|-----------------------------|------------|---------------|-------------|-------------|-----------|-----------|-----------------|----------|--------|---------------|-------------------|------|--------|--------|
| 000000219 DYVIK, JAHN       | 250.00     | 250.00        | 250.00      |             |           |           | 15.50           | 3.63     |        |               | 1.10              |      |        | 229.77 |
| 000000264 FELDMANN, MICHAEL | 250.00     | 250.00        | 250.00      |             |           |           | 15.50           | 3.63     |        |               | 1.10              |      |        | 229.77 |
| 000000247 KVALE, DEIRDRE    | 250.00     | 250.00        | 250.00      |             |           |           | 15.50           | 3.63     |        |               | 1.10              |      |        | 229.77 |
| 000000246 MINER, CHARLES    | 300.00     | 300.00        | 300.00      |             |           |           | 18.60           | 4.35     |        |               | 1.32              |      |        | 275.73 |
| 000000299 NEWCOMER, TODD    | 250.00     | 250.00        | 250.00      |             |           |           | 15.50           | 3.63     |        |               | 1.10              |      |        | 229.77 |

### 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 | 80.60 |
| Medicare Ded/Ben | 18.87 | 18.87 |

### Others

|               |          |
|---------------|----------|
| Retirement    |          |
| Tax-Sheltered |          |
| Voluntary     | 5.72     |
| Tips          | 0.00     |
| Reimbursement | 0.00     |
| Net           | 1,194.81 |



# CITY OF LONG LAKE

09/14/2026 Section 6C.

Page 1

## Payroll Summary

Pay Group: 01 Bi-Weekly  
Check Date: 9/17/2026 per. 19

| Employee                     | Gross Wage | Federal Gross | State Gross | Federal Tax | State Tax | Local Tax | Social Security | Medicare | Retire | Tax Sheltered | Non-Tax Sheltered | Tips | Reimb. | Net      |
|------------------------------|------------|---------------|-------------|-------------|-----------|-----------|-----------------|----------|--------|---------------|-------------------|------|--------|----------|
| 000000309 BJORKLUND, JULIE   | 1,901.60   | 1,778.00      | 1,778.00    | 129.51      | 90.03     |           | 117.90          | 27.57    | 123.60 |               | 8.37              |      |        | 1,404.62 |
| 000000287 DECKER JR, MICHAEL | 1,959.94   | 1,833.84      | 1,833.84    | 161.21      | 93.83     |           | 121.52          | 28.42    | 126.10 |               | 9.07              |      |        | 1,419.79 |
| 000000243 DIERCKS, SEAN      | 4,188.04   | 3,915.82      | 3,915.82    | 594.63      | 235.41    |           | 259.66          | 60.73    | 272.22 |               | 18.43             |      |        | 2,746.96 |
| 000000306 KIEPER, JASON      | 3,376.25   | 3,186.07      | 3,186.07    | 274.17      | 151.05    |           | 209.33          | 48.96    | 190.18 |               | 14.86             |      |        | 2,487.70 |
| 000000091 MOELLER, JEANETTE  | 3,768.98   | 3,326.05      | 3,326.05    | 271.13      | 146.70    |           | 221.40          | 51.78    | 244.98 | 197.95        | 16.58             |      |        | 2,618.46 |
| 000000252 NOWEZKI, AMANDA    | 4,570.31   | 4,080.68      | 4,080.68    | 762.71      | 251.00    |           | 282.38          | 66.04    | 523.91 | 15.72         | 51.13             |      |        | 2,617.42 |

### 941 Deposit

|                 |            |
|-----------------|------------|
| Federal Tax     | \$2,193.36 |
| Medicare        | \$567.00   |
| Social Security | \$2,424.38 |
| Advanced EIC    | None       |
| Total Deposit   | \$5,184.74 |

### Pay Summary

|               |           |
|---------------|-----------|
| Gross         | 19,765.12 |
| Federal Gross | 18,120.46 |
| State Gross   | 18,120.46 |
| FICA Gross    | 19,551.45 |

### Tax Summary

|                  |          |          |
|------------------|----------|----------|
| Federal Tax      | 2,193.36 |          |
| State Tax        | 968.02   |          |
| Local Tax        |          |          |
| FICA Ded/Ben     | 1,212.19 | 1,212.19 |
| Medicare Ded/Ben | 283.50   | 283.50   |

### Others

|               |           |
|---------------|-----------|
| Retirement    | 1,480.99  |
| Tax-Sheltered | 213.67    |
| Voluntary     | 118.44    |
| Tips          | 0.00      |
| Reimbursement | 0.00      |
| Net           | 13,294.95 |



# CITY OF LONG LAKE

09/28/2020 Section 6C.

Page 1

## Payroll Summary

Pay Group: 01 Bi-Weekly  
Check Date: 10/1/2026 per. 20

| Employee                     | Gross Wage | Federal Gross | State Gross | Federal Tax | State Tax | Local Tax | Social Security | Medicare | Retire | Tax Sheltered | Non-Tax Sheltered | Tips | Reimb. | Net      |
|------------------------------|------------|---------------|-------------|-------------|-----------|-----------|-----------------|----------|--------|---------------|-------------------|------|--------|----------|
| 000000309 BJORKLUND, JULIE   | 1,901.60   | 1,778.00      | 1,778.00    | 129.51      | 90.03     |           | 117.90          | 27.57    | 123.60 |               | 8.37              |      |        | 1,404.62 |
| 000000287 DECKER JR, MICHAEL | 2,090.01   | 1,955.46      | 1,955.46    | 175.81      | 102.10    |           | 129.58          | 30.31    | 134.55 |               | 9.65              |      |        | 1,508.01 |
| 000000243 DIERCKS, SEAN      | 4,188.04   | 3,915.82      | 3,915.82    | 594.63      | 235.41    |           | 259.66          | 60.73    | 272.22 |               | 18.43             |      |        | 2,746.96 |
| 000000306 KIEPER, JASON      | 3,303.71   | 3,118.25      | 3,118.25    | 266.04      | 146.44    |           | 204.83          | 47.90    | 185.46 |               | 14.54             |      |        | 2,438.50 |
| 000000091 MOELLER, JEANETTE  | 3,768.98   | 3,326.05      | 3,326.05    | 271.13      | 146.70    |           | 221.40          | 51.78    | 244.98 | 197.95        | 16.58             |      |        | 2,618.46 |
| 000000252 NOWEZKI, AMANDA    | 4,570.31   | 4,080.68      | 4,080.68    | 762.71      | 251.00    |           | 282.38          | 66.04    | 523.91 | 15.72         | 51.13             |      |        | 2,617.42 |

### 941 Deposit

|                 |            |
|-----------------|------------|
| Federal Tax     | \$2,199.83 |
| Medicare        | \$568.66   |
| Social Security | \$2,431.50 |
| Advanced EIC    | None       |
| Total Deposit   | \$5,199.99 |

### Pay Summary

|               |           |
|---------------|-----------|
| Gross         | 19,822.65 |
| Federal Gross | 18,174.26 |
| State Gross   | 18,174.26 |
| FICA Gross    | 19,608.98 |

### Tax Summary

|                  |          |          |
|------------------|----------|----------|
| Federal Tax      | 2,199.83 |          |
| State Tax        | 971.68   |          |
| Local Tax        |          |          |
| FICA Ded/Ben     | 1,215.75 | 1,215.75 |
| Medicare Ded/Ben | 284.33   | 284.33   |

### Others

|               |           |
|---------------|-----------|
| Retirement    | 1,484.72  |
| Tax-Sheltered | 213.67    |
| Voluntary     | 118.70    |
| Tips          | 0.00      |
| Reimbursement | 0.00      |
| Net           | 13,333.97 |



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

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

**MEETING DATE / October 6, 2026**

**SUBJECT:** Approve a Temporary On Sale Liquor License and an Application for Exempt Permit for the 2026 Day of the Dead Celebration at the Church of St. George

**Prepared By:** Jeanette Moeller, City Clerk

**Report Date:** 9/30/2026

### **Recommended City Council Action**

Staff recommends the following:

Motion to approve issuance of a 1 to 4 Day Temporary On Sale Liquor License for the Church of St. George to allow the sale/service of alcoholic beverages during their 2026 Day of the Dead Celebration on Saturday, October 24, 2026; and to approve an Application for Exempt Permit for the Church of St. George to conduct gambling activities including a raffle during the event.

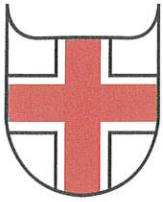
### **Overview / Background**

The Church of St. George has made applications for a 1 to 4 Day Temporary On Sale Liquor License to permit the sale/service of alcoholic beverages, and for an Application for Exempt Permit to allow the Church to conduct gambling activities including a raffle at their 2026 'Day of the Dead Celebration'. This event will be held on Saturday, October 24 from 5:00 pm to 8:00 pm and will feature a traditional Mexican dinner with entertainment.

Staff recommends approval of the temporary liquor license and gambling activities permit as requested.

### **Supporting Information**

- Event narrative letter and event flier for the Day of the Dead Celebration
- Application for 1 to 4 Day Temporary On Sale Liquor License form
- Application for Exempt Permit form



# THE CHURCH OF ST. GEORGE

Section 6D.

133 NORTH BROWN ROAD • LONG LAKE, MINNESOTA 55356 • (952) 473-1247



September 16, 2026

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

Dear Jeanette,

I am submitting our applications for the Day of the Dead celebration 2026 for consideration by the city. Enclosed are: the event flier, gambling application, Certificate of Good Standing, liquor license application and liquor license fee. I very much appreciate your assistance in helping me through this process.

The Day of the Dead celebration will be held in the Community Center and Fireside Room of the Church of St. George on Saturday, October 24 from 5pm-8:00pm. The event will include a traditional Mexican dinner and entertainment. There will also be a raffle and raffle drawing at the conclusion of the event. Alcohol will be available for purchase and IDs will be checked.

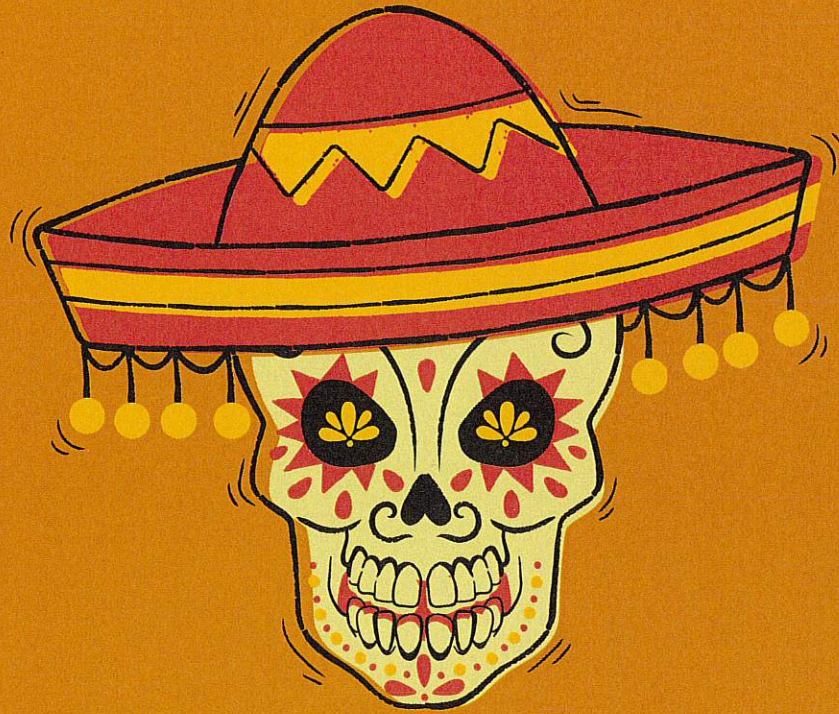
If you have questions, you may contact:

Sara Dore: 952-473-1247, Parish Staff, Church of St. George

Thank you for your assistance. Let me know if you need any further information.

Many thanks and God Bless,

Sara Dore  
Parish Secretary



# Day of the Dead

Saturday, October 24th  
5:00pm

**AUTHENTIC MEXICAN DINNER  
RAFFLE WITH \$500 CASH PRIZE**

**CHURCH OF ST. GEORGE  
133 NORTH BROWN RD, LONG LAKE**



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
651-201-7507 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Section 6D.

|                                    |  |                                                                                                                                                           |           |                   |  |
|------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------------|--|
| Name of organization               |  | Date of organization                                                                                                                                      |           | Tax exempt number |  |
| Church of St George                |  | Jan 1, 1916                                                                                                                                               |           | 41-0797341        |  |
| Organization Address (No PO Boxes) |  | City                                                                                                                                                      | State     | Zip Code          |  |
| 133 N Brown Rd                     |  | Long Lake                                                                                                                                                 | Minnesota | 55356             |  |
| Name of person making application  |  | Business phone                                                                                                                                            |           | Home phone        |  |
| Sara Dore                          |  | 952-473-1247                                                                                                                                              |           |                   |  |
| Date(s) of event                   |  | Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer                                                       |           |                   |  |
| October 24, 2026                   |  | <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit |           |                   |  |
| Organization officer's name        |  | City                                                                                                                                                      | State     | Zip Code          |  |
| FR Shane Stoppel-Wasinger          |  | Long Lake                                                                                                                                                 | Minnesota | 55356             |  |
| Organization officer's name        |  | City                                                                                                                                                      | State     | Zip Code          |  |
| Bill Kottemann                     |  | Long Lake                                                                                                                                                 | Minnesota | 55356             |  |
| Organization officer's name        |  | City                                                                                                                                                      | State     | Zip Code          |  |
| Daren Grothaus                     |  |                                                                                                                                                           | Minnesota | 55364             |  |

Location where permit will be used. If an outdoor area, describe.  
Parish Fireside room/Community Center

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
Catholic Mutual Limited Liquor Liability \$500,00

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

|                                                                                                                    |  |                                         |  |
|--------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------|--|
| CITY OF LONG LAKE                                                                                                  |  | Date Approved                           |  |
| City or County approving the license                                                                               |  |                                         |  |
| \$25.00                                                                                                            |  | Permit Date                             |  |
| Fee Amount                                                                                                         |  |                                         |  |
| Event in conjunction with a community festival <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |  | jmoeller@longlakemn.gov                 |  |
| 1,741                                                                                                              |  | City or County E-mail Address           |  |
| Current population of city                                                                                         |  |                                         |  |
| Jeanette Moeller, City Clerk                                                                                       |  | Signature City Clerk or County Official |  |
| Please Print Name of City Clerk or County Official                                                                 |  |                                         |  |

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event**

**No Temp Applications faxed or mailed. Only emailed.**

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY  
PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY  
CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**

## MINNESOTA LAWFUL GAMBLING

**LG220 Application for Exempt Permit**4/23  
Page 1 of 3

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Church of St George

Previous Gambling Permit Number: X- x-27024-26-029

Minnesota Tax ID Number, if any: 9115209

Federal Employer ID Number (FEIN), if any: 41-0797341

Mailing Address: 133 N Brown Rd

City: Long Lake State: MN Zip: 55356 County: Hennepin

Name of Chief Executive Officer (CEO): Fr Shane Stoppel-Wasinger

CEO Daytime Phone: 952-473-1247 CEO Email: frshane@stgeorgelonglake.org  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): info@stgeorgelonglake.org

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted  
(for raffles, list the site where the drawing will take place): Church of St George

Physical Address (do not use P.O. box): 133 N Brown, Long Lake

Check one:

☒ City: Long Lake Zip: 55356 County: Hennepin

☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): OCTOBER 24, 2026

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LG220 Application for Exempt Permit****LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)****CITY APPROVAL  
for a gambling premises  
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Fr. Shane Stoppel-Wasinger Date: 9/17/2026  
(Signature must be CEO's signature; designee may not sign)

Print Name: Fr Shane Stoppel-Wasinger**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS****Mail application with:**

- \_\_\_\_\_ a copy of your proof of nonprofit status; and
- \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

**Office of the Minnesota Secretary of State  
Certificate of Existence and Registration**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The entity listed below was filed under the chapter of Minnesota Statutes listed below with the Office of the Secretary of State on the date listed below and that this entity or filing is registered at the time this certificate has been issued.

|                              |                          |
|------------------------------|--------------------------|
| Name:                        | The Church of St. George |
| Date Filed:                  | 09/11/1901               |
| File Number:                 | 1629-NPA                 |
| Minnesota Statutes, Chapter: | Not Available            |
| Home Jurisdiction:           | Not Available            |

This certificate has been issued on: 03/04/2026



A handwritten signature in dark ink that reads 'Steve Simon'.

Steve Simon  
Secretary of State  
State of Minnesota



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

### **City of Long Lake**

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

**MEETING DATE / October 6, 2026**

**SUBJECT:** Approve an Application for Exempt Permit for the Church of St. George to Conduct a Raffle at the Annual Holiday Boutique Event

**Prepared By:** Jeanette Moeller, City Clerk

**Report Date:** 10/2/2026

### **Recommended City Council Action**

Staff recommends the following:

Motion to approve an Application for Exempt Permit for the Church of St. George to conduct gambling activities including a raffle during their Saturday, November 21, 2026 Annual Holiday Boutique event, with the raffle drawing to take place on Sunday, November 22, 2026.

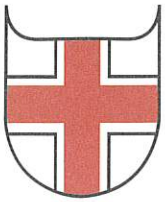
### **Overview / Background**

The Church of St. George has requested approval of a permit to conduct gambling activities, specifically a raffle, during their upcoming 'Annual Holiday Boutique' event to be held on Saturday, November 21, 2026 from 10:00 am to 4:00 pm, with a raffle drawing to occur during a Knights of Columbus breakfast at the Church on Sunday, November 22.

Staff recommends approval of the Church's Application for Exempt Permit as proposed. Upon receipt of Council approval, the Church of St. George will submit their signed Application for Exempt Permit to the Minnesota Gambling Control Board for review and issuance.

### **Supporting Information**

- Event narrative letter and event flier for the Annual Holiday Boutique
- Application for Exempt Permit form



# THE CHURCH OF ST. GEORGE

Section 6E.

133 NORTH BROWN ROAD • LONG LAKE, MINNESOTA 55356 • (952) 473-1247

September 30, 2026

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

Dear Jeanette,

I am submitting our application for a gambling license for a raffle for the Holiday Boutique this year. I very much appreciate your assistance in helping me through this process.

The Holiday Boutique will be held in the Community Center and Fireside Room of the Church of St. George on Saturday, November 21st from 10am-4pm. The event will include craft vendors, a lunch, and a raffle. There will also be a raffle drawing the next morning on Sunday, November 22nd at 10:45am in conjunction with a Knight of Columbus breakfast.

The contact person for the event is:

Sara Dore: 952-473-1247, Parish Staff, Church of St. George

Thank you for your assistance. Let me know if you need any further information.

Many thanks and God Bless,

Sara Dore  
Parish Secretary

# The Church of St. George ANNUAL HOLIDAY BOUTIQUE

## Homemade Baked Goods



## Holiday Shopping



## Homemade Pies



**General Store!**  
**Variety of Vendors!**  
**Children's Choir!**  
**Raffle!**  
**Soup & Sloppy Joe Lunch!**

**Saturday, Nov. 21, 2026**

**10:00AM- 4:00 PM**

**133 N BROWN ROAD, LONG LAKE**

Join us Sunday for the Knights  
of Columbus Pancake Breakfast  
10:00AM -11:00AM

## MINNESOTA LAWFUL GAMBLING

**LG220 Application for Exempt Permit**4/23  
Page 1 of 3

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Church of St George

Previous Gambling Permit Number: X- x-27024-26-029

Minnesota Tax ID Number, if any: 9115209

Federal Employer ID Number (FEIN), if any: 41-0797341

Mailing Address: 133 N Brown Rd

City: Long Lake State: MN Zip: 55356 County: Hennepin

Name of Chief Executive Officer (CEO): Fr Shane Stoppel-Wasinger

CEO Daytime Phone: 952-473-1247 CEO Email: frshane@stgeorgelonglake.org

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): info@stgeorgelonglake.org

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

☐ Fraternal ☒ Religious ☐ Veterans ☐ Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103

Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Church of St George

Physical Address (do not use P.O. box): 133 N Brown, Long Lake

Check one:

☒ City: Long Lake Zip: 55356 County: Hennepin

☐ Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): November 22, 2026

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

## LG220 Application for Exempt Permit

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)****CITY APPROVAL  
for a gambling premises  
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before  
submitting application to the  
Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Fr. Shane Stoppel-Wasinger Date: 9/19/26  
(Signature must be CEO's signature; designee may not sign)

Print Name: Fr Shane Stoppel-Wasinger**REQUIREMENTS****Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS****Mail application with:**

- \_\_\_\_\_ a copy of your proof of nonprofit status; and
- \_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

**Office of the Minnesota Secretary of State  
Certificate of Existence and Registration**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The entity listed below was filed under the chapter of Minnesota Statutes listed below with the Office of the Secretary of State on the date listed below and that this entity or filing is registered at the time this certificate has been issued.

|                              |                          |
|------------------------------|--------------------------|
| Name:                        | The Church of St. George |
| Date Filed:                  | 09/11/1901               |
| File Number:                 | 1629-NPA                 |
| Minnesota Statutes, Chapter: | Not Available            |
| Home Jurisdiction:           | Not Available            |

This certificate has been issued on: 03/04/2026



*Steve Simon*

Steve Simon  
Secretary of State  
State of Minnesota



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

### **City of Long Lake**

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

**MEETING DATE / October 6, 2026**

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

**Prepared By:** Jeanette Moeller, City Clerk

**Report Date:** 9/29/2026

### **Recommended City Council Action**

Staff recommends the following:

Motion to adopt Resolution No. 2026-45 approving issuance of Special Event Permit #S2026-14 for the Birch's on the Lake Fun Run 5K and 10K to be held on October 11, 2026.

### **Overview / Background**

Morgan Jappe, Apple Adventure Racing LLC, has submitted a Special Event Permit application to permit the annual 'Birch's on the Lake Fun Run 5K and 10K' event on Sunday, October 11, 2026 from 11:00 am to 12:30 pm. Participants in the 5K and 10K runs will begin departing Birch's on the Lake at 11:00 am, heading east on the trail alongside Wayzata Boulevard W/CSAH 112 to the Luce Line Trail, running on the Luce Line Trail, and then turning around to return to Birch's on the Lake.

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

### **Supporting Information**

- Resolution No. 2026-45
- Special Event Permit for the Birch's on the Lake Fun Run 5K and 10K, including route maps



**City Council  
Resolution No. 2026-45**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2026-14 FOR THE BIRCH'S ON THE LAKE FUN RUN 5K AND 10K TO BE HELD OCTOBER 11, 2026**

**WHEREAS**, the City has received a Special Event Permit application from Morgan Jappe on behalf of Apple Adventure Racing LLC requesting to hold the annual Birch's on the Lake Fun Run 5K and 10K event on Sunday, October 11, 2026 from 11:00 am to 12:30 pm; and

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

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

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

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

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2026-14 for the Birch's on the Lake Fun Run 5K and 10K to be held on October 11, 2026 contingent on receipt of documentation, agency approvals, and satisfaction of all applicable conditions outlined by the Special Event Permit.

Adopted by the City Council of the City of Long Lake this 6<sup>th</sup> day of October 2026.

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](mailto:jmoeller@longlakemn.gov)

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

FOR OFFICE USE

Section 6F.

Amount Due: \$ 9/30/26  
Date Paid: 9/30/26  
[ ] Check # \_\_\_\_\_  
[x] Credit Card  
[ ] Cash Receipt # \_\_\_\_\_

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

Event Name Birch's on the Lake Fun Run Event - 5k and 10k Course

Describe Location or Area of City Where Event Will Take Place \_\_\_\_\_

Starts and ends at Birch's on the Lake Brewhouse - 1310 Wayzata Blvd, Long Lake, MN 55356

# of Participants Expected to Attend Event 100-150

Describe Any Participation/Entry Fees to be Charged \_\_\_\_\_

\$35 registration fee includes 1 beverage token, swag and donation to nonprofit;

### Event Dates/Times Proposed

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

| Day of Week | Date         | Start Time | End Time |
|-------------|--------------|------------|----------|
| Sunday      | Oct 11, 2026 | 11AM       | 12:30PM  |
|             |              |            |          |
|             |              |            |          |

### Event Type (CHECK ALL THAT APPLY)

[ ] Parade [ ] Festival [x] Run/Walk [ ] Sporting Event [ ] Block Party [ ] Private Party  
[ ] Other, Describe \_\_\_\_\_

### Event Includes (CHECK ALL THAT APPLY)

[ ] Liquor Service [ ] Food Service [ ] Bingo/Raffles [ ] Live Music [ ] Amplified Audio  
[ ] Animals [x] Pedestrians/Runners [ ] Bicycles [ ] Floats [ ] Motor Vehicles, # Expected \_\_\_\_\_  
[ ] Other Vehicles, Explain \_\_\_\_\_  
[ ] Games, Amusement Devices or Carnival Equipment, Describe \_\_\_\_\_

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

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

[ ] No

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

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

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

n/a

**Site Map and Detailed Description of Event Required**

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

**Insurance Carrier for Event**

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

Name of Insurance Carrier Gaslamp Insurance Services  
DBA Event Helper Insurance Services  
Evanston Insurance Company Policy Number 3DS5477-M4481293

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

Full Name Morgan Portz Daytime Phone 612-791-6553

Alternate Phone \_\_\_\_\_ Email Address morgan@breweryrunningseries.com

Street Address 1138 Marshall Ave

City / State / Zip St Paul MN 55104

**Organization Information**

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

Mailing Address 6674 Cortlawn Cir

City / State / Zip Golden Valley, MN 55426

Phone 612-791-6553 Email Address morgan@breweryrunningseries.com

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

X Signature of Applicant Morgan Portz Date 9/1/26

**\*\*\*\* 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**

|                                                       |                          |                       |
|-------------------------------------------------------|--------------------------|-----------------------|
| <input checked="" type="checkbox"/> Public Works      | Staff Initials <u>SD</u> | Date <u>9/30/2026</u> |
| <input checked="" type="checkbox"/> Fire Department   | Staff Initials <u>MA</u> | Date <u>10/1/2026</u> |
| <input checked="" type="checkbox"/> Police Department | Staff Initials <u>JB</u> | Date <u>10/1/2026</u> |

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

City Council Approval Date \_\_\_\_\_ Date of Issuance \_\_\_\_\_ PERMIT #S 2026-14

**Conditions of Permit Approval**

☒ Permit Conditions Detailed in Attached Letter Dated 9/30/2026  
☐ Permit Conditions Listed Below:



September 30, 2026

Morgan Jappe, Event Organizer  
 Apple Adventure Racing, LLC / dba Brewery Running Series  
 6674 Cortlawn Circle S  
 Golden Valley, MN 55426

**RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2026-14**  
 Birch's on the Lake Fun Run 5K and 10K  
 Sunday, October 11, 2026 / 11:00 am – 12:30 pm

Dear Event Organizer:

Your application for a Special Event Permit for the Birch's on the Lake Fun Run 5K and 10K is hereby approved, subject to the conditions listed below. The Wayzata Police Department and its officers, acting on behalf of the City of Long Lake, are empowered to revoke this Special Event Permit at any time for any safety concerns that are not immediately resolved by the permit holder or a representative of the permit holder. This revocation shall cause the immediate cancellation of the event originally authorized by this Permit.

- [ ] The Shoreline Fire Department and Wayzata Police Department, acting on behalf of the City of Long Lake, may impose additional conditions to this Permit by letter or memorandum of the Fire or Police Chief as needed.
- [ ] A Certificate of General Liability Insurance must be submitted to the City Clerk *by no later than Wednesday, October 7.*
- [ ] The 5K and 10 K run routes must be consistent with the route maps submitted as part of the Special Event Permit application. Both the 5K and 10K runs will follow an out and back route departing from Birch's on the Lake heading east via the trail adjacent to Wayzata Boulevard W/CSAH 112, connecting to the Luce Line Trail, running on the Luce Line Trail, and then returning in reverse.
- [ ] The event description indicates that beer will be served at the finish line of the event. Beer may only be distributed at Birch's on the Lake property – no beer may be distributed on any public trail, right-of-way, or roadway. Event participants and attendees may only consume beer on Birch's on the Lake property, and alcoholic beverages are not permitted to leave Birch's on the Lake property at any time.

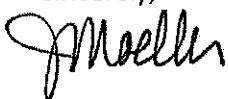
**SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2026-14***Birch's on the Lake Fun Run 5K and 10K - Sunday, October 11, 2026**Page 2 of 2*

- [ ] Participants in the Birch's on the Lake Fun Run 5K and 10K must run on the trails provided and may not utilize Wayzata Boulevard W/CSAH 112 to pass other participants or for any purpose. Runners are to obey all traffic laws and any applicable signage. The event organizer will be responsible for communicating this to event participants. The event organizer is required to contact Wayzata Police Chief Jamie Baker at 952-404-5340 to arrange for any Police assistance the Police Chief (or her designee) deems necessary for the event, particularly for the 10K run route which is proposed to cross County Road 101, and for monitoring beer service at the finish line. Event organizer will be responsible to direct and supervise runners and participants throughout the run route, with personnel utilizing traffic safety vests and/or flags while at their posts.
- [ ] At least 3 days prior to the event date, event organizer is required to post temporary signage (minimum of 2 signs) on Birch's on the Lake property along the trail advising public trail users that 5K and 10K runs will be held on Sunday, October 11 from 11:00 am to 12:30 pm. This temporary signage must be for public advisory to general trail users, and not purposed for event advertising. *Temporary signage must be posted by no later than October 8, 2026, and removed promptly following the event.*
- [ ] Cleanup of any event related debris along the 5K and 10K run routes must be completed immediately after both runs are complete.
- [ ] Any parking on Wayzata Boulevard W/CSAH 112 is prohibited. If the event host site (Birch's on the Lake, 1310 W Wayzata Boulevard) parking lot becomes full, it is a condition of this permit that an overflow parking site be provided, with shuttle or valet service employed between the host site and overflow parking site. Said overflow parking site must be privately owned property, with parking to be permitted by permission of the property owner. Neither Nelson Lakeside Park, nor any Long Lake public streets or park property, may be used for overflow parking purposes.

Please be advised that by acceptance of Special Event Permit #S2026-14, the event organizer/permit holder, on behalf of any and all organizations and private persons, grants authority to operate under the Special Event Permit, and agrees to indemnify and hold harmless the City of Long Lake from all claims arising from said event. The permit holder, all organizations and private persons exercising authority under this Permit, do waive and release all claims against the City of Long Lake, its officers or employees for any damage to person or property arising from the exercise of privileges granted by this Permit and agrees to hold harmless the City of Long Lake, its employees and officers from any such claim.

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

Sincerely,

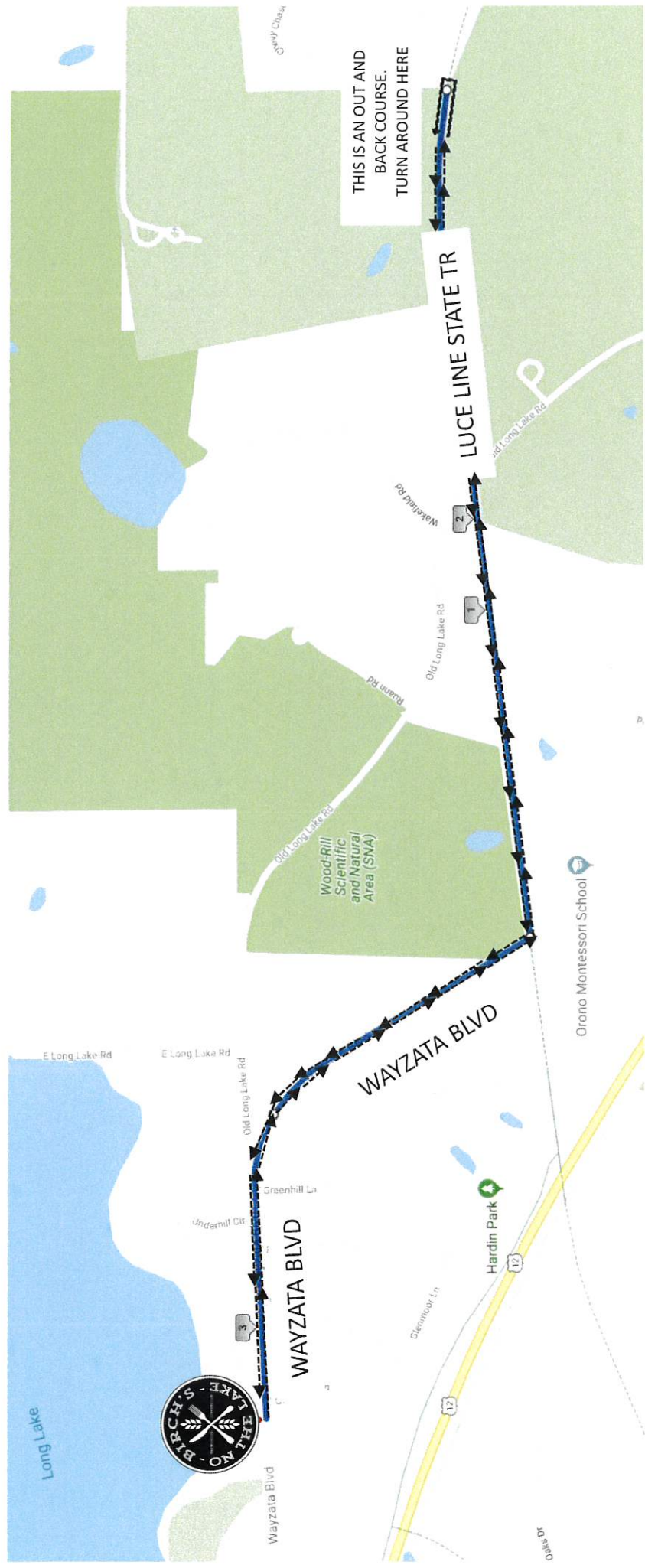


Jeanette Moeller  
City Clerk

# THE COURSE @ BIRCH'S ON THE LAKE



## 5K COURSE



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

Section 6F.

# THE COURSE @ BIRCH'S ON THE LAKE



## 10K COURSE



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

Section 6F.

# THE TAPROOM @ BIRCH'S ON THE LAKE

SEPT 22, 2024



## PARTNERS ON SITE

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

THANK YOU:



## BE ACTIVE. HAVE FUN. GIVE BACK!

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



TOUCHSTONE  
mental health

## RUN FOR BEER



MINNESOTA BREWERY RUNNING SERIES

[www.breweryrunningseries.com/minnesota](http://www.breweryrunningseries.com/minnesota)

@MNBreweryRun #RunForBeerMN



RUNCENTIVE

TURN YOUR 5k  
>>> INTO \$5K



SCAN ME

Section 6F.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (M) Section 6F.  
09/17/2026

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).

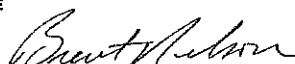
|                                                                                  |                                     |                                                    |                       |
|----------------------------------------------------------------------------------|-------------------------------------|----------------------------------------------------|-----------------------|
| <b>PRODUCER</b>                                                                  |                                     | <b>CONTACT NAME:</b> Event Helper Customer Service |                       |
|  | Gaslamp Insurance Services          | <b>PHONE (A/C, No, Ext):</b> (855) 493-8368        | <b>FAX (A/C, No):</b> |
|                                                                                  | DBA Event Helper Insurance Services | <b>E-MAIL ADDRESS:</b> info@theeventhelper.com     |                       |
|                                                                                  | PO Box 1549                         |                                                    |                       |
|                                                                                  | Grass Valley CA 95945               | <b>INSURER(S) AFFORDING COVERAGE</b>               |                       |
|                                                                                  |                                     | <b>INSURER A:</b> Evanston Insurance Company       | <b>NAIC #</b> 35378   |
|                                                                                  |                                     | <b>INSURER B:</b>                                  |                       |
|                                                                                  |                                     | <b>INSURER C:</b>                                  |                       |
|                                                                                  |                                     | <b>INSURER D:</b>                                  |                       |
|                                                                                  |                                     | <b>INSURER E:</b>                                  |                       |
|                                                                                  |                                     | <b>INSURER F:</b>                                  |                       |

**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.

| INSR LTR | TYPE OF INSURANCE                                                                                         | ADDL INSD                                     | SUBR WVD | POLICY NUMBER    | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                               |
|----------|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------|----------|------------------|-------------------------|-------------------------|----------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY                                          |                                               |          | 3DS5477-M4481293 | SEE BELOW<br>12:01 AM   | SEE BELOW<br>12:01 AM   | EACH OCCURRENCE \$ 2,000,000                                         |
|          | <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR                            |                                               |          |                  |                         |                         | DAMAGE TO RENTED PREMISES \$ 100,000                                 |
|          | <input checked="" type="checkbox"/> Host Liquor Liability                                                 |                                               |          |                  |                         |                         | MED EXP (Any one person) \$ 5,000                                    |
|          | <input type="checkbox"/> Retail Liquor Liability                                                          |                                               |          |                  |                         |                         | PERSONAL & ADV INJURY \$ 2,000,000                                   |
|          | GEN'L AGGREGATE LIMIT APPLIES PER:                                                                        |                                               |          |                  |                         |                         | GENERAL AGGREGATE \$ 3,000,000                                       |
|          | <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC |                                               |          |                  |                         |                         | PRODUCTS - COMP/OP AGG \$ 2,000,000                                  |
|          | OTHER:                                                                                                    |                                               |          |                  |                         |                         | Deductible \$ 1,000                                                  |
|          | <b>AUTOMOBILE LIABILITY</b>                                                                               |                                               |          |                  |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$                               |
|          | <input type="checkbox"/> ANY AUTO                                                                         |                                               |          |                  |                         |                         | BODILY INJURY (Per person) \$                                        |
|          | <input type="checkbox"/> OWNED AUTOS ONLY                                                                 | <input type="checkbox"/> SCHEDULED AUTOS      |          |                  |                         |                         | BODILY INJURY (Per accident) \$                                      |
|          | <input type="checkbox"/> HIRED AUTOS ONLY                                                                 | <input type="checkbox"/> NON-OWNED AUTOS ONLY |          |                  |                         |                         | PROPERTY DAMAGE (Per accident) \$                                    |
|          | <input type="checkbox"/> UMBRELLA LIAB                                                                    | <input type="checkbox"/> OCCUR                |          |                  |                         |                         | EACH OCCURRENCE \$                                                   |
|          | <input type="checkbox"/> EXCESS LIAB                                                                      | <input type="checkbox"/> CLAIMS-MADE          |          |                  |                         |                         | AGGREGATE \$                                                         |
|          | <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$                                        |                                               |          |                  |                         |                         | \$                                                                   |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>                                                      |                                               |          |                  |                         |                         | <input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER |
|          | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)                               | <input type="checkbox"/> Y/N                  | N/A      |                  |                         |                         | E.L. EACH ACCIDENT \$                                                |
|          | If yes, describe under DESCRIPTION OF OPERATIONS below                                                    |                                               |          |                  |                         |                         | E.L. DISEASE - EA EMPLOYEE \$                                        |
|          |                                                                                                           |                                               |          |                  |                         |                         | E.L. DISEASE - POLICY LIMIT \$                                       |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Certificate holder listed below is named as additional insured per attached MEGL 2217 01 19. Coverage Date(s): 08/29/2026, 08/30/2026, 09/05/2026, 09/06/2026, 09/12/2026, 09/13/2026, 09/19/2026, 09/20/2026, 09/26/2026, 09/27/2026, 10/03/2026, 10/04/2026, 10/10/2026, 10/11/2026, 10/17/2026, 10/18/2026, 10/24/2026, 10/25/2026, 10/31/2026, 11/01/2026, 11/07/2026, 11/08/2026, 11/14/2026, 11/15/2026, 11/21/2026, 11/22/2026, 11/28/2026, 11/29/2026, 12/05/2026, 12/06/2026 & 12/12/2026 Attendance: 5000, Event Type: Fun Run. Waiver of Subrogation applies per attached CG 24 04 12 19.  
Primary/Non-Contributory wording applies per attached CG 20 01 04 13.

|                                                                 |                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CERTIFICATE HOLDER</b>                                       | <b>CANCELLATION</b>                                                                                                                                                                                                                                                                      |
| City of Long Lake<br>450 Virginia Avenue,<br>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.<br><br>AUTHORIZED REPRESENTATIVE<br> |



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

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

**MEETING DATE / October 6, 2026**

**SUBJECT:** Receive 3rd Quarter 2026 Revenues and Expenditures

**Prepared By:** Amanda Nowezki, City Administrator

**Report Date:** 9/30/2026

### **Recommended City Council Action**

Staff recommends the following:

Motion to receive 3rd Quarter 2026 Revenues and Expenditures as of September 30, 2026 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 3rd quarter 2026 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.

### **Additional Commentary**

Funds are currently on budget for the year with expenses ranging between 67%-81% of budget. Here are some things to note regarding the current fund revenue and expenses:

#### **General Fund (101) Factors:**

- Property tax settlements of approximately \$820,000 will be received in late November.
- A portion of the unbudgeted property insurance premium for Fire Station 1 will be reimbursed by Orono.
- Extensive repairs to the Public Works fleet and the completion of all required DOT inspections.
- Removal of dead ash trees across various parks, trails, and city rights-of-way.
- Down payment of \$13,200 (60%) for the 2027 Hardin Park tennis court resurfacing project.

#### **Enterprise Funds (601/602/603) Notes:**

- Increased engineering fees related to lead service line reporting and the sanitary sewer lining project.
- Annual expenses such as Insurance, bond payments, and depreciation have been recorded.

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**

- 3rd Quarter 2026 Budget Spreadsheets

# FUND BALANCES

AS OF: September 30, 2026

| <u>FUND</u>                       | <u>ACCOUNT</u> | <u>PRIOR YEAR<br/>FUND BALANCE</u> | <u>CURRENT<br/>FUND BALANCE</u> | <u>% of<br/>PY</u> |
|-----------------------------------|----------------|------------------------------------|---------------------------------|--------------------|
| GENERAL FUND                      | G 101-10100    | \$819,631.30                       | \$539,230.57                    | 66%                |
| ECONOMIC DEVELOPMENT              | G 105-10100    | \$73,082.60                        | \$72,910.60                     | 100%               |
| FIRE DEPARTMENT                   | G 205-10100    | \$266,061.73                       | \$161,677.71                    | 61%                |
| PARK DEDICATION FUND              | G 210-10100    | \$86,514.88                        | \$63,630.58                     | 74%                |
| LAKE QUALITY IMPROVEMENT FUND     | G 213-10100    | \$5,000.00                         | \$7,000.00                      | 140%               |
| CHARITABLE GAMBLING               | G 225-10100    | \$33,179.99                        | \$51,477.13                     | 155%               |
| TAX INCREMENT FUNDS (#1-6/#1-9)   | G 38_-10100    | \$989,820.16                       | \$54,613.54                     | 6%                 |
| DEBT SERVICE FUNDS (2016A, 2017A) | G 39_-10100    | \$22,053.47                        | \$67,903.37                     | 308%               |
| CAPITAL PROJECT FUND              | G 401-10100    | \$3,363,178.09                     | \$1,811,414.78                  | 54%                |
| PAVEMENT MGMT IMPROVEMENT FUND    | G 420-10100    | \$485,546.23                       | \$1,712,453.39                  | 353%               |
| SEALCOATING/PATCHING FUND         | G 421-10100    | \$180.24                           | \$30,180.24                     | 100%               |
| FLEET CAPITAL FUND                | G 430-10100    | \$0.00                             | \$100,695.62                    | 100%               |
| CITY FACILITIES CAPITAL FUND      | G 440-10100    | \$0.00                             | \$67,077.53                     | 100%               |
| PARKS/TRAILS CAPITAL FUND         | G 452-10100    | \$0.00                             | \$142,884.30                    | 100%               |
| FIRE CAPITAL FUND                 | G 462-10100    | (\$109,180.21)                     | \$14,859.58                     | 100%               |
| WATER FUND                        | G 601-10100    | \$1,192,740.04                     | \$1,268,274.93                  | 106%               |
| SANITARY SEWER FUND               | G 602-10100    | \$349,303.91                       | \$820,446.94                    | 235%               |
| SURFACE WATER MGMT FUND           | G 603-10100    | \$198,402.48                       | \$222,300.22                    | 112%               |
| RECYCLING FUND                    | G 604-10100    | \$18,856.98                        | \$33,413.30                     | 177%               |
| BUILDING PERMIT ESCROWS           | G 700-10100    | \$18,751.22                        | \$39,935.93                     | 213%               |
| SANITARY SEWER LINING PROJ        | G 802-10100    | \$0.00                             | \$593,565.66                    | 100%               |
| <b>TOTAL CITY BALANCE</b>         |                | <b>\$7,813,123</b>                 | <b>\$7,875,946</b>              | <b>101%</b>        |

## INVESTMENT ACCOUNTS

\$7,515,877.86

## CHECKING ACCOUNT

\$360,068.06

**\$7,875,946**

# 2026 Quarterly Budget Spreadsheet-General Fund (101)

**AS OF: September 30, 2026**

|                          | Budget         | Year to Date          | Difference   | Percent of Budget |
|--------------------------|----------------|-----------------------|--------------|-------------------|
| Total YTD Revenues       | \$1,929,000.00 | \$1,081,403.65        | \$847,596.35 | 56.1%             |
| Total YTD Expenses       | \$1,929,000.00 | \$1,534,096.51        | \$394,903.49 | 79.5%             |
| <b>Total Profit/Loss</b> | <b>\$0.00</b>  | <b>(\$452,692.86)</b> |              |                   |

| Revenues        | General                        | Budget                | Year to Date          | Remaining           | % Revd.      | Note:              |
|-----------------|--------------------------------|-----------------------|-----------------------|---------------------|--------------|--------------------|
| 101-31010       | Current Ad Valorem Taxes       | \$1,667,500.00        | \$845,771.60          | \$821,728.40        | 50.7%        | <i>Semi-Annual</i> |
| 101-31020       | Delinquent Ad Valorem Taxes    | \$0.00                | (\$1,367.20)          | \$1,367.20          | 100.0%       |                    |
| 101-31030       | Current Personal Prop          | \$0.00                | \$2,952.99            | (\$2,952.99)        | 100.0%       |                    |
| 101-31040       | Fiscal Disparities             | \$60,000.00           | \$32,448.23           | \$27,551.77         | 54.1%        | <i>Semi-Annual</i> |
| 101-31900       | Penalties and Interest Del Tax | \$0.00                | (\$124.65)            | \$124.65            | 100.0%       |                    |
| 101-32110       | Liquor Licenses                | \$37,900.00           | \$39,075.00           | (\$1,175.00)        | 103.1%       | <i>Annual</i>      |
| 101-32180       | Other Licenses/Permits         | \$2,000.00            | \$2,825.00            | (\$825.00)          | 141.3%       |                    |
| 101-32181       | Tobacco Licenses               | \$750.00              | \$0.00                | \$750.00            | 0.0%         |                    |
| 101-32182       | Refuse Haulers                 | \$1,200.00            | \$1,200.00            | \$0.00              | 100.0%       | <i>Annual</i>      |
| 101-32210       | Building Permits               | \$44,950.00           | \$40,074.24           | \$4,875.76          | 89.2%        |                    |
| 101-32222       | Permit Plan Review Fee         | \$15,000.00           | \$14,055.67           | \$944.33            | 93.7%        |                    |
| 101-32230       | Plumbing Permits               | \$5,000.00            | \$4,022.25            | \$977.75            | 80.4%        |                    |
| 101-32235       | Heating / Mechanical Permits   | \$5,000.00            | \$3,021.68            | \$1,978.32          | 60.4%        |                    |
| 101-32240       | Animal Licenses                | \$150.00              | \$915.00              | (\$765.00)          | 610.0%       |                    |
| 101-32271       | Sign Permits                   | \$100.00              | \$315.00              | (\$215.00)          | 315.0%       |                    |
| 101-33620       | Other County Grants/Aid        | \$0.00                | \$27,703.00           | (\$27,703.00)       | 100.0%       |                    |
| 101-34001       | Administrative Fees            | \$0.00                | \$175.00              | (\$175.00)          | 100.0%       |                    |
| 101-34103       | Rezoning and Subdivision       | \$0.00                | \$500.00              | (\$500.00)          | 100.0%       |                    |
| 101-34780       | Park Fees                      | \$250.00              | \$1,410.00            | (\$1,160.00)        | 564.0%       |                    |
| 101-34950       | Other Revenues                 | \$0.00                | \$2,259.80            | (\$2,259.80)        | 100.0%       |                    |
| 101-34952       | Rent- Public Works Facility    | \$15,000.00           | \$12,500.00           | \$2,500.00          | 83.3%        |                    |
| 101-35100       | Court Fines                    | \$10,000.00           | \$10,370.20           | (\$370.20)          | 103.7%       |                    |
| 101-36210       | Interest Earnings              | \$16,000.00           | \$6,924.66            | \$9,075.34          | 43.3%        |                    |
| 101-36221       | Verizon                        | \$45,600.00           | \$30,402.48           | \$15,197.52         | 66.7%        |                    |
| 101-36250       | State Permit Surcharge         | \$2,000.00            | \$1,717.50            | \$282.50            | 85.9%        |                    |
| 101-36260       | Refunds & Reimbursements       | \$600.00              | \$423.95              | \$176.05            | 70.7%        |                    |
| 101-36280       | Insurance Claim Reimbursements | \$0.00                | \$1,832.25            | (\$1,832.25)        | 100.0%       |                    |
| <b>Revenues</b> | <b>Total</b>                   | <b>\$1,929,000.00</b> | <b>\$1,081,403.65</b> | <b>\$847,596.35</b> | <b>56.1%</b> |                    |

| Expenses       | City Council                  | Budget      | Year to Date | Remaining | % Spent | Note: |
|----------------|-------------------------------|-------------|--------------|-----------|---------|-------|
| 101-41110-1040 | Council Salaries              | \$15,600.00 | \$11,700.00  | 3,900.00  | 75.0%   |       |
| 101-41110-1220 | FICA Tax                      | \$1,200.00  | \$895.23     | 304.77    | 74.6%   |       |
| 101-41110-1230 | MN Paid Leave Tax             | \$75.00     | \$51.48      | 23.52     | 68.6%   |       |
| 101-41110-1510 | Workers Comp Insurance Prem   | \$100.00    | \$56.84      | 43.16     | 56.8%   |       |
| 101-41110-3350 | Conference/Meetings           | \$1,200.00  | \$755.30     | 444.70    | 62.9%   |       |
| 101-41110-3500 | Printing Expense              | \$150.00    | \$0.00       | 150.00    | 0.0%    |       |
| 101-41110-3510 | Legal Notices Publishing      | \$175.00    | \$175.00     | 0.00      | 100.0%  |       |
| 101-41110-4040 | Equipment Maintenance/Repairs | \$2,100.00  | \$50.97      | 2,049.03  | 2.4%    |       |

|                |                          |             |             |            |        |
|----------------|--------------------------|-------------|-------------|------------|--------|
| 101-41110-4300 | Miscellaneous            | \$50.00     | \$107.44    | (57.44)    | 214.9% |
| 101-41110-4330 | Dues and Subscriptions   | \$250.00    | \$230.00    | 20.00      | 92.0%  |
| 101-41110-4600 | Recognition Expenditures | \$100.00    | \$70.00     | 30.00      | 70.0%  |
| Total          |                          | \$21,000.00 | \$14,092.26 | \$6,907.74 | 67.1%  |

| Expenses       | Elections                     | Budget     | Year to Date | Remaining  | % Spent | Note: |
|----------------|-------------------------------|------------|--------------|------------|---------|-------|
| 101-41410-1045 | Temp Election Judge Pay       | \$5,500.00 | \$1,039.00   | 4,461.00   | 18.9%   |       |
| 101-41410-1230 | MN Paid Leave Tax             | \$0.00     | \$2.75       | (2.75)     | 100.0%  |       |
| 101-41410-2100 | Operating Supplies            | \$1,750.00 | \$576.19     | 1,173.81   | 32.9%   |       |
| 101-41410-3510 | Legal Notices Publishing      | \$750.00   | \$202.50     | 547.50     | 27.0%   |       |
| 101-41410-4040 | Equipment Maintenance/Repairs | \$1,000.00 | \$698.74     | 301.26     | 69.9%   |       |
| Total          |                               | \$9,000.00 | \$2,519.18   | \$6,480.82 | 28.0%   |       |

| Expenses       | Administration                 | Budget       | Year to Date | Remaining    | % Spent | Note:  |
|----------------|--------------------------------|--------------|--------------|--------------|---------|--------|
| 101-41500-1000 | FT Admin Office Salaries       | \$245,000.00 | \$165,484.74 | 79,515.26    | 67.5%   |        |
| 101-41500-1130 | Insurance Opt-Out Pay          | \$12,000.00  | \$6,321.41   | 5,678.59     | 52.7%   |        |
| 101-41500-1210 | PERA                           | \$18,000.00  | \$12,411.38  | 5,588.62     | 69.0%   |        |
| 101-41500-1220 | FICA Tax                       | \$18,000.00  | \$12,861.46  | 5,138.54     | 71.5%   |        |
| 101-41500-1230 | MN Paid Leave Tax              | \$1,100.00   | \$780.00     | 320.00       | 70.9%   |        |
| 101-41500-1310 | Employer Paid Health Insurance | \$15,500.00  | \$15,991.56  | (491.56)     | 103.2%  |        |
| 101-41500-1510 | Workers Comp Insurance Prem    | \$2,500.00   | \$497.98     | 2,002.02     | 19.9%   |        |
| 101-41500-2010 | Office Supplies                | \$1,500.00   | \$1,277.61   | 222.39       | 85.2%   |        |
| 101-41500-2080 | Training/Instruction Materials | \$5,000.00   | \$2,775.00   | 2,225.00     | 55.5%   |        |
| 101-41500-3000 | Professional Services          | \$6,500.00   | \$5,706.76   | 793.24       | 87.8%   |        |
| 101-41500-3010 | Audit/Accounting Services      | \$37,000.00  | \$28,420.70  | 8,579.30     | 76.8%   |        |
| 101-41500-3090 | Software Support               | \$14,000.00  | \$13,716.94  | 283.06       | 98.0%   |        |
| 101-41500-3095 | Computer Network Support       | \$500.00     | \$281.87     | 218.13       | 56.4%   |        |
| 101-41500-3220 | Postage                        | \$1,500.00   | \$631.25     | 868.75       | 42.1%   |        |
| 101-41500-3230 | Cell Phones                    | \$600.00     | \$380.00     | 220.00       | 63.3%   |        |
| 101-41500-3350 | Conference/Meetings            | \$1,000.00   | \$900.00     | 100.00       | 90.0%   |        |
| 101-41500-3500 | Printing Expense               | \$750.00     | \$543.20     | 206.80       | 72.4%   |        |
| 101-41500-3510 | Legal Notices Publishing       | \$1,000.00   | \$920.00     | 80.00        | 92.0%   |        |
| 101-41500-3520 | General Notices/Public Info    | \$100.00     | \$0.00       | 100.00       | 0.0%    |        |
| 101-41500-3530 | Ordinance Publication          | \$500.00     | \$193.50     | 306.50       | 38.7%   |        |
| 101-41500-3550 | Codification                   | \$2,000.00   | \$1,929.37   | 70.63        | 96.5%   |        |
| 101-41500-3610 | General Liability Insurance    | \$27,500.00  | \$22,875.00  | 4,625.00     | 83.2%   |        |
| 101-41500-3700 | Insurance Broker Fee           | \$3,500.00   | \$3,500.00   | 0.00         | 100.0%  | Annual |
| 101-41500-4125 | Copier Lease                   | \$1,450.00   | \$824.00     | 626.00       | 56.8%   |        |
| 101-41500-4130 | Postage Machine Maintenance    | \$1,000.00   | \$1,009.00   | (9.00)       | 100.9%  |        |
| 101-41500-4135 | Copier Maintenance             | \$450.00     | \$424.51     | 25.49        | 94.3%   |        |
| 101-41500-4140 | Folder Inserter Machine        | \$550.00     | \$558.69     | (8.69)       | 101.6%  | Annual |
| 101-41500-4145 | Bottled Water Service          | \$200.00     | \$145.10     | 54.90        | 72.6%   |        |
| 101-41500-4300 | Miscellaneous                  | \$300.00     | \$0.00       | 300.00       | 0.0%    |        |
| 101-41500-4330 | Dues and Subscriptions         | \$4,500.00   | \$4,760.98   | (260.98)     | 105.8%  |        |
| 101-41500-4450 | Food & Beverage (Mtgs/Trng)    | \$750.00     | \$179.88     | 570.12       | 24.0%   |        |
| 101-41500-5700 | Office Equip and Furnishings   | \$2,000.00   | \$1,545.89   | 454.11       | 77.3%   |        |
| 101-41500-5710 | Computer/Printer Replacement   | \$5,000.00   | \$4,380.83   | 619.17       | 87.6%   |        |
| Total          |                                | \$431,250.00 | \$312,228.61 | \$119,021.39 | 72.4%   |        |

| Expenses       | City Attorney         | Budget      | Year to Date | Remaining   | % Spent |  |
|----------------|-----------------------|-------------|--------------|-------------|---------|--|
| 101-41610-3040 | Legal Fees - Criminal | \$14,400.00 | \$9,600.00   | 4,800.00    | 66.7%   |  |
| 101-41610-3120 | Legal Fees - Civil    | \$22,600.00 | \$13,081.75  | 9,518.25    | 57.9%   |  |
| Total          |                       | \$37,000.00 | \$22,681.75  | \$14,318.25 | 61.3%   |  |

| Expenses       | Planning                 | Budget      | Year to Date | Remaining   | % Spent | Note: |
|----------------|--------------------------|-------------|--------------|-------------|---------|-------|
| 101-41910-1040 | Planning Comm Salaries   | \$2,900.00  | \$1,050.00   | 1,850.00    | 36.2%   |       |
| 101-41910-1220 | FICA Tax                 | \$200.00    | \$80.32      | 119.68      | 40.2%   |       |
| 101-41910-1230 | MN Paid Leave Tax        | \$25.00     | \$3.74       | 21.26       | 15.0%   |       |
| 101-41910-3000 | Professional Services    | \$750.00    | \$178.00     | 572.00      | 23.7%   |       |
| 101-41910-3030 | Engineering Fees         | \$15,500.00 | \$5,917.50   | 9,582.50    | 38.2%   |       |
| 101-41910-3032 | General Planning         | \$9,500.00  | \$2,217.25   | 7,282.75    | 23.3%   |       |
| 101-41910-3510 | Legal Notices Publishing | \$125.00    | \$0.00       | 125.00      | 0.0%    |       |
| Total          |                          | \$29,000.00 | \$9,446.81   | \$19,553.19 | 32.6%   |       |

| Expenses       | City Hall Facility              | Budget      | Year to Date | Remaining   | % Spent | Note:  |
|----------------|---------------------------------|-------------|--------------|-------------|---------|--------|
| 101-41940-3000 | Professional Services           | \$1,300.00  | \$503.20     | 796.80      | 38.7%   |        |
| 101-41940-3210 | Telephone                       | \$800.00    | \$642.97     | 157.03      | 80.4%   |        |
| 101-41940-3275 | Internet                        | \$3,750.00  | \$3,674.83   | 75.17       | 98.0%   |        |
| 101-41940-3810 | Electricity Expense             | \$2,500.00  | \$1,702.80   | 797.20      | 68.1%   |        |
| 101-41940-3820 | City Utilities (Wtr,Swr,Storm)  | \$950.00    | \$630.92     | 319.08      | 66.4%   |        |
| 101-41940-3830 | Natural Gas Expense             | \$2,600.00  | \$1,785.86   | 814.14      | 68.7%   |        |
| 101-41940-3840 | Custodial & Waste Removal       | \$3,900.00  | \$2,859.14   | 1,040.86    | 73.3%   |        |
| 101-41940-4010 | Building Maintenance & Repairs  | \$17,500.00 | \$1,990.25   | 15,509.75   | 11.4%   |        |
| 101-41940-4015 | Grounds Maintenance             | \$200.00    | \$879.27     | (679.27)    | 439.6%  | [1]    |
| 101-41940-7246 | Transfer to Facilities Cap(440) | \$35,000.00 | \$35,000.00  | 0.00        | 100.0%  | Annual |
| Total          |                                 | \$68,500.00 | \$49,669.24  | \$18,830.76 | 72.5%   |        |

| Expenses       | Public Works Facility          | Budget      | Year to Date | Remaining  | % Spent | Note: |
|----------------|--------------------------------|-------------|--------------|------------|---------|-------|
| 101-41942-3000 | Professional Services          | \$1,500.00  | \$503.20     | 996.80     | 33.5%   |       |
| 101-41942-3210 | Telephone                      | \$1,000.00  | \$220.00     | 780.00     | 22.0%   |       |
| 101-41942-3235 | Radios (Cty 800mhz)            | \$1,050.00  | \$719.52     | 330.48     | 68.5%   |       |
| 101-41942-3275 | Internet                       | \$2,150.00  | \$2,317.79   | (167.79)   | 107.8%  |       |
| 101-41942-3810 | Electricity Expense            | \$13,000.00 | \$8,771.35   | 4,228.65   | 67.5%   |       |
| 101-41942-3820 | City Utilities (Wtr,Swr,Storm) | \$2,000.00  | \$1,485.08   | 514.92     | 74.3%   |       |
| 101-41942-3830 | Natural Gas Expense            | \$12,500.00 | \$9,671.24   | 2,828.76   | 77.4%   |       |
| 101-41942-3840 | Custodial & Waste Removal      | \$350.00    | \$791.10     | (441.10)   | 226.0%  |       |
| 101-41942-4010 | Building Maintenance & Repairs | \$6,000.00  | \$6,734.98   | (734.98)   | 112.2%  |       |
| Total          |                                | \$39,600.00 | \$31,269.16  | \$8,330.84 | 79.0%   |       |

| Expenses       | Police/Fire Services          | Budget       | Year to Date | Remaining    | % Spent | Note:  |
|----------------|-------------------------------|--------------|--------------|--------------|---------|--------|
| 101-42110-3120 | Legal Fees -Civil             | \$30,000.00  | \$0.00       | 30,000.00    | 0.0%    |        |
| 101-42110-3130 | Subcontracted Police Services | \$350,850.00 | \$292,090.00 | 58,760.00    | 83.3%   |        |
| 101-42110-3135 | Fire Department Services      | \$198,104.00 | \$148,578.00 | 49,526.00    | 75.0%   |        |
| 101-42110-3180 | Adult Corrections             | \$246.00     | \$0.00       | 246.00       | 0.0%    |        |
| 101-42110-3610 | General Liability Insurance   | \$0.00       | \$6,007.00   | (6,007.00)   | 100.0%  | [2]    |
| 101-42110-4040 | Equipment Maintenance/Repairs | \$16,650.00  | \$7,040.67   | 9,609.33     | 42.3%   |        |
| 101-42110-7243 | Transfer to Fire Cap (462)    | \$50,000.00  | \$50,000.00  | 0.00         | 100.0%  | Annual |
| Total          |                               | \$645,850.00 | \$503,715.67 | \$142,134.33 | 78.0%   |        |

| Expenses       | Inspection Services            | Budget      | Year to Date | Remaining   | % Spent |
|----------------|--------------------------------|-------------|--------------|-------------|---------|
| 101-42400-3035 | Bldg. Inspection - Subcontract | \$37,000.00 | \$13,143.44  | 23,856.56   | 35.5%   |
| 101-42400-4055 | MN Bldg. Permit Surcharge Exp  | \$3,000.00  | \$0.00       | 3,000.00    | 0.0%    |
| Total          |                                | \$40,000.00 | \$13,143.44  | \$26,856.56 | 32.9%   |

| Expenses       | Public Works Fleet            | Budget      | Year to Date | Remaining   | % Spent | Note:  |
|----------------|-------------------------------|-------------|--------------|-------------|---------|--------|
| 101-43000-2120 | Motor Fuels                   | \$15,500.00 | \$13,310.71  | 2,189.29    | 85.9%   |        |
| 101-43000-2150 | Shop Supplies                 | \$2,250.00  | \$2,488.15   | (238.15)    | 110.6%  |        |
| 101-43000-3355 | Motor Vehicle Lic & Reg       | \$250.00    | \$301.50     | (51.50)     | 120.6%  | Annual |
| 101-43000-4040 | Equipment Maintenance/Repairs | \$25,000.00 | \$36,621.54  | (11,621.54) | 146.5%  | [3]    |
| 101-43000-7242 | Transfer to Fleet Cap (430)   | \$30,000.00 | \$30,000.00  | 0.00        | 100.0%  | Annual |
| Total          |                               | \$73,000.00 | \$82,721.90  | -\$9,721.90 | 113.3%  |        |

| Expenses       | Public Works Administration    | Budget       | Year to Date | Remaining   | % Spent | Note:  |
|----------------|--------------------------------|--------------|--------------|-------------|---------|--------|
| 101-43050-1010 | FT Public Works Salaries       | \$158,000.00 | \$91,775.98  | 66,224.02   | 58.1%   |        |
| 101-43050-1015 | Part -Time PW Salaries         | \$7,500.00   | \$3,775.04   | 3,724.96    | 50.3%   |        |
| 101-43050-1025 | Public Works Overtime          | \$1,000.00   | \$2,794.61   | (1,794.61)  | 279.5%  | [4]    |
| 101-43050-1130 | Insurance Opt-Out Pay          | \$0.00       | \$7,261.19   | (7,261.19)  | 100.0%  | [5]    |
| 101-43050-1210 | PERA                           | \$11,000.00  | \$7,116.64   | 3,883.36    | 64.7%   |        |
| 101-43050-1220 | FICA Tax                       | \$12,000.00  | \$8,168.74   | 3,831.26    | 68.1%   |        |
| 101-43050-1230 | MN Paid Leave Tax              | \$750.00     | \$514.33     | 235.67      | 68.6%   |        |
| 101-43050-1310 | Employer Paid Health Insurance | \$19,000.00  | \$10,613.47  | 8,386.53    | 55.9%   | [5]    |
| 101-43050-1510 | Work Comp Insurance            | \$15,000.00  | \$3,713.58   | 11,286.42   | 24.8%   |        |
| 101-43050-2010 | Office Supplies                | \$750.00     | \$43.40      | 706.60      | 5.8%    |        |
| 101-43050-2080 | Training/Instruction Materials | \$4,500.00   | \$3,046.43   | 1,453.57    | 67.7%   |        |
| 101-43050-2150 | Shop Supplies                  | \$0.00       | \$1,873.86   | (1,873.86)  | 100.0%  | [6]    |
| 101-43050-3230 | Cell Phones                    | \$2,000.00   | \$1,555.31   | 444.69      | 77.8%   |        |
| 101-43050-3350 | Conference/Meetings            | \$500.00     | \$35.48      | 464.52      | 7.1%    |        |
| 101-43050-3500 | Printing Expense               | \$0.00       | \$980.08     | (980.08)    | 100.0%  | [7]    |
| 101-43050-3610 | General Liability Insurance    | \$10,000.00  | \$8,685.00   | 1,315.00    | 86.9%   | Annual |
| 101-43050-4040 | Equipment Maintenance/Repairs  | \$0.00       | \$374.98     | (374.98)    | 100.0%  | [6]    |
| 101-43050-4170 | Uniform                        | \$1,500.00   | \$811.66     | 688.34      | 54.1%   |        |
| 101-43050-5700 | Office Equip and Furnishings   | \$0.00       | \$2,450.87   | (2,450.87)  | 100.0%  | [8]    |
| Total          |                                | \$244,000.00 | \$155,590.65 | \$88,409.35 | 63.8%   |        |

| Expenses       | Streets-Public Works           | Budget       | Year to Date | Remaining   | % Spent | Note:  |
|----------------|--------------------------------|--------------|--------------|-------------|---------|--------|
| 101-43100-2200 | Sidewalk Maint & Repairs       | \$0.00       | \$832.80     | (832.80)    | 100.0%  | [9]    |
| 101-43100-2240 | Street Maint Materials         | \$5,000.00   | \$7,551.33   | (2,551.33)  | 151.0%  | [10]   |
| 101-43100-2245 | Sand/Salt Plowing Materials    | \$8,500.00   | \$7,290.38   | 1,209.62    | 85.8%   |        |
| 101-43100-2250 | Landscape/Décor                | \$7,000.00   | \$7,368.17   | (368.17)    | 105.3%  |        |
| 101-43100-2255 | Tree Removal                   | \$25,000.00  | \$25,000.00  | 0.00        | 100.0%  | [11]   |
| 101-43100-2260 | Sign Repair Materials          | \$2,000.00   | \$0.00       | 2,000.00    | 0.0%    |        |
| 101-43100-3030 | Engineering Fees               | \$10,000.00  | \$4,591.75   | 5,408.25    | 45.9%   |        |
| 101-43100-3815 | Street Lighting Maint/Elect    | \$30,500.00  | \$21,089.68  | 9,410.32    | 69.1%   |        |
| 101-43100-4040 | Equipment Maintenance/Repairs  | \$1,000.00   | \$0.00       | 1,000.00    | 0.0%    |        |
| 101-43100-4045 | Insurance Claim Expense        | \$1,000.00   | -\$70.00     | 1,070.00    | -7.0%   |        |
| 101-43100-7245 | Transfer to Pavement Mgmt(420) | \$110,000.00 | \$110,000.00 | 0.00        | 100.0%  | Annual |
| 101-43100-7272 | Op Trsfr to Seal Coating (421) | \$30,000.00  | \$30,000.00  | 0.00        | 100.0%  | Annual |
| Total          |                                | \$230,000.00 | \$213,654.11 | \$16,345.89 | 92.9%   |        |

| Expenses       | Parks/Trails-Public Works      | Budget      | Year to Date | Remaining    | % Spent |
|----------------|--------------------------------|-------------|--------------|--------------|---------|
| 101-45200-1050 | Rink Attendant Pay             | \$300.00    | \$0.00       | 300.00       | 0.0%    |
| 101-45200-1220 | FICA Tax                       | \$50.00     | \$0.00       | 50.00        | 0.0%    |
| 101-45200-2150 | Shop Supplies                  | \$1,000.00  | \$903.39     | 96.61        | 90.3%   |
| 101-45200-2250 | Landscaping Materials          | \$500.00    | \$1,069.48   | (569.48)     | 213.9%  |
| 101-45200-2255 | Tree Removal                   | \$10,000.00 | \$54,900.00  | (44,900.00)  | 549.0%  |
| 101-45200-2260 | Sign Repair Materials          | \$2,000.00  | \$0.00       | 2,000.00     | 0.0%    |
| 101-45200-3810 | Electricity Expense            | \$5,000.00  | \$3,042.23   | 1,957.77     | 60.8%   |
| 101-45200-3820 | City Utilities (Wtr,Swr,Storm) | \$900.00    | \$541.60     | 358.40       | 60.2%   |
| 101-45200-3830 | Natural Gas Expense            | \$2,000.00  | \$1,334.51   | 665.49       | 66.7%   |
| 101-45200-3840 | Custodial & Waste Removal      | \$800.00    | \$680.06     | 119.94       | 85.0%   |
| 101-45200-3880 | Portable Toilet Rental         | \$4,750.00  | \$3,056.43   | 1,693.57     | 64.3%   |
| 101-45200-4010 | Building Maintenance & Repairs | \$2,000.00  | \$34.01      | 1,965.99     | 1.7%    |
| 101-45200-4015 | Grounds Maintenance            | \$5,000.00  | \$24,151.14  | (19,151.14)  | 483.0%  |
| 101-45200-4020 | Lake/Beach Maintenance         | \$0.00      | \$1,080.00   | (1,080.00)   | 100.0%  |
| 101-45200-4040 | Equipment Maintenance/Repairs  | \$4,500.00  | \$10,570.88  | (6,070.88)   | 234.9%  |
| 101-45200-7222 | Op Trsfr to Lake Quality (213) | \$2,000.00  | \$2,000.00   | 0.00         | 100.0%  |
| 101-45200-7249 | Transfer to Parks/Trails (452) | \$20,000.00 | \$20,000.00  | 0.00         | 100.0%  |
| Total          |                                | \$60,800.00 | \$123,363.73 | -\$62,563.73 | 202.9%  |

[11]

[12]

[13]

[14]

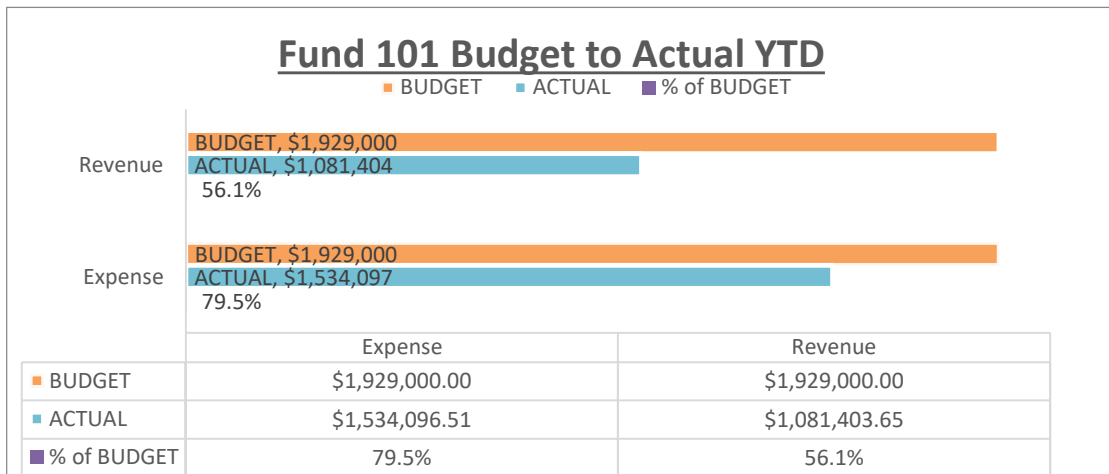
Annual

Annual

|          |       |                |                |              |       |
|----------|-------|----------------|----------------|--------------|-------|
| Expenses | Total | \$1,929,000.00 | \$1,534,096.51 | \$394,903.49 | 79.5% |
|----------|-------|----------------|----------------|--------------|-------|

Ref Note:

- [1] Parking lot striping at City Hall
- [2] Unbudgeted property insurance required for Fire Station 1
- [3] Public Works fleet DOT inspections and major repairs (engine replacement, a front differential, etc)
- [4] Due to the 2026 Overtime Law, I eliminated comp time accrual for overtime hours
- [5] Employee elected benefits; "Insurance Opt-Out" and "Health Insurance" offset each other
- [6] Reinstate expense accounts to track Public Works shop supplies and equipment repairs
- [7] Public Works job posting ads
- [8] Replace both Public Works computers
- [9] Created a new expense account to track sidewalk repairs separately
- [10] Crosswalk street striping and a driveway repair on Lakeview
- [11] Removal of 91 dead ash trees from parks, trails, and city right-of-way
- [12] Down payment for the tennis court resurfacing and replacement of Holbrook Park stadium lights
- [13] Created a new expense account to track lake expenses separately
- [14] Repairs to the Hardin Park water fountain, the Nelson Lakeside dock, and the zero turn mower



# 2026 Quarterly Budget Spreadsheet-Water Fund (601)

**AS OF: September 30, 2026**

|                          | Budget                | Year to Date          | Difference  | Percent of Budget |
|--------------------------|-----------------------|-----------------------|-------------|-------------------|
| Total YTD Revenues       | \$391,750.00          | \$316,781.56          | \$74,968.44 | 80.9%             |
| Total YTD Expenses       | \$526,750.00          | \$428,030.36          | \$98,719.64 | 81.3%             |
| <b>Total Profit/Loss</b> | <b>(\$135,000.00)</b> | <b>(\$111,248.80)</b> |             |                   |

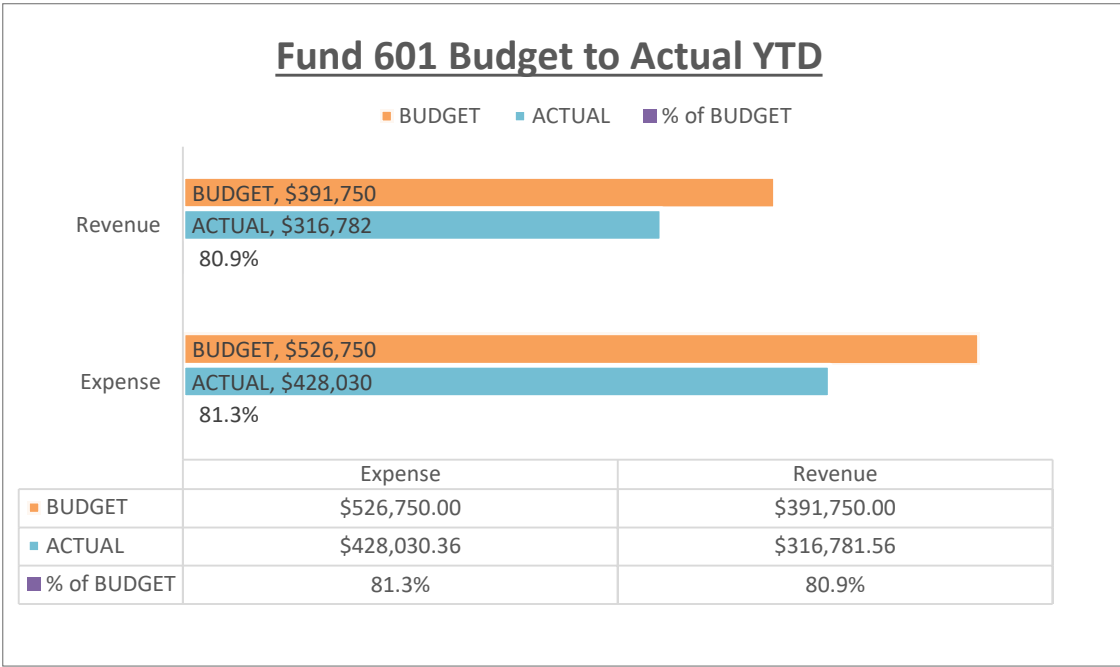
| Revenue         | Water Fund           | Budget              | Year to Date        | Remaining          | % Recvd      | Note: |
|-----------------|----------------------|---------------------|---------------------|--------------------|--------------|-------|
| 601-36210       | Interest Earnings    | \$16,250.00         | \$11,004.75         | 5,245.25           | 67.7%        |       |
| 601-37100       | Water Billings       | \$342,000.00        | \$270,644.43        | 71,355.57          | 79.1%        |       |
| 601-37105       | Water Sales to Orono | \$23,000.00         | \$22,692.33         | 307.67             | 98.7%        |       |
| 601-37150       | City WAC Hookup Fee  | \$0.00              | \$1,800.00          | (1,800.00)         | 100.0%       |       |
| 601-37155       | Water Tap Fee        | \$0.00              | \$1,800.00          | (1,800.00)         | 100.0%       |       |
| 601-37160       | Water Penalty        | \$500.00            | \$670.51            | (170.51)           | 134.1%       |       |
| 601-37170       | MDH Water Test Fee   | \$10,000.00         | \$8,169.54          | 1,830.46           | 81.7%        |       |
| <b>Revenues</b> | <b>Total</b>         | <b>\$391,750.00</b> | <b>\$316,781.56</b> | <b>\$74,968.44</b> | <b>80.9%</b> |       |

| Expenses       | Water Fund                      | Budget      | Year to Date | Remaining | % Spent | Note: |
|----------------|---------------------------------|-------------|--------------|-----------|---------|-------|
| 601-49400-1010 | FT Public Works Salaries        | \$63,500.00 | \$36,028.39  | 27,471.61 | 56.7%   |       |
| 601-49400-1070 | PW On-Call Pay                  | \$5,650.00  | \$3,475.52   | 2,174.48  | 61.5%   |       |
| 601-49400-1210 | PERA                            | \$4,950.00  | \$2,962.79   | 1,987.21  | 59.9%   |       |
| 601-49400-1220 | FICA Tax                        | \$5,050.00  | \$3,022.05   | 2,027.95  | 59.8%   |       |
| 601-49400-1230 | MN Paid Leave Tax               | \$300.00    | \$172.23     | 127.77    | 57.4%   |       |
| 601-49400-1310 | Employer Paid Health Insurance  | \$7,550.00  | \$3,479.14   | 4,070.86  | 46.1%   |       |
| 601-49400-1510 | Workers Comp Insurance Prem     | \$5,500.00  | \$2,120.30   | 3,379.70  | 38.6%   |       |
| 601-49400-2010 | Office Supplies                 | \$150.00    | \$210.42     | (60.42)   | 140.3%  |       |
| 601-49400-2080 | Training/Instruction Materials  | \$1,500.00  | \$0.00       | 1,500.00  | 0.0%    |       |
| 601-49400-2150 | Shop Supplies                   | \$500.00    | \$319.95     | 180.05    | 64.0%   |       |
| 601-49400-2160 | Chemicals and Chem Products     | \$40,000.00 | \$24,544.86  | 15,455.14 | 61.4%   |       |
| 601-49400-2205 | Water Meter Purchases           | \$2,000.00  | \$720.00     | 1,280.00  | 36.0%   |       |
| 601-49400-2255 | Tree Removal                    | \$10,000.00 | \$10,000.00  | 0.00      | 100.0%  | [1]   |
| 601-49400-3000 | Professional Services           | \$1,250.00  | \$0.00       | 1,250.00  | 0.0%    | [2]   |
| 601-49400-3030 | Engineering Fees                | \$5,000.00  | \$2,995.75   | 2,004.25  | 59.9%   |       |
| 601-49400-3090 | Software Support                | \$6,000.00  | \$2,940.86   | 3,059.14  | 49.0%   |       |
| 601-49400-3120 | Legal Fees - Civil              | \$750.00    | \$0.00       | 750.00    | 0.0%    |       |
| 601-49400-3220 | Postage                         | \$2,400.00  | \$1,672.51   | 727.49    | 69.7%   |       |
| 601-49400-3350 | Conference/Meetings             | \$550.00    | \$350.00     | 200.00    | 63.6%   |       |
| 601-49400-3510 | Legal Notices Publishing        | \$1,250.00  | \$1,187.50   | 62.50     | 95.0%   |       |
| 601-49400-3610 | General Liability Ins           | \$3,500.00  | \$2,797.00   | 703.00    | 79.9%   |       |
| 601-49400-3810 | Electricity Expense             | \$40,000.00 | \$23,193.09  | 16,806.91 | 58.0%   |       |
| 601-49400-3820 | City Utilities (Wtr,Swr,Storm)  | \$750.00    | \$408.96     | 341.04    | 54.5%   |       |
| 601-49400-3825 | Water Testing/Reporting Expense | \$1,000.00  | \$1,381.17   | (381.17)  | 138.1%  | [2]   |
| 601-49400-3831 | Generator Fuel Expense          | \$800.00    | \$453.75     | 346.25    | 56.7%   |       |
| 601-49400-3855 | Gopher One Locates Expense      | \$1,000.00  | \$871.25     | 128.75    | 87.1%   |       |
| 601-49400-4010 | Building Maintenance & Repairs  | \$750.00    | \$0.00       | 750.00    | 0.0%    |       |
| 601-49400-4040 | Equipment Maintenance/Repairs   | \$28,000.00 | \$22,284.24  | 5,715.76  | 79.6%   |       |
| 601-49400-4065 | Water Main Breaks               | \$30,000.00 | \$28,362.11  | 1,637.89  | 94.5%   | [3]   |

|                |                                |              |              |             |        |             |   |
|----------------|--------------------------------|--------------|--------------|-------------|--------|-------------|---|
|                |                                |              |              |             |        | Section 6G. | 6 |
| 601-49400-4070 | Water/Sewer Easements          | \$500.00     | \$458.76     | 41.24       | 91.8%  | Annual      |   |
| 601-49400-4300 | Depreciation                   | \$134,500.00 | \$146,500.00 | (12,000.00) | 108.9% |             |   |
| 601-49400-4320 | Utility Overpmts/Uncollectable | \$1,750.00   | \$1,353.14   | 396.86      | 77.3%  |             |   |
| 601-49400-4330 | Dues and Subscriptions         | \$240.00     | \$262.50     | (22.50)     | 109.4% | Annual      |   |
| 601-49400-4400 | MHD Water Act Fees Remitted    | \$11,600.00  | \$8,685.00   | 2,915.00    | 74.9%  | Annual      |   |
| 601-49400-5000 | Capital Outlay                 | \$12,000.00  | \$0.00       | 12,000.00   | 0.0%   |             |   |
| 601-49400-6010 | Debt Srv Bond Principal        | \$76,500.00  | \$76,842.00  | (342.00)    | 100.4% |             |   |
| 601-49400-6110 | Bond Interest                  | \$20,000.00  | \$17,975.12  | 2,024.88    | 89.9%  | Semi-Annual |   |
| 601-49400-6200 | Fiscal Agent Fees              | \$10.00      | \$0.00       | 10.00       | 0.0%   |             |   |
| Total          |                                | \$526,750.00 | \$428,030.36 | \$98,719.64 | 81.3%  |             |   |

Ref Note:

- [1] Removal of 91 dead ash trees from parks, trails, and city right-of-way
- [2] Coded the Annual Water Use Report expense to "water testing" rather than "professional services"
- [3] Costly watermain break at 1575 West Wayzata Blvd



# 2026 Quarterly Budget Spreadsheet-Sewer Fund (602)

**AS OF: September 30, 2026**

|                          | Budget       | Year to Date | Difference   | Percent of Budget |
|--------------------------|--------------|--------------|--------------|-------------------|
| Total YTD Revenues       | \$800,000.00 | \$606,371.49 | \$193,628.51 | 75.8%             |
| Total YTD Expenses       | \$800,000.00 | \$603,731.40 | \$196,268.60 | 75.5%             |
| <b>Total Profit/Loss</b> | \$0.00       | \$2,640.09   |              |                   |

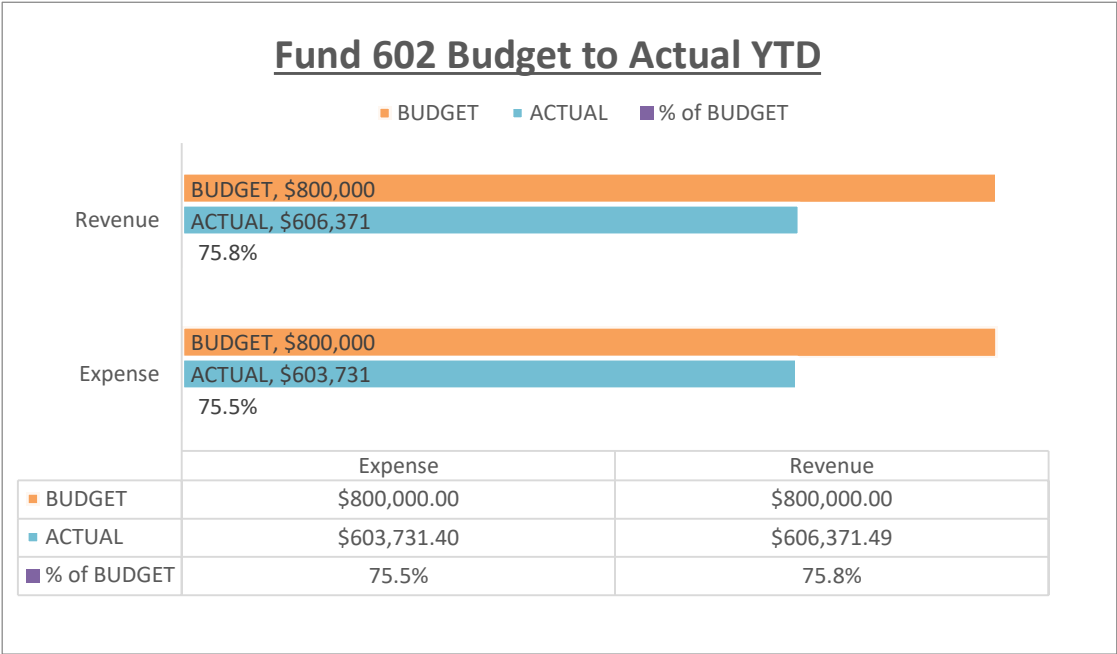
| Revenues        | Sewer Fund                     | Budget              | Year to Date        | Remaining           | % Recvd      | Note: |
|-----------------|--------------------------------|---------------------|---------------------|---------------------|--------------|-------|
| 602-34401       | Orono Sewerage Sales           | \$25,000.00         | \$29,914.80         | (4,914.80)          | 119.7%       |       |
| 602-36210       | Interest Earnings              | \$4,000.00          | \$3,576.55          | 423.45              | 89.4%        |       |
| 602-37200       | Sanitary Sewer Billings        | \$335,500.00        | \$260,627.36        | 74,872.64           | 77.7%        |       |
| 602-37210       | MetCouncil Sewer Treatment Fee | \$434,625.00        | \$319,566.13        | 115,058.87          | 73.5%        |       |
| 602-37250       | City SAC Hookup Fee            | \$0.00              | \$1,800.00          | (1,800.00)          | 100.0%       |       |
| 602-37251       | MCES SAC Fee                   | \$0.00              | \$2,485.00          | (2,485.00)          | 100.0%       |       |
| 602-37255       | Sanitary Sewer Tap Fee         | \$0.00              | \$1,800.00          | (1,800.00)          | 100.0%       |       |
| 602-37260       | Sewer Penalty                  | \$875.00            | \$1,588.40          | (713.40)            | 181.5%       |       |
| <b>Revenues</b> | <b>Total</b>                   | <b>\$800,000.00</b> | <b>\$606,371.49</b> | <b>\$193,628.51</b> | <b>75.8%</b> |       |

| Expenses       | Sewer Fund                     | Budget       | Year to Date | Remaining   | % Spent | Note:  |
|----------------|--------------------------------|--------------|--------------|-------------|---------|--------|
| 602-49450-1010 | FT Public Works Salaries       | \$47,500.00  | \$27,021.35  | 20,478.65   | 56.9%   |        |
| 602-49450-1070 | PW On-Call Pay                 | \$5,650.00   | \$3,475.42   | 2,174.58    | 61.5%   |        |
| 602-49450-1210 | PERA                           | \$3,825.00   | \$2,287.11   | 1,537.89    | 59.8%   |        |
| 602-49450-1220 | FICA                           | \$3,900.00   | \$2,333.09   | 1,566.91    | 59.8%   |        |
| 601-49450-1230 | MN Paid Leave Tax              | \$225.00     | \$132.89     | 92.11       | 59.1%   |        |
| 602-49450-1310 | Employer Paid Health Insurance | \$5,650.00   | \$2,608.81   | 3,041.19    | 46.2%   |        |
| 602-49450-1510 | Workers Comp Insurance Prem    | \$5,500.00   | \$2,120.30   | 3,379.70    | 38.6%   |        |
| 602-49450-2010 | Office Supplies                | \$200.00     | \$175.00     | 25.00       | 87.5%   |        |
| 602-49450-2080 | Training/Instruction Materials | \$1,500.00   | \$0.00       | 1,500.00    | 0.0%    |        |
| 602-49450-2150 | Shop Supplies                  | \$500.00     | \$71.94      | 428.06      | 14.4%   |        |
| 602-49450-3000 | Professional Services          | \$2,500.00   | \$1,100.00   | 1,400.00    | 44.0%   |        |
| 602-49450-3030 | Engineering Fees               | \$38,000.00  | \$49,445.33  | (11,445.33) | 130.1%  | [1]    |
| 602-49450-3090 | Software Support               | \$4,000.00   | \$3,128.77   | 871.23      | 78.2%   |        |
| 602-49450-3100 | MCES Sewer Treatment           | \$434,625.00 | \$362,188.30 | 72,436.70   | 83.3%   |        |
| 602-49450-3120 | Legal Fees-Civil               | \$500.00     | \$0.00       | 500.00      | 0.0%    |        |
| 602-49450-3220 | Postage                        | \$2,400.00   | \$1,300.00   | 1,100.00    | 54.2%   |        |
| 602-49450-3350 | Conference/Meetings            | \$550.00     | \$0.00       | 550.00      | 0.0%    |        |
| 602-49450-3510 | Legal Notices Publishing       | \$50.00      | \$1,119.33   | (1,069.33)  | 100.0%  |        |
| 602-49450-3610 | General Liability Ins          | \$775.00     | \$509.00     | 266.00      | 65.7%   |        |
| 602-49450-3810 | Electricity Expense            | \$5,800.00   | \$3,343.28   | 2,456.72    | 57.6%   |        |
| 602-49450-3830 | Natural Gas Expense            | \$1,250.00   | \$639.76     | 610.24      | 51.2%   |        |
| 602-49450-4040 | Equipment Maintenance/Repairs  | \$6,000.00   | \$945.91     | 5,054.09    | 15.8%   |        |
| 602-49450-4060 | Clean/Televise Sewer Lines     | \$10,000.00  | \$0.00       | 10,000.00   | 0.0%    |        |
| 602-49450-4070 | Water/Sewer Easements          | \$1,400.00   | \$1,364.92   | 35.08       | 97.5%   |        |
| 602-49450-4200 | Depreciation                   | \$75,500.00  | \$76,500.00  | (1,000.00)  | 101.3%  | Annual |
| 602-49450-4330 | Dues and Subscriptions         | \$500.00     | \$212.50     | 287.50      | 42.5%   |        |
| 602-49450-4410 | MCES SAC Charge Expense        | \$2,500.00   | \$2,485.00   | 15.00       | 99.4%   |        |
| 602-49450-5000 | Capital Outlay                 | \$80,000.00  | \$0.00       | 80,000.00   | 0.0%    |        |

|                |                         |              |              |              |        |
|----------------|-------------------------|--------------|--------------|--------------|--------|
| 602-49450-6010 | Debt Srv Bond Principal | \$50,200.00  | \$51,449.00  | (1,249.00)   | 102.5% |
| 602-49450-6110 | Bond Interest           | \$9,000.00   | \$7,774.39   | 1,225.61     | 86.4%  |
| Total          |                         | \$800,000.00 | \$603,731.40 | \$196,268.60 | 75.5%  |

Ref Note:

[1] 2026 Sanitary Sewer Lining project; televising review, grant application, project design, etc



# 2026 Quarterly Budget Spreadsheet-Surface Water (603)

**AS OF: September 30, 2026**

**Total YTD Revenues**

**Total YTD Expenses**

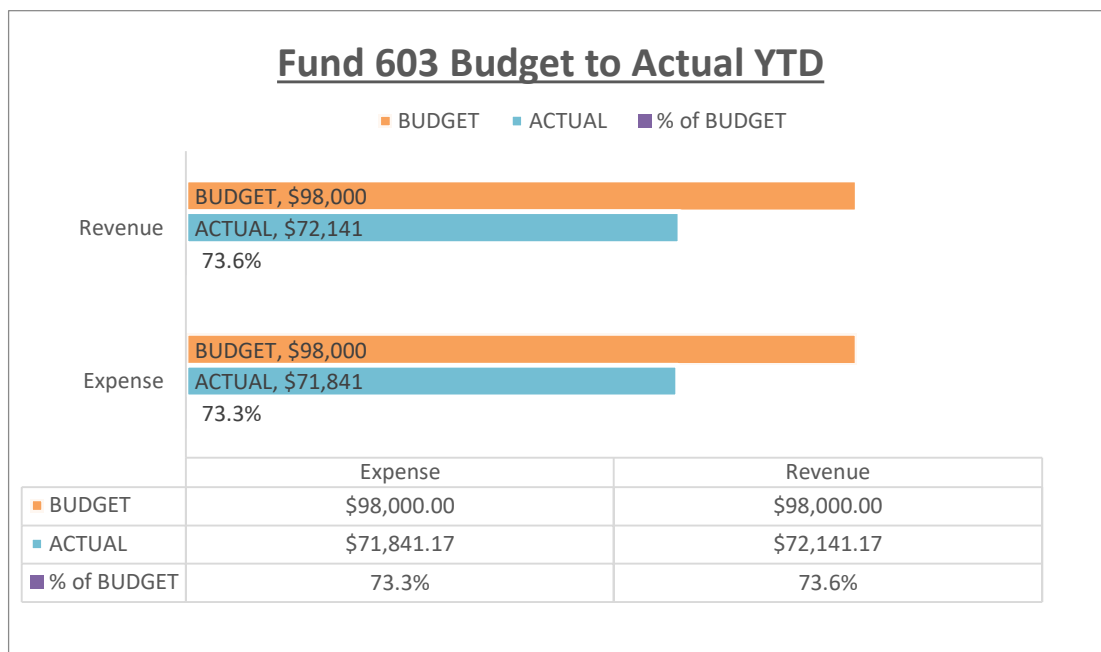
**Total Profit/Loss**

| Budget      | Year to Date | Difference  | Percent of Budget |
|-------------|--------------|-------------|-------------------|
| \$98,000.00 | \$72,141.17  | \$25,858.83 | 73.6%             |
| \$98,000.00 | \$71,841.17  | \$26,158.83 | 73.3%             |
| \$0.00      | \$300.00     |             |                   |

| Revenues        | Surface Water Fund          | Budget             | Year to Date       | Remaining          | % Recvd      | Note: |
|-----------------|-----------------------------|--------------------|--------------------|--------------------|--------------|-------|
| 603-36210       | Interest Earnings           | \$3,000.00         | \$1,821.45         | 1,178.55           | 60.7%        |       |
| 603-37300       | Surface Water Mgmt Billings | \$94,800.00        | \$70,078.99        | 24,721.01          | 73.9%        |       |
| 603-37360       | Surface Water Penalty       | \$200.00           | \$240.73           | (40.73)            | 120.4%       |       |
| <b>Revenues</b> | <b>Total</b>                | <b>\$98,000.00</b> | <b>\$72,141.17</b> | <b>\$25,858.83</b> | <b>73.6%</b> |       |

| Expenses       | Surface Water Fund             | Budget             | Year to Date       | Remaining          | % Spent      | Note:       |
|----------------|--------------------------------|--------------------|--------------------|--------------------|--------------|-------------|
| 603-43150-1010 | FT Public Works Salaries       | \$47,500.00        | \$27,021.35        | 20,478.65          | 56.9%        |             |
| 603-43150-1210 | PERA                           | \$3,200.00         | \$2,026.52         | 1,173.48           | 63.3%        |             |
| 603-43150-1220 | FICA                           | \$3,250.00         | \$2,067.21         | 1,182.79           | 63.6%        |             |
| 603-43150-1230 | MN Paid Leave Tax              | \$200.00           | \$120.76           | 79.24              | 60.4%        |             |
| 603-43150-1310 | Employer Paid Health Insurance | \$5,500.00         | \$2,608.81         | 2,891.19           | 47.4%        |             |
| 603-43150-3030 | Engineering Fees               | \$600.00           | \$0.00             | 600.00             | 0.0%         |             |
| 603-43150-3090 | Software Support               | \$750.00           | \$884.00           | (134.00)           | 117.9%       | Annual      |
| 603-43150-4040 | Equipment Maintenance/Repairs  | \$1,250.00         | \$1,209.50         | 40.50              | 96.8%        |             |
| 603-43150-4200 | Depreciation                   | \$23,150.00        | \$23,000.00        | 150.00             | 99.4%        | Annual      |
| 603-43150-6010 | Debt Srv Bond Principal        | \$11,550.00        | \$12,352.00        | (802.00)           | 106.9%       | Annual      |
| 603-43150-6110 | Bond Interest                  | \$1,050.00         | \$551.02           | 498.98             | 52.5%        | Semi-Annual |
| <b>Total</b>   |                                | <b>\$98,000.00</b> | <b>\$71,841.17</b> | <b>\$26,158.83</b> | <b>73.3%</b> |             |

Ref Note:



# 2026 Quarterly Budget Spreadsheet-Recycling Fund (604)

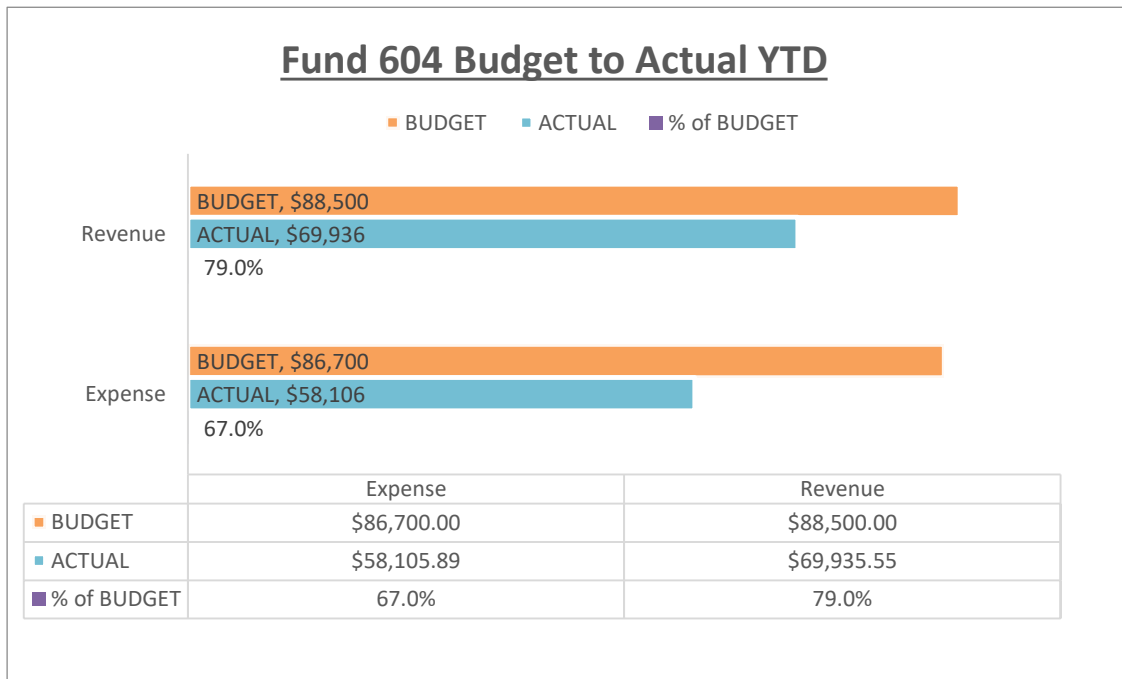
**AS OF: September 30, 2026**

|                          | Budget            | Year to Date       | Difference  | Percent of Budget | Ref Note: |
|--------------------------|-------------------|--------------------|-------------|-------------------|-----------|
| Total YTD Revenues       | \$88,500.00       | \$69,935.55        | \$18,564.45 | 79.0%             |           |
| Total YTD Expenses       | \$86,700.00       | \$58,105.89        | \$28,594.11 | 67.0%             |           |
| <b>Total Profit/Loss</b> | <b>\$1,800.00</b> | <b>\$11,829.66</b> |             |                   |           |

| Revenues        | Recycling Fund              | Budget             | Year to Date       | Remaining          | % Recvd      | Note: |
|-----------------|-----------------------------|--------------------|--------------------|--------------------|--------------|-------|
| 604-33640       | Recycling Grant             | \$2,250.00         | \$3,586.32         | (\$1,336)          | 159.4%       |       |
| 604-36210       | Interest Earnings           | \$0.00             | \$215.46           | (\$215)            | 0.0%         |       |
| 604-37400       | Res Recycling Billings      | \$53,650.00        | \$41,628.82        | \$12,021           | 77.6%        |       |
| 604-37460       | Recycling Penalty           | \$100.00           | \$212.12           | (\$112)            | 212.1%       |       |
| 604-38000       | Organics Recycling Billings | \$32,500.00        | \$24,292.83        | \$8,207            | 74.7%        |       |
| <b>Revenues</b> | <b>Total</b>                | <b>\$88,500.00</b> | <b>\$69,935.55</b> | <b>\$18,564.45</b> | <b>79.0%</b> |       |

| Expenses       | Recycling Fund        | Budget             | Year to Date       | Remaining          | % Spent      | Note:  |
|----------------|-----------------------|--------------------|--------------------|--------------------|--------------|--------|
| 604-43200-3890 | Res Curb Recycling    | \$46,700.00        | \$34,790.91        | 11,909.09          | 74.5%        |        |
| 604-43200-3895 | Res Organic Recycling | \$31,300.00        | \$23,314.98        | 7,985.02           | 74.5%        |        |
| 604-43200-3897 | Community Yard Waste  | \$8,700.00         | \$0.00             | 8,700.00           | 0.0%         | Annual |
| <b>Total</b>   |                       | <b>\$86,700.00</b> | <b>\$58,105.89</b> | <b>\$28,594.11</b> | <b>67.0%</b> |        |

Ref Note:





CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

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

**MEETING DATE / October 6, 2026**

**SUBJECT:** Public Hearing: Certification of Unpaid Delinquent City Utility Accounts and Services Invoices for Assessment/Collection

**Prepared By:** Amanda Nowezki, City Administrator

**Report Date:** 9/30/2026

### **Recommended City Council Action**

Staff recommends the following:

Motion to adopt Resolution No. 2026-44 for the certification and collection of delinquent 2026 water and sewer utility service charges, recycling program fees, storm water charges, and legal pass through charges.

### **Overview / Background**

Annually, cities have the opportunity to certify to Hennepin County all unpaid delinquent utility accounts and unpaid general service charges invoices to be collected with the following year's taxes. In addition to the outstanding amounts delinquent, five percent (5%) interest per annum and the County's \$2.50 administrative fee would be added to all unpaid delinquent accounts.

State statutes require the City hold a public hearing regarding the assessment of these fees prior to certifying the assessment roll to the County. Notices of the public hearing have been sent by direct mail to the property owners of record for all delinquent properties. The hearing provides an opportunity for property owners to ask questions and provide comments regarding the proposed assessment. Unpaid delinquent accounts paid in full by November 20, 2026 will be removed from the final assessment roll to be certified to Hennepin County. The deadline to certify assessments to Hennepin County is November 30 of each year per state statute.

Please note that in order to appeal an assessment, consistent with statute, the property owner must have filed a signed written objection to the assessment with the City Clerk prior to the hearing or have presented the written objection to the presiding officer at the hearing. To date, no signed written appeal has been received from any of the affected property owners.

### **Supporting Information:**

- Resolution No. 2026-44 with attached updated assessment roll exhibit (as of September 30)
- Copy of public hearing notice with original assessment roll exhibit (as of September 3)
- Copy of letter mailed to impacted property owners of record (unpaid utility accounts)



**City Council  
Resolution No. 2026-44**

**A RESOLUTION FOR THE CERTIFICATION AND COLLECTION OF DELINQUENT 2026 WATER AND SEWER  
UTILITY SERVICE CHARGES, RECYCLING PROGRAM FEES, STORM WATER CHARGES,  
AND LEGAL PASS THROUGH CHARGES**

**WHEREAS**, the City Council of the City of Long Lake, Minnesota has enacted Chapter 36 of the Long Lake City Code which pertains to the payment and collection of water, sewer, storm water and related charges; and

**WHEREAS**, the charges identified in the attached list of properties are delinquent in nature and remain unpaid and Minn. Stat. §429.101 and Long Lake City Ordinance Chapter 36 permit the City to collect unpaid special and utility charges and from the benefitting property owners via a special assessment; and

**WHEREAS**, a ten-day mailed notice to impacted property owners and a published notice of the October 6, 2026 public hearing was given, with the public hearing held during the City Council's scheduled Tuesday, October 6 meeting, at which all persons desiring to be heard were given an opportunity to be heard after which the Long Lake City Council passed upon all objections to the proposed assessments.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Long Lake, County of Hennepin, and State of Minnesota hereby authorizes the Hennepin County Special Assessment Division to place unpaid delinquent water, sewer and storm water charges, recycling program fees, and related legal pass through charges on the 2026 property tax rolls, payable in 2027, at five percent (5%) interest per annum and subject to a \$2.50 Hennepin County administrative fee, against the specified properties as set forth in the attached Exhibit.

Adopted by the City Council of the City of Long Lake this 6<sup>th</sup> day of October 2026.

BY:

\_\_\_\_\_  
Charlie Miner, Mayor

ATTEST:

\_\_\_\_\_  
Jeanette Moeller, City Clerk

**ASSESSMENT ROLL AS OF SEPTEMBER 30, 2026**

| Account          | Serv Addr            | PID               | Balance |
|------------------|----------------------|-------------------|---------|
| 01-00000704-01-7 | 1 PREMIER DRIVE      | 34-118-23-24-0067 | 268.95  |
| 01-00000565-02-5 | 2147 NEILSON AVENUE  | 34-118-23-34-0057 | 139.35  |
| 01-00000060-01-2 | 142 BROWN ROAD NORTH | 34-118-23-34-0033 | 93.59   |
| 01-00000862-00-7 | 219 LAKEVIEW AVENUE  | 34-118-23-42-0037 | 63.71   |
| 01-00000218-00-6 | 2158 WATERTOWN ROAD  | 34-118-23-34-0079 | 301.77  |
| 01-00000774-01-8 | 1565-E WEST WAYZATA  | 35-118-23-32-0060 | 464.16  |



**PUBLIC NOTICE  
CITY OF LONG LAKE**

**NOTICE OF PUBLIC HEARING ON PROPOSED ASSESSMENTS:  
UNPAID WATER/SEWER UTILITY SERVICE CHARGES, RECYCLING PROGRAM FEES, STORM WATER CHARGES,  
AND LEGAL PASS THROUGH CHARGES**

**NOTICE IS HEREBY GIVEN**, that the City Council of the City of Long Lake will hold a public hearing on Tuesday, October 6, 2026 at 6:30 pm in the Long Lake City Council Chambers at 450 Virginia Avenue, Long Lake, MN to hear comments and adopt a resolution that would place all remaining unpaid delinquent bills on the 2027 tax rolls.

The list of assessment is on file for public inspection at the City Clerk's office. Written or oral objections will be considered at the hearing, but the Council may consider any objections to the amount of the proposed individual assessments at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

An owner may appeal an assessment to the District Court pursuant to Minnesota Statutes Sections 429.081 by serving notice of the appeal upon the Mayor or City Clerk of the City within 30 days after the adoption of the assessment and filing such notice with the District Court within ten days after service upon the Mayor or City Clerk.

No such appeal as to the amount of an assessment as to a specific parcel of land may be made unless the owner has either filed a signed written objection to the assessment with the City Clerk prior to hearing or has presented the written objection to the presiding officer during the hearing. Prior to the hearing, written objections may be provided electronically by emailing them to the City Clerk at [jmoeller@longlakemn.gov](mailto:jmoeller@longlakemn.gov).

Jeanette Moeller  
City Clerk

**Published:** September 12, 2026 edition of 'The Laker Pioneer' newspaper  
**Posted:** September 4, 2026 at Long Lake City Hall and the Long Lake Post Office

**ASSESSMENT ROLL AS OF SEPTEMBER 3, 2026**

| Account          | Serv Addr            | PID               | Balance |
|------------------|----------------------|-------------------|---------|
| 01-00000704-01-7 | 1 PREMIER DRIVE      | 34-118-23-24-0067 | 268.95  |
| 01-00000565-02-5 | 2147 NEILSON AVENUE  | 34-118-23-34-0057 | 139.35  |
| 01-00000060-01-2 | 142 BROWN ROAD NORTH | 34-118-23-34-0033 | 193.59  |
| 01-00000862-00-7 | 219 LAKEVIEW AVENUE  | 34-118-23-42-0037 | 213.71  |
| 01-00000784-07-9 | 421 DEXTER DRIVE     | 34-118-23-42-0098 | 214.67  |
| 01-00000218-00-6 | 2158 WATERTOWN ROAD  | 34-118-23-34-0079 | 301.77  |
| 01-00000774-01-8 | 1565-E WEST WAYZATA  | 35-118-23-32-0060 | 464.16  |



September 4, 2026

**RE: Delinquent Utility Bill – Notice of Hearing Regarding Assessment**

**Account #:**  
**Service Address:**  
**Parcel ID#:**  
**Amount Past Due:**

Dear Property Owner/Utility Customer:

NOTICE IS HEREBY GIVEN, that the City Council of Long Lake, Hennepin County, Minnesota will meet on Tuesday, October 6, 2026 at 6:30 pm in the City Hall Council Chambers located at 450 Virginia Avenue to hold a public hearing regarding the assessment of all delinquent utilities and service fees to Hennepin County for collection with the 2027 property taxes. Adoption by the City Council of the proposed assessment may be taken at the hearing.

Please be aware that any delinquent charges not paid in full will be forwarded to Hennepin County for collection with your 2027 property taxes. Unpaid charges are assessed to your property along with a County fee and 5% interest for 12 months charged accordingly. To avoid any assessment and additional charges, you must pay the balance in full on or before Friday, November 20, 2026. The City has **not** authorized partial payment. This assessment will be made in accordance with Long Lake City Code (Chapter 36. Utilities, Section 36-105 and Section 36-275).

Please call 952.473.6961 x2 if you have questions regarding your balance.

Sincerely,

*Julie Bjorklund*

Julie Bjorklund  
Utility Billing



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

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

**MEETING DATE / October 6, 2026**

**SUBJECT:** Approve the Purchase of Replacement Outdoor Refuse Receptacles

**Prepared By:** Amanda Nowezki, City Administrator

**Report Date:** 10/2/2026

### **Recommended City Council Action**

Staff recommends the following:

Motion to approve the purchase and replacement of 26 outdoor refuse receptacles and liners for \$21,630.

### **Overview / Background**

As we continue implementation of the City's rebranding, we are aware that the City's parks and trails outdoor refuse containers have the old City logo and are in substantial disrepair. Recognizing the need for replacement, staff collaborated to identify the best options for new refuse receptacles while considering critical factors such as size, weight, durability, and user-friendliness.

In our assessment, we identified a number of options that were presented to the Park Board at their September 14 meeting. Board members evaluated these choices and ultimately recommended moving forward with an unbranded 53-gallon concrete receptacle with a four-way lid from Barco Products.

While we initially considered a phased approach to replacing these containers, the substantial weight of each container at (612 lbs per unit) led staff to conclude that a single purchase would be more cost-effective on freight delivery. Replacement of the City's refuse containers was included in the approved 2026 CIP for an estimated cost of \$48,000.

Staff is recommending the purchase and replacement of all 26 outdoor refuse receptacles along with 26 liners for a total of \$21,630, which includes a 5% Sourcewell discount. This replacement project aligns with our commitment to enhancing current City amenities and ensuring a clean and welcoming environment for residents and visitors.

### **Supporting Information**

- Quote from Barco Products for the purchase of outdoor refuse containers and liners
- Product image for the proposed concrete receptacle style



Barco Products, LLC  
 1950 S Batavia Ave.,  
 Geneva IL 60134  
 (800) 338-2697  
 keyaccounts@barcoproducts.com customerservice@barcoproducts.com

# Quote

Account Number - 43112

Estimate #  
 QUORCO40785

9/15/2026

## Customer

Jason Goehring  
 City Of Long Lake  
 450 Virginia Ave Po Box 606  
 Long Lake MN 55356  
 (952) 476-2855

## Ship To

Jason Goehring  
 City Of Long Lake  
 2145 Daniels St  
 Long Lake MN 55356

| Barco SKU                                                        | Qty | Rate        | Amount      | Estimated Lead Time   |
|------------------------------------------------------------------|-----|-------------|-------------|-----------------------|
| <b>08TW4123-EC/BK</b>                                            |     |             |             |                       |
| 53 Gallon Concrete Receptacle 4-way Lid- Exposed Charcoal/ Black | 26  | \$685.00    | \$17,810.00 | Ships in 8 - 10 Weeks |
| <b>TW3540LN1</b>                                                 |     |             |             |                       |
| Plastic Liner for 53 Gallon Concrete Receptacle - Black          | 26  | \$112.00    | \$2,912.00  | Ships in 8 - 10 Weeks |
| <b>Discount</b>                                                  |     |             |             |                       |
| SOURCEWELL CONTRACT#101625-BCO                                   |     | \$-1,036.10 | \$-1,036.10 |                       |

|                      |             |
|----------------------|-------------|
| <b>Subtotal</b>      | \$19,685.90 |
| <b>Tax Total (%)</b> | \$0.00      |
| <b>Shipping</b>      | \$1,943.73  |
| <b>Total</b>         | \$21,629.63 |

\*Estimated lead time is based on normal fulfillment time of an order at this moment. Orders with large quantities may require additional time. These estimates are subject to change based on the nationwide supply chain issue.

PRICING FOR THIS QUOTE IS LOCKED IN FOR 30 DAYS



### Plastic Liner for 53 Gallon Concrete Receptacle - Black

SKU: TW3540LN1

Ships in 8 - 10 Weeks

Subtotal: \$2,912.00 Save 6% (~~\$119.00~~)

- 26 + Price Per Unit: \$112.00

EDIT REMOVE



### Concrete Receptacles

SKU: 08TW4123-EC/BK

Treetop SKU: 4CW8144-EC/BK

Ships in 8 - 10 Weeks

Subtotal: \$17,810.00 Save 6% (~~\$725.00~~)

- 26 + Price Per Unit: \$685.00

EDIT REMOVE



Select Color: Exposed Charcoal

Lid Type: 4-Way Lid

Lid Color: Black

Trash Capacity: 53 Gallon

[Home](#) > Concrete Receptacles



2 Years Guaranteed Against Breakage



Ships Assembled

### Optional Accessories

#### Plastic Liner for 53 Gallon Concrete Receptacle - Black

TW3540LN1



\$119.00

Qty



#### Plastic Liner for 30 Gallon Concrete Receptacle - Black

TW3530LN1



\$99.00

Qty



[Description](#)

[Specifications](#)

[Documents and Instructions](#)

[Reviews /Q&A](#)

Let's Chat

## Description

Keep shared spaces cleaner with this durable Concrete Receptacles for commercial and public areas. Heavy-duty, concrete receptacles stay securely in place.

- **Indoor/outdoor containers perfect** for high-traffic parks, schools, shopping centers and commercial areas
- **Available in 30- or 53-gallon capacity** provides the stated capacity for everyday use
- **30-gallon available** with dome or pitch-in lid
- **53-gallon available** with dome or 4-way lid
- **Retainer ring secures plastic bags when optional liner is not used** provides the specified construction for commercial use
- **Optional plastic liner available, sold separately** provides the specified construction for commercial use
- **Security cable firmly attaches** to lid and receptacle body
- **2" drain hole** offers easy cleaning
- **Eye-bolt holes inside 53-gallon receptacles** for easier installation
- **Five finish options: semi-smooth Acid Wash in Sand, Gray, or Charcoal, or Exposed in Gray or Charcoal** adds the specified exterior finish and appearance
- **Sealed and coated** with UV stabilizer
- **2-year warranty** provides the stated coverage under applicable terms
- **Matching tables and benches available, see recommended products** highlights a key product feature for the intended application
- **Concrete receptacle is non-returnable** highlights a key product feature for the intended application

|  | 08TW4120                      | 08TW4125                          | 08TW4123                       | 08TW4127                      |
|--|-------------------------------|-----------------------------------|--------------------------------|-------------------------------|
|  | 30 Gallon Receptacle Dome Lid | 30 Gallon Receptacle Pitch-In Lid | 53 Gallon Receptacle 4-way Lid | 53 Gallon Receptacle Dome Lid |
|  | Concrete                      | Concrete                          | Concrete                       | Concrete                      |
|  | Square                        | Square                            | Square                         | Square                        |
|  | Ships in 8 - 10 Weeks         | Ships in 8 - 10 Weeks             | Ships in 8 - 10 Weeks          | Ships in 8 - 10 Weeks         |
|  | 20"Sq. x 43"H                 | 20"Sq. x 35"H                     | 25"Sq. x 46"H                  | 25"Sq. x 47"H                 |
|  | 280.0                         | 280.0                             | 615.0                          | 615.0                         |

so Viewed



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

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

**MEETING DATE / October 6, 2026**

**SUBJECT:** Approve the Purchase of a New Portable Ice Rink System

**Prepared By:** Amanda Nowezki, City Administrator

**Report Date:** 10/2/2026

### **Recommended City Council Action**

Staff recommends the following:

Motion to approve the purchase of a new portable ice rink system for a dollar amount not to exceed \$36,000; and to authorize staff to enter into an annual maintenance agreement for the installation, storage, and maintenance of the rink for up to an additional \$12,000 per year.

### **Overview / Background**

Currently, the Holbrook Park ice rink is potentially non-operational due to significant grading issues, deteriorating boards, and an ineffective design that overall renders it difficult for our limited Public Works staff to adequately flood or maintain.

In recent years, staff has explored various strategies to address the challenges we face with the ice rink area. Key issues identified have included the need for correcting surface grading, anticipated costs of a variety of options for rehabilitating the rink and improving flooding/maintenance efficiency, the availability of Public Works staff time, and options for making the warming house available for skaters continuously rather than subject to the City's ability to find interested rink attendants. Previously proposed solutions have included the installation of a concrete slab estimated to cost around \$100,000, as well as considering opportunities to collaborate with outside organizations that would necessitate limiting open skate hours for residents. Recently, staff began exploring the option to consider contracting for a seasonal/portable ice rink system to potentially include ongoing maintenance, and we've learned that doing so may be both a viable and financially sound solution.

Following a recommendation from the City Council and with the help of the Park Board, an online survey was created and distributed to hear more about resident priorities for and use of the Holbrook Park ice rink area. Survey results are still coming in and the Park Board has not yet had a chance to review these results. However, at first glance, it seems that use and importance of an ice rink is pretty divided among residents.

To provide residents with an improved ice skating option for the 2026-2027 season, staff proposes the acquisition of a portable ice rink system that would be smaller than the current rink, along with contracting for annual maintenance. Doing so would appear to provide a feasible and accessible ice skating experience for our community without limiting flexibility for other or future park uses. Unfortunately, this is a time sensitive decision for consideration – in order to prepare portable rink equipment for this upcoming winter skating season, the vendor would need to know whether the City will be moving forward with a purchase by no later than October 9.

**Supporting Information**

- Seasonal/portable Ice rink quotes
- Diagrams of seasonal/portable ice rink options



[Quoted text hidden]

**Adam Carignan** <icetimemn@gmail.com>

Wed, Sep 16, 2026 at 10:41 AM

To: Amanda Nowezki <anowezki@longlakemn.gov>

Cc: Julie Bjorklund <jbjorklund@longlakemn.gov>, Adam Carignan <icetimemn@gmail.com>

Hi Amanda,

See below pricing for a nice portable system that can be taken down and stored each year. We can handle the setup, teardown and storage each year as part of our normal seasonal business model. Let me know if you have any questions!



**Rink Size 48' x 96'**

- Installed on Existing Grass Field - Assuming slope of less than 8" - no grading required.

**D1 Backyard Rinks Dasher Board System**

**2026 Total Cost - \$27,563**

- Includes delivery, installation and liner

**2027+ Total Cost Estimate - \$7,250**

- Includes setup, teardown, storage and a new liner each year

**Ice Maintenance Packages - Includes snow removal, ice repair, ice resurfacing as needed per week.**

Ice Maintenance Package 1-Time Per Week - Jan 1st to Feb 28th - \$2750.00

Ice Maintenance Package 2-Times Per Week - Jan 1st to Feb 28th - \$5000.00

**Adam Carignan, Owner**

Cell: 612-968-4302

Adam Carignan, Owner  
Cell: 612-968-4302

Section 7C.



www.IceTimeMN.com

Celebrating 15 years in Business!

**Do you like our services?** Please help spread the word about us by leaving a **Google Review** - it really helps!

[Quoted text hidden]

Adam Carignan <icetimemn@gmail.com>  
To: Amanda Nowezki <anowezki@longlakemn.gov>  
Cc: Julie Bjorklund <jbjorklund@longlakemn.gov>

Fri, Sep 18, 2026 at 9:42 AM

Hi Amanda!

I received your voicemail. I let me know what size you are looking for. Another popular size is 60'x120'. I would advise against going much bigger than this due to the large liner needed for flooding. You can get a lot of skaters on a 60x120; see the capacity specs estimate below.

We need to order this very soon to ensure it fits into our production schedule.

#### **Rink Size 60' x 120'**

- Installed on Existing Grass Field - Assuming slope of less than 8" - no grading required.

#### **D1 Backyard Rinks Dasher Board System**

**2026 Total Cost - \$35,620**

- Includes delivery, installation and liner

**2027+ Total Cost Estimate - \$8,500**

- Includes setup, teardown, storage and a new liner each year

**Ice Maintenance Packages - Includes snow removal, ice repair, ice resurfacing as needed per week.**

Ice Maintenance Package 1-Time Per Week - Jan 1st to Feb 28th - \$3,500.00

Ice Maintenance Package 2-Times Per Week - Jan 1st to Feb 28th - \$6,500.00

## **Ice Rink Capacity Breakdown for 60' x 120'**

- **Comfortable/Recreational Skating (~50 to 100 sq. ft. per person):** Allows roughly **72 to 144 skaters** to move freely without frequent collisions.
- **Maximum Occupancy/Crowded Public Session (~35 to 50 sq. ft. per person):** Fire codes or specific event setups (such as city holiday rinks) may cap a 60 x 120-foot surface at a maximum of **140 people** on the ice. [1]
- **Hockey / Organized Practice:** Usually limited to **10 to 30 players** on the ice at once for safe drills and scrimmages.

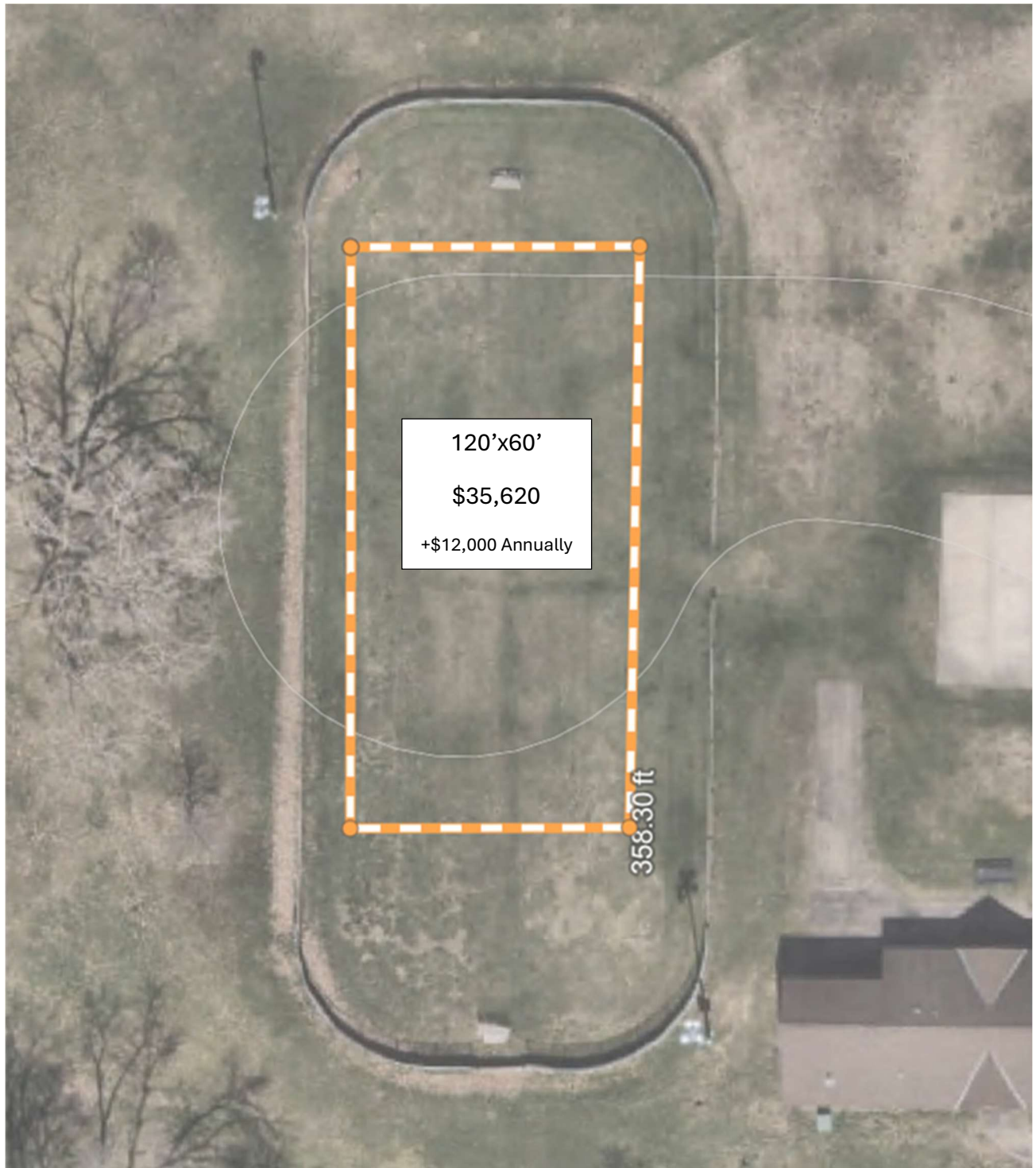
Adam Carignan, Owner  
Cell: 612-968-4302



**Current Rink Size is 197'x84'**



**Current Rink Size is 197'x84'**





CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

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

**MEETING DATE / October 6, 2026**

**SUBJECT:** Consider the Purchase of a 2010 Mack GU 712 Single Axle Plow Truck

**Prepared By:** Sean Diercks, Public Works Director

**Report Date:** 10/2/2026

### **Recommended City Council Action**

Staff recommends the following:

Consider a motion to approve the purchase of a 2010 Mack GU 712 single axle plow truck as quoted by Transwest Truck Sales of St. Michael, MN in an amount not to exceed \$89,900 (including tax and license).

*NOTE: Final price negotiations were still in progress at the time this report was prepared. The final purchase price will be confirmed by the date of the meeting.*

### **Overview / Background**

During the capital improvements planning and budgeting process, the replacement of the 2004 Sterling plow truck has been identified as a priority in order to maintain a fleet of reliable snow plow trucks. The 2004 Sterling has exceeded its projected reliable usefulness and is becoming a potential liability for reliability. The Sterling is in ok/good mechanical condition for a 20 plus year old plow truck, but the Sterling brand/model was discontinued in 2009. Replacement parts are becoming ever increasingly difficult to find, and have become very expensive due to that parts are no longer being made, often necessitating relying on custom made parts due to age and availability.

The initial thought was to budget for the replacement plow truck over a two or three year period and roughly budgeting \$100,000 per year until funded; however, after learning the price to spec and build a new truck is approaching \$350,000 to \$400,000 with a 12 to 18 month build lead time, I began to look at alternatives to replace the 2004 Sterling. The new build process begins with selecting a cab and chassis (Mack, Western Star, Freightliner etc.) and then adding all the needed accessories (plows, scrapers, sanders, box etc.), often requiring at least two different vendors.

While researching Western Star cab and chassis models at Transwest in St. Michael in August 2026, I decided to look at the available used trucks they have for sale and found that they had multiple used plow trucks for sale with various configurations. I came across a 2010 model Mack GU 712 single axle truck for sale that has extremely low miles and was fully reconditioned by Transwest. Upon further research, this particular Mack was a former City of Hastings plow truck that led an easy life in Hastings and spent the majority of its life without the front reversible plow even being on the truck.

The Mack truck company has been in business since 1900 and shows no signs for being discontinued anytime soon.

The following information is the City's pricing for the proposed Mack GU 712 plow truck:

|                                  |                      |
|----------------------------------|----------------------|
| • Transwest of St. Michael, MN   |                      |
| Used 2010 Mack GU 712 Plow Truck | \$89,900.00          |
| Trade Value - 2004 Sterling      | <u>(\$15,000.00)</u> |
| <b>Total</b>                     | <b>\$74,900.00</b>   |

After reviewing all the supporting information, specs, and reviewing the machines in person, the Public Works Department is confident in recommending the City Council approve the purchase of the 2010 Mack GU as quoted by Transwest of St Michael, MN.

#### **Supporting Information**

- Final Transwest Quote will be distributed at the meeting
- Transwest 2010 Mack GU 712 vehicle description sheet
- Photos of 2010 Mack GU 712



## 2010 Mack GU

### Transwest of St. Michael, MN

4631 Odessa Ave NE  
St. Michael, MN 55376  
(612) 676-3800

\$89,900

### DESCRIPTION

\* 2010 Mack GU712 Single Axle Plow Truck \* MP7 Engine \* Only 46,143 Miles \* Allison Automatic \* Reversible Plow \* Rear Mount Wing \* Belly Blade \* Stainless Steel Sander \* Vibratory \* Strobes \* Force Controls \* Full Reconditioned and Freshly Serviced \* Ready for Work \* For Questions or Interest Please Call Sales \*

### SPECIFICATIONS

**Type** Plow Truck

**Year** 2010

**Make** Mack

**Model** GU

**Stock ID** 95H1546

**VIN (Last 6)** 001275

**List Price** \$89,900

**Status** Available

**Condition** Used

**Living Quarters** No

**Mileage** 46,143

### ENGINE & CHASSIS

**Engine Model** MP7

**Transmission Make** Allison

Contact  
Us



Call (612) 676-3800

Contact Sales





