# CITY COUNCIL MEETING

March 17, 2026 at 6:30 PM

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

## AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

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

4. **Approve Agenda**

5. **Consent Agenda**

   A. Approve Minutes of March 3, 2026 City Council Work Session Minutes

   B. Approve Minutes of March 3, 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 a Cinco de Mayo Celebration at the Church of St. George

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

7. **Regular Business**

   A. Receive 4th Quarter 2025 Revenues and Expenditures

   B. Discuss Draft of Ordinance Amending City Code Chapter 2 – Administration to Establish City Council Salaries and Include Council Guidelines; and Amending Chapter 3 – Officers and Employees

8. **Other Business**

9. **Adjourn**

**UPCOMING MEETINGS & OTHER DATES OF NOTE**
Monday, March 23 (5:00 pm) / Park Board Meeting
Tuesday, March 31 (6:30 pm) / Planning Commission Meeting
Tuesday, April 7 (5:00 or 5:30 pm) / City Council Work Session
Tuesday, April 7 (6:30 pm) / City Council Meeting

*Members of the public may monitor the meeting in person or by watching the livestream on our YouTube channel at https://www.youtube.com/@CityofLongLakeMN/streams.*

**MINUTES**
**CITY COUNCIL WORK SESSION**
**March 3, 2026**

**CALL TO ORDER**
The meeting was called to order at 5:03 pm.

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

**Staff Present:** City Administrator: Amanda Nowezki; Public Works Director: Sean Diercks; City Engineering Consultant: Rachel Scheu

**Absent:** None

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

**OPEN CORRESPONDENCE**

**REGULAR BUSINESS**

**Discussion of a Request by Xcel Energy to Use Hardin Park for a Project to Update Power Transmission Lines Along the Luce Line Trail**
Public Works Director Diercks informed Council that a meeting was scheduled for next week with Xcel Energy. They're requesting the City grant them access to the Luce Line Trail through Hardin Park to do some maintenance on their transmission lines. He explained that he wanted to keep the Council informed about the conversations and noted that, unless Xcel offered incentives, he planned to advise them to look elsewhere for access because he felt their proposed plans would create a significant impact.

The Board discussed the difficulty of accessing the area due to its narrowness and shared ideas of other locations Xcel may be able to access.

Diercks stated that he would keep the Council updated on the discussion after the March 11 meeting.

**Review Sanitary Sewer Televising Results**
City Engineering Consultant Scheu presented an overview of the results of the recent sewer televising project and explained what the attachments found in Councilmembers' meeting packets depicted. She added that this information had been submitted alongside the City's grant application to Metropolitan Council. She pointed out that several clay pipes in poor condition had been found in the system.

Diercks answered Council questions regarding the information provided; and the Council reviewed the maps, results, comments from WSB, excavation costs, and recommendations from WSB for lining and/or repair projects throughout the sewer lines in the City.

City Administrator Nowezki stated that she had been working with the City's engineers on financing for this project. WSB had submitted a grant application to Metropolitan Council on behalf of the City. The City could expect to be guaranteed at least a $50,000 award, but that was only a drop in the bucket given what the total cost of a project will be. She noted that staff is hoping the City receives the full amount they asked for. The total project is estimated to be around $3 million, and the City would be responsible for half of that amount. Work in District 5 would be prioritized since TIF funds can be utilized for that project area, which she believed would be around $500,000 to $600,000. She reviewed possible project funding scenarios in the event a grant award is received.

Council and staff discussed the yellow areas depicted on the maps and the effect that lining those pipes would have on the system.

Nowezki clarified that staff was not looking for any decisions from the Council until the City receives an answer on the total dollar amount of the grant they had applied for.

Councilmember Newcomer asked if there were any areas identified where lining the pipes wouldn't address the problems.

Diercks confirmed that there were some areas that needed some spot repairs.

Councilmember Kvale questioned if there would be a timeline for the use of the grant funds.

Scheu replied that the funds would need to be used by 2028.

Nowezki added that she would like to complete a sewer lining project on a quicker timeline so she can use the approved TIF funds and reminded the Council that she felt these issues were directly affecting the City's Metropolitan Council rising sewer treatment costs.

Mayor Miner suggested that once the dust settles, he would still like staff to reach out to Orono to talk about the utility agreements.

Nowezki noted that Orono City Administrator Edwards wanted to meet with her and was very interested in having that conversation. She reflected that she would also want to schedule a meeting with the Utility Subcommittee to discuss the City's goals as part of a utility agreements review.

Councilmember Dyvik stated that he felt the City's goal was to know what was coming into Long Lake's system from Orono.

Nowezki mentioned some other details from the agreements and wondered whether there would be opportunities to simplify agreements or add items. Orono has been doing a lot of development and has expressed interest in connecting new areas to Long Lake's system, but she has told them they cannot take on any other households until they get a handle on the existing system capacity and agreements.

**Proposal for Grand Avenue Project Administration**

Nowezki reported that staff had been working with WSB with a goal of establishing some momentum on the City's street projects. Progress has been made in eliminating some of the 'low hanging fruit' by completing mill and overlay projects in recent years, but the City needs to work towards making important decisions about certain streets and various pavement management projects. Grand Avenue is one of the street projects that has been hanging over the City's head for years. After talking to Public Works Director Diercks, she had begun conversing with WSB about alternatives for a Grand Avenue project. She asked City Engineer Scheu to explain the options and noted that staff was seeking direction from Council about what they might wish to pursue further.

Scheu gave an overview of four options to address the issues on Grand Avenue, including a mill and overlay project, a mill and overlay with curb and gutter, a full reconstruction, and a full reconstruction with sanitary sewer and water.

The Council discussed concrete curb and gutter versus asphalt curb and gutter, how driveway aprons would be addressed, and the estimated engineering costs that would need to be added to the overall project cost.

Councilmember Kvale asked about adding Upper Lea Lane and Lakeview Avenue to the project scope, because she felt they were in really bad condition.

Nowezki indicated that staff had discussed potentially bonding for a project to include Upper Lea Lane, Lakeview Avenue, and potentially one other street.

Diercks stated that in addition to Upper Lea Lane and Lakeview Avenue, they should consider adding Greenhill Lane and Glenmoor Lane.

Nowezki commented that her initial goal was to get something moving forward with Grand Avenue, but she needed input from the Council on what they would like to see for this project.

The Council discussed the possible use of assessments, how old the pavement is on Grand Avenue, sidewalk upgrades that could be included with a road project, possible problems with speed along the road once the City fixes the street surface, and possible savings from doing a sewer lining project in this area instead of a full reconstruction/replacement.

Councilmember Dyvik voiced his support for either the third or fourth options described.

Nowezki emphasized that she just wanted the City to stop 'kicking the can down the road' on the Grand Avenue project. She also had reached out to Ehlers to talk about how quickly they could get going on bonding for a project.

Council and staff discussed funding options, capital transfers to the Pavement Management Fund, bonding options, timing, and the current balance in the Pavement Management Fund.

Nowezki noted that there is an item on the regular City Council agenda related to approving a design services agreement with WSB for a Grand Avenue mill and overlay project, but she had wanted the Council to be able to hear about all four available options in case they preferred to table that agenda item based on the work session discussion.

Councilmember Kvale questioned whether the City should focus on the sewer lining projects in 2026 and then, in 2027, do the full reconstruction of Grand Avenue with the additional streets discussed earlier.

Diercks stated that he would like to see the City do the opposite of what Councilmember Kvale had just described and do the streets first and then worry about the sewer lining.

Councilmember Dyvik stated that he agreed with Public Works Director Diercks and felt the City should focus on the streets while they try to get grant funds to help with the sewer lining costs.

Nowezki asked Scheu to look at the history of the City's streets with the thought of a possible larger street improvement project, and added that she would begin discussions with Ehlers about the possibility of bonding for one. She stated she would bring information back to the Council once the City's heard back on the grant application for a sewer lining project, and noted that the Council would also need to table agenda item 7B during the regular City Council meeting. She summarized that she would continue working with WSB and Ehlers about possible street project scenarios, costs, and funding.

**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,

Amanda Nowezki
City Administrator

**MINUTES**
**CITY COUNCIL MEETING**
**March 3, 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; Public Works Director: Sean Diercks |
| **Absent:** | None |

**PLEDGE OF ALLEGIANCE**

**MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW, AND UPDATES**
Mayor Miner reported that the Council had met in a work session prior to the regular meeting during which they discussed a request from Xcel Energy to install underground powerlines near the Luce Line Trail near Hardin Park. He clarified that nothing had been confirmed yet, and staff would still be having additional conversations with Xcel. Council and staff had also reviewed the results of televising of the City's sewer lines and discussed potential street improvement projects.

Additionally, on February 18, Mayor Miner had gone to a meeting at which Representative Morrison presented updates on activities in Washington, DC, and area mayors also shared their news on local happenings.

**APPROVE AGENDA**
*A motion was made by Miner, seconded by Kvale, to approve the agenda as amended, with the tabling of Agenda Item 7B. Ayes: all.*

**CONSENT AGENDA**
The Consent Agenda consisted of the following:

A. Approve Minutes of February 17, 2026 City Council Meeting
B. Approve Vendor Claims and Payroll
C. Adopt Resolution No. 2026-14 Appointing Resident Kelly Grady to the Park Board for a Term Effective Through December 31, 2028
D. Adopt Resolution No. 2026-15 Appointing Resident Travis Michels to the Planning Commission for a Term Effective Through December 31, 2029
E. Adopt Resolution No. 2026-16 Reappointing Resident Lori Goodsell to the Planning Commission for a Term Effective through December 31, 2029
F. Approve the Purchase of a 2017 Chevrolet Silverado 1500 From Davis Chevrolet of Delano, MN

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

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

**REGULAR BUSINESS**

**A. Hennepin County Updates from Commissioner Heather Edelson**
Hennepin County Commissioner Edelson gave a presentation updating the Council on events and activities taking place within the County, the 2026 budget, Federal cuts, anticipated cuts in 2027, the State and Federal Platforms along with their challenges, updates related to Hennepin health care and the Hennepin County Medical Center (HCMC), highlights from projects around the County, and how the County was assisting projects in the Long Lake area. She briefly reviewed the Board appointments she holds and encouraged people to contact her if they had any input or concerns related to any of her committees.

Councilmember Dyvik asked about the County Road 6 drainage project and if it was tied in with the Minnehaha Creek Watershed District's work on holding ponds in the area.

Commissioner Edelson was uncertain of the answer but indicated she would find out and follow up with the City.

Councilmember Dyvik commented that there is a big issue with water quality on Long Lake and how it can be improved. He also inquired about the County Aid to Municipalities (CAM) program and asked if the City had received any of that.

Public Works Director Diercks replied that the City had gotten about $7,000 to help offset sealcoating costs.

Councilmember Dyvik questioned whether the City could use the CAM funds to install pedestrian crossing signage at Wurzer Trail.

Diercks responded that would be a County decision.

Commissioner Edelson asked for a deeper explanation of the issue they were discussing.

Councilmember Dyvik gave a brief overview of the history of the crossing at Wurzer Trail and noted that the City has been talking about putting in some type of signaled pedestrian crossing with flashing lights located there. He reflected that Long Lake has been shut out of Local Government Aid from the State, so he was glad to see that they were able to get a bit of help from the CAM program. He asked about the total tax revenue that went to the County in 2025 and pointed out that it was an increase of 5.7%, which equates to around $150,000,000. He wondered why there were so many cuts planned when the tax revenue increased by $150,000,000.

Commissioner Edelson indicated that $13,000,000 is earmarked for the Sheriff’s department, HCMC received a little over $10,000,000, and there were also a lot of human services included. She observed that many costs are going up, for example, capital improvements, and explained that the County had also seen some budget changes that they weren’t prepared for.

Councilmember Feldman recalled that her information had not included expected State and Federal cuts, and asked if she had any idea of the aggregate cuts.

Commissioner Edelson responded that the County would be looking at a 12% levy increase if they were not able to get a budget in place. She briefly reviewed all the things the County was involved with as represented on the pie chart in her presentation and noted that the County also employs about 9,000 people, so there were also salaries and healthcare costs that increased.

City Administrator Nowezki asked what fell into the Operations and Disparity bucket.

Commissioner Edelson explained that it is comprised of a lot of operations and disparity elimination and stated that in certain communities, they were seeing higher levels of homelessness and police calls. The County is looking at how they may be able to reduce those numbers, and she recognized that it is a very broad category. She added that it was very different than human services though and briefly described what she saw as key differences.

Nowezki commented that she had received a number of calls from residents and business owners regarding fiscal disparities. Many of them just received their property tax statements and are very upset about the increases in both their property taxes and the fiscal disparity tax.

Commissioner Edelson clarified that the County did not have a separate fiscal disparity tax because it was built into the framework. She offered to pass along the line items of what fell under disparity elimination because she felt it would be helpful for them to understand it better.

Nowezki asked about the total cost for the facility that the County built last year.

Commissioner Edelson stated that the total cost was $20 million.

Councilmember Feldmann noted that the shortfalls for HCMC currently fall on the County and asked if they knew what fraction of the people served are from outside of the County.

Commissioner Edelson explained that 20% of the people served by HCMC are from outside of the County.

Councilmember Feldmann added that HCMC is essentially a regional service and asked if there may be a way to invoice other entities, such as Ramsey County.

Commissioner Edelson indicated that they have actually cut services to people who live outside of Hennepin County, so unless someone lives in the County, they will not receive services at HCMC. She noted that the County is talking to the legislature about this issue because they are having to make budget cuts of around $100 million, and Hennepin County taxpayers can no longer continue to pay for this alone.

Mayor Miner observed that City Clerk Moeller was not able to be at tonight's meeting but if she were here, she would ask about elections and if there was any forward movement on the County assisting smaller cities like Long Lake with administration of absentee voting or early voting.

Commissioner Edelson noted that the City of Greenwood had also asked about this and stated that what they have done is look to take over some of the training, but would not take it over. She believed that

Greenwood was looking for ways to make early voting more reasonable within their community. She indicated that she would have Dan from the County connect with the City to have a conversation around elections and explained that she felt they should continue to have this type of conversation because it can get expensive.

Nowezki added that early voting also requires a lot of hours for a small city to be open for elections, with not a lot of participation. She noted that being available during regular business hours was not the issue, but late nights and Saturdays.

Commissioner Edelson stated that she would think there should be some kind of exceptions for small cities and reiterated that they should connect on the elections issue after the meeting. She stated that the discussion tonight has given her some things to check on and assured the Council that she would circle back to them when she had some answers.

Mayor Miner asked if there were any updates on playground grants or if they had been cut.

Commissioner Edelson replied that they have been very successful and were great ways for the community to see some of the things that the County does for residents. She shared that she was trying to figure out ways to get as many playground grants as possible for the communities she represents.

Mayor Miner expressed his appreciation to Commissioner Edelson for her advocacy for the emergency gate project and believes that they were just waiting for the spring thaw for the project to commence.

Nowezki confirmed that she had spoken with a contact at the County, and they have committed to pay $5,000 towards the gate. She added that the total cost had gone up a bit, with the total bill being just a little over $21,000.

Commissioner Edelson asked for that information to be emailed to her so she can document it. She encouraged the Council to reach out to her throughout the year when they needed assistance.

Mayor Miner thanked Commissioner Edelson for taking the time to come give the Council an update.

**~~B. Approve Agreement with WSB for Professional Services for the 2026 Pavement Management Improvement Project (Grand Avenue)~~** (TABLED)

**C. Invitation for City Council Representative on the Minnehaha Creek Watershed District's (MCWD) Policy Advisory Committee**

Nowezki reported that the MCWD had recently met with Mayor Miner to discuss launching their 2027 Watershed Management Plan (WMP) update initiative. Following the meeting, the MCWD extended an invitation for a member of the Council to join their Policy Advisory Committee.

Mayor Miner stated that the time commitment would be during daytime business hours and five or six meetings would be held between now and December 2027.

Nowezki indicated that the MCWD was looking at three focus areas within Long Lake, including Holbrook Park by enhancing the walking paths and the wooded areas, the downtown area due to runoff coming from the industrial district, Nelson Lakeside Park, and they had also discussed possibilities for the former BP station lot.

Mayor Miner asked if resident Janet Schaefer would be part of this committee.

Nowezki replied that she had not been to any of the meetings she had attended, but she wouldn't be opposed to inviting her to join them at future meetings.

Councilmember Dyvik mentioned that Ms. Schaefer was also a member of the Long Lake Waters Association and would be a good addition to this committee.

Councilmember Kvale suggested that the Council come up with a primary member to attend advisory committee meetings, but also appoint an alternate.

Councilmember Dyvik noted that daytime hours can be difficult for him, but he was willing to try to make it work in his schedule.

Councilmember Newcomer volunteered to serve on the committee and mentioned that he thought his schedule may be more flexible than Councilmember Dyvik's.

Councilmember Dyvik offered to serve as the alternate.

*A motion was made by Feldmann, seconded by Miner, to appoint Councilmember Newcomer as the primary member of the Minnehaha Creek Watershed District's (MCWD) Policy Advisory Committee, with Councilmember Dyvik appointed as the alternate. Ayes: all.*

**OTHER BUSINESS**

**Lake Water Quality** – Councilmember Dyvik recalled attending the Long Lake Waters Association meeting, along with Councilmember Newcomer as liaison, at which Lake Restoration had presented. Lake Restoration does alum treatments for impaired waters. He and members of the Long Lake Waters Association were planning to take a look and see what grants and fundraising they could do to support alum treatments to benefit Long Lake. Councilmembers discussed alum treatments, past treatments in the lake, which government body or organization would have permitting authority for this action, what areas of the lake would have the alum applied, and possible questions to be asked when a presentation is made to the Council about potential alum treatments. Later under other business, Nowezki added that Jane Davidson from the Long Lake Waters Association had agreed to present information to the Council at a future meeting sometime in the next few months.

**League of Minnesota Cities Event** - Mayor Miner stated that next week he would be attending the League of Minnesota Cities City Day on the Hill event to learn more about what is happening at the capital.

**Planning Commission Meeting** - Councilmember Kvale indicated that there was going to be a Planning Commission meeting in March.

**Administrative Assistant Applications** - Nowezki reported that staff has been pleasantly surprised by the number of qualified applicants for the new Administrative Assistant position.

**Public Works Update** - Diercks stated that he had been very busy trying to keep the ship afloat and reviewed some of the activities the Public Works Department had undertaken recently.

**ADJOURN**
*Hearing no objection, Mayor Miner adjourned the meeting by general consent at 8:00 pm.*

Respectfully submitted,

Amanda Nowezki
City Administrator

CITY OF LONG LAKE

# City Council Agenda Report

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

**MEETING DATE / March 17, 2026**

**SUBJECT:** Approve Vendor Claims and Payroll

**Prepared By:** Amanda Nowezki, City Administrator **Report Date:** 03/12/2026

## Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of $121,734.80 and electronic vendor payments in the amount of $3,938.16 for a total amount of **$125,672.96**; March City Council monthly payroll in the amount of **$1,300.00**; and gross City Employee payroll paid March 5 in the amount of **$18,430.75**.

## 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

# LONG LAKE, MN

## *Check Summary Register©

**Checks 71911-71939**

| | Name | Check Date | Check Amt | |
|---|---|---|---|---|
| **10100** | **GENERAL FUND CASH** | | | |
| 71911 | Advanced Imaging Solutions | 03/06/26 | $77.00 | Copier Contract Maint - March 2026 |
| 71912 | AMERICAN MAILING MACHINES | 03/06/26 | $554.69 | Postage Machine Ink (x2) |
| 71913 | CARSON, CLELLAND & SCHREDER | 03/06/26 | $2,895.00 | Feb Legal Fees; Cell Tower Lease Terms, Employee Handboo |
| 71914 | CENTERPOINT ENERGY | 03/06/26 | $26.39 | Gas Charges - 25 Apple Glen |
| 71915 | CITY OF LONG LAKE | 03/06/26 | $368.99 | Feb 2026 Utility Bill-450 Virginia |
| 71916 | CITY OF WAYZATA | 03/06/26 | $29,209.00 | Police Services - March 2026 |
| 71917 | DELTA DENTAL | 03/06/26 | $156.19 | Dental Insurance - Feb 2026 |
| 71918 | ECM PUBLISHERS, INC. | 03/06/26 | $857.45 | Newspaper Ad-Job Positngs - PW Maint Worker 2/26/26 |
| 71919 | GOPHER STATE ONE CALL | 03/06/26 | $10.80 | Feb 2026 Locates |
| 71920 | HENNEPIN CTY INFO. TECH. DEPT | 03/06/26 | $89.94 | PW Radio Fees-Jan 2026 |
| 71921 | Metro West Inspection Svcs Inc | 03/06/26 | $3,278.81 | Feb 2026 Permits |
| 71922 | METROPOLITAN COUNCIL | 03/06/26 | $36,218.83 | Waste Water Services - April 2026 |
| 71923 | Premium Waters, Inc. | 03/06/26 | $4.38 | Bottled Water - March 2026 |
| 71924 | SUMMIT FIRE PROTECTION, CO | 03/06/26 | $464.00 | CH Fire Extinguisher Inspection/Service |
| 71925 | TIMESAVER OFF SITE | 03/06/26 | $178.00 | 02/17/26 City Council Meeting Minutes - 1 hr |
| 71926 | VALLEY-RICH CO. INC | 03/06/26 | $22,775.71 | Watermain Break-1575-E West Wayzata Blvd |
| 71927 | WRIGHT-HENNEPIN SECURITY | 03/06/26 | $125.80 | March 2026 Security - 450 Virginia Ave |
| 71928 | XCEL ENERGY | 03/06/26 | $334.10 | Steet Lights - 2129 W Wayzata Blvd |
| 71929 | CENTERPOINT ENERGY | 03/12/26 | $4,094.26 | Gas Charges - (01/22/26-02/19/26) 450 Virginia Ave |
| 71930 | FIRSTNET (AT&T) | 03/12/26 | $129.69 | PW WIRELESS SERVICES (01/26/26-02/25/26) |
| 71931 | MID-AMERICAN RESEACH CHEMICAL | 03/12/26 | $621.25 | PW Marking Paint for Locates |
| 71932 | Minnesota Equipment | 03/12/26 | $202.80 | PW Chevy Light Bar |
| 71933 | SUTTONS ADVANCED CLEANING SRV | 03/12/26 | $290.00 | CH Cleaning Services - March 2026 |
| 71934 | TOLL GAS & WELDING SUPPLY | 03/12/26 | $154.69 | PW Shop Supplies-Compressed Gas Cylinder Caps |
| 71935 | VIA ACTUARIAL SOLUTIONS | 03/12/26 | $2,500.00 | 2024/2025 Fire Relief GASB 67/68 Report |
| 71936 | WASTE MANAGEMENT | 03/12/26 | $6,491.04 | Residential Recycling Services-March 2026 |
| 71937 | Westside Wholesale Tire | 03/12/26 | $2,584.22 | PW-F550 Tire Replacement |
| 71938 | XCEL ENERGY | 03/12/26 | $1,998.96 | Street Lights - Act #5156925594 (02/03/26-03/02/265) |
| 71939 | XCEL ENERGY | 03/12/26 | $5,042.81 | Electricity (01/25/26-02/25/26)-Parks |
| | | **Total Checks** | $121,734.80 | |

| **10100 GENERAL FUND CASH** | |
|---|---|
| 101 GENERAL FUND | $50,356.32 |
| 205 FIRE DEPARTMENT | $2,513.51 |
| 601 WATER FUND | $25,922.33 |
| 602 SANITARY SEWER FUND | $36,435.98 |
| 603 SURFACE WATER MGMT FUND | $15.62 |
| 604 RECYCLING FUND | $6,491.04 |
| | $121,734.80 |

# LONG LAKE, MN



# *Check Detail Register©

**Checks 71911-71939**

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|---|---|---|---|---|---|
| **10100 GENERAL FUND CASH** | | | | | |
| **71911** | 03/06/26 | **Advanced Imaging Solutions** | | | |
| E 101-41500-4135 | | Copier Maintenance | $77.00 | INV374923 | Copier Contract Maint - March 2026 |
| | | Total | $77.00 | | |
| **71912** | 03/06/26 | **AMERICAN MAILING MACHINES** | | | |
| E 101-41500-4130 | | Postage Machine Maint | $496.00 | IN126581 | Postage Machine Ink (x2) |
| E 101-41500-4140 | | Folder Inserter Machine M | $58.69 | IN126581 | Folder Stuffer Sealant |
| | | Total | $554.69 | | |
| **71913** | 03/06/26 | **CARSON, CLELLAND & SCHREDER** | | | |
| E 101-41610-3120 | | Legal Fees - Civil | $1,695.00 | 9281 | Feb Legal Fees; Cell Tower Lease Terms, Employee Handbook, Consulting Agreement, Etc |
| E 101-41610-3040 | | Legal Fees - Criminal | $1,200.00 | 9281 | Feb Legal Fees-Criminal |
| | | Total | $2,895.00 | | |
| **71914** | 03/06/26 | **CENTERPOINT ENERGY** | | | |
| E 602-49450-3830 | | Natural Gas Expense | $26.39 | 106679608-0 | Gas Charges - 25 Apple Glen |
| | | Total | $26.39 | | |
| **71915** | 03/06/26 | **CITY OF LONG LAKE** | | | |
| E 101-41940-3820 | | City Utilities (Wat,Sew,Sto | $76.55 | 030426 | Feb 2026 Utility Bill-450 Virginia |
| E 101-41942-3820 | | City Utilities (Wat,Sew,Sto | $179.32 | 030426 | Feb 2026 Utility Bill-2145 Daniels St |
| E 601-49400-3820 | | City Utilities (Wat,Sew,Sto | $45.42 | 030426 | Feb 2026 Utility Bill-1964 Orchard Ln |
| E 101-45200-3820 | | City Utilities (Wat,Sew,Sto | $67.70 | 030426 | Feb 2026 Utility Bill-350 Harrington |
| | | Total | $368.99 | | |
| **71916** | 03/06/26 | **CITY OF WAYZATA** | | | |
| E 101-42110-3130 | | Subcontracted Police Svc | $29,209.00 | 022726 | Police Services - March 2026 |
| | | Total | $29,209.00 | | |
| **71917** | 03/06/26 | **DELTA DENTAL** | | | |
| E 101-41500-1310 | | Employer Paid Health | $78.10 | RIS00068879 | Dental Insurance - Feb 2026 |
| E 101-43050-1310 | | Employer Paid Health | $0.00 | RIS00068879 | Dental Insurance - Feb 2026 |
| E 601-49400-1310 | | Employer Paid Health | $20.82 | RIS00068879 | Dental Insurance - Feb 2026 |
| E 602-49450-1310 | | Employer Paid Health | $15.62 | RIS00068879 | Dental Insurance - Feb 2026 |
| E 603-43150-1310 | | Employer Paid Health | $15.62 | RIS00068879 | Dental Insurance - Feb 2026 |
| G 101-21706 | | FlexPlan - Ins Prem | $26.03 | RIS00068879 | Dental Insurance - Feb 2026 |
| | | Total | $156.19 | | |
| **71918** | 03/06/26 | **ECM PUBLISHERS, INC.** | | | |
| E 101-43050-3500 | | Printing Expense | $350.00 | 1089478 | Newspaper Ad-Job Positngs - PW Maint Worker 2/26/26 |
| E 101-43050-3500 | | Printing Expense | $284.00 | 1089479 | Newspaper Ad-Job Positngs - PW Maint Worker 2/28/26 |
| E 101-41500-3500 | | Printing Expense | $223.45 | 1520593 | Newspaper Ad-Job Positngs - CH Admin Assist 2/20/26 |
| | | Total | $857.45 | | |
| **71919** | 03/06/26 | **GOPHER STATE ONE CALL** | | | |
| E 601-49400-3855 | | Gopher One Locates Expe | $10.80 | 6020557 | Feb 2026 Locates |

# LONG LAKE, MN

## *Check Detail Register©

**Checks 71911-71939**

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|---|---|---|---|---|---|
| | | Total | $10.80 | | |
| **71920** | 03/06/26 | **HENNEPIN CTY INFO. TECH. DEPT** | | | |
| E 101-41942-3235 | | Cty 800mhz Radio Admin | $89.94 | ITC0001176 | PW Radio Fees-Jan 2026 |
| | | Total | $89.94 | | |
| **71921** | 03/06/26 | **Metro West Inspection Svcs Inc** | | | |
| E 101-42400-3035 | | Bldg Inspection - Subcontr | $3,278.81 | 4930 | Feb 2026 Permits |
| | | Total | $3,278.81 | | |
| **71922** | 03/06/26 | **METROPOLITAN COUNCIL** | | | |
| E 602-49450-3100 | | MCES Sewer Treatment | $36,218.83 | 0001202626 | Waste Water Services - April 2026 |
| | | Total | $36,218.83 | | |
| **71923** | 03/06/26 | **Premium Waters, Inc.** | | | |
| E 101-41500-4145 | | Bottled Water Service | $4.38 | 311346606 | Bottled Water - March 2026 |
| | | Total | $4.38 | | |
| **71924** | 03/06/26 | **SUMMIT FIRE PROTECTION, CO** | | | |
| E 101-41940-4010 | | Bldg Maint & Repairs | $464.00 | 3897304 | CH Fire Extinguisher Inspection/Service |
| | | Total | $464.00 | | |
| **71925** | 03/06/26 | **TIMESAVER OFF SITE** | | | |
| E 101-41500-3000 | | Professional Srvs | $178.00 | 31926 | 02/17/26 City Council Meeting Minutes - 1 hr |
| | | Total | $178.00 | | |
| **71926** | 03/06/26 | **VALLEY-RICH CO. INC** | | | |
| E 601-49400-4065 | | Water Main Break | $22,775.71 | 35365 | Watermain Break-1575-E West Wayzata Blvd |
| | | Total | $22,775.71 | | |
| **71927** | 03/06/26 | **WRIGHT-HENNEPIN SECURITY** | | | |
| E 101-41940-3000 | | Professional Srvs | $62.90 | 030126 | March 2026 Security - 450 Virginia Ave |
| E 101-41942-3000 | | Professional Srvs | $62.90 | 030126 | March 2026 Security - 2145 Daniels St |
| | | Total | $125.80 | | |
| **71928** | 03/06/26 | **XCEL ENERGY** | | | |
| E 101-43100-3815 | | Street Lighting Maint/Elect | $36.50 | 966545096 | Steet Lights - 1070 W Wayzata Blvd |
| E 101-43100-3815 | | Street Lighting Maint/Elect | $64.02 | 966716894 | Steet Lights - 2129 W Wayzata Blvd |
| E 101-43100-3815 | | Street Lighting Maint/Elect | $233.58 | 966716894 | Steet Lights - 1758 W Wayzata Blvd |
| | | Total | $334.10 | | |
| **71929** | 03/12/26 | **CENTERPOINT ENERGY** | | | |
| E 101-41940-3830 | | Natural Gas Expense | $494.59 | 80000079065 | Gas Charges - (01/22/26-02/19/26) 450 Virginia Ave |
| E 205-42282-3830 | | Natural Gas Expense | $629.55 | 80000079065 | Gas Charges - (12/19/25-12/31/25) 340 N Willow |
| E 205-42282-3830 | | Natural Gas Expense | ($620.33) | 80000079065 | Gas Charges - (01/01/26-01/22/26) 340 N Willow |
| E 205-42286-3830 | | Natural Gas Expense | $292.66 | 80000079065 | Gas Charges - (12/19/25-12/31/25) 3770 Shoreline Dr |
| E 205-42286-3830 | | Natural Gas Expense | ($288.37) | 80000079065 | Gas Charges - (01/01/26-01/22/26) 3770 Shoreline Dr |
| E 101-41942-3830 | | Natural Gas Expense | $3,147.25 | 80000079065 | Gas Charges - (01/22/26-02/19/26) 2145 Daniels St |
| E 602-49450-3830 | | Natural Gas Expense | $46.03 | 80000079065 | Gas Charges - (01/22/26-02/19/26) SWR |

## LONG LAKE, MN



# *Check Detail Register©

**Checks 71911-71939**

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|---|---|---|---|---|---|
| E 101-45200-3830 | | Natural Gas Expense | $392.88 | 80000079065 | Gas Charges - (01/22/26-02/19/26) Parks |
| | | Total | $4,094.26 | | |
| **71930** | 03/12/26 | **FIRSTNET (AT&T)** | | | |
| E 101-41942-3210 | | Telephone | $90.96 | X03032026 | PW WIRELESS SERVICES (01/26/26-02/25/26) |
| E 601-49400-2010 | | Office Supplies | $38.73 | X03032026 | PW WIRELESS SERVICES (01/26/26-02/25/26) |
| | | Total | $129.69 | | |
| **71931** | 03/12/26 | **MID-AMERICAN RESEACH CHEMICAL** | | | |
| E 601-49400-3855 | | Gopher One Locates Expe | $288.00 | 0872145-IN | PW Marking Paint for Locates |
| E 101-43000-2150 | | Shop Supplies | $216.25 | 0872145-IN | PW Ceramic Wash |
| E 601-49400-3825 | | Water Testing/Reporting E | $54.00 | 0872145-IN | PW Marking Paint for Locates |
| E 101-41942-3840 | | Custodial & Waste Remov | $63.00 | 0872145-IN | PW Urinal Screens |
| | | Total | $621.25 | | |
| **71932** | 03/12/26 | **Minnesota Equipment** | | | |
| E 101-43000-4040 | | Equip Maint & Repairs | $164.95 | P69691 | PW Chevy Light Bar |
| E 601-49400-4040 | | Equip Maint & Repairs | $37.85 | P69691 | PW Shop; Anti-Seize Compound |
| | | Total | $202.80 | | |
| **71933** | 03/12/26 | **SUTTONS ADVANCED CLEANING SRV** | | | |
| E 101-41940-3840 | | Custodial & Waste Remov | $290.00 | 8029 | CH Cleaning Services - March 2026 |
| | | Total | $290.00 | | |
| **71934** | 03/12/26 | **TOLL GAS & WELDING SUPPLY** | | | |
| E 101-43000-2150 | | Shop Supplies | $54.36 | 0010655816 | PW Shop Supplies-Compressed Gas Cylinder Caps |
| E 101-43000-2150 | | Shop Supplies | $100.33 | 0010655842 | PW Shop Supplies-Torch Parts |
| | | Total | $154.69 | | |
| **71935** | 03/12/26 | **VIA ACTUARIAL SOLUTIONS** | | | |
| E 205-42280-3010 | | Auditing and Actg Service | $2,500.00 | LLF-2026-02 | 2024/2025 Fire Relief GASB 67/68 Report |
| | | Total | $2,500.00 | | |
| **71936** | 03/12/26 | **WASTE MANAGEMENT** | | | |
| E 604-43200-3890 | | Res Curb Recycling | $3,886.51 | 8222210-159 | Residential Recycling Services-March 2026 |
| E 604-43200-3895 | | Res Organic Recycling | $2,604.53 | 8222210-159 | Organics Recycling Services-March 2026 |
| | | Total | $6,491.04 | | |
| **71937** | 03/12/26 | **Westside Wholesale Tire** | | | |
| E 101-45200-4040 | | Equip Maint & Repairs | $552.44 | 979919 | PW-Tool Cat Tires |
| E 101-43000-4040 | | Equip Maint & Repairs | $2,031.78 | 979977 | PW-F550 Tire Replacement |
| | | Total | $2,584.22 | | |
| **71938** | 03/12/26 | **XCEL ENERGY** | | | |
| E 101-43100-3815 | | Street Lighting Maint/Elect | $1,998.96 | 967492668 | Street Lights - Act #5156925594 (02/03/26-03/02/265) |
| | | Total | $1,998.96 | | |
| **71939** | 03/12/26 | **XCEL ENERGY** | | | |
| E 101-41940-3810 | | Electricity Expense | $178.38 | 967669158 | Electricity (01/25/26-02/25/26)-CH |
| E 101-41942-3810 | | Electricity Expense | $1,193.75 | 967669158 | Electricity (01/25/26-02/25/26)-PW |

# LONG LAKE, MN



## *Check Detail Register©

**Checks 71911-71939**

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|---|---|---|---|---|---|
| E 101-43100-3815 | | Street Lighting Maint/Elect | $312.83 | 967669158 | Electricity (01/25/26-02/25/26)-Street Lights |
| E 601-49400-3810 | | Electricity Expense | $2,651.00 | 967669158 | Electricity (01/25/26-02/25/26)-WTR |
| E 602-49450-3810 | | Electricity Expense | $129.11 | 967669158 | Electricity (01/25/26-02/25/26)-SWR |
| E 101-45200-3810 | | Electricity Expense | $577.74 | 967669158 | Electricity (01/25/26-02/25/26)-Parks |
| | | Total | $5,042.81 | | |
| | | **10100** | $121,734.80 | | |

Fund Summary

| **10100 GENERAL FUND CASH** | |
|---|---|
| 101 GENERAL FUND | $50,356.32 |
| 205 FIRE DEPARTMENT | $2,513.51 |
| 601 WATER FUND | $25,922.33 |
| 602 SANITARY SEWER FUND | $36,435.98 |
| 603 SURFACE WATER MGMT FUND | $15.62 |
| 604 RECYCLING FUND | $6,491.04 |
| | $121,734.80 |

# LONG LAKE, MN



## *Check Summary Register©

**Checks 3383, 3390-3392**

| | Name | Check Date | Check Amt | |
|---|---|---|---|---|
| **10100 GENERAL FUND CASH** | | | | |
| 3383e | USBANK CREDIT CARD | 02/26/26 | $3,085.70 | Feb 2026 CC Purchases |
| 3390e | PSN UTILITY ONLINE BILLING | 03/04/26 | $320.15 | BILL PAY FEE - Feb 2026 |
| 3391e | POSTALIA | 03/09/26 | $500.00 | Postage-March 2026 |
| 3392e | NAPA Auto Parts | 03/09/26 | $32.31 | FD-Blister Miniature Bulbs |
| | | **Total Checks** | $3,938.16 | |

| **10100 GENERAL FUND CASH** | |
|---|---|
| 101 GENERAL FUND | $680.44 |
| 205 FIRE DEPARTMENT | $2,319.13 |
| 601 WATER FUND | $578.51 |
| 602 SANITARY SEWER FUND | $360.08 |
| | $3,938.16 |

# LONG LAKE, MN

# *Check Detail Register©

**Checks 3383, 3390-3392**

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|---|---|---|---|---|---|
| **10100 GENERAL FUND CASH** | | | | | |
| **3383 e** | 02/26/26 | **USBANK CREDIT CARD** | | | |
| E 101-41500-4300 | | Miscellaneous | ($8,211.22) | 022526 | Feb 2026 CC Pre-payment |
| E 601-49400-3220 | | Postage | $7.30 | 022526 | PW-USPS; Mail Water Samples |
| E 101-41942-4010 | | Bldg Maint & Repairs | $126.95 | 022526 | PW-ACE; Wire Brush, Drill Bit, Heat Cable Pipe |
| E 101-45200-4040 | | Equip Maint & Repairs | $872.96 | 022526 | PW-Menards; Lumber for Dock Repairs |
| E 101-45200-2150 | | Shop Supplies | $584.99 | 022526 | PW-Ace; Cordless 2 tool combo kit, 20v Battery, Shovel, etc |
| E 601-49400-4065 | | Water Main Break | $28.21 | 022526 | PW-Speedway; Propane |
| E 101-43000-2120 | | Motor Fuels | $72.28 | 022526 | PW-Speedway; Fuel |
| E 101-41942-4010 | | Bldg Maint & Repairs | $781.04 | 022526 | PW-LVC; Annual Fire Extinguisher Inspection |
| E 101-43050-3350 | | Conference/Meetings | $13.98 | 022526 | PW-Kwik Trip; Donuts for staff meeting |
| E 101-41942-3840 | | Custodial & Waste Remov | $42.40 | 022526 | PW-Ace; Paint Hardener |
| E 101-45200-4040 | | Equip Maint & Repairs | $763.35 | 022526 | PW-Amazon; Replacement Dock Bumpers |
| E 101-43000-2120 | | Motor Fuels | $12.99 | 022526 | PW-Ace; Storage Tote |
| E 101-43100-2250 | | Landscaping/Décor | $44.95 | 022526 | PW-Ace; Storage Tote |
| E 601-49400-3825 | | Water Testing/Reporting E | $64.99 | 022526 | PW-Ace; Torch Kit for Water Samples |
| E 101-43000-4040 | | Equip Maint & Repairs | $135.54 | 022526 | PW-Chevy of Wayzata; 2018 Chevy Cap (x2) |
| E 101-41942-3840 | | Custodial & Waste Remov | $121.73 | 022526 | PW-Menards; Bounty |
| E 101-45200-4040 | | Equip Maint & Repairs | $59.68 | 022526 | PW-Amazon; Replacement Dock Bumpers |
| E 101-45200-4040 | | Equip Maint & Repairs | $63.89 | 022526 | PW-Ace; Dock Hardware |
| E 101-45200-4040 | | Equip Maint & Repairs | $74.96 | 022526 | PW-Amazon; Replacement Dock Bumper Corners |
| E 101-43000-2150 | | Shop Supplies | $550.30 | 022526 | PW-Northern Tool; Plier Set, Gloves, Pressure Washer, Nozzles, |
| E 101-43000-2120 | | Motor Fuels | $70.30 | 022526 | PW-Speedway; Fuel |
| E 101-43000-2150 | | Shop Supplies | $20.00 | 022526 | PW-Ace; Coupling Connect |
| E 601-49400-2150 | | Shop Supplies | $117.94 | 022526 | PW-Ace; Wrench (x2), Drill Set |
| E 101-43000-2150 | | Shop Supplies | $64.34 | 022526 | PW-Ace; Heat Shrink, Cable Tie, Coupling, etc |
| E 101-43000-2150 | | Shop Supplies | $106.56 | 022526 | PW-Ace; Screwdriver Set, Soldering Gun Kit, Alligator Clip, Etc |
| E 101-41500-3090 | | Software Support | $144.00 | 022526 | CH-Google; Workspace |
| E 101-41500-5710 | | Computer/Printer Replace | $127.21 | 022526 | CH-Amazon; Computer Monitor Mount (x3), Power Cord, HDMI Cords (x4) |
| E 101-41500-5710 | | Computer/Printer Replace | $3,026.70 | 022526 | CH-Lenovo; City Administrator Laptop, Keyboard, Mouse, and Pen,City Clerk Desktop Computer |
| E 101-41500-5710 | | Computer/Printer Replace | $161.51 | 022526 | CH-Amazon; City Administrator Docking Station |
| E 101-41500-4450 | | Food & Beverage (Mtgs/Tr | $24.08 | 022526 | CH-Red Rooster; Meeting w/Wayzata |
| E 101-41500-3090 | | Software Support | $108.51 | 022526 | CH-Microsoft Annual Subscription |
| E 101-41500-5710 | | Computer/Printer Replace | $190.41 | 022526 | CH-Amazon; Label Writer 450 |
| E 101-41500-2010 | | Office Supplies | $16.26 | 022526 | CH-Amazon; Ethernet Cable |
| E 101-41940-4010 | | Bldg Maint & Repairs | ($66.99) | 022526 | CH-Ace; Air Filters 16x25x1 |
| E 101-41500-2010 | | Office Supplies | $26.07 | 022526 | CH-Amazon; Desktop Stands |
| E 101-41500-2010 | | Office Supplies | $8.90 | 022526 | CH-Amazon; Desktop Stands |
| E 101-41940-4010 | | Bldg Maint & Repairs | $87.96 | 022526 | CH-Ace; Air Filters 16x25x1 |
| E 101-41500-3090 | | Software Support | $15.00 | 022526 | CH-Canva |
| E 101-41940-3210 | | Telephone | $71.70 | 022526 | CH-Nextivia; VOIP Phone Service |
| E 101-41942-3210 | | Telephone | $24.00 | 022526 | PW-Nextivia; VOIP Phone Service |
| E 101-43000-2150 | | Shop Supplies | $243.15 | 022526 | PW-VistaPrint; Truck Magnets |
| E 205-42280-4300 | | Miscellaneous | $2,286.82 | 022526 | Feb 2026 Fire CC Purchases - Billed to Shoreline |
| | | Total | $3,085.70 | | |

## LONG LAKE, MN

# *Check Detail Register©

**Checks 3383, 3390-3392**

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|---|---|---|---|---|---|
| **3390 e** | 03/04/26 | **PSN UTILITY ONLINE BILLING** | | | |
| E 601-49400-3090 | | Software Support | $160.07 | 322703 | BILL PAY FEE - Feb 2026 |
| E 602-49450-3090 | | Software Support | $160.08 | 322703 | BILL PAY FEE - Feb 2026 |
| | | Total | $320.15 | | |
| **3391 e** | 03/09/26 | **POSTALIA** | | | |
| E 601-49400-3220 | | Postage | $200.00 | 030626 | Postage-March 2026 |
| E 602-49450-3220 | | Postage | $200.00 | 030626 | Postage-March 2026 |
| E 101-41500-3220 | | Postage | $100.00 | 030626 | Postage-March 2026 |
| | | Total | $500.00 | | |
| **3392 e** | 03/09/26 | **NAPA Auto Parts** | | | |
| E 205-42280-4300 | | Miscellaneous | $32.31 | 644370-0 | FD-Blister Miniature Bulbs |
| | | Total | $32.31 | | |
| | | **10100** | $3,938.16 | | |

Fund Summary

| **10100 GENERAL FUND CASH** | |
|---|---|
| 101 GENERAL FUND | $680.44 |
| 205 FIRE DEPARTMENT | $2,319.13 |
| 601 WATER FUND | $578.51 |
| 602 SANITARY SEWER FUND | $360.08 |
| | $3,938.16 |

# LONG LAKE, MN

## Payroll Summary

**Pay Group: 06 City Council**
**Check Date: 3/5/2026 per. 3**

| Employee | Gross Wage | Federal Gross | State Gross | Federal Tax | State Tax | Local Tax | Social Security | Medi-care | 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 |

# LONG LAKE, MN

## Payroll Summary

**Pay Group: 01 Bi-Weekly**
**Check Date: 3/5/2026 per. 5**

| Employee | Gross Wage | Federal Gross | State Gross | Federal Tax | State Tax | Local Tax | Social Security | Medi-care | Retire | Tax Sheltered | Non-Tax Sheltered | Tips | Reimb. | Net |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 000000287 DECKER JR, MICHAEL | 2,088.59 | 1,954.13 | 1,954.13 | 175.65 | 102.01 | | 129.49 | 30.28 | 134.46 | | 10.88 | | | 1,505.82 |
| 000000243 DIERCKS, SEAN | 4,188.04 | 3,915.82 | 3,915.82 | 594.63 | 235.41 | | 259.66 | 60.73 | 272.22 | | 18.43 | | | 2,746.96 |
| 000000003 GASPAR, DONALD J | 487.50 | 487.50 | 487.50 | | | | 30.22 | 7.07 | | | 2.15 | | | 448.06 |
| 000000306 KIEPER, JASON | 3,705.09 | 3,493.54 | 3,493.54 | 311.07 | 171.96 | | 229.72 | 53.72 | 211.55 | | 16.30 | | | 2,710.77 |
| 000000091 MOELLER, JEANETTE | 3,391.22 | 2,972.84 | 2,972.84 | 228.74 | 122.69 | | 197.98 | 46.30 | 220.43 | 197.95 | 14.92 | | | 2,362.21 |
| 000000252 NOWEZKI, AMANDA | 4,570.31 | 4,080.68 | 4,080.68 | 762.71 | 268.42 | | 282.38 | 66.04 | 473.91 | 15.72 | 51.13 | | | 2,650.00 |

**941 Deposit**

| | |
|---|---|
| Federal Tax | $2,072.80 |
| Medicare | $528.28 |
| Social Security | $2,258.90 |
| Advanced EIC | None |
| Total Deposit | $4,859.98 |

**Pay Summary**

| | |
|---|---|
| Gross | 18,430.75 |
| Federal Gross | 16,904.51 |
| State Gross | 16,904.51 |
| FICA Gross | 18,217.08 |

**Tax Summary**

| | | |
|---|---|---|
| Federal Tax | 2,072.80 | |
| State Tax | 900.49 | |
| Local Tax | | |
| FICA Ded/Ben | 1,129.45 | 1,129.45 |
| Medicare Ded/Ben | 264.14 | 264.14 |

**Others**

| | |
|---|---|
| Retirement | 1,312.57 |
| Tax-Sheltered | 213.67 |
| Voluntary | 113.81 |
| Tips | 0.00 |
| Reimbursement | 0.00 |
| Net | 12,423.82 |

# City Council Agenda Report

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

CITY OF LONG LAKE

**MEETING DATE / March 17, 2026**

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

**Prepared By:** Jeanette Moeller, City Clerk **Report Date:** 3/11/2026

## 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 Cinco de Mayo Celebration on Saturday, May 2, 2026; and to approve an Application for Exempt Permit for the Church of St. George to conduct gambling activities including bingo and 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 at their Cinco de Mayo Celebration and mission trip fundraiser. This event will be held on Saturday, May 2, 2026 from 5:00 pm to 8:00 pm for parishioners of St. George and their friends, and will feature a meal, bingo, and possibly a raffle.

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

## Supporting Information

- Event narrative letter describing the Church of St. George Cinco de Mayo Celebration
- Application for 1 to 4 Day Temporary On Sale Liquor License form
- Application for Exempt Permit form

THE CHURCH OF ST. GEORGE
133 NORTH BROWN ROAD • LONG LAKE, MINNESOTA 55356 • (952) 473-1247

March 4, 2026

Ms. Jeanette Moeller
Long Lake City Hall
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

Dear Jeanette:

Our parish is planning to host a Cinco de Mayo celebration and mission trip fundraiser on Saturday, May 2nd, at 5pm in the St. George Catholic Church Community Center. The event is a family event for parishioners of St. George and their friends. We are seeking both a liquor license and a gambling permit for this event.
While we do not currently have a flyer for this event, the Cinco de Mayo celebration will feature a delicious meal, Mexican Bingo, and possibly a raffle. The event will be held from approximately 5pm to 8pm. All proceeds from the event will be used to fund a youth mission trip to Chicago over the summer.
Enclosed are the applications for the liquor license and gambling permit.

The contact people for this event are:
**Michelle Flannery, 612-518-1140**
**Sara Dore, 763-312-9651**

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

Many thanks and God Bless,

Sara Dore
Parish Secretary

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

| Name of organization | Date of organization | Tax exempt number |
|---|---|---|
| Church of St. George | 1901 | 41-0797341 |

| Organization Address (No PO Boxes) | City | State | Zip Code |
|---|---|---|---|
| 133 N Brown Rd | Long Lake | MN | 55356 |

| Name of person making application | Business phone | Home phone |
|---|---|---|
| SARA DORE | 952-473-1247 | 952-426-9445 |

Date(s) of event: 5/2/2026

Type of organization: ☐ Microdistillery ☐ Small Brewer ☐ Club ☐ Charitable ☒ Religious ☐ Other non-profit

| Organization officer's name | City | State | Zip Code |
|---|---|---|---|
| Fr Shane Stoppel-Wasinger | Long Lake | MN | 55356 |
| William Kottemann | Long Lake | MN | 55356 |
| Daren Grothaus | Minnetrista | MN | 55364 |

Location where permit will be used. If an outdoor area, describe.

In the St. George Community Center

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

NA

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Catholic Mutual Limited Liquor Liability $500,000

## APPROVAL

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

City or County approving the license: CITY OF LONG LAKE

Date Approved:

Fee Amount: $25.00

Permit Date: 5/2/2026

Event in conjunction with a community festival ☐ Yes ☒ No

City or County E-mail Address: jmoeller@longlakemn.gov

Current population of city: 1,845

Please Print Name of City Clerk or County Official: Jeanette Moeller, City Clerk

Signature City Clerk or County Official: JMoeller

**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



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-27024-25-027

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 X111 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
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 Rd

Check one:

☑ City: Long Lake Zip: 55356 County: Hennepin

☐ Township: ______ Zip: ______ County: ______

Date(s) of activity (for raffles, indicate the date of the drawing): May 2, 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*** 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: 3-10-2026
(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 Department 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
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 / March 17, 2026**

| | | |
|---|---|---|
| **SUBJECT:** | Receive 4th Quarter 2025 Revenues and Expenditures | |
| **Prepared By:** | Amanda Nowezki, Finance Director | **Report Date:** 3/11/2026 |

## Recommended City Council Action

Staff recommends the following:

Motion to receive 4th Quarter 2025 Revenues and Expenditures as of December 31, 2025 as presented.

## Overview / Background

For the Council's awareness, snapshots of the City's fund account balances are to be presented on a quarterly basis. Attached are 4th quarter 2025 revenue and expenditures for review.

| | | |
|---|---|---|
| **Revenues:** | Fund-Revenue | XXX-XXXXX |
| **Expenses:** | Fund-Department-Expense | XXX-XXXXX-XXXX |

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

## Additional Commentary

**These amounts represent unaudited/unadjusted numbers and will change with the completion of the 2025 audit**. Currently all funds, with the exception of the Water Fund, are reporting positive net income for the year. Fortunately, the cash balance of the Water Fund allows for a net loss while the City focuses on the status of the other utility funds. Here are some important things to note regarding current fund revenue and expenses:

**General Fund (101) Factors:**
- Unbudgeted Investment Interest earnings deposited into the General Fund in 2025 were $41,016.
- Public Works administration costs came in under budget by $62,411.
- Legal fees related to the Fire Department negotiations were under budget by $88,673.

**Enterprise Funds (601/602/603) Notes:**
- No utility capital projects were completed in 2025.
- Sanitary Sewer Fund revenue reflects the new "per unit" apartment MCES Sewer Treatment Fee of $24.98.

*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

- 4th Quarter 2025 Budget Spreadsheets

# FUND BALANCES

## AS OF: December 31, 2025

| FUND | ACCOUNT | FUND BALANCE |
|---|---|---|
| GENERAL FUND | G 101-10100 | $1,252,089.54 |
| ECONOMIC DEVELOPMENT | G 105-10100 | $72,910.60 |
| FIRE DEPARTMENT | G 205-10100 | $189,328.54 |
| PARK DEDICATION FUND | G 210-10100 | $86,514.88 |
| LAKE QUALITY IMPROVEMENT FUND | G 213-10100 | $5,000.00 |
| CHARITABLE GAMBLING | G 225-10100 | $37,379.71 |
| TAX INCREMENT FUNDS (#1-6, 1-9) | G 38_-10100 | $395,162.12 |
| DEBT SERVICE FUNDS (2016A, 2017A) | G 39_-10100 | $111,976.10 |
| CAPITAL PROJECT FUND | G 401-10100 | $3,363,178.09 |
| PAVEMENT MGMT IMPROVEMENT FUND | G 420-10100 | $390,958.62 |
| SEALCOATING/PATCHING FUND | G 421-10100 | $180.24 |
| FLEET CAPITAL FUND | G 430-10100 | $0.00 |
| CITY FACILITIES CAPITAL FUND | G 440-10100 | $0.00 |
| PARKS/TRAILS CAPITAL FUND | G 452-10100 | $0.00 |
| FIRE CAPITAL FUND | G 462-10100 | ($45,171.27) |
| WATER FUND | G 601-10100 | $1,249,601.62 |
| SANITARY SEWER FUND | G 602-10100 | $458,279.12 |
| SURFACE WATER MGMT FUND | G 603-10100 | $200,821.67 |
| RECYCLING FUND | G 604-10100 | $26,151.60 |
| BUILDING PERMIT ESCROWS | G 700-10100 | $16,811.78 |
| SANITARY SEWER LINING PROJ | G 802-10100 | $0.00 |
| | **TOTAL CITY BALANCE** | **$7,811,173** |
| | **INVESTMENT ACCOUNT** | $6,713,056.73 |
| | **BANK ACCOUNT** | $0.00 |
| | | **$6,713,057** |

# 2025 Quarterly Budget Spreadsheet-**General Fund** (101)

**AS OF: December 31, 2025**

| | Budget | Year to Date | Difference | Percent of Budget |
|---|---|---|---|---|
| Total YTD **Revenues** | $1,833,406.00 | $1,901,044.88 | -$67,638.88 | 103.7% |
| Total YTD **Expenses** | $1,819,659.90 | $1,541,345.96 | $278,313.94 | 84.7% |
| **Total Profit/Loss** | **$13,746.10** | **$359,698.92** | | |

| **Revenues** | General | Budget | Year to Date | Remaining | % Revd. | Note: |
|---|---|---|---|---|---|---|
| 101-31010 | Current Ad Valorem Taxes | $1,598,131.00 | $1,539,635.44 | $58,495.56 | 96.3% | |
| 101-31020 | Delinquent Ad Valorem Taxes | $0.00 | $16,340.42 | ($16,340.42) | 100.0% | |
| 101-31030 | Current Personal Prop | $0.00 | $3,001.12 | ($3,001.12) | 100.0% | |
| 101-31040 | Fiscal Disparities | $60,000.00 | $57,478.65 | $2,521.35 | 95.8% | |
| 101-31900 | Penalties and Interest Del Tax | $0.00 | $3,626.49 | ($3,626.49) | 100.0% | |
| 101-32110 | Liquor Licenses | $37,000.00 | $38,075.00 | ($1,075.00) | 102.9% | |
| 101-32180 | Other Licenses/Permits | $1,500.00 | $4,400.00 | ($2,900.00) | 293.3% | |
| 101-32181 | Tobacco Licenses | $750.00 | $1,500.00 | ($750.00) | 200.0% | |
| 101-32182 | Refuse Haulers | $800.00 | $1,200.00 | ($400.00) | 150.0% | |
| 101-32210 | Building Permits | $40,000.00 | $59,571.45 | ($19,571.45) | 148.9% | |
| 101-32222 | Plan Check Fee | $10,000.00 | $25,492.78 | ($15,492.78) | 254.9% | |
| 101-32230 | Plumbing Permits | $5,000.00 | $6,808.96 | ($1,808.96) | 136.2% | |
| 101-32235 | Heating / Mechanical Permits | $5,000.00 | $7,876.09 | ($2,876.09) | 157.5% | |
| 101-32240 | Animal Licenses | $100.00 | $240.00 | ($140.00) | 240.0% | |
| 101-32271 | Sign Permits | $100.00 | $275.00 | ($175.00) | 275.0% | |
| 101-34001 | Administrative Fees | $0.00 | $350.00 | ($350.00) | 100.0% | |
| 101-34106 | Conditional Use Permit | $0.00 | $500.00 | ($500.00) | 100.0% | |
| 101-34219 | FD Admin Fees to Long Lake | $18,000.00 | $18,000.00 | $0.00 | 100.0% | |
| 101-34780 | Park Fees | $1,250.00 | $390.00 | $860.00 | 31.2% | |
| 101-34950 | Other Revenues | $0.00 | $350.80 | ($350.80) | 100.0% | |
| 101-34952 | Rent- Public Works Facility | $0.00 | $2,500.00 | ($2,500.00) | 100.0% | |
| 101-35100 | Court Fines | $10,000.00 | $13,132.93 | ($3,132.93) | 131.3% | |
| 101-36210 | Interest Earnings | $0.00 | $41,016.50 | ($41,016.50) | 100.0% | |
| 101-36221 | Verizon | $44,275.00 | $48,297.13 | ($4,022.13) | 109.1% | |
| 101-36230 | Contributions and Donations | $0.00 | $67.00 | ($67.00) | 100.0% | |
| 101-36250 | State Permit Surcharge | $1,500.00 | $3,289.12 | ($1,789.12) | 219.3% | |
| 101-36260 | Refunds & Reimbursements | $0.00 | $7,630.00 | ($7,630.00) | 100.0% | |
| Revenues | Total | $1,833,406.00 | $1,901,044.88 | ($67,638.88) | 103.7% | |

| **Expenses** | City Council | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-41110-1040 | Council Salaries | $21,600.00 | $15,600.00 | 6,000.00 | 72.2% | |
| 101-41110-1220 | FICA | $1,650.00 | $1,193.64 | 456.36 | 72.3% | |
| 101-41110-1510 | Workers Comp Insurance Prem | $125.00 | $101.71 | 23.29 | 81.4% | |
| 101-41110-3000 | Professional Srvs | $500.00 | $0.00 | 500.00 | 0.0% | |
| 101-41110-3350 | Conference/Meetings | $1,000.00 | $1,087.40 | (87.40) | 108.7% | |
| 101-41110-3500 | Printing Expense | $500.00 | $226.60 | 273.40 | 45.3% | |
| 101-41110-3510 | Legal Notices Publishing | $200.00 | $175.00 | 25.00 | 87.5% | |
| 101-41110-4040 | Equip Maint & Repair | $0.00 | $826.78 | (826.78) | 100.0% | |

| | | | | | | |
|---|---|---|---|---|---|---|
| 101-41110-4300 | Miscellaneous | $50.00 | $50.19 | (0.19) | 100.4% | |
| 101-41110-4330 | Dues and Subscriptions | $250.00 | $230.00 | 20.00 | 92.0% | |
| 101-41110-4600 | Recognition Expenditures | $125.00 | $0.00 | 125.00 | 0.0% | |
| Total | | $26,000.00 | $19,491.32 | $6,508.68 | 75.0% | |

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

| Expenses | Administration | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-41500-1000 | FT Admin Office Salaries | $288,328.57 | $261,005.42 | 27,323.15 | 90.5% | |
| 101-41500-1110 | Unused Vacation/Sick Pay | $0.00 | $14,378.43 | (14,378.43) | 100.0% | *[1]* |
| 101-41500-1130 | Insurance opt Out Pay | $15,184.68 | $12,864.90 | 2,319.78 | 84.7% | |
| 101-41500-1210 | PERA | $21,505.00 | $19,102.17 | 2,402.83 | 88.8% | |
| 101-41500-1220 | FICA | $22,059.27 | $21,263.47 | 795.80 | 96.4% | |
| 101-41500-1310 | Employer Paid Health | $8,869.02 | $13,019.94 | (4,150.92) | 146.8% | |
| 101-41500-1510 | Workers Comp Insurance Prem | $3,000.00 | $1,940.86 | 1,059.14 | 64.7% | |
| 101-41500-2010 | Office Supplies | $1,500.00 | $744.25 | 755.75 | 49.6% | |
| 101-41500-2030 | Printed Forms | $750.00 | $688.89 | 61.11 | 91.9% | |
| 101-41500-3000 | Professional Srvs | $8,000.00 | $6,056.00 | 1,944.00 | 75.7% | |
| 101-41500-3010 | Auditing and Accounting Services | $35,000.00 | $19,956.00 | 15,044.00 | 57.0% | |
| 101-41500-3090 | Software Support | $11,500.00 | $11,880.16 | (380.16) | 103.3% | |
| 101-41500-3095 | Computer Network Support | $100.00 | $437.50 | (337.50) | 437.5% | |
| 101-41500-3220 | Postage | $1,500.00 | $1,474.90 | 25.10 | 98.3% | |
| 101-41500-3230 | Cell Phones | $100.00 | $100.00 | 0.00 | 100.0% | |
| 101-41500-3350 | Conference/Meetings | $1,200.00 | $967.32 | 232.68 | 80.6% | |
| 101-41500-3500 | Printing Expense | $250.00 | $47.25 | 202.75 | 18.9% | |
| 101-41500-3510 | Legal Notices Publishing | $2,000.00 | $483.76 | 1,516.24 | 24.2% | |
| 101-41500-3520 | General Notices and Pub Info | $250.00 | $0.00 | 250.00 | 0.0% | |
| 101-41500-3530 | Ordinance Publication | $800.00 | $481.25 | 318.75 | 60.2% | |
| 101-41500-3550 | Codification | $2,250.00 | $1,837.50 | 412.50 | 81.7% | |
| 101-41500-3610 | General Liability Ins | $34,000.00 | $24,222.00 | 9,778.00 | 71.2% | |
| 101-41500-3700 | Insurance Broker Fee | $3,500.00 | $3,500.00 | 0.00 | 100.0% | |
| 101-41500-4130 | Postage Machine Maint | $1,000.00 | $684.00 | 316.00 | 68.4% | |
| 101-41500-4135 | Copier Maintenance | $1,000.00 | $1,774.36 | (774.36) | 177.4% | |
| 101-41500-4140 | Folder Inserter Machine | $500.00 | $500.00 | 0.00 | 100.0% | |
| 101-41500-4145 | Bottled Water Service | $250.00 | $183.98 | 66.02 | 73.6% | |
| 101-41500-4300 | Miscellaneous | $550.00 | $244.99 | 305.01 | 44.5% | |
| 101-41500-4330 | Dues and Subscriptions | $3,000.00 | $4,244.50 | (1,244.50) | 141.5% | |
| 101-41500-4450 | Food & Beverage (Mtgs/Trng) | $750.00 | $582.44 | 167.56 | 77.7% | |
| 101-41500-5710 | Computer/Printer Replacement | $1,500.00 | $2,665.46 | (1,165.46) | 177.7% | *[2]* |
| Total | | $470,196.54 | $427,331.70 | $42,864.84 | 90.9% | |

| Expenses | City Attorney | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-41610-3040 | Legal Fees - Criminal | $12,000.00 | $12,000.00 | 0.00 | 100.0% | |
| 101-41610-3120 | Legal Fees - Civil | $33,000.00 | $22,490.49 | 10,509.51 | 68.2% | |
| Total | | $45,000.00 | $34,490.49 | $10,509.51 | 76.6% | |

| Expenses | Planning | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-41910-1040 | Planning Comm Salaries | $4,200.00 | $850.00 | 3,350.00 | 20.2% | |
| 101-41910-1220 | FICA | $300.00 | $65.02 | 234.98 | 21.7% | |
| 101-41910-2010 | Office Supplies | $50.00 | $14.75 | 35.25 | 29.5% | |
| 101-41910-3000 | Professional Srvs | $750.00 | $384.50 | 365.50 | 51.3% | |
| 101-41910-3030 | Engineering Fees | $5,000.00 | $13,716.15 | (8,716.15) | 274.3% | *[3]* |
| 101-41910-3032 | General Planning | $12,000.00 | $9,594.00 | 2,406.00 | 80.0% | |
| 101-41910-3500 | Printing Expense | $50.00 | $0.00 | 50.00 | 0.0% | |
| 101-41910-3510 | Legal Notices Publishing | $150.00 | $0.00 | 150.00 | 0.0% | |
| Total | | $22,500.00 | $24,624.42 | -$2,124.42 | 109.4% | |

| Expenses | City Hall Facility | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-41940-2200 | Repair/Maint Supply | $250.00 | $0.00 | 250.00 | 0.0% | |
| 101-41940-3000 | Professional Srvs | $1,500.00 | $867.70 | 632.30 | 57.8% | |
| 101-41940-3210 | Telephone | $1,000.00 | $742.29 | 257.71 | 74.2% | |
| 101-41940-3275 | Internet | $3,000.00 | $4,438.76 | (1,438.76) | 148.0% | |
| 101-41940-3810 | Electricity Expense | $3,000.00 | $2,250.85 | 749.15 | 75.0% | |
| 101-41940-3820 | City Utilities (Wat,Sew,Storm) | $750.00 | $828.29 | (78.29) | 110.4% | |
| 101-41940-3830 | Natural Gas Expense | $2,750.00 | $2,572.74 | 177.26 | 93.6% | |
| 101-41940-3840 | Custodial & Waste Removal | $4,000.00 | $3,889.20 | 110.80 | 97.2% | |
| 101-41940-4010 | Bldg Maint & Repairs | $50,000.00 | $49,113.25 | 886.75 | 98.2% | *[4]* |
| 101-41940-4015 | Grounds Maintenance | $250.00 | $26.00 | 224.00 | 10.4% | |
| 101-41940-5700 | Office Equip and Furnishings | $2,000.00 | $712.50 | 1,287.50 | 35.6% | |
| Total | | $68,500.00 | $65,441.58 | $3,058.42 | 95.5% | |

| Expenses | Public Works Facility | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-41942-2230 | Bldg & Grnds Maint Supplies | $1,000.00 | $2,174.34 | (1,174.34) | 217.4% | |
| 101-41942-3000 | Professional Srvs | $2,000.00 | $960.20 | 1,039.80 | 48.0% | |
| 101-41942-3210 | Telephone | $300.00 | $517.47 | (217.47) | 172.5% | |
| 101-41942-3235 | Cty 800mhz Radio Admin Fee | $1,000.00 | $1,048.68 | (48.68) | 104.9% | |
| 101-41942-3275 | Internet Access | $4,000.00 | $2,448.75 | 1,551.25 | 61.2% | |
| 101-41942-3810 | Electricity Expense | $14,000.00 | $11,380.78 | 2,619.22 | 81.3% | |
| 101-41942-3820 | City Utilities (Wat,Sew,Storm) | $2,000.00 | $1,938.37 | 61.63 | 96.9% | |
| 101-41942-3830 | Natural Gas Expense | $10,000.00 | $10,877.95 | (877.95) | 108.8% | |
| 101-41942-3840 | Custodial & Waste Removal | $1,650.00 | $372.83 | 1,277.17 | 22.6% | |
| 101-41942-4010 | Bldg Maint & Repairs | $10,000.00 | $21,818.86 | (11,818.86) | 218.2% | *[4]* |
| 101-41942-4015 | Grounds Maintenance | $250.00 | $148.07 | 101.93 | 59.2% | |
| Total | | $46,200.00 | $53,686.30 | -$7,486.30 | 116.2% | |

| Expenses | Police/Fire Services | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-42110-3000 | Professional Srvs | $0.00 | $900.00 | (900.00) | 100.0% | *[5]* |
| 101-42110-3120 | Legal Fees -Civil | $150,000.00 | $61,326.88 | 88,673.12 | 40.9% | |
| 101-42110-3130 | Subcontracted Police Services | $341,960.00 | $341,964.00 | (4.00) | 100.0% | |
| 101-42110-3135 | Fire Department Contract | $103,954.00 | $81,186.21 | 22,767.79 | 78.1% | |
| 101-42110-3180 | Adult Corrections | $615.00 | $180.00 | 435.00 | 29.3% | |
| 101-42110-4040 | Equip Maint & Repair | $250.00 | $3,500.00 | (3,250.00) | 1400.0% | *[6]* |
| Total | | $596,779.00 | $489,057.09 | $107,721.91 | 81.9% | |

| Expenses | Inspection Services | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-42400-3035 | Bldg. Inspection - Subcontract | $42,500.00 | $28,952.15 | 13,547.85 | 68.1% | |
| 101-42400-4055 | MN Bldg. Permit Surcharge Exp | $2,500.00 | $3,060.26 | (560.26) | 122.4% | |
| Total | | $45,000.00 | $32,012.41 | $12,987.59 | 71.1% | |

| Expenses | Public Works Fleet | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-43000-2120 | Motor Fuels | $17,000.00 | $13,056.81 | 3,943.19 | 76.8% | |
| 101-43000-2150 | Shop Supplies | $2,000.00 | $1,376.58 | 623.42 | 68.8% | |
| 101-43000-2200 | Repair/Maint Supply | $1,500.00 | $1,415.96 | 84.04 | 94.4% | |
| 101-43000-2210 | Equipment Parts | $14,000.00 | $15,269.24 | (1,269.24) | 109.1% | |
| 101-43000-2400 | Small Tools and Minor Equip | $500.00 | $584.28 | (84.28) | 116.9% | |
| 101-43000-3000 | Professional Srvs | $500.00 | $0.00 | 500.00 | 0.0% | |
| 101-43000-3355 | Motor Vehicle Lic & Reg | $500.00 | $119.25 | 380.75 | 23.9% | |
| 101-43000-4040 | Equip Maint & Repair | $5,000.00 | $6,018.58 | (1,018.58) | 120.4% | |
| 101-43000-5000 | Capital Outlay | $25,000.00 | $3,000.00 | 22,000.00 | 12.0% | |
| Total | | $66,000.00 | $40,840.70 | $25,159.30 | 61.9% | |

| Expenses | Public Works Administration | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-43050-1010 | FT Public Works Salaries | $144,790.57 | $130,802.84 | 13,987.73 | 90.3% | |
| 101-43050-1015 | Part -Time PW Salaries | $25,000.00 | $8,690.95 | 16,309.05 | 34.8% | |
| 101-43050-1025 | Public Works Overtime | $2,000.00 | $621.75 | 1,378.25 | 31.1% | |
| 101-43050-1210 | PERA | $11,015.00 | $9,856.51 | 1,158.49 | 89.5% | |
| 101-43050-1220 | FICA | $12,759.58 | $10,492.85 | 2,266.73 | 82.2% | |
| 101-43050-1310 | Employer Paid Health | $18,969.21 | $18,011.51 | 957.70 | 95.0% | |
| 101-43050-1510 | Work Comp Insurance | $24,000.00 | $7,531.13 | 16,468.87 | 31.4% | |
| 101-43050-2010 | Office Supplies | $200.00 | $523.71 | (323.71) | 261.9% | |
| 101-43050-2080 | Training and Education | $5,000.00 | $2,176.65 | 2,823.35 | 43.5% | |
| 101-43050-3230 | Cell Phones | $0.00 | $230.98 | (230.98) | 0.0% | |
| 101-43050-3350 | Conference/Meetings | $5,000.00 | $1,660.84 | 3,339.16 | 33.2% | |
| 101-43050-3500 | Printing Expense | $500.00 | $2,045.28 | (1,545.28) | 409.1% | |
| 101-43050-3610 | General Liability Insurance | $14,000.00 | $8,898.50 | 5,101.50 | 63.6% | |
| 101-43050-4050 | Office Equip Repair/Maint | $100.00 | $342.09 | (242.09) | 342.1% | |
| 101-43050-4170 | Uniform | $2,000.00 | $1,187.29 | 812.71 | 59.4% | |
| 101-43050-4330 | Dues and Subscriptions | $150.00 | $0.00 | 150.00 | 0.0% | |
| Total | | $265,484.36 | $203,072.88 | $62,411.48 | 76.5% | |

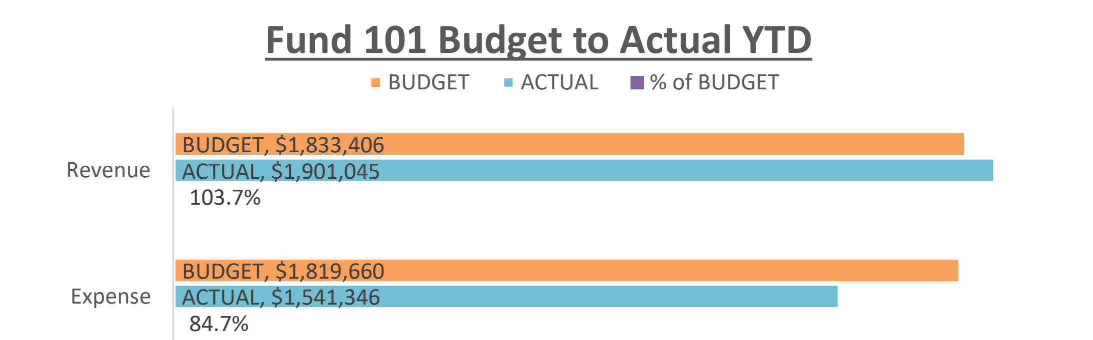
| Expenses | Streets-Public Works | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-43100-2240 | Street Maint Materials | $12,500.00 | $2,374.55 | 10,125.45 | 19.0% | |
| 101-43100-2245 | Sand / Salt Plowing Materials | $6,000.00 | $5,896.36 | 103.64 | 98.3% | |
| 101-43100-2250 | Landscape/Decor | $10,000.00 | $5,252.00 | 4,748.00 | 52.5% | |
| 101-43100-2255 | Tree Removal | $0.00 | $16,229.06 | (16,229.06) | 100.0% | *[7]* |
| 101-43100-2260 | Sign Repair Materials | $500.00 | $0.00 | 500.00 | 0.0% | |
| 101-43100-3000 | Professional Srvs | $1,000.00 | $0.00 | 1,000.00 | 0.0% | |
| 101-43100-3030 | Engineering Fees | $2,000.00 | $5,441.25 | (3,441.25) | 272.1% | *[8]* |
| 101-43100-3350 | Conference/Meetings | $250.00 | $0.00 | 250.00 | 0.0% | |
| 101-43100-3815 | Street Lighting Maint/Elect | $30,500.00 | $30,881.72 | (381.72) | 101.3% | |
| 101-43100-4040 | Equip Maint & Repair | $1,500.00 | $760.00 | 740.00 | 50.7% | |
| 101-43100-4045 | Insurance Claim Expense | $250.00 | $0.00 | 250.00 | 0.0% | |
| Total | | $64,500.00 | $66,834.94 | -$2,334.94 | 103.6% | |

| Expenses | Parks/Trails-Public Works | Budget | Year to Date | Remaining | % Spent | |
|---|---|---|---|---|---|---|
| 101-45200-1050 | Rink Attendant Pay | $1,500.00 | $0.00 | 1,500.00 | 0.0% | |
| 101-45200-1220 | FICA | $115.00 | $0.00 | 115.00 | 0.0% | |
| 101-45200-2150 | Shop Supplies | $235.00 | $668.13 | (433.13) | 284.3% | |
| 101-45200-2210 | Equipment Parts | $1,200.00 | $985.85 | 214.15 | 82.2% | |
| 101-45200-2230 | Bldg & Grnds Maint Supplies | $4,000.00 | $2,862.61 | 1,137.39 | 71.6% | |
| 101-45200-2250 | Landscaping Materials | $2,500.00 | $1,205.91 | 1,294.09 | 48.2% | |
| 101-45200-2255 | Tree Removal | $0.00 | $300.00 | (300.00) | 100.0% | *[7]* |
| 101-45200-2400 | Small Tools and Minor Equip | $300.00 | $836.47 | (536.47) | 278.8% | |
| 101-45200-3000 | Professional Srvs | $1,000.00 | $0.00 | 1,000.00 | 0.0% | |
| 101-45200-3350 | Conference/Meetings | $200.00 | $0.00 | 200.00 | 0.0% | |
| 101-45200-3810 | Electricity Expense | $4,500.00 | $5,075.09 | (575.09) | 112.8% | |
| 101-45200-3820 | City Utilities (Wat,Sew,Storm) | $400.00 | $725.79 | (325.79) | 181.4% | |
| 101-45200-3830 | Natural Gas Expense | $2,500.00 | $1,585.33 | 914.67 | 63.4% | |
| 101-45200-3840 | Custodial & Waste Removal | $1,800.00 | $596.18 | 1,203.82 | 33.1% | |
| 101-45200-3845 | Lawn & Turf Maintenance | $1,000.00 | $0.00 | 1,000.00 | 0.0% | |
| 101-45200-3880 | Portable Toilet Rental | $4,500.00 | $4,728.71 | (228.71) | 105.1% | |
| 101-45200-4010 | Bldg Maint & Repairs | $2,000.00 | $1,748.97 | 251.03 | 87.4% | |
| 101-45200-4040 | Equip Maint & Repair | $4,500.00 | $2,343.57 | 2,156.43 | 52.1% | |
| 101-45200-4150 | Equipment Rentals | $250.00 | $0.00 | 250.00 | 0.0% | |
| 101-45200-5000 | Capital Outlay | $7,500.00 | $0.00 | 7,500.00 | 0.0% | |
| Total | | $40,000.00 | $23,662.61 | $16,337.39 | 59.2% | |

| Expenses | Inter Fund Transfers | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 101-49300-7272 | Op Trsfr to Seal Coating (421) | $60,000.00 | $60,000.00 | 0.00 | 100.0% | |
| Expenses | Total | $1,819,659.90 | $1,541,345.96 | $278,313.94 | 84.7% | |

Ref Note:

*[1]* Separation payout of accrues unused sick and vacation
*[2]* Server replacement at City Hall
*[3]* City engineering fees related to 250 Lindawood, 905 Wayzata Blvd, and 1138 Underhill Cir
*[4]* City Hall roof replacement and HVAC replacement for the Public Works LMCC Office Space
*[5]* Fire Station #1 appraisal
*[6]* Flock Safety annual service fee for the license plate reader cameras
*[7]* Right-of-way tree removal as approved by council
*[8]* Engineering fees related to the Grand Ave street and utility reconstruction bonding request




| | Expense | Revenue |
|---|---|---|
| BUDGET | $1,819,659.90 | $1,833,406.00 |
| ACTUAL | $1,541,345.96 | $1,901,044.88 |
| % of BUDGET | 84.7% | 103.7% |

# 2025 Quarterly Budget Spreadsheet-**Water Fund (601)**

**AS OF: December 31, 2025**

| | Budget | Year to Date | Difference | Percent of Budget |
|---|---|---|---|---|
| Total YTD **Revenues** | $375,000.00 | $446,913.26 | -$71,913.26 | 119.2% |
| Total YTD **Expenses** | $625,193.86 | $479,795.34 | $145,398.52 | 76.7% |
| **Total Profit/Loss** | ($250,193.86) | ($32,882.08) | | |

| **Revenue** | Water Fund | Budget | Year to Date | Remaining | % Recvd | Note: |
|---|---|---|---|---|---|---|
| 601-36101 | Certified Del Utilities | $0.00 | $325.51 | (325.51) | 100.0% | |
| 601-36210 | Interest Earnings | $0.00 | $53,435.90 | (53,435.90) | 100.0% | |
| 601-37100 | Water Billings | $350,000.00 | $350,668.13 | (668.13) | 100.2% | |
| 601-37105 | Water Sales to Orono | $17,500.00 | $26,495.36 | (8,995.36) | 151.4% | |
| 601-37110 | Hydrant Rental / Usage | $0.00 | $54.05 | (54.05) | 100.0% | |
| 601-37150 | City WAC Hookup Fee | $0.00 | $3,600.00 | (3,600.00) | 100.0% | |
| 601-37155 | Water Tap Fee | $0.00 | $1,800.00 | (1,800.00) | 100.0% | |
| 601-37158 | Water Meter Sales | $0.00 | $2,563.36 | (2,563.36) | 100.0% | |
| 601-37160 | Water Penalty | $500.00 | $632.72 | (132.72) | 126.5% | |
| 601-37170 | MDH Water Test Fee | $7,000.00 | $7,338.23 | (338.23) | 104.8% | |
| Revenues | Total | $375,000.00 | $446,913.26 | -$71,913.26 | 119.2% | |

| **Expenses** | Water Fund | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 601-49400-1010 | FT Public Works Salaries | $57,916.35 | $52,321.30 | 5,595.05 | 90.3% | |
| 601-49400-1070 | PW On-Call Pay | $5,362.71 | $5,082.82 | 279.89 | 94.8% | |
| 601-49400-1210 | PERA | $4,450.00 | $4,305.28 | 144.72 | 96.7% | |
| 601-49400-1220 | FICA | $4,552.12 | $4,286.95 | 265.17 | 94.2% | |
| 601-49400-1310 | Employer Paid Health | $7,587.68 | $7,190.95 | 396.73 | 94.8% | |
| 601-49400-1510 | Workers Comp Insurance Prem | $8,500.00 | $3,765.57 | 4,734.43 | 44.3% | |
| 601-49400-2010 | Office Supplies | $500.00 | $163.73 | 336.27 | 32.7% | |
| 601-49400-2150 | Shop Supplies | $500.00 | $160.50 | 339.50 | 32.1% | |
| 601-49400-2160 | Chemicals and Chem Products | $33,000.00 | $36,736.62 | (3,736.62) | 111.3% | |
| 601-49400-2205 | Water Meter Purchases | $2,500.00 | $500.10 | 1,999.90 | 20.0% | |
| 601-49400-2210 | Equipment Parts | $5,000.00 | $4,826.34 | 173.66 | 96.5% | |
| 601-49400-2255 | Tree Removal | $0.00 | $12,825.00 | (12,825.00) | 100.0% | *[1]* |
| 601-49400-2270 | Utility Maint Supplies | $3,000.00 | $4,156.06 | (1,156.06) | 138.5% | |
| 601-49400-2400 | Small Tools and Minor Equip | $250.00 | $137.73 | 112.27 | 55.1% | |
| 601-49400-3000 | Professional Srvs | $1,500.00 | $1,146.71 | 353.29 | 76.4% | |
| 601-49400-3030 | Engineering Fees | $2,000.00 | $3,106.00 | (1,106.00) | 155.3% | *[2]* |
| 601-49400-3090 | Software Support | $2,750.00 | $6,991.10 | (4,241.10) | 254.2% | *[3]* |
| 601-49400-3120 | Legal Fees - Civil | $750.00 | $847.38 | (97.38) | 113.0% | |
| 601-49400-3220 | Postage | $3,000.00 | $2,421.20 | 578.80 | 80.7% | |
| 601-49400-3310 | Travel / Mileage Reimbursement | $100.00 | $0.00 | 100.00 | 0.0% | |
| 601-49400-3350 | Conference/Meetings | $750.00 | $1,262.50 | (512.50) | 168.3% | |
| 601-49400-3510 | Legal Notices Publishing | $500.00 | $1,177.50 | (677.50) | 235.5% | |
| 601-49400-3610 | General Liability Ins | $4,000.00 | $3,097.00 | 903.00 | 77.4% | |
| 601-49400-3810 | Electricity Expense | $34,000.00 | $39,208.24 | (5,208.24) | 115.3% | |
| 601-49400-3820 | City Utilities (Wat,Sew,Storm) | $1,500.00 | $505.66 | 994.34 | 33.7% | |

| | | | | | | |
|---|---|---|---|---|---|---|
| 601-49400-3825 | Water Testing Expense | $1,500.00 | $897.96 | 602.04 | 59.9% | |
| 601-49400-3831 | Generator Fuel Expense | $1,000.00 | $0.00 | 1,000.00 | 0.0% | |
| 601-49400-3855 | Gopher One Locates Expense | $1,250.00 | $1,202.38 | 47.62 | 96.2% | |
| 601-49400-4010 | Bldg Maint & Repairs | $750.00 | $230.00 | 520.00 | 30.7% | |
| 601-49400-4040 | Equip Maint & Repair | $10,000.00 | $22,873.34 | (12,873.34) | 228.7% | *[4]* |
| 601-49400-4065 | Water Main Breaks | $35,000.00 | $17,566.11 | 17,433.89 | 50.2% | |
| 601-49400-4070 | Water/Sewer Easements | $500.00 | $417.05 | 82.95 | 83.4% | |
| 601-49400-4300 | Depreciation | $135,000.00 | $134,608.00 | 392.00 | 99.7% | |
| 601-49400-4300 | Miscellaneous | $425.00 | $0.00 | 425.00 | 0.0% | |
| 601-49400-4320 | Utility Overpmts/Uncollectable | $1,500.00 | $1,735.24 | (235.24) | 115.7% | |
| 601-49400-4330 | Dues and Subscriptions | $1,000.00 | $50.00 | 950.00 | 5.0% | |
| 601-49400-4400 | MHD Water Act Fees Remitted | $7,600.00 | $7,396.00 | 204.00 | 97.3% | |
| 601-49400-5000 | Capital Outlay | $150,000.00 | $0.00 | 150,000.00 | 0.0% | |
| 601-49400-6010 | Debt Srv Bond Principal | $73,700.00 | $76,420.00 | (2,720.00) | 103.7% | |
| 601-49400-6110 | Bond Interest | $22,000.00 | $20,174.52 | 1,825.48 | 91.7% | |
| Total | | $625,193.86 | $479,795.34 | $145,398.52 | 76.7% | |

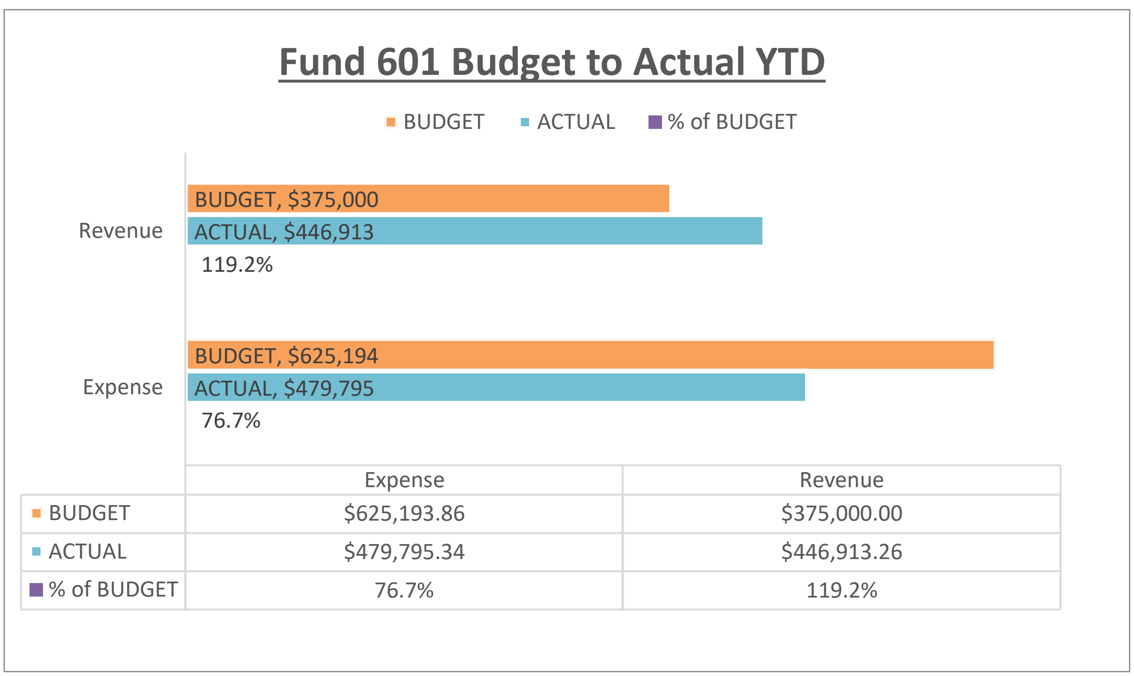
Ref Note:

*[1]* Right-of-way tree removal as approved by council

*[2]* Engineering fees related to Lead Service Line reporting

*[3]* Neptune 360 meter reading software annual service fee

*[4]* Water tower cleaning and repairs to the Well 2 Flowmeter



# 2025 Quarterly Budget Spreadsheet-**Sewer Fund (602)**

| **AS OF: December 31, 2025** | Budget | Year to Date | Difference | Percent of Budget |
|---|---|---|---|---|
| Total YTD **Revenues** | $585,000.00 | $760,351.62 | -$175,351.62 | 130.0% |
| Total YTD **Expenses** | $640,145.39 | $691,410.24 | -$51,264.85 | 108.0% |
| **Total Profit/Loss** | ($55,145.39) | $68,941.38 | | |

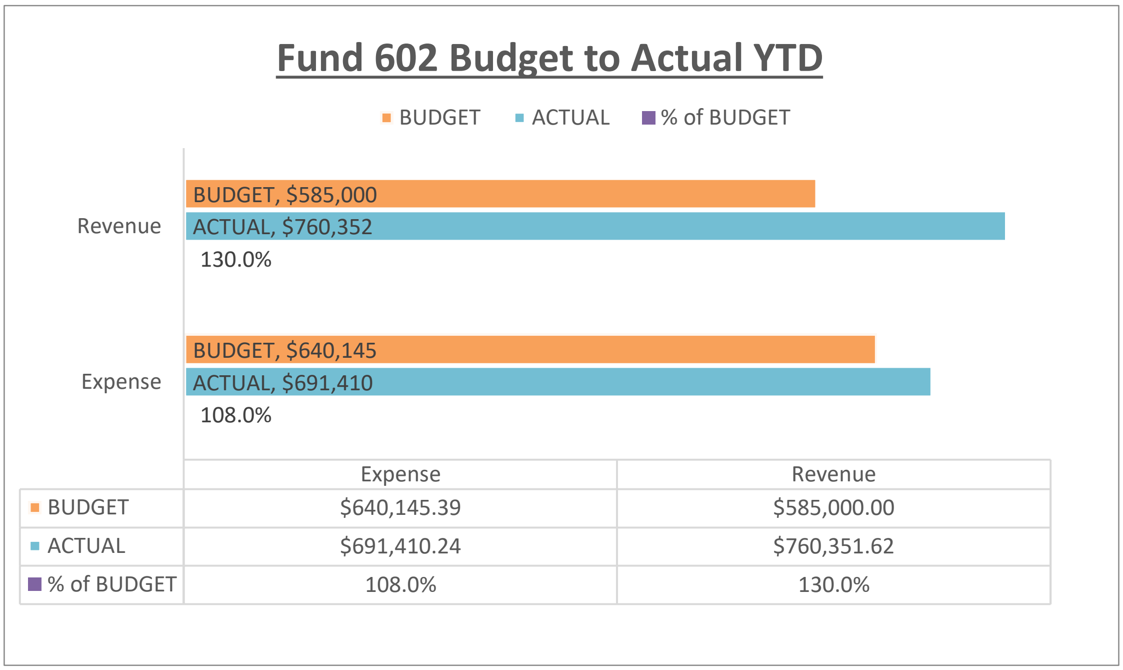
| **Revenues** | Sewer Fund | Budget | Year to Date | Remaining | % Recvd | Note: |
|---|---|---|---|---|---|---|
| 602-34401 | Orono Sewerage Sales | $25,000.00 | $31,810.46 | (6,810.46) | 127.2% | |
| 602-36101 | Certified Del Utilities | $0.00 | $509.14 | (509.14) | 100.0% | |
| 602-36210 | Interest Earnings | $0.00 | $15,664.43 | (15,664.43) | 100.0% | |
| 602-37200 | Sanitary Sewer Billings | $208,000.00 | $368,774.34 | (160,774.34) | 177.3% | *[1]* |
| 602-37210 | MetCouncil Sewer Treatment Fee | $351,225.24 | $332,094.89 | 19,130.35 | 94.6% | |
| 602-37250 | City SAC Hookup Fee | $0.00 | $3,600.00 | (3,600.00) | 100.0% | |
| 602-37251 | MCES SAC Fee | $0.00 | $4,970.00 | (4,970.00) | 100.0% | |
| 602-37255 | Sanitary Sewer Tap Fee | $0.00 | $1,800.00 | (1,800.00) | 100.0% | |
| 602-37260 | Swr Penalty | $774.76 | $1,128.36 | (353.60) | 145.6% | |
| Revenues | Total | $585,000.00 | $760,351.62 | -$175,351.62 | 130.0% | |

| **Expenses** | Sewer Fund | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 602-49450-1010 | FT Public Works Salaries | $43,437.26 | $39,240.92 | 4,196.34 | 90.3% | |
| 602-49450-1070 | PW On-Call Pay | $5,362.71 | $5,082.77 | 279.94 | 94.8% | |
| 602-49450-1210 | PERA | $3,660.00 | $3,325.81 | 334.19 | 90.9% | |
| 602-49450-1220 | FICA | $3,744.42 | $3,423.94 | 320.48 | 91.4% | |
| 602-49450-1310 | Employer Paid Health | $5,690.76 | $5,393.27 | 297.49 | 94.8% | |
| 602-49450-1510 | Workers Comp Insurance Prem | $8,500.00 | $3,765.57 | 4,734.43 | 44.3% | |
| 602-49450-2010 | Office Supplies | $500.00 | $125.00 | 375.00 | 0.0% | |
| 602-49450-2150 | Shop Supplies | $500.00 | $142.76 | 357.24 | 28.6% | |
| 602-49450-2210 | Equipment Parts | $2,000.00 | $5,815.21 | (3,815.21) | 290.8% | *[2]* |
| 602-49450-2270 | Utility Maint Supplies | $500.00 | $258.07 | 241.93 | 51.6% | |
| 602-49450-2400 | Small Tools and Minor Equip | $175.00 | $137.73 | 37.27 | 78.7% | |
| 602-49450-3000 | Professional Srvs | $1,100.00 | $3,967.00 | (2,867.00) | 360.6% | *[3]* |
| 602-49450-3030 | Engineering Fees | $1,000.00 | $21,577.50 | (20,577.50) | 2157.8% | *[4]* |
| 602-49450-3090 | Software Support | $2,750.00 | $3,868.07 | (1,118.07) | 140.7% | |
| 602-49450-3100 | MCES Sewer Treatment | $351,225.24 | $351,225.24 | 0.00 | 100.0% | |
| 602-49450-3120 | Legal Fees-Civil | $500.00 | $522.87 | (22.87) | 104.6% | |
| 602-49450-3220 | Postage | $3,000.00 | $2,035.00 | 965.00 | 67.8% | |
| 602-49450-3230 | Cell Phones | $2,100.00 | $1,543.84 | 556.16 | 73.5% | |
| 602-49450-3350 | Conference/Meetings | $350.00 | $1,547.50 | (1,197.50) | 442.1% | *[5]* |
| 602-49450-3510 | Legal Notices Publishing | $50.00 | $0.00 | 50.00 | 0.0% | |
| 602-49450-3610 | General Liability Ins | $850.00 | $564.00 | 286.00 | 66.4% | |
| 602-49450-3810 | Electricity Expense | $5,650.00 | $5,408.09 | 241.91 | 95.7% | |
| 602-49450-3830 | Natural Gas Expense | $1,250.00 | $1,098.36 | 151.64 | 87.9% | |
| 602-49450-4040 | Equip Maint & Repair | $500.00 | $0.00 | 500.00 | 0.0% | |
| 602-49450-4060 | Clean/Televise Sewer Lines | $25,000.00 | $90,950.28 | (65,950.28) | 363.8% | *[6]* |
| 602-49450-4070 | Sewer Easements | $1,000.00 | $1,295.96 | (295.96) | 129.6% | |

| | | | | | |
|---|---|---|---|---|---|
| 602-49450-4200 | Depreciation | $82,000.00 | $75,000.00 | 7,000.00 | 91.5% |
| 602-49450-4330 | Dues and Subscriptions | $1,500.00 | $0.00 | 1,500.00 | 0.0% |
| 602-49450-4410 | MCES SAC Charge Expense | $2,500.00 | $4,920.30 | (2,420.30) | 196.8% |
| 602-49450-5000 | Capital Outlay | $25,000.00 | $0.00 | 25,000.00 | 0.0% |
| 602-49450-6010 | Debt Srv Bond Principal | $49,250.00 | $50,180.00 | (930.00) | 101.9% |
| 602-49450-6110 | Bond Interest | $9,500.00 | $8,995.18 | 504.82 | 94.7% |
| Total | | $640,145.39 | $691,410.24 | -$51,264.85 | 108.0% |

Ref Note:

*[1]* Sewer rate changes of $0 for <2,499 gallons had less of revenue impact than expected
*[2]* Repairs to both the Apple Glen and the Watertown Rd Lift Stations
*[3]* Replace floats on the Watertown Lift Station
*[4]* Engineering fees related sanitary sewer televising review and MCES inflow and infiltration (I&I)
*[5]* Sanitary Sewer treatment exam refresher class
*[6]* Sanitary Sewer cleaning and televising project for Dist 1, 2, 3, and 5 as approved by council



# 2025 Quarterly Budget Spreadsheet-**Surface Water (603)**

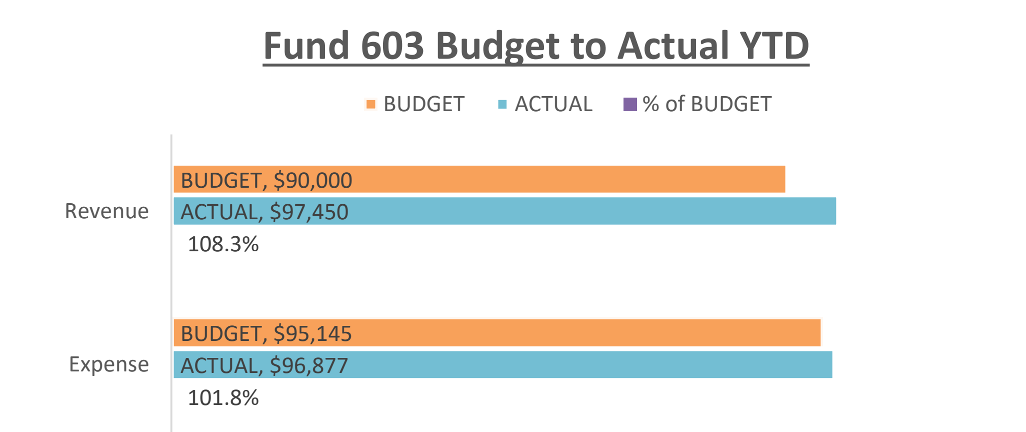
| **AS OF: December 31, 2025** | Budget | Year to Date | Difference | Percent of Budget |
|---|---|---|---|---|
| Total YTD **Revenues** | $90,000.00 | $97,449.58 | -$7,449.58 | 108.3% |
| Total YTD **Expenses** | $95,145.39 | $96,876.84 | -$1,731.45 | 101.8% |
| **Total Profit/Loss** | ($5,145.39) | $572.74 | | |

| **Revenues** | Surface Water Fund | Budget | Year to Date | Remaining | % Recvd | Note: |
|---|---|---|---|---|---|---|
| 603-36210 | Interest Earnings | $0.00 | $8,796.60 | (8,796.60) | 100.0% | |
| 603-37300 | Surface Water Mgmt Billings | $89,900.00 | $88,459.75 | 1,440.25 | 98.4% | |
| 603-37360 | SWM Penalty | $100.00 | $193.23 | (93.23) | 193.2% | |
| 603-39320 | Premiums on Bonds Sold | $0.00 | $0.00 | $0 | 100.0% | |
| Revenues | Total | $90,000.00 | $97,449.58 | -$7,449.58 | 108.3% | |

| **Expenses** | Surface Water Fund | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 603-43150-1010 | FT Public Works Salaries | $43,437.26 | $39,240.92 | 4,196.34 | 90.3% | |
| 603-43150-1210 | PERA | $3,300.00 | $2,943.17 | 356.83 | 89.2% | |
| 603-43150-1220 | FICA | $3,317.37 | $2,931.04 | 386.33 | 88.4% | |
| 603-43150-1230 | MN Paid Leave Tax | $0.00 | $0.00 | 0.00 | 100.0% | |
| 603-43150-1310 | Employer Paid Health | $5,690.76 | $5,393.27 | 297.49 | 94.8% | |
| 603-43150-3000 | Professional Srv | $500.00 | $0.00 | 500.00 | 0.0% | |
| 603-43150-3030 | Engineering Fees | $750.00 | $789.25 | (39.25) | 105.2% | |
| 603-43150-3090 | Software Support | $400.00 | $708.33 | (308.33) | 177.1% | |
| 603-43150-4040 | Equip Maint & Repair | $1,750.00 | $9,277.54 | (7,527.54) | 530.1% | *[1]* |
| 603-43150-4200 | Depreciation | $23,500.00 | $23,000.00 | 500.00 | 97.9% | |
| 603-43150-6010 | Debt Srv Bond Principal | $11,500.00 | $11,550.00 | (50.00) | 100.4% | |
| 603-43150-6110 | Bond Interest | $1,000.00 | $1,043.32 | (43.32) | 104.3% | |
| **Total** | | **$95,145.39** | **$96,876.84** | **-$1,731.45** | **101.8%** | |

Ref Note:

*[1]* Stormwater Repairs at Dexter Park




| | Expense | Revenue |
|---|---|---|
| BUDGET | $95,145.39 | $90,000.00 |
| ACTUAL | $96,876.84 | $97,449.58 |
| % of BUDGET | 101.8% | 108.3% |

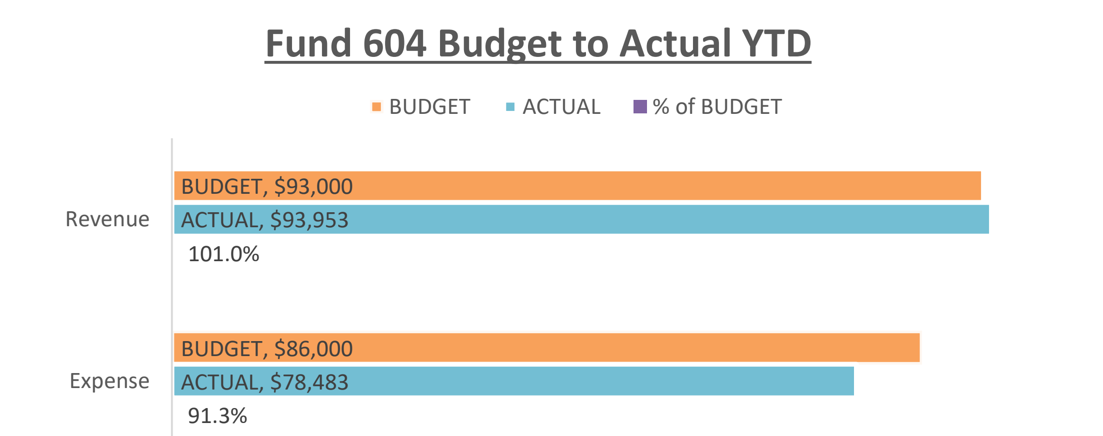
# 2025 Quarterly Budget Spreadsheet-**Recycling Fund (604)**

| **AS OF: December 31, 2025** | Budget | Year to Date | Difference | Percent of Budget | Ref Note: |
|---|---|---|---|---|---|
| Total YTD **Revenues** | $93,000.00 | $93,952.99 | -$952.99 | 101.0% | |
| Total YTD **Expenses** | $86,000.00 | $78,482.84 | $7,517.16 | 91.3% | |
| **Total Profit/Loss** | $7,000.00 | $15,470.15 | | | |

| **Revenues** | Recycling Fund | Budget | Year to Date | Remaining | % Recvd | Note: |
|---|---|---|---|---|---|---|
| 604-33640 | Recycling Grant | $900.00 | $4,677.37 | ($3,777) | 519.7% | |
| 604-36210 | Interest Earnings | $0.00 | $737.66 | ($738) | 0.0% | |
| 604-37400 | Res Recycling Billings | $61,050.00 | $58,671.41 | $2,379 | 96.1% | |
| 604-37460 | Recycling Penalty | $50.00 | $159.50 | ($110) | 319.0% | |
| 604-38000 | Organics Recycling Billings | $31,000.00 | $29,707.05 | $1,293 | 95.8% | |
| Revenues | Total | $93,000.00 | $93,952.99 | -$952.99 | 101.0% | |

| **Expenses** | Recycling Fund | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 604-43200-3890 | Res Curb Recycling | $55,000.00 | $46,864.70 | 8,135.30 | 85.2% | |
| 604-43200-3895 | Res Organic Recycling | $26,000.00 | $27,265.64 | (1,265.64) | 104.9% | |
| 604-43200-3897 | Community Yard Waste | $5,000.00 | $4,352.50 | 647.50 | 87.1% | **Annual** |
| Total | | $86,000.00 | $78,482.84 | $7,517.16 | 91.3% | |

Ref Note:




| | Expense | Revenue |
|---|---|---|
| BUDGET | $86,000.00 | $93,000.00 |
| ACTUAL | $78,482.84 | $93,952.99 |
| % of BUDGET | 91.3% | 101.0% |

# 2025 Quarterly Budget Spreadsheet-**Fire Dept (205)**

| AS OF: December 31, 2025 | Budget | Year to Date | Difference | Percent of Budget | Ref Note: |
|---|---|---|---|---|---|
| Total YTD **Revenues** | $989,148.00 | $1,283,621.84 | -$294,473.84 | 129.8% | |
| Total YTD **Expenses** | $952,817.00 | $1,195,631.49 | -$242,814.49 | 125.5% | |
| **Total Profit/Loss** | $36,331.00 | $87,990.35 | | | |

| **Revenue** | Fire Fund | Budget | Year to Date | Remaining | % Revd. | Note: |
|---|---|---|---|---|---|---|
| 205-33402 | FD Training Grants | $0.00 | $32,710.46 | ($32,710) | 100.0% | *[1]* |
| 205-33420 | Fire Relief Assoc 2% State Aid | $165,000.00 | $165,866.56 | ($867) | 100.5% | |
| 205-34210 | Orono Fire Capital Funding | $0.00 | $146,087.00 | ($146,087) | 100.0% | *[2]* |
| 204-34212 | Orono Fire Contract Revenue | $601,456.00 | $601,456.00 | $0 | 100.0% | |
| 205-34213 | Long Lake Fire Capital Funding | $0.00 | $22,277.83 | ($22,278) | 100.0% | *[2]* |
| 205-34214 | Long Lake Fire Contract Revenue | $90,516.00 | $90,516.00 | $0 | 100.0% | |
| 205-34215 | Medina Fire Capital Funding | $0.00 | $4,424.00 | ($4,424) | 100.0% | *[2]* |
| 205-34217 | Medina Fire Contract Revenue | $58,088.00 | $58,088.00 | $0 | 100.0% | |
| 205-34218 | Minnetonka Beach contract reeve | $63,000.00 | $63,000.00 | $0 | 100.0% | |
| 205-34220 | FD Other Non-Contract Revenue | $5,998.00 | $14,315.92 | ($8,318) | 238.7% | |
| 205-34222 | Orono Reimb-Duty Crew | $0.00 | $26,990.00 | ($26,990) | 100.0% | *[3]* |
| 205-34223 | Orono Reimb-Duty Officer | $0.00 | $7,280.00 | ($7,280) | 100.0% | *[3]* |
| 205-34951 | Rent - Fire Dept. | $5,078.00 | $4,654.54 | $423 | 91.7% | |
| 205-36230 | Contributions and Donations | $12.00 | $2,085.56 | ($2,074) | 17379.7% | |
| 205-36260 | Refunds & Reimbursements | $0.00 | $4,569.97 | ($4,570) | 100.0% | *[4]* |
| 205-39100 | Sales of Land/Capital Assets | $0.00 | $39,300.00 | ($39,300) | 100.0% | *[5]* |
| Revenues | Total | $989,148.00 | $1,283,621.84 | -$294,473.84 | 129.8% | |

| **Expenses** | Fire Administration | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 205-42280-1000 | FT Admin Office Salaries | $116,035.94 | $122,346.58 | (6,310.64) | 105.4% | |
| 205-42280-1055 | FD Duty Crew Payroll | $0.00 | $2,650.00 | (2,650.00) | 100.0% | *[3]* |
| 205-42280-1060 | FD Administrative Assistant | $0.00 | $4,880.00 | (4,880.00) | 100.0% | *[3]* |
| 205-42280-1080 | Fire Officer Pay | $21,638.00 | $22,242.72 | (604.72) | 102.8% | |
| 205-42280-1085 | Duty Officer Stipend | $0.00 | $11,550.00 | (11,550.00) | 100.0% | *[3]* |
| 205-42280-1130 | Insurance opt Out Pay | $14,500.00 | $15,185.31 | (685.31) | 104.7% | |
| 205-42280-1210 | PERA | $21,464.06 | $20,486.65 | 977.41 | 95.4% | |
| 205-42280-1220 | FICA | $7,500.00 | $5,038.44 | 2,461.56 | 67.2% | |
| 205-42280-1310 | Employer Paid Health | $985.00 | $1,024.80 | (39.80) | 104.0% | |
| 205-42280-1510 | Workers Comp Insurance Prem | $44,000.00 | $26,223.16 | 17,776.84 | 59.6% | |
| 205-42280-2010 | Office Supplies | $1,000.00 | $1,420.40 | (420.40) | 142.0% | |
| 205-42280-2030 | Printed Forms | $500.00 | $144.24 | 355.76 | 28.8% | |
| 205-42280-2080 | Training and Education | $250.00 | $437.05 | (187.05) | 174.8% | |
| 205-42280-2175 | Fire Prevention Materials | $1,500.00 | $1,616.20 | (116.20) | 107.7% | |
| 205-42280-2410 | Protective Gear/Uniforms | $500.00 | $0.00 | 500.00 | 0.0% | |
| 205-42280-3000 | Professional Srvs | $4,000.00 | $3,227.75 | 772.25 | 80.7% | |
| 205-42280-3010 | Auditing and Accounting Services | $7,500.00 | $4,000.00 | 3,500.00 | 53.3% | |
| 205-42280-3090 | Software Support | $8,500.00 | $13,072.82 | (4,572.82) | 153.8% | |
| 205-42280-3110 | W.A.F.T.A | $2,000.00 | $2,000.00 | 0.00 | 100.0% | |
| 205-42280-3120 | Legal Fees - Civil | $2,500.00 | $2,353.38 | 146.62 | 94.1% | |

| | | | | | | |
|---|---|---|---|---|---|---|
| 205-42280-3150 | LL Admin Fee | $18,000.00 | $18,000.00 | 0.00 | 100.0% | |
| 205-42280-3230 | Cell Phones | $520.00 | $506.00 | 14.00 | 97.3% | |
| 205-42280-3310 | Travel / Mileage Reimb | $400.00 | $315.36 | 84.64 | 78.8% | |
| 205-42280-3350 | Conference/Meetings | $4,500.00 | $6,939.95 | (2,439.95) | 154.2% | |
| 205-42280-3355 | Motor Vehicle Lic & Reg | $100.00 | $3,542.00 | (3,442.00) | 3542.0% | *[6]* |
| 205-42280-3610 | General Liability Ins | $9,500.00 | $10,809.50 | (1,309.50) | 113.8% | |
| 205-42280-4045 | Insurance Claim Expense | $250.00 | $5,339.19 | (5,089.19) | 2135.7% | *[4]* |
| 205-42280-4135 | Copier Maintenance | $650.00 | $0.00 | 650.00 | 0.0% | |
| 205-42280-4300 | Miscellaneous | $1,500.00 | $116.90 | 1,383.10 | 7.8% | |
| 205-42280-4330 | Dues and Subscriptions | $2,750.00 | $4,456.43 | (1,706.43) | 162.1% | |
| 205-42280-4450 | Food & Beverage (Mtgs/Trng) | $1,500.00 | $1,895.23 | (395.23) | 126.3% | |
| 205-42280-4600 | Recognition Expenditures | $1,000.00 | $0.00 | 1,000.00 | 0.0% | |
| 205-42280-5710 | Computer/Printer Replacement | $4,000.00 | $392.84 | 3,607.16 | 9.8% | |
| 205-42280-5800 | Other Equipment | $4,000.00 | $1,570.25 | 2,429.75 | 39.3% | |
| Total | | $303,043.00 | $313,783.15 | -$10,740.15 | 103.5% | |

| Expenses | Fire Operations | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 205-42281-1055 | FD Duty Crew Payroll | $51,600.00 | $41,490.00 | 10,110.00 | 80.4% | |
| 205-42281-1065 | Fire Call Pay | $78,250.00 | $113,839.44 | (35,589.44) | 145.5% | |
| 205-42281-1075 | Fire Fighter Training Pay | $63,774.00 | $42,846.96 | 20,927.04 | 67.2% | |
| 205-42281-1085 | Duty Officer Stipend | $0.00 | $1,290.00 | (1,290.00) | 100.0% | *[3]* |
| 205-42281-1220 | FICA | $7,500.00 | $15,246.50 | (7,746.50) | 203.3% | |
| 205-42281-2080 | Training and Education | $650.00 | $921.32 | (271.32) | 141.7% | |
| 205-42281-2120 | Motor Fuels | $15,300.00 | $9,107.12 | 6,192.88 | 59.5% | |
| 205-42281-2150 | Shop Supplies | $2,200.00 | $1,156.32 | 1,043.68 | 52.6% | |
| 205-42281-2160 | Chemicals and Chem Products | $1,500.00 | $3,580.66 | (2,080.66) | 238.7% | |
| 205-42281-2190 | Medical Supplies | $3,800.00 | $11,743.22 | (7,943.22) | 309.0% | |
| 205-42281-2210 | Equipment Parts | $3,500.00 | $6,536.73 | (3,036.73) | 186.8% | *[6]* |
| 205-42281-2215 | SCBA Equipment Parts | $900.00 | $72,673.17 | (71,773.17) | 8074.8% | *[2]* |
| 205-42281-2400 | Small Tools and Minor Equip | $6,800.00 | $5,199.28 | 1,600.72 | 76.5% | |
| 205-42281-2410 | Protective Gear/Uniforms | $10,000.00 | $4,821.66 | 5,178.34 | 48.2% | |
| 205-42281-2415 | Turn Out Gear | $34,000.00 | $27,085.87 | 6,914.13 | 79.7% | |
| 205-42281-3050 | Physicals / Other Medical | $16,000.00 | $12,854.00 | 3,146.00 | 80.3% | |
| 205-42281-3080 | Training and Education | $24,000.00 | $34,210.50 | (10,210.50) | 142.5% | *[1]* |
| 205-42281-3225 | Truck Communication Services | $5,250.00 | $10,158.59 | (4,908.59) | 193.5% | |
| 205-42281-3235 | Cty 800mhz Radio Admin Fee | $20,000.00 | $25,237.21 | (5,237.21) | 126.2% | |
| 205-42281-3280 | Pagers/Radios | $1,500.00 | $6,523.10 | (5,023.10) | 434.9% | |
| 205-42281-3285 | Radio Lease | $7,200.00 | $21,921.38 | (14,721.38) | 304.5% | |
| 205-42281-3310 | Travel / Mileage Reimb | $1,000.00 | $0.00 | 1,000.00 | 0.0% | |
| 205-42281-4030 | Light Truck Maint & Repair | $8,000.00 | $13,164.20 | (5,164.20) | 164.6% | *[7]* |
| 205-42281-4035 | Heavy Truck Maint & Repair | $19,000.00 | $30,106.83 | (11,106.83) | 158.5% | |
| 205-42281-4040 | Equip Maint & Repair | $5,500.00 | $8,918.81 | (3,418.81) | 162.2% | |
| Total | | $387,224.00 | $520,632.87 | -$133,408.87 | 134.5% | |

| Expenses | Facility Fire Station 1 | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 205-42282-2230 | Bldg & Grnds Maint Supplies | $1,000.00 | $437.18 | 562.82 | 43.7% | |
| 205-42282-3000 | Professional Srvs | $1,000.00 | $817.70 | 182.30 | 81.8% | |
| 205-42282-3275 | Internet Access (Mediacom) | $8,300.00 | $6,141.88 | 2,158.12 | 74.0% | |

| | | | | | | |
|---|---|---|---|---|---|---|
| 205-42282-3810 | Electricity Expense | $12,500.00 | $11,384.13 | 1,115.87 | 91.1% | |
| 205-42282-3820 | City Utilities (Wat,Sew,Storm) | $3,100.00 | $3,889.75 | (789.75) | 125.5% | |
| 205-42282-3830 | Natural Gas Expense | $8,000.00 | $8,066.85 | (66.85) | 100.8% | |
| 205-42282-3840 | Custodial & Waste Removal | $9,000.00 | $8,245.92 | 754.08 | 91.6% | |
| 205-42282-3845 | Lawn & Turf Maintenance | $2,600.00 | $1,270.17 | 1,329.83 | 48.9% | |
| 205-42282-4010 | Bldg Maint & Repairs | $16,000.00 | $23,227.04 | (7,227.04) | 145.2% | *[8]* |
| Total | | $61,500.00 | $63,480.62 | -$1,980.62 | 103.2% | |

| Expenses | Facility Fire Station 2 | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 205-42286-2230 | Bldg & Grnds Maint Supplies | $250.00 | $102.53 | 147.47 | 41.0% | |
| 205-42286-3000 | Professional Srvs | $1,000.00 | $892.70 | 107.30 | 89.3% | |
| 205-42286-3275 | Internet Access | $7,000.00 | $4,879.34 | 2,120.66 | 69.7% | |
| 205-42286-3810 | Electricity Expense | $4,500.00 | $4,480.01 | 19.99 | 99.6% | |
| 205-42286-3820 | City Utilities (Wat,Sew,Storm) | $2,300.00 | $2,308.00 | (8.00) | 100.3% | |
| 205-42286-3830 | Natural Gas Expense | $3,500.00 | $4,218.07 | (718.07) | 120.5% | |
| 205-42286-3840 | Custodial & Waste Removal | $7,000.00 | $4,328.09 | 2,671.91 | 61.8% | |
| 205-42286-3845 | Lawn & Turf Maintenance | $1,000.00 | $56.18 | 943.82 | 5.6% | |
| 205-42286-4010 | Bldg Maint & Repairs | $9,500.00 | $6,619.62 | 2,880.38 | 69.7% | |
| Total | | $36,050.00 | $27,884.54 | $8,165.46 | 77.3% | |

| Expenses | Fire Non-Operational Costs | Budget | Year to Date | Remaining | % Spent | Note: |
|---|---|---|---|---|---|---|
| 205-42283-1240 | State Fire Aid Pension Contri | $165,000.00 | $165,866.56 | (866.56) | 100.5% | *Annual* |
| 205-42283-5000 | Capital Outlay | $0.00 | $103,983.75 | (103,983.75) | 100.0% | *[2]* |
| Total | | $165,000.00 | $269,850.31 | -$104,850.31 | 163.5% | |

| | | | | | |
|---|---|---|---|---|---|
| **Total Fire Expenses** | | **$952,817.00** | **$1,195,631.49** | **-$242,814.49** | **125.5%** |

Ref Note:

*[1]* MBFTE training reimbursements

*[2]* Reimbursed capital purchased; 5 rooftop RTU units at Fire Station #1 and 40 new SCBAs

*[3]* Unbudgeted Duty Crew shifts, rate increase, and Duty Officer stipends are reimbursed by Orono

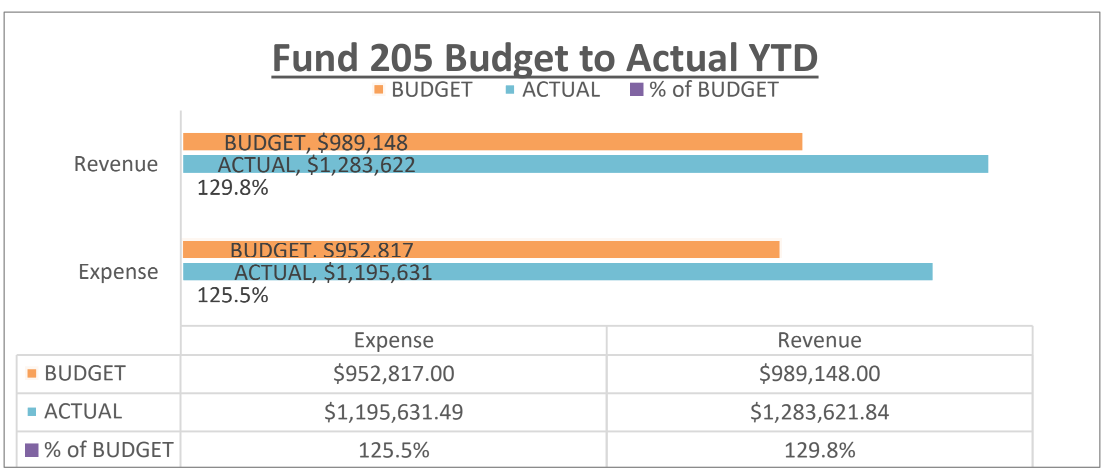
*[4]* Reimbursed insurance claim; Fire Command #2 Repairs

*[5]* Proceeds from the sale of the old Fire Engine 11

*[6]* Additional equipment needed for the new Fire Engine 11 (Hose, Hydrant Wrench, Chainsaw, etc.)

*[7]* Mechanical repairs to Utility 11 for resale preparation

*[8]* Fire Station 1 Building Repairs; water softener replacement, HVAC repairs, lighting conversion to LED



CITY OF
LONG LAKE

# City Council Agenda Report

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

**MEETING DATE / March 17, 2026**

| | |
|---|---|
| **SUBJECT:** | Discuss Draft of Ordinance Amending City Code Chapter 2 – Administration to Establish City Council Salaries and Include Council Guidelines; and Amending Chapter 3 – Officers and Employees |
| **Prepared By:** | Jeanette Moeller, City Clerk **Report Date:** 3/12/2026 |

## Recommended City Council Action

Staff recommends the following:

No formal action is requested at this time. Staff is requesting the Council discuss the draft ordinance in preparation for scheduling a public hearing and consideration of adoption at an upcoming meeting.

## Overview / Background

Per Minn. Stat. 415.11, a change to increase Council salaries may be enacted by ordinance, but no change in salary may take effect until after the following municipal election. To assure that a planned increase for Mayor and Council member salaries may take effect at the earliest opportunity beginning January 2027 (following the regular municipal election in November 2026), staff has prepared the attached rough draft of an ordinance amending City Code to adopt the Council's current salary structure, a new salary structure effective January 2027, and a schedule for bi-annual salary increases to continue following future municipal elections. Additionally, the working draft includes some general high-level Council operating guidelines that are not currently documented in City Code.

Council previously reviewed a rough draft of this ordinance back in January 2025 and provided feedback on the schedule for salary increases. The attached draft ordinance incorporates Council direction received at that time, includes content reflective of recent changes in staffing structure, and is being presented to welcome any further Councilmember direction as the draft is finalized. Staff's intent is to submit the draft to the City Attorney for review immediately following the March 17 meeting, and to publish notice of a public hearing in preparation for scheduling formal action on the ordinance on an April meeting agenda.

## Supporting Information

- Draft Ordinance No. 2026-01

**City of Long Lake**
**Hennepin County, Minnesota**
**Ordinance No. 2026-01**

**An Ordinance Amending the City Code of Ordinances, Chapter 2 – Administration to Establish Council Salaries and Include General Council Operating Guidelines**

**The City Council of the City of Long Lake does hereby ordain as follows:**

**Section 1.** The City Code of Ordinances, Chapter 2 – Administration, Article II. City Council, is hereby repealed in its entirety.

**Section 2.** The City Code of Ordinances, Chapter 2 – Administration, Article II. City Council, is hereby adopted as follows.

**Sec. 2-31. Council composition and election.**

The Council shall be composed of a Mayor and four Councilmembers who are elected at large. Each elected Councilmember shall serve for a term of four years, and the terms of Councilmember shall be staggered so that two Councilmembers are elected during each election period. The elected Mayor shall serve for a term of two years. The terms of elected Councilmembers and the Mayor will commence on the first Monday in January following the election at which the Councilmembers and Mayor were elected.

The regular city election shall be held biennially on the first Tuesday after the first Monday in November in every even-numbered year. The filing fee for municipal office shall be set pursuant to Minn. Stat. 205.13, subd. 3a, as may be amended from time to time.

Each vacancy in the office of the Mayor or any Councilmember shall be filled by Council appointment until an election is held at the same time as a regular city election as provided in Minn. Stat. 412.02, subd. 2a, and no special election to fill a vacancy will be held at other than the same time as the regular city election. In the case of a tie vote by the Council, the Mayor shall make the appointment.

OR

A vacancy in an office shall be filled by Council appointment until an election is held as provided in this section. In case of a tie vote in the council, the mayor shall make the appointment. If the vacancy occurs before the first day to file affidavits of candidacy for the next regular city election and more than two years remain in the unexpired term, a special election shall be held at or before the next regular city election and the appointed person shall serve until the qualification of a successor elected at a special election to fill the unexpired portion of the term. If the vacancy occurs when less than two years remain in the unexpired term, there need not be a special election to fill the vacancy and the appointed person shall serve until the next regular city election.

Except as herein provided, the general laws of this state pertaining to registration of voters and the conduct of primary and general elections shall apply for all municipal elections.

The Council may, by resolution, order a special election on any question which it desires to submit to a vote of the voters, fix the time for holding the same, and provide all means for holding such special election. The procedure at such election shall conform as nearly as possible to that herein provided for other municipal elections.

**Sec. 2-32. Council committees and liaison positions.**

All Council committees shall be appointed by the Mayor or upon the majority vote of the Council. Council committees shall not include more than two Councilmembers, though an alternate may be appointed to serve in the absence of an appointee. Any matter brought before the Council for consideration may be referred to the appropriate committee or to a special committee appointed by the Council for report and recommendation before it is considered by the Council as a whole. Each committee shall act promptly and faithfully on any matter referred to it.

Council members may also serve as liaisons to other city commissions, advisory boards, or community boards or groups. Each such organization that is recognized by the Council may have at least one Councilmember appointed as a liaison, with said liaison to report the organization's activities to the Council. No more than two Councilmembers may attend any committee, commission, board or group meeting referenced in this section at any one time, unless notice of a quorum has been posted.

**Sec. 2-33. Council salaries.**

(a) As compensation for the administration of the affairs of the city, the Mayor and Councilmembers shall receive an annual salary payable in equal monthly payments as follows:

| | *Mayor* | *Councilmembers* |
|---|---|---|
| Year 2026 | \$3,600 / year | \$3,000 / year |

(b) As additional compensation, the Mayor and Councilmembers may also receive at the city's expense such things as, but not necessarily limited to, meals furnished as a convenience while meeting to conduct city business, or at other functions sponsored in whole or in part by the city; and reimbursement by the city for reasonable travel expenses incurred for pre-approved attendance at conferences for elected officials, or appearances related to litigation, such as depositions, court hearings and trials. Mileage shall be reimbursed at the rate approved by the United States Internal Revenue Service. The City Council is the sole determiner of whether such additional compensation is warranted, and such compensation need not be offered equally to all members.

(c) Following the regular municipal election in 2026, the salaries of the Mayor and Councilmembers shall be adjusted as follows:

| | *Mayor* | *Councilmembers* |
|---|---|---|
| Year 2027 | \$4,800 / year | \$4,200 / year |
| Year 2028 | \$4,800 / year | \$4,200 / year |

(d) Following the regular municipal election in 2028 and following each subsequent regular municipal election, the salaries of the Mayor and Councilmembers shall be automatically adjusted effective January 1 of the odd-year. The adjustments shall be calculated as a percentage equal to the total change in the US Bureau of Labor Statistics Consumer Price Index (CPI) for Minneapolis/St Paul metro areas for the two-year period preceding the regular municipal election, rounded to the nearest $100 increment; however, not to exceed a $200 salary increase at the time the adjustment is calculated.

(e) Notwithstanding subsection (d), any salary adjustment may be waived by adoption of an ordinance amendment prior to the date on which a regular municipal election is scheduled to occur.

**Sec. 2-34. Council meetings.**

Regular meetings of the Council will be held on the first and third Tuesdays of each month in the Council Chambers of the City Hall at 6:30 pm unless otherwise specified or rescheduled by Council action. If Tuesday is a holiday, the meeting will typically be held the following day unless otherwise specified by the Council. Work session Council meetings may be scheduled on an as needed basis either by Council action or at the direction of the city administrator or city clerk. Special meetings of the Council may be called by the Mayor or by any two members of the Council by writing filed with the city clerk, who shall then deliver notice to all Councilmembers and post notice of the time and place of the meeting at least three days before the meeting. An emergency meeting may be called by the Mayor or by any two members of the Council by writing filed with the city clerk because of circumstances that require immediate consideration by the City Council. Posted or published notice is not required for an emergency meeting, but notice that includes the subject of the meeting shall be provided to Councilmembers by any communication method used to notify members.

All regular, special and emergency meetings of the Council shall be conducted in accordance with the Minnesota Open Meeting Law (Minn. Stat. Chapter 13D, as it may be amended from time to time) after notice as required by law.

The Mayor shall preside at all meetings of the Council. In the absence of the Mayor, the Mayor Pro-Tempore shall preside. In the absence of both, the city administrator shall call the meeting to order and shall preside until the Council members present at the meeting choose one of their members to act temporarily as presiding officer. The presiding officer shall preserve order and enforce the City Council Code of Conduct Policy as adopted by the City Council.

The Mayor may speak on any question being considered being considered by the Council, and has the rights, privileges, and duties of any other member of the Council. The Mayor may introduce or second a motion, resolution or ordinance.

At the first regular Council meeting in January of each year, the Council shall:

(a) Designate the depositories of city funds;

(b) Designate the official newspaper;

(c) Choose an acting Mayor Pro-Tempore from the Councilmembers, who shall perform the duties of the Mayor when absent, or during a vacancy in the office of Mayor until a successor has been appointed or elected; and

(d) Appoint Council members to liaison and committee or board positions as may be necessary.

**Sec. 2-35. Quorum and voting.**

(a) A majority of Council members elected constitutes a quorum.

(b) The votes of the members on any question pending before the Council may be by voice vote or in any other manner of voting which signifies the intention of the members, and the names of those voting for and against the question shall be recorded in the meeting minutes.

(c) A majority vote of the Council shall be necessary for approval of any ordinance and shall prevail, unless a larger number is required by statute or other city ordinance.

**Sec. 2-36. Order of business at regular meetings.**

Each regular meeting of the Council shall convene at the time and place therefor noticed, and Council business shall generally be conducted in the following order, subject to change:

(a) Call to Order

(b) Pledge of Allegiance

(c) Mayor's Comments

(d) Approve Agenda

(e) Approve Consent Agenda

(f) Open Correspondence (NOTE: Should we move Open Correspondence?)

(g) Regular Business

(h) Other Business

(i) Adjourn

**Sec. 2-37. Ordinances, resolutions, motions, petitions and communications.**

(a) Every ordinance and resolution shall be presented in writing. All motions shall be recorded in the minutes, and the names of those voting for and against the motion shall be recorded in the meeting minutes. All petitions and other communications addressed to the Council shall be in writing and shall be read in full upon presentation of the same to the Council. They shall then be recorded or specifically referenced in the meeting minutes, and a copy shall be placed on file.

(b) Every ordinance and resolution passed by the Council shall be signed by the Mayor or acting Mayor Pro-Tempore, attested by the city administrator or the city clerk, and filed for permanent record. Ordinances shall be published either in full or in summary in the city's official newspaper.

(c) Every ordinance or resolution repealing a previous version of an ordinance, resolution, or section thereof shall include the number, if any, and the title of the ordinance or resolution to be repealed or amended in whole or in part.

**Section 3.** The City Code of Ordinances, Chapter 2 – Administration, Article III. Officers and Employees, is hereby repealed in its entirety.

**Section 4.** The City Code of Ordinances, Chapter 2 – Administration, Article III. Officers and Employees, is hereby adopted as follows.

**Article III. Officers and Employees**

**Division 1. Generally**

**Sec. 2-61. Computerized criminal history and driver's license history inquiries.**

The purpose and intent of this section is to establish regulations that will allow the city's Police Department to access Minnesota's computerized criminal history information to conduct background checks on individuals in connection with employment, contracts, licenses, permits and/or volunteer work with the city.

(a) The city's Police Department is required to do a criminal history background investigation on individuals in connection with applications for the following positions, licenses and permits within the city of Long Lake:

1. Regular and part-time employment with the city.

2. Volunteer positions with any city programs providing services to children or vulnerable adults.

3. Independent contractors that have direct access to, or management of, public funds; substantial contact with juveniles in a setting where other adults may not be present; the task of entering private property on a regular basis; or supervisory responsibilities.

4. Liquor licenses, including managers of the establishments.

5. Tobacco licenses.

6. Charitable gambling licenses.

7. Solicitor and peddler permits.

8. Massage licenses, including managers and owners of the business, as well as individual massage therapists.

(b) In conducting criminal history background investigations under this section, the city's Police Department is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehension's (BCA) computerized criminal history information system in accordance with BCA policy. Any data that is accessed and acquired must be maintained at the Police Department under the care and custody of the Chief of Police or his or her designee. A summary of the results of the computerized criminal history data may be released by the Police Department to other city staff involved in the application process.

(c) Before a background investigation is undertaken, the city must obtain written consent from the applicant authorizing the city's Police Department to undertake the investigation. The written consent must fully comply with the provisions of state law, including Minn. Stat. Ch. 13, regarding the collection, maintenance and use of the information.

(d) Except for the positions set forth in Minn. Stat. 364.09, the City will not reject an applicant for employment on the basis of the applicant's prior conviction unless the crime is directly related to the position of employment sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. If the City rejects the applicant's request on this basis, the City shall notify the applicant in writing of the grounds and reason for the rejection; the applicant complaint and grievance procedure set forth in Minn. Stat. 364.06; the earliest date the applicant may reapply for employment; and that all competent evidence of rehabilitation will be considered upon reapplication.

(e) All new license and permit applications under this section must be accompanied by a background investigation fee set by the Council, adopted by resolution, and uniformly enforced. Such fees may, from time to time, be amended by the Council by resolution. A copy of the resolution shall be kept on file in the office of the city clerk and open to inspection during regular business hours.

**Sec. 2-62. Workers' compensation.**

All officers of the city elected or appointed for a regular term of office or to complete the unexpired portion of a regular term shall be included in the city's coverage for workers' compensation under the state workers' compensation statute.

**Sec. 2-63. Administrative organization.**

Pursuant to the powers conferred upon the City Council by Minn. Stat. 412.111, the administrative organization and services of the city shall be divided into the following departments, offices and positions. Actual employee position titles may vary from the positions described below, as approved by the city council, city administrator, or his/her designee.

(a) The administrative department includes the city administrator, city clerk, administrative assistant, and any other city hall office personnel.

(b) The public works department includes a public works director who supervises a team of maintenance workers and any temporary/seasonal public works employees.

(c) The city's police department is appointed by the City Council on a contractual basis.

(d) The city's fire department is the Shoreline Fire Department.

(e) The city's planner or planning and zoning department is appointed by the City Council on a contractual basis.

(f) The city's engineer or engineering department is appointed by the City Council on a contractual basis.

(g) The city's attorney is appointed by the City Council on a contractual basis.

**Sec. 2-64. Administrative policy and procedures.**

(a) Each department head shall perform all duties required of their respective office by ordinance or other laws, and such duties as may be assigned by the City Council, the city administrator, or his/her designee.

(b) Each department head shall be responsible for the preservation of all public records under the department head's jurisdiction. No public record, reports, correspondence or other data relative to the business of any department shall be destroyed or removed permanently unless authorized by law or ordinance or without the knowledge and approval of the city administrator or his/her designee.

(c) The department heads shall be immediately responsible to the city administrator or his/her designee for effective administration of their departments and all activities assigned to their departments.

**Secs. 2-65—2-80. - Reserved.**

**Division 2. City Administrator**

**Sec. 2-81. Establishment of position.**

Pursuant to the provisions of Minn. Stat. 412.111, applicable to the city operating under Optional Plan A as defined in state law, the city administrator shall be appointed by the Council for an indefinite term. The city administrator shall be hired by four-fifths vote of the City Council, and be subject to a written employment agreement. The city administrator shall be subject to termination, which shall be preceded by 30 days' written notice of the intent of the City Council to vote on the issue of termination and upon a four-fifths vote of the Council authorizing the termination, which shall require an additional 60 days' notice for the termination to be final.

**Sec. 2-82. General duties.**

The city administrator shall have the following duties and responsibilities:

(1) Acts as the chief administrative official of the city;

(2) Is responsible for the proper administration and coordination of all of the affairs of the city and for the fair and impartial provision of city services, consistent with City Council policy and discretion;

(3) Supervises and directs the various city departments and staff, including the city clerk and director of public works, and is otherwise responsible for the overall implementation of Council

directives and policies;

(4) Responsible for overseeing and managing financial and accounting matters;

(5) Prepares and submits an annual budget for review and approval by the City Council;

(6) Keeps the Council informed of the financial condition of the city and recommends action as appropriate;

(7) Manages and invests city funds in accordance with Council guidelines and sound financial practices;

(8) Oversees all city purchases with Council approval;

(9) Coordinates all city risk management, including insurance; and

(10) Assumes responsibility for other duties as prescribed by the Council by resolution, by employment agreement, and by position description as approved by the City Council.

**Secs. 2-83—2-90. - Reserved.**

**Section 3.** This Ordinance shall be effective upon adoption and publication according to law.

Adopted by the City Council of the City of Long Lake this _____th day of ___________ 2025.

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| Date of Adoption: | ________________, 2025 |
| Date of Publication: | ________________, 2025 |
| Effective Date: | ________________, 2025 |

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ATTEST: BY:

__________________________________ __________________________________

Jeanette Moeller, City Clerk Charlie Miner, Mayor