



LAKE MINNETONKA CONSERVATION DISTRICT

5341 MAYWOOD ROAD, SUITE 200 • MOUND, MINNESOTA 55364 • TELEPHONE 952/745-0789 • FAX 952/745-9085

AGENDA
LAKE MINNETONKA CONSERVATION DISTRICT
Wednesday, May 8, 2024
Wayzata City Hall
600 Rice Street, Wayzata, MN 55391

PUBLIC PARTICIPATION

Those attending the meeting, please complete the attendance sheet. Those desiring to participate in the meeting should complete the *Public Comment Form* at the meeting if the online [Public Comment Form](#) was not submitted. The Chair may choose to reorder the agenda for a specific agenda item if it would benefit the needs of those in attendance. Please see *Public Comments* Section for more information.

WORK SESSION AGENDA

6:00 p.m.

The purpose of the Work Session is to allow staff to seek input from the Board and for the Board to discuss matters in greater detail than generally available at the formal Board Session. The Board may give staff direction or express a preference but does not formally vote on matters during Work Sessions. While all meetings of the Board are open to the public, Work Session discussions are generally limited to the Board, staff, and designated representatives. Work Sessions are not videotaped. The work session may be continued after the formal meeting, time permitting.

No Work Session

FORMAL MEETING AGENDA

7:00 p.m.

The purpose of the Formal Session is to allow the Board to conduct public hearings and to consider and take formal action on matters coming before the LMCD.

- 1) CALL TO ORDER**
- 2) PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL**
- 4) APPROVAL OF AGENDA**
- 5) CHAIR ANNOUNCEMENTS**
- 6) APPROVAL OF MINUTES (04/24/2024 LMCD Regular Board Meeting)**

7) APPROVAL OF CONSENT AGENDA

- A) Audit of Vouchers (05/01/2024 – 05/15/2024)
- B) Resolution #265 Accepting Save the Lake Contributions (04/13/2024 – 04/30/2024)
- C) Findings of Fact – Variance for 2217 Huntington Pt Rd E

8) PUBLIC COMMENTS – *Provides an opportunity for the public to address the board on items that are not on the agenda. Public comments are limited to 5 minutes. Please direct all comments to the Board Chair. The Board generally will not engage in public discussion, respond to or correct statements from the public, or act on items not on the agenda. The Board may ask for clarifications or direct staff to report back on items at future meetings.*

9) PRESENTATIONS

10) PUBLIC HEARING

11) OTHER BUSINESS

12) OLD BUSINESS

- A) 2024 Budget Amendments
 - i) Document Portal
 - ii) Contract Labor & Summer Intern
 - iii) Board Meeting Video Recordings

13) NEW BUSINESS

14) TREASURER REPORT

- A) 2025 Budget
 - i) Water Patrol Funding
 - ii) Staffing Funding
 - iii) General Fund Balance

15) EXECUTIVE DIRECTOR UPDATE

16) ADJOURNMENT

LAKE MINNETONKA CONSERVATION DISTRICT BOARD OF DIRECTORS

7:00 P.M., April 24, 2024
Wayzata City Hall

1. CALL TO ORDER

Chair Hoelscher called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Members present: Ann Hoelscher, Victoria; Deborah Zorn, Shorewood; Nicole Stone, Minnetonka; Rich Anderson, Orono; Mike Kirkwood, Minnetrista; Brian Malo, Greenwood; Ben Brandt, Mound; Gabriel Jabbour, Spring Park; and Denny Newell, Woodland. Also present: Joe Langel, LMCD Legal Counsel; Thomas Tully, Manager of Code Enforcement; Maisyn Reardan, Office, and Finance Manager; Raina Gabler, Executive Assistant Code Enforcement and Operations; and Interim Executive Director Jim Brimeyer.

Members absent: Mark Kroll, Excelsior; Dennis Klohs, Minnetonka Beach; Ryan Nellis, Tonka Bay; Matthew Thompson, Wayzata; and Jim Van Bergren, Deephaven.

Persons in Audience: Steven Schussler, Sunhi Schussler, Tyler See, Major Shane Magnusson, Lt. Rick Rehman, and Attorney David Archer.

4. APPROVAL OF AGENDA

MOTION: Jabbour moved, Kirkwood seconded to approve the agenda as submitted.

VOTE: Motion carried unanimously.

5. CHAIR ANNOUNCEMENTS

Chair Hoelscher stated that the Officers workgroup has been meeting semi-regularly and would like to formalize that, meeting the first Wednesday of every month at 9:30 a.m. and therefore would operate as a committee and they would abide by the open meeting law rules. She stated that the City of Minnetrista has requested that the LMCD provide a letter in support of a grant. She asked the Board to review the draft letter and requested Board approval to sign and submit the letter.

MOTION: Zorn moved, Kirkwood seconded to authorize the Chair to sign and submit the draft letter in support of grant funds for the City of Minnetrista.

Further discussion: Newell noted that this is the first time that he has seen this and asked if it was included in the packet.

Hoelscher stated that this was a late receipt but there is a time deadline for the grant application.

Brimeyer commented that staff received the request the previous day requesting support for a water treatment

plant. He stated that the application is due Friday.

Newell asked and received confirmation that the LMCD is not being asked for any financial contribution.

Jabbour stated that Tonka Bay did receive \$1,500,000 or \$2,000,000 through Congressman Phillips and other cities are experiencing similar issues.

Brandt commented that Mound received similar funding from Representative Meyers for their drinking water issues. He asked if the LMCD would be willing to provide letters of support to other cities as well.

Hoelscher stated that as long as the city makes the request, she would not see a problem providing a similar letter of support to other cities.

VOTE: Motion carried unanimously.

6. APPROVAL OF MINUTES- 04/10/2024 LMCD Regular Board Meeting

MOTION: Jabbour moved, Brandt seconded to approve the 04/10/2024 LMCD Regular Board Meeting minutes as submitted.

VOTE: Motion carried unanimously.

7. APPROVAL OF CONSENT AGENDA

Anderson stated that he has a question about a voucher, noting that the report for Save the Lake is incorrect because of the way the voucher was entered in. He noted that he would address that under the Treasurer's Report. He thanked Maynard's for the \$2,500 contribution to Save the Lake.

MOTION: Malo moved; Stone seconded to approve the consent agenda as presented. Items approved included: **7A)** Audit of Vouchers (04/16/2024 – 04/30/2024); **7B)** Resolution #264 Accepting Save the Lake Contributions (04/06/2024 – 04/12/2024).

VOTE: Motion carried unanimously.

8. PUBLIC COMMENTS- Persons in attendance, subjects not on the agenda (limited to 5 minutes)

There were no public comments.

9. PRESENTATIONS

There were no presentations.

10. PUBLIC HEARING

A) Variance for 2217 Huntington Pt Road E

Tully presented a variance request for the property located at 2217 Huntington Point Road East on North Lower Lake in Minnetonka Beach to adjust the dock length, side setbacks and allowed dock use area (DUA). He stated that the site was granted a variance in 2007 and the new variance was submitted in an effort to resolve the issue of conflicting dock use areas, water depth, and compliance issue with LMCD Code. He provided a review of the current variance and site plan, approved in 2007, and compared that to the new proposal. He reviewed the new proposed site plan and identified the hardship of water depth and conflicting dock use areas. He stated that two comments were received from the City of Minnetonka Beach, one comment of concern from a property to the north, and one written letter received today from RSLT Holdings, LLC, requesting a delay in the public hearing to gather more information. He reviewed the concerns expressed from the City of Minnetonka Beach and potential impacts to their rented dock space. He explained that a slight tweak to the angle of the dock near 103 feet would provide more navigable water for the adjacent dock use area for the City of Minnetonka Beach. He then reviewed the recommendations and conditions of staff.

Anderson commented that he has been involved in dock planning for a long time and has never seen the situation recommended by staff, to include a 30-degree bend. He understood the reason that was done, to provide more navigation for the adjacent public dock, noting that is brilliant. He commented that this would allow all the boats to navigate. He asked and received confirmation that the City of Minnetonka Beach supports this plan.

Malo asked if the four-foot depth was in effect in 2007.

Tully replied that the depth of the water was not considered at that time, noting that the 2007 variance was based upon the conflicting dock use areas.

Jabbour commented that this property has been the subject of litigation for several decades and staff has attempted to resolve this situation, reaching an agreement in the fall.

Tully confirmed that staff worked routinely with the applicant, City, and neighboring properties to reach an agreement that felt comfortable moving forward.

Jabbour recognized the efforts of staff to find a resolution for this issue.

Hoelscher opened the public hearing at 7:26 p.m. No comments were offered, and the public hearing was closed at 7:26 p.m.

Malo asked if it would be feasible that the property to the north would want to move their dock more towards the south in the future.

Tully commented that it is not his place to design or predict what a property owner may wish to do in the

future.

Zorn asked if there were any other comments or context from RSLT Holdings other than the letter.

Tully commented that staff spent many hours speaking with the properties to the north and south to describe this proposal and minimize the impacts of the variance.

Anderson asked and received confirmation that an as built would be required. He asked if that would be required annually. He asked if the City dock is required to provide that documentation as well.

Tully commented that Minnetonka Beach has submitted a final design but did not believe that as built was required from the City.

MOTION: Anderson moved, Newell seconded to direct LMCD legal counsel to prepare Findings of Fact and Order approving the variance application from Steven Schussler for the property located at 2217 Huntington Point Road East in Minnetonka Beach for final approval at the May 8, 2024, LMCD meeting.

Further discussion: Jabbour commented that he likes the findings of fact to mention the hardship(s) and asked that those things be included when this is presented for final approval.

VOTE: Motion carried unanimously.

11. OTHER BUSINESS

A) Caribbean Marina

Item withdrawn.

12. OLD BUSINESS

There was no old business.

13. NEW BUSINESS

A) Audit Report

Tyler See, Abdo, presented the 2023 Financial Statement Audit reporting an unmodified opinion with no legal compliance issues. He stated that there was one internal control finding related to the preparation of financial statements, which is a continued finding and is common for smaller municipal entities. He provided more details on the general fund, Save the Lake, and related balances.

Anderson commented that the Save the Lake fund has always been separate from the General Fund and

asked if those could be merged together.

See replied that the main source of revenue for the Save the Lake fund is donations, so it is easier to track separately, but they could be merged if desired.

Hoelscher commented that it was her understanding that the Save the Lake fund is for the purposes of public education and safety and therefore the funds must be spent in that manner, but if someone specified a purpose on their donation, the item would be applied in that manner.

Jabbour commented that historically Save the Lake was not receiving much for donations, but that increased after the riots. He stated that it was his understanding that once the donation is received, it is taxpayer money to be spent accordingly and therefore legally did not think there was an obligation to designate funds towards a donor identified expense, although morally that would be the right thing to do. He asked if a separate expense column should be identified for Save the Lake and whether funds would need to be spent in the way a donor specified for their donation.

See replied that if someone specified a donation for a purpose, it is typically earmarked for that purpose. He stated that most of the Save the Lake donations are made for public safety. He stated that there is no legal statute requiring Save the Lake to be a separate fund.

Newell commented on changes to Save the Lake over the years to focus more on public safety, noting that solar lights are now funded through the general fund. He stated that the Save the Lake message still includes the broader, public safety, public education, and solar lights. He asked if that message should be updated to eliminate solar lights as he believed the message to be confusing.

Hoelscher stated that is a discussion for the Board and not the auditor.

Stone thanked See for his assistance throughout this process.

B) Review of 2025 Preliminary Budget

Hoelscher recognized the past efforts of Anderson in the prior budgeting and thanked him for bringing staff and the new Treasurer up to speed this year. She commented that the workgroup disagreed on some of the items and noted that it is okay for opinions to be expressed during this discussion as well.

Stone stated that a memorandum was included based on the last meeting of the workgroup relating to changes on the revenue and expense sides. She stated that the biggest discussion item for the Board is related to personnel expenses as the LMCD now has three full-time employees along with the contracted Interim Director. She noted that three options were presented relating to personnel and welcomed input.

Hoelscher welcomed input on the budget as a whole. She commented that there is a statutory formula for calculating the LMCD levy, noting that they are nowhere near the top limit as they continue to operate in a fiscally responsible manner. She recognized that this proposed budget would be balanced by a transfer from

the reserves as they are trying to decrease the reserve balance, but eventually the reserve level will reach the desired 35 percent level and the budget would then have an impact on the levy.

Zorn echoed the comments about the levy, recognizing that the levy will most likely need to be adjusted in the future. She stated that she would support option one for personnel.

Kirkwood stated that he presented this spreadsheet with a staff and Mayor of Minnetrista last week and they had no objections. He stated that he would also support option one for personnel.

Brandt commented that the reserve balance is still at 83 percent, acknowledging that they are using about 15 percent per year in a transfer, which would put them about four to five years out from needing to adjust the levy. He referenced AIS, noting the deletion of AIS grants and the mention that future grants would be provided through Hennepin County and asked for clarification on whether that would eliminate future LMCD grants for AIS.

Stone replied that it was how it was proposed, although that was not her personal opinion.

Hoelscher recognized the AIS grant program that the LMCD had been providing, noting that it was not used as much last year and therefore those funds were transferred to another line item. She commented that is an item that should be discussed, as to whether it should continue.

Brandt questioned the availability of Hennepin County funds for this lake.

Zorn commented that she would be interested in Brandt's opinion because he was so close to this issue and could perhaps provide further guidance as to why those funds were not fully used the previous year.

Brandt replied that he believed the first-year funding for projects was a success. He stated that there were some discussions about expanding the program to fund multi-year projects but that stalled when the workgroup was eliminated. He stated that Hennepin County was challenged as to the funds it was providing for this purpose on the lake.

Newell commented that the funds were originally collected for AIS and therefore wondered if the LMCD has an obligation to deploy those funds for that purpose.

Stone asked what an appropriate line item would be for that purpose.

Brandt stated that he is not currently aware of any funding requests but would like to see some funds available for this purpose.

Hoelscher stated that \$50,000 was budgeted for 2024 and any unused funds could be moved to the same line item for 2025.

Jabbour commented that the LMCD previously received \$60,000 for the purpose of AIS along with \$40,000

in-kind. He stated that the LMCD funding for that purpose has now been eliminated and Hennepin County annually receives \$310,000 that is supposed to be allocated. He stated that he would be opposed to burdening the taxpayers in addition to the taxpayer funds already allocated to Hennepin County for this purpose. He stated that he is opposed to including any funding for AIS in the budget as those funds should be received from Hennepin County. He stated that the budget for the LMCD as a whole cannot even dent the issue of AIS. He recognized the comments of Newell that if funds were collected for AIS, they should be used for that purpose. He asked if there is a standing balance for AIS.

Hoelscher stated that a line item within the overall general budget can be reallocated.

Malo referenced line five, interest, and asked for details on that proposed increase.

Stone stated that funds were moved from one bank and placed in a high interest savings account.

Malo stated that he also supports option one for staffing.

Anderson stated that the AIS line item for \$75,000 was for harvesting and that has previously been eliminated as harvesting was also eliminated. He commented on the 2024 budget and changes that were made for the presentation tonight. He noted that contract labor had been budgeted as zero for 2024 but is shown in this presentation that it was \$50,000.

Hoelscher stated that could be discussed offline. She stated that personnel option one would be to keep the same staffing in place for 2025 that exists today.

Anderson commented that he does support that personnel option. He referenced funding of Water Patrol in the amount of \$100,000 for 2025, using reserves. He asked how that would continue in the future because the reserves continue to be used and the line item would remain. He asked why the Water Patrol would not remain under Save the Lake for 2025, with the hope that matching funds would be received through donations.

Brimeyer commented that \$50,000 was budgeted last year through Save the Lake and the general fund for Water Patrol but at the workgroup meeting it was stated to place it all under the general fund with a transfer of \$50,000 from Save the Lake.

Anderson commented that the current Save the Lake fund balance is about \$91,000 and half of that would be spent this year. He strongly recommended that \$100,000 is not placed into the expense side for the general fund.

Hoelscher stated that the LMCD has been funding the Water Patrol for many years, starting with smaller donations, and increasing over the years. She commented that the Water Patrol program has been tested and shown value to all the cities. She stated that the cities should see what is being funded, and while donations may continue to fund that, that funding may need to come from the cities in the future. She stated that she would agree to eliminate the AIS item as there is not currently a need, noting that if there is a need in

the future that could be shown and discussed. She stated that she has had the luxury of collaborating with the current staff over the past 18 months and they have been awesome, but they need to recognize that Brimeyer cannot continue for the long term. She stated that she would support budget option one, but eventually more money will need to be spent to receive this level of staff knowledge.

Kirkwood encouraged the Board members to have a conversation with their city staff. He commented that this city recognized the police function that is needed on the lake and had options in mind as to how that could be funded in the future, whereas he originally thought they might be opposed. He wondered if there needed to be more marketing of the AIS funds available.

Jabbour commented that the AIS funds that the LMCD would have available would not even dent the issue. He stated that the LMCD should define its mission and focus on that, leaving the AIS matter to the experts that have funding to tackle that matter. He commented that in the past, there has been a complaint about the LMCD levy when it has been higher. He stated that he would like to see the Water Patrol funded indefinitely and noted that some cities would be willing to provide contributions to their levy allocation because they see value in that.

Anderson noted that the 2024 version shown in the presentation is not the 2024 budget shown to the cities and therefore the 2024 budget should be amended.

Hoelscher noted that everyone agrees and that can occur in the future.

Anderson noted that he believes that the \$100,000 from Water Patrol should be removed as a line item.

Hoelscher reviewed the budget calendar.

Brimeyer commented that if option one is chosen for staffing, they will need to get creative as that is not the option he supports.

Hoelscher stated that there are items in the budget the Board will need to discuss going forward including the future of Save the Lake and staffing.

C) Review of LMCD Postcard

Hoelscher displayed a copy of the postcard that will be mailed in the beginning of May in place of mailing a newsletter. She stated that any additional comments on the postcard could be provided to staff.

Jabbour commented that he would want to ensure that the picture being used is not in violation of copyright laws.

14. TREASURER REPORT

A) April Balance Sheet

B) April General and STL I&E Reports

Anderson referenced the P&L for Save the Lake, noting an expense of \$6,900 for the voucher for solar lights and brackets. He stated that should actually be reflected to the general fund rather than Save the Lake.

15. EXECUTIVE DIRECTOR UPDATE

Brimeyer confirmed upcoming meeting dates.

16. ADJOURNMENT

MOTION: Jabbour moved, Zorn seconded to adjourn the meeting at 8:38 p.m.

VOTE: Motion carried unanimously.

Ann Hoelscher, Chair

Michael Kirkwood, Secretary

Lake Minnetonka Conservation District
Check Detail
 May 1 - 15, 2024

Date	Num	Name	Memo	Account	Paid Amount	Class
05/09/2024	EFT-24-57	Medica		Bridgewater Checking		
			Health Insurance May 2024 (Reardan)	4380M10 - Employee Benefits - Admin.	-781.82	Admin.
			Health Insurance May 2024 (Schleuning)	4380M10 - Employee Benefits - Admin.	-781.82	Admin.
			Health Insurance May 2024 (Tully)	4380M10 - Employee Benefits - Admin.	-781.82	Admin.
TOTAL					-2,345.46	
05/09/2024	EFT-24-58	ADP Service Fee		Bridgewater Checking		
			Payroll 5/1/24 - 5/15/24	4180M10 - Professional Services - Admin.	-94.10	Admin.
TOTAL					-94.10	
05/09/2024	EFT-24-60	WEX Health, Inc.		Bridgewater Checking		
			HSA Contribution May 2024 (Gabler)	4380M10 - Employee Benefits - Admin.	-125.00	Admin.
			HSA Contribution May 2024 (Reardan)	4380M10 - Employee Benefits - Admin.	-125.00	Admin.
			HSA Contribution May 2024 (Tully)	4380M10 - Employee Benefits - Admin.	-125.00	Admin.
TOTAL					-375.00	
05/09/2024	EFT-24-61	P.E.R.A	9236-00	Bridgewater Checking		
			Payroll 5/1/24 - 5/15/24	2020 - Payroll Liabilities -	-1,161.96	Admin.
TOTAL					-1,161.96	
05/09/2024	23148	Abdo LLP	44790	Bridgewater Checking		
05/09/2024	487809		Audit Services for Fiscal Year 2023, LeaseCrunch Subscription Fee	4040M10 - Auditing - Admin.	-5,156.00	Admin.
TOTAL					-5,156.00	
05/09/2024	23149	AIS Advanced Imaging Solutions		Bridgewater Checking		
05/09/2024	527946438		Copier Contract 04/20/2024 - 05/20/2024	4140M10 - Office Equipment R&M - Admin.	-463.15	Admin.
TOTAL					-463.15	
05/09/2024	23150	Fred T. Miller Photography & Video		Bridgewater Checking		
05/09/2024	0240402		4/10/24 Board Meeting Video Production Services	4182M10 - Media (Cable/Internet) - Admin.	-300.00	Admin.
			4/24/24 Board Meeting Video Production Services	4182M10 - Media (Cable/Internet) - Admin.	-300.00	Admin.
TOTAL					-600.00	
05/09/2024	23151	LMCC		Bridgewater Checking		
05/09/2024	1591		4/24/2024 Board Meeting VOD Services	4182M10 - Media (Cable/Internet) - Admin.	-200.00	Admin.
TOTAL					-200.00	
05/09/2024	23152	Ratwik, Roszak & Maloney, P.A.		Bridgewater Checking		
05/09/2024	76205		Civil Legal Fees March 2024	4620M10 - Civil Legal Fees - Admin.	-2,939.48	Admin.
TOTAL					-2,939.48	
05/09/2024	23153	TimeSaver Off Site Secretarial, Inc.		Bridgewater Checking		
05/09/2024	M29126		4/24/24 Board Meeting Minutes	4230M10 - Meeting Exp. - Admin.	-246.00	Admin.
TOTAL					-246.00	
05/09/2024	23154	Your Computer Hero		Bridgewater Checking		
05/09/2024	8529		Computer Maintenance, April 2024	4181M10 - Professional Comp. Serv.-Admin.	-653.10	Admin.
TOTAL					-653.10	

Lake Minnetonka Conservation District
Check Detail
May 1 - 15, 2024

Date	Num	Name	Memo	Account	Paid Amount	Class
05/09/2024	23155	Gregerson, Rosnow, Johnson & Nilan, LTD		Bridgewater Checking		
05/09/2024	50367		Prosecution Costs, April 2024	4640M10 - Prosecution Legal Fees - Admin.	-1,729.94	Admin.
TOTAL					-1,729.94	



RESOLUTION 265

A RESOLUTION ACCEPTING CONTRIBUTION(S) TO THE LAKE MINNETONKA CONSERVATION DISTRICT (LMCD)

WHEREAS, the LMCD is a regional government agency established by Minnesota Statutes Section 103B.605, Subd. 1; and

WHEREAS, contributions to the LMCD "Save the Lake" fund are generally tax deductible to individuals under the IRS Code 26 USC Section 170 (b)(1)(a) because contributions to any political subdivision of any state for exclusively public purposes are deductible; and

WHEREAS, municipalities are generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its stakeholders, and is specifically authorized to accept gifts; and

WHEREAS, LMCD wishes to follow similar requirements as established for municipalities for accepting donations; and

WHEREAS, the attached listed person(s) and entity(ies) have offered to contribute the cash amount(s) set forth with any terms or conditions as outlined in Attachment I to the LMCD; and

WHEREAS, such contribution(s) have been contributed to the LMCD for the benefit of the public, as allowed by law; and

WHEREAS, the LMCD Board of Directors finds that it is appropriate to accept the contribution(s) offered.

NOW THEREFORE, BE IT RESOLVED BY THE LMCD BOARD, STATE OF MINNESOTA AS FOLLOWS:

1. The contribution(s) described with Attachment I is/are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.

RESOLUTION #265

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2. The executive director is hereby directed to issue receipt(s) acknowledging the LMCD's receipt of the contributor's contribution(s).

Adopted by the Board on this 8^h day of May.

ATTEST:

Ann Hoelscher, Chair

Michael Kirkwood, Secretary

DRAFT

Lake Minnetonka Conservation District
Transaction Detail By Account

April 13 - 30, 2024

Resolution #265 Accepting STL Contributions

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Class</u>	<u>Split</u>	<u>Amount</u>
04/22/2024	37127	Tom & Gai Skramstad	STL Donation General	STL	Bridgewater Checking	100.00
04/22/2024	6027	Steve Erdahl	STL Donation General	STL	Bridgewater Checking	100.00
04/22/2024	3828	Randy & Katherine Schneewind	STL Donation General	STL	Bridgewater Checking	250.00
04/22/2024	1222	Michael J. Blue & Abigail Rose	STL Donation General	STL	Bridgewater Checking	500.00
04/22/2024	10329	Anonymous	STL Donation General	STL	Bridgewater Checking	100.00
04/22/2024	1037	Kelly M. Burgerson	STL Donation General	STL	Bridgewater Checking	50.00
04/22/2024	1950	Keith Tomlinson	STL Donation General	STL	Bridgewater Checking	100.00
04/22/2024	5896	Kevin & Patricia Kennefick	STL Donation General	STL	Bridgewater Checking	25.00
04/22/2024	5399	John & Marcia Bryant	STL Donation General	STL	Bridgewater Checking	50.00
04/22/2024	6688	Dimitrios & Jennifer Smyrnios	STL Donation General	STL	Bridgewater Checking	100.00
04/22/2024	10124	Aaron & Angie Bean	STL Donation General	STL	Bridgewater Checking	200.00
04/22/2024	11003	Donald Check	STL Donation General	STL	Bridgewater Checking	50.00
04/22/2024	0560188	John & Klerissa Church	STL Donation General	STL	Bridgewater Checking	1,000.00
04/22/2024	PayPal	Suzanne Johnson	STL Donation General (250.00)	STL	Bridgewater Checking	242.28
04/22/2024	PayPal	Kara Johnston	STL Donation General (50.00)	STL	Bridgewater Checking	48.06
04/22/2024	PayPay	Gerald Walsh	STL Donation General (25.00)	STL	Bridgewater Checking	23.79
04/24/2024	PayPal	Jeffery Engler	STL Donation General (250.00)	STL	Bridgewater Checking	242.28
04/24/2024	PayPal	Wendy Applegate	STL Donation General (100.00)	STL	Bridgewater Checking	96.62
04/25/2024	PayPal	Steve Nelson	STL Donation General (100.00)	STL	Bridgewater Checking	96.62
04/29/2024	3699	David Whiting	STL Donation General	STL	Bridgewater Checking	100.00
04/29/2024	14423528	Steve and Sally Perkins	STL Donation General	STL	Bridgewater Checking	750.00
04/29/2024	4070	Matthew Beck	STL Donation General	STL	Bridgewater Checking	100.00
04/29/2024	15933	Jim & Sally Bedell	STL Donation General	STL	Bridgewater Checking	50.00
04/29/2024	5038	Mike Kirkwood	STL Donation General	STL	Bridgewater Checking	300.00
04/29/2024	12353	David & Mary Thun	STL Donation General	STL	Bridgewater Checking	100.00
04/29/2024	6184	Tom Brossard	STL Donation General	STL	Bridgewater Checking	250.00
04/29/2024	4787	Linda Lee Charters, LLC	STL Donation General	STL	Bridgewater Checking	200.00
04/29/2024	PayPal	Mark Summers	STL Donation General (500.00)	STL	Bridgewater Checking	485.06
04/30/2024	PayPal	Tom Umhoefer	STL Donation General (300.00)	STL	Bridgewater Checking	290.84
					TOTAL	6,000.55



LAKE MINNETONKA CONSERVATION DISTRICT

5341 MAYWOOD ROAD, SUITE 200 • MOUND, MINNESOTA 55364 • TELEPHONE 952/745-0789 • FAX 952/745-9085

DATE: May 8, 2024 (Prepared May 2, 2024)
TO: LMCD Board of Directors
FROM: Thomas Tully, Environmental Administrative Technician
CC: Jim Brimeyer, Interim Executive Director

SUBJECT: Variance for Adjusted Dock Use Area and Length, 2217 Huntington Point Road East, Minnetonka Beach, MN 55391, North Lower Lake

ACTION Board approval of Findings of Fact and Order for a variance for an adjusted dock use area, side setbacks, and length for 2217 Huntington Point Road East on North Lower Lake in the City of Minnetonka Beach (PID 15-117-23-33-0001)

BACKGROUND The LMCD held a public hearing on April 24, 2024 to consider the application of Steven Schussler ("Applicant") for a variance at 2217 Huntington Point Road East on North Lower Lake in the City of Minnetonka Beach (PID 15-117-23-22-0001) for an adjusted dock use area, side setbacks, and length.

On April 24, 2024, the LMCD Board voted to have legal counsel and staff draft Findings of Fact and Order for approval of the variance request with conditions. The draft of the Findings of Fact and Order is attached, as well as the memos and presentations from the hearing.

BUDGET N/A

STRATEGIC PRIORITIES Operational Effectiveness, Clear & Timely Communications, Effective Governance, X Lake Protection, Other

- ATTACHMENT
1. Findings of Fact and Order
2. Board Memo of April 24, 2024 without attachments
3. Proposed Site Plan




LAKE MINNETONKA CONSERVATION DISTRICT

5341 MAYWOOD ROAD, SUITE 200 • MOUND, MINNESOTA 55364 • TELEPHONE 952/745-0789 • FAX 952/745-9085

DATE: April 24, 2024 (Prepared April 10, 2024)

TO: LMCD Board of Directors

FROM: Thomas Tully, Environmental Administrative Technician 

CC: Jim Brimeyer, Interim Executive Director

SUBJECT: Variance for Adjusted Dock Use Area and Length, 2217 Huntington Point Road East, Minnetonka Beach, MN 55391

ACTION

Board consideration of a variance for an adjusted dock use area and length allowance for 2217 Huntington Point Road East on North Lower Lake in the City of Minnetonka Beach (PID 15-117-23-33-0001) and receive public input during the public hearing.

The following motions are offered depending on whether the Board wishes to approve or deny the request:

Approval

I make a motion to direct LMCD legal counsel to prepare Findings of Fact and Order approving the variance application from Steven Schussler for the property located at 2217 Huntington Point Road East in Minnetonka Beach for final approval at the May 8, 2024, LMCD Board meeting <subject to the following conditions>...

Denial

I make a motion to direct LMCD legal counsel to prepare Findings of Fact and Order denying the variance application from Steven Schussler for the property located at 2217 Huntington Point Road East in Minnetonka Beach for a final vote at the May 8, 2024, LMCD Board meeting based on...

APPLICATION SUMMARY

The applicant, Steven Schussler (“Applicant”) has submitted a variance application to adjust the dock use area (“DUA”), side setbacks and allowed length of the dock structure for 2217 Huntington Point Road East; (“Site”). The Applicant’s parcel has approximately 110 feet of 929.4 feet OHW shoreline. The variance application was submitted in an effort to resolve the issue of water depth, and conflicting dock use areas located at the site.

Site Background

The applicant has submitted an application for a variance to adjust the dock length, side setbacks and allowed length for 2217 Huntington Point Road East in Minnetonka Beach; (“Site”). A variance from 2007 is currently associated with this property allowing the dock structure to measure 94 ft in length from the shoreline elevation at 929.4 ft NGVD on the northern side of the

dock structure and approximately 104 feet from the southern end of the dock structure. The previous variance allowed for the storage of 4 watercraft to comply with setback requirements from the northerly property line. However, a 5 foot setback was imposed after 50 feet along the southern extended side site line facing a City of Minnetonka Beach public dock. The City of Minnetonka Beach dock currently extends 158 feet into the lake and houses 4 BSUs.

The applicant is proposing to increase the length of dock structure due to water depth issues. The applicant has provided a new site plan which depicts the 4 foot water depth lines to not be reached until approximately 120 feet on the northern side and approximately 160 feet on the southern side before receding again. The applicant proposes to install a dock structure that would extend out into the lake approximately 130 feet on the northern side and 180 feet on the southern side. The applicant is proposing a zero-foot setback on the northern most edge of the dock structure side and a six-foot setback along the entirety of the southern side of the dock structure. Additionally, there was previously a BSU and a platform measuring 8 feet in width and 16 feet in length located along the northern side of the dock structure, this BSU and platform would be relocated to the shore in the form of a BSU and would meet standard LMCD Setbacks

In 2023 after a site inspection by LMCD Staff, the dock structure located at 2217 Huntington Point Road East was found to be out of compliance with the previously allowed structure for the Site. The property owner was notified of this.

The Applicant's parcel has approximately 110 feet of 929.4 feet OHW shoreline. The applicant proposes to install a dock structure with four (4) Boat Storage Units (BSUs). The first BSU measures 18 feet wide by 40 feet in length and is located at the end of the dock structure. Behind the large BSU are two (2) smaller BSUs measuring 12 feet in length and 8 feet in width meant for personal watercrafts. Lastly the fourth BSU would be located along shore and measure 16 feet in length and 8 feet in width.

It should be noted that the original approved dock structure had a bend in it which allowed for a greater navigable area for the dock structure to the south. This proposed site plan has a setback of 6 feet along the entirety of the dock structure. However, after review this setback would need to be slightly altered to allow for a greater navigable area for the inside northern BSU associated with the City dock. This could be achieved by implementing a bend in the dock similar to the previous variance at approximately 105 feet. This would allow for the proposed BSUs to not be impacted as well as giving the BSUs on dock 10 appropriate navigation room.

Water depths were submitted via survey by the Applicant for LMCD Staff review. The applicant is requesting this variance due to issues with water depth and conflicting DUAs. The previous variance which allowed for a dock structure to extend 104 from the 929.4 OWHL the water depth for the site is under "normal conditions" would be approximately 3.5 feet.. This length variance would allow the Applicant to reach navigable waters, which the state deems to be 4 feet.

CONSIDERATIONS OF VARIANCE

The following items should be considered when reviewing a variance request:

1. Has the Applicant sufficiently demonstrated practical difficulties exist such that each of following are true?
 - a. Strict application of code prohibits property owner from using Lake in reasonable manner that is otherwise permitted by the code.
 - b. Granting a variance is within spirit and intent of the Code.
 - c. Plight of property owner is due to circumstances:
 - (1) Unique to property;
 - (2) Not created by property owner; and
 - (3) Not based solely on economic considerations.
 - d. Granting a variance does not alter essential character of the area.
2. Is the Applicant proposing a use not allowed under the code?
3. Would variance, if granted and with conditions imposed, adversely affect:
 - a. Purpose of Code?
 - b. Public health, safety, and welfare?
 - c. Reasonable access to or use of the Lake by public or riparian owners?

PUBLIC COMMENTS

In compliance with MN DNR General Permit 97-6098, the MN DNR, MCWD, the City of Minnetonka Beach, and the general public were provided information regarding the application on April 9, 2024. City and agency comments were due by April 20, 2024. Comments received as of April 17, 2024, are summarized below. Any comments received after April 17, 2024, will be provided at the Board meeting for review.

- The City of Minnetonka Beach voiced their concern about the navigation of the northern BSU on the inside of the dock structure. Through talking with both the City and Applicant LMCD Staff noted the need for a bend in the dock structure to allow for a watercraft to navigate

As of April 17, comments received by LMCD staff from the general public are summarized below:

- The LMCD Office received one comment from property Owners to the north voicing concern over the proposed 0 foot setback on the northern most corner of the dock structure.

PUBLIC HEARING

The public hearing provides an opportunity for interested individuals to present their views to the Board for consideration. This is an important part of reviewing the impact of a project. Only items under the LMCD Code and Board authority may be considered as part of any approval or denial decision.

The public hearing notice was published in the, March 28, 2024, edition of the Sun Sailor (official newspaper) and the March 30, 2024, edition of the Laker Pioneer. On April 9, 2024, a

public hearing notice was mailed to persons who reside upon or are owners of property within 350 feet of the Site. In addition, the Board packet was posted online and the agenda was posted on the LMCD bulletin board.

RECOMMENDATION _____

If the board chooses to approve the variance, based on review of the Considerations of Variance factors, the minimum recommendations are provided for consideration. The Board may wish to consider other items.

1. Be in strict compliance with the Site Plan as approved by the LMCD Board.
2. Provide an updated as built site plan with final configuration and measurements as approved by the Board, this includes all watercraft for the site and their respective BSUs.
3. Ensure all watercrafts are contained within the 4 BSU's located at the site.
4. For the northern side setbacks, maintain a minimum 15 to 0 foot setback from the start to end of the large BSU and dock structure located at the site as indicated on the site plan.
5. For the southern side setbacks, maintain a minimum 50 foot to 10 foot setback until the dock structure angles to run parallel to the fire lane to the south. At which point maintain a minimum 6 foot setback for the remainder of the structure located at the site.
6. The length of the dock structure and storage should be no longer than the proposed 130 feet on the northern side and 180 feet on the southern side from the 929.4 feet OHW since water levels would be sufficient during normal OHW.
7. Allow up to four (4) BSUs for the Site, two of which being only for the use of PWCs located behind the large BSU.
8. Apply standard variance conditions reflecting environmental, nuisances, maintenance, etc.
9. Any electricity associated with the dock structure must be in compliance with both MN State and US Federal Regulations (46 U.S. Code § 4312 - Engine cut-off switches)

BUDGET _____

N/A

STRATEGIC PRIORITIES _____

- | | | | | |
|--|--|---|---|--------------------------------|
| <input type="checkbox"/> Operational Effectiveness | <input type="checkbox"/> Clear & Timely Communications | <input type="checkbox"/> Effective Governance | <input checked="" type="checkbox"/> Lake Protection | <input type="checkbox"/> Other |
|--|--|---|---|--------------------------------|

ATTACHMENTS _____

1. LMCD Code Excerpts
2. Aerial Imagery of Site
3. Current Site Plan (Variance 2007)
4. Proposed Site Plan

5. Basic Site Overlay
6. Variance Application & Submitted Documents

7. City of Lake Minnetonka Beach Comment
8. Public Hearing Notice (Sun Sailor and Laker Pioneer)
9. Public Hearing Notice Mailing

Item 7C Attachment

Type: Adjusted Dock Use Area,
Length, and Side Setback
Variance
Date: May 8, 2024
Applicant: Steven Schussler
PID: 15-117-23-33-0001
Address: 2217 Huntington Point Road E
Minnetonka Beach, MN, 55391

LAKE MINNETONKA CONSERVATION DISTRICT HENNEPIN COUNTY, MINNESOTA

IN RE:

Application of Steven Schussler for an Adjusted
Dock Use Area, Dock Length and Side Site
Back Variance for the property located at 2217
Huntington Point Road East in the City of
Minnetonka Beach

FINDINGS OF FACT AND ORDER

The Lake Minnetonka Conservation District (“LMCD”) received an application from Steven Schussler (“Applicant”) for a variance to replace the previously approved 2007 variance limit on dock use area, length, and setback. The applicant proposed to install a dock structure that would extend out into the lake approximately 130 feet on the northern side and 180 feet on the southern side. The applicant is proposing a zero-foot setback on the northern most edge of the dock structure side and a six-foot setback along the entirety of the southern side of the dock structure located at 2217 Huntington Point Road East, Minnetonka Beach, Minnesota, 55391 and legally described in the attached Exhibit A (“Subject Property”). The LMCD Board of Directors (“Board”) held a public hearing, after due notice having been provided, on the requested variances on April 24, 2024. Based on the proceedings and the record of this matter, the Board hereby makes the following Findings of Fact and Order:

FINDINGS OF FACT

1. The Subject Property is located in the City of Minnetonka Beach and is on North Lower Lake (West Half), which is part of Lake Minnetonka (“Lake”). The Subject Property has had variance from 2007 is currently associated with this property allowing the dock structure to measure 94 ft in length from the shoreline elevation at 929.4 ft NGVD on the northern side of the dock structure and approximately 104 feet from the southern end of the dock structure. The previous variance allowed for the storage of 4 watercraft to comply with setback requirements from the northerly property line. A 5 foot setback was imposed after 50 feet along the southern extended side site line facing a City of Minnetonka Beach public dock.

2. The Applicant desires to install a dock with sufficient length to reach navigable water. The Applicant is a dock structure that would extend out into the lake approximately 130 feet on the northern side and 180 feet on the southern side. The applicant is proposing a zero-foot setback on the northern most edge of the dock structure side and a six-foot setback along the entirety of the southern side of the dock structure, which reaches a water depth of approximately four feet, as shown on the site plan attached hereto as Exhibit B (“Site Plan”).
3. The Subject Property has approximately 110 feet of 929.4 feet OHW shoreline.
4. The Applicant proposes to install a dock structure with four (4) Boat Storage Units (BSUs). The first BSU measures 18 feet wide by 40 feet in length and is located at the end of the dock structure. Behind the large BSU are two (2) smaller BSUs measuring 12 feet in length and 8 feet in width meant for personal watercrafts. Lastly the fourth BSU would be located along shore and measure 16 feet in length and 8 feet in width. these additional BSU’s would be required to meet standard LMCD Code requirements.
5. Additional information regarding this matter is provided in the LMCD staff report related to this application dated April 24, 2024, and the presentation made thereon at the meeting (collectively, the “Staff Reports”). The Staff Reports are incorporated herein by reference, except that the approvals and conditions contained in this document shall be controlling to the extent there are any inconsistencies.
6. The Applicant proposes a variance from the 100-foot length limit on the dock use area established in Section 2-3.03, Subd. 2(a) of the Code to allow a dock with a length of 130 to 180 feet, North to South respectively, in order to reach water with a depth of at least four feet to allow the reasonable navigation and storage of watercraft.
7. Section 6-5.01, Subd. 3 of the Code expressly provides for the adjustment of the length limitations where feasible “to allow the construction and maintenance of a dock in the Lake to a water depth of five feet, measured from 929.4 feet NGVD, at the outer end of such dock to provide adequate water depth for navigation and to protect the environmental quality or natural habitat of the water adjacent to the dock.”
8. The Applicant is not requesting a dock with a length sufficient to reach five feet as recognized by the Code, and is instead only requesting to reach a water depth of approximately four feet.
9. Section 6-5.01, Subd. 6 of the Code allows the granting of a variance if the Board determines practical difficulties exists and that granting the variance with whatever conditions it deems are necessary does not adversely affect the purposes of the Code, the public health, safety, and welfare, and reasonable access to or use of the Lake by the public or riparian owners.
10. The term “practical difficulties” is defined in Code, Section 1-3.01, Subd. 76 as meaning “one or more unique conditions of a property that prevent the property owner from using the Lake in a reasonable manner permitted by the Code and that serve as a basis for the property owner to request a variance from the strict application of the provisions of the Code. Practical

difficulties only exist with respect to a particular property if the conditions preventing the proposed reasonable use of the property are unique to the property, were not created by the property owner, and are not based solely on economic considerations.”

11. The proposed use of the Lake to install a dock with sufficient length to reach navigable water is reasonable given the depth of the water and the large sand bar of the Subject Property. These conditions are unique that were not created by the Applicant. The variance request is not based solely on economic considerations in that the variance is needed to reach water of sufficient depth to safely operate a watercraft. Under these unique set of circumstances, the Board determines practical difficulties exist and that it is appropriate to grant the requested length variance to enable the reasonable use of the Lake by the riparian owner.
12. Granting the requested variances will not adversely affect the purposes of the Code as the installation and use of a dock and the canopy furthers the purposes of the Code by promoting reasonable access to the Lake. The requested variance is also not contrary to the public health, safety, or welfare in that the dock does not pose a safety or navigation problem on the Lake. The dock will not extend beyond adjacent emergent vegetation and so boats traveling at speed tend to avoid the area in which the dock will be located. Also, this dock is located entirely within the extended sidelines.
13. Affected agencies were notified of the application. The Minnesota Department of Natural Resources had no comment on the application. The Minnehaha Creek Watershed District had no formal comment as well. The City of Minnetonka Beach did have a comment with regard to the navigability of the public dock (“Dock 10”). They stated that the proposal would not allow for the navigation of watercraft for the inner northern slip and that a minor reconfiguration would be required to allow for this navigation. The LMCD does not enforce the provisions of such declarations. The LMCD did receive public comments prior to the hearing in opposition to the installation of the dock with a 0-foot setback along the northern side and these concerns were taken into account.
14. The Applicant’s proposed installation of a dock to access a navigable portion of the Lake is a reasonable use of the Subject Property. The location of the dock is entirely within the extended side site lines of the Subject Property, satisfies applicable side site line setbacks, the dock structure does not cross in front of a neighboring property, and the location of the dock is reasonable given the topography of the Subject Property and the water depths.
15. Practical difficulties exist in this case that support the Board exercising its authority under Section 6-5.01 of the Code to grant a dock length variance for the Subject Property.

ORDER

ON THE BASIS OF THE FOREGOING AND THE RECORD OF THIS MATTER, IT IS ORDERED by the Board as follows:

1. Dock Length Variance. A dock length, authorized dock use area, and site setback variance is hereby approved for the Subject Property to allow the installation of a dock with a total

length of up to one hundred and twenty two (122) foot dock length on the northern side, reduced from the proposed one hundred and thirty (130) foot proposal, and a one hundred and eighty eight (188) foot dock length, increased from the one hundred and eighty foot proposal on the southern side as it extends into the Lake from elevation 929.4 feet NGVD, as shown on the Site Plan attached hereto as Exhibit B, subject to compliance with all of the conditions set out in this Order.

2. Conditions. The variances granted in this Order to replace the previous 2007 Order and are subject to compliance with all of the following conditions:
 - a. Ensure the dock structure located at the Site is in strict compliance with the Approved Site plan.
 - b. Provide an updated as built site plan with final configuration and measurements as approved by the Board. This includes all watercraft for the site and their respective BSUs.
 - c. Allow up to four (4) BSUs for the Site, two of which being only for the use of PWCs located behind the large BSU, and one of which is located along the shoreline.
 - d. Ensure all watercrafts are contained within the 4 BSU's located at the site.
 - e. No structure at the site is to exceed both 8 feet in width and length.
 - f. For the northern side setbacks, maintain a minimum 15 to 4 foot setback from the start to end of the large BSU and dock structure located at the site as indicated on the site plan.
 - g. For the southern side setbacks, maintain a minimum 45 foot to 6 foot respective setback from the 929.4 OHWL until the dock structure angles to run parallel to the fire lane to the south (approximately 105 feet). At which point maintain a minimum 6 foot setback for the remainder of the structure located at the site.
 - h. The length of the dock structure and storage must be no longer than 122 feet on the northern side and 188 feet on the southern side from the 929.4 feet OHWL as water levels should be sufficient during "normal" OHWL.
 - i. Extension of the dock structure is not permitted during low water levels.
 - j. Failure of the Applicant to comply with any with any relevant regulations of all LMCD, Federal, State, County, and Municipal rules and regulations may result in revocation of these approvals.
 - k. Watercraft stored in the BSU may not extend beyond the length of the slip. Prohibited extensions include any portion of the watercraft, including all attached equipment, that extend beyond the ends of the boat slip.

- l. Watercraft, structures, and equipment may not extend beyond the maximum length of the dock and shall be stored in such a way as to comply with the approved setbacks.
- m. Any structures placed as part of this variance shall be maintained in good condition and shall promptly be removed, together with any watercraft stored on them, if this variance is ever revoked by action of the Board or if it is rendered null and void.
- n. This variance shall be rendered null and void in event the Subject Property is subdivided. If the Subject Property is combined with another property, the Applicant shall request a review of the variance by the LMCD Executive Director to determine if a new or amended variance is required. If the Executive Director determines that a new or amended variance is required, the applicant shall submit an application for the variance to the LMCD within forty-five (45) days of the determination or bring the Subject Property into conformance with the Code without reliance on this variance within the same period.
- o. This variance grants no vested rights to the use of the Lake. Use of the Lake shall at all times remain subject to regulation by the LMCD to assure the public of reasonable and equitable access to the Lake.
- p. Utilization of the Lake pursuant to this variance constitutes, and shall be deemed, acceptance of, and agreement to, the terms and conditions of this variance without exception, qualification, or reservation.
- q. Any electricity associated with the dock structure must be in compliance with both MN State and US Federal Regulations (46 U.S. Code § 4312 - Engine cut-off switches)

BY ORDER OF THE BOARD OF DIRECTORS of the Lake Minnetonka Conservation
District this 08th day of May 2024.

Ann Hoelscher, Chair

ATTEST:

Mike Kirkwood, Secretary

EXHIBIT A

Legal Description of Subject Property

THAT PART OF LOT 3 LYING SLY OF THE NLY 160 FT FRONT AND REAR INCL ALL OF ADJ
LAFAYETTE ROAD VAC

EXHIBIT B
Site Plan

[attached hereto]

DESCRIPTION OF PROPERTY SURVEYED

All of Lot 3, Auditor's Subdivision Number One Hundred Thirty-two (132), Hennepin County, Minnesota, except tract described as follows, to-wit:

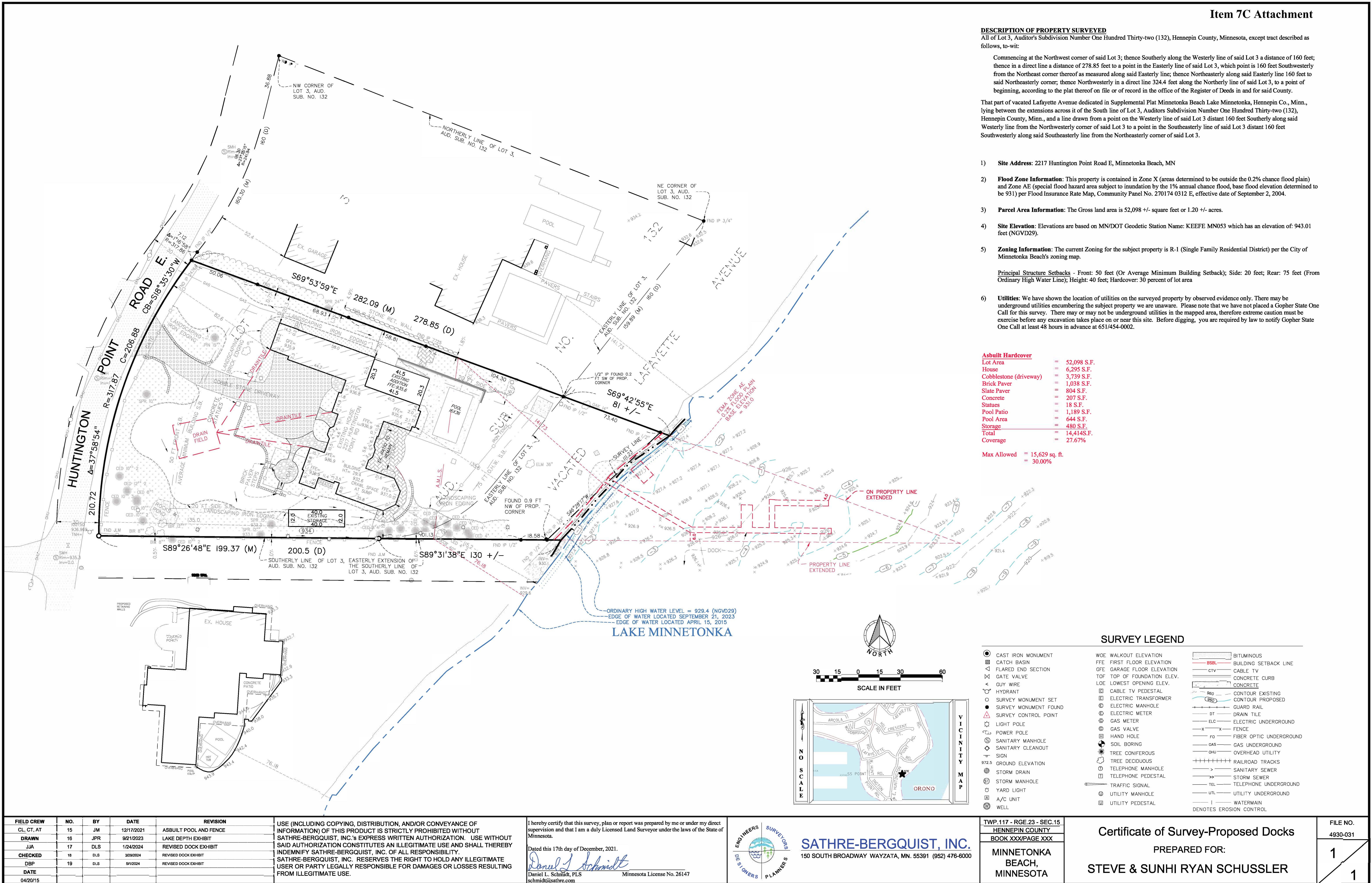
Commencing at the Northwest corner of said Lot 3; thence Southerly along the Westerly line of said Lot 3 a distance of 160 feet; thence in a direct line a distance of 278.85 feet to a point in the Easterly line of said Lot 3, which point is 160 feet Southwesterly from the Northeast corner thereof as measured along said Easterly line; thence Northeastly along said Easterly line 160 feet to said Northeastly corner; thence Northwesterly in a direct line 324.4 feet along the Northerly line of said Lot 3, to a point of beginning, according to the plat thereof on file or of record in the office of the Register of Deeds in and for said County.

That part of vacated Lafayette Avenue dedicated in Supplemental Plat Minnetonka Beach Lake Minnetonka, Hennepin Co., Minn., lying between the extensions across it of the South line of Lot 3, Auditors Subdivision Number One Hundred Thirty-two (132), Hennepin County, Minn., and a line drawn from a point on the Westerly line of said Lot 3 distant 160 feet Southerly along said Westerly line from the Northwesterly corner of said Lot 3 to a point in the Southeastery line of said Lot 3 distant 160 feet Southwesterly along said Southeastery line from the Northeastery corner of said Lot 3.

- Site Address:** 2217 Huntington Point Road E, Minnetonka Beach, MN
 - Flood Zone Information:** This property is contained in Zone X (areas determined to be outside the 0.2% chance flood plain) and Zone AE (special flood hazard area subject to inundation by the 1% annual chance flood, base flood elevation determined to be 931) per Flood Insurance Rate Map, Community Panel No. 270174 0312 E, effective date of September 2, 2004.
 - Parcel Area Information:** The Gross land area is 52,098 +/- square feet or 1.20 +/- acres.
 - Site Elevation:** Elevations are based on MN/DOT Geodetic Station Name: KEEFE MN053 which has an elevation of 943.01 feet (NGVD29).
 - Zoning Information:** The current Zoning for the subject property is R-1 (Single Family Residential District) per the City of Minnetonka Beach's zoning map.
- Principal Structure Setbacks -** Front: 50 feet (Or Average Minimum Building Setback); Side: 20 feet; Rear: 75 feet (From Ordinary High Water Line); Height: 40 feet; Hardcover: 30 percent of lot area
- Utilities:** We have shown the location of utilities on the surveyed property by observed evidence only. There may be underground utilities encumbering the subject property we are unaware. Please note that we have not placed a Gopher State One Call for this survey. There may or may not be underground utilities in the mapped area, therefore extreme caution must be exercised before any excavation takes place on or near this site. Before digging, you are required by law to notify Gopher State One Call at least 48 hours in advance at 651/454-0002.

Asphalt Hardcover	=	52,098 S.F.
Lot Area	=	6,295 S.F.
House	=	3,739 S.F.
Cobblestone (driveway)	=	1,038 S.F.
Brick Paver	=	804 S.F.
Slate Paver	=	207 S.F.
Concrete	=	18 S.F.
Statuses	=	1,189 S.F.
Pool Patio	=	644 S.F.
Pool Area	=	480 S.F.
Storage	=	14,414 S.F.
Total	=	27,676

Max Allowed = 15,629 sq. ft.
= 30.00%



SURVEY LEGEND

● CAST IRON MONUMENT	WFE WALKOUT ELEVATION	BITUMINOUS
⊠ CATCH BASIN	FFE FIRST FLOOR ELEVATION	BSBL BUILDING SETBACK LINE
⊠ FLARED END SECTION	GFE GARAGE FLOOR ELEVATION	CIV CABLE TV
⊠ GATE VALVE	TOF TOP OF FOUNDATION ELEV.	CONC CONCRETE CURB
< GUY WIRE	LOE LOWEST OPENING ELEV.	CONC CONCRETE
○ HYDRANT	⊠ CABLE TV PEDESTAL	CEX CONTOUR EXISTING
○ SURVEY MONUMENT SET	⊠ ELECTRIC TRANSFORMER	CPRO CONTOUR PROPOSED
● SURVEY MONUMENT FOUND	⊠ ELECTRIC MANHOLE	GR GUARD RAIL
▲ SURVEY CONTROL POINT	⊠ ELECTRIC METER	DT DRAIN TILE
★ LIGHT POLE	⊠ GAS METER	ELC ELECTRIC UNDERGROUND
⊠ POWER POLE	⊠ GAS VALVE	F FENCE
⊠ SANITARY MANHOLE	⊠ HAND HOLE	FO FIBER OPTIC UNDERGROUND
⊠ SANITARY CLEANOUT	⊠ SOIL BORING	GU GAS UNDERGROUND
⊠ SIGN	★ TREE CONIFEROUS	OHU OVERHEAD UTILITY
972.5 GROUND ELEVATION	○ TREE DECIDUOUS	++++ RAILROAD TRACKS
⊠ STORM DRAIN	⊠ TELEPHONE MANHOLE	→ SANITARY SEWER
⊠ STORM MANHOLE	⊠ TELEPHONE PEDESTAL	→ STORM SEWER
⊠ YARD LIGHT	⊠ TRAFFIC SIGNAL	TEL TELEPHONE UNDERGROUND
⊠ A/C UNIT	⊠ UTILITY MANHOLE	UTL UTILITY UNDERGROUND
⊠ WELL	⊠ UTILITY PEDESTAL	— WATERMAIN
		--- DENOTES EROSION CONTROL

FIELD CREW	NO.	BY	DATE	REVISION
CL, CT, AT	15	JM	12/17/2021	ASBUILT POOL AND FENCE
DRAWN	16	JPR	9/21/2023	LAKE DEPTH EXHIBIT
JJA	17	DLS	1/24/2024	REVISED DOCK EXHIBIT
CHECKED	18	DLS	3/29/2024	REVISED DOCK EXHIBIT
DBP	19	DLS	5/1/2024	REVISED DOCK EXHIBIT
DATE				
04/20/15				

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I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
 Dated this 17th day of December, 2021.
Daniel L. Schmidt
 Daniel L. Schmidt, PLS
 schmidt@sathre.com
 Minnesota License No. 26147

ENGINEERS SURVEYORS
DESIGNERS PLANNERS

SATHRE-BERGQUIST, INC.
 150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

TWP. 117 - RGE. 23 - SEC. 15
 HENNEPIN COUNTY
 BOOK XXX/PAGE XXX

MINNETONKA
 BEACH,
 MINNESOTA

Certificate of Survey-Proposed Docks
 PREPARED FOR:
STEVE & SUNHI RYAN SCHUSSLER

FILE NO.
 4930-031

1
 1



LAKE MINNETONKA CONSERVATION DISTRICT

5341 MAYWOOD ROAD, SUITE 200 • MOUND, MINNESOTA 55364 • TELEPHONE 952/745-0789 • FAX 952/745-9085

DATE: May 8, 2024 (Prepared April 30, 2024)
TO: LMCD Board of Directors
FROM: Jim Brimeyer, Interim Executive Director
SUBJECT: Budget Amendments 2024

ACTION

The following motions are offered depending on whether the Board wishes to approve or deny the request:

Approval

I make a motion to approve the amendments to the 2024 budget <with the following conditions/exceptions...>

Denial

I make a motion to deny the amendments to the 2024 budget <based on the following conditions...>

BACKGROUND

The 2024 budget was adopted in June 2023 and submitted to the lake cities as required by state statute.

Several amendments to the 2024 budget are necessary as part of the 2025 budget discussion.

- 1. Add \$3,000 to Acc #4530M10 – Comp. Sftwr & Hdwr to install a Document Portal feature on the website. This will facilitate access to many of the LMCD documents.
2. Include \$50,000 and \$5,000, respectively, to Acc #4024M10 Contract Labor to pay for the services of the Interim Executive Director and Summer Intern.
3. Add \$5,500 to Acc #4182M10 Media (Cable/Internet) for recording board meetings.

STRATEGIC PRIORITIES

Grid of boxes for strategic priorities: Docks, Applications, Licenses, Surface Water Management; Lake Use, Safety; Lake Protection; Operational Effectiveness; Other. The 'Operational Effectiveness' box contains an 'X'.

ATTACHMENT

- Diligent Proposal & Agreement (Document Portal)



Proposal for: Lake Minnetonka Conservation District

Prepared for: Maisyn Reardan

Date: March 28, 2024

Prepared by: Matt Ervin

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Overview

Diligent Community™: a modern governance solution designed exclusively to meet the needs of school districts and local government.

Many school districts are relying on paper-bound processes or outdated technologies that no longer meet the needs of today's digital age. As a consequence, they are facing serious governance gaps, and struggling with poor meeting efficiency, issues with inclusion, transparency and security, and lack of access to real-time information. Diligent Community, alongside forward-thinking public leaders, addresses these pressing governance gaps.

Diligent Community enables K-12 leaders and administrators to achieve excellence in modern governance. It supports responsiveness to their constituencies through an integrated set of technologies, insights and processes. Building on Diligent's deep experience in offering digital governance solutions to corporate boards, Diligent Community provides school districts with the same streamlined approach to modern governance but tailored to the specific needs of school boards.

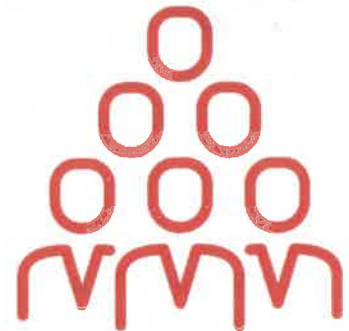
Diligent Community is a responsive design, "mobile-first" digital solution that enables school boards to drive workflows in a predictable and transparent manner, encouraging engagement and making the decision-making process more effective. For constituents, this means that not only are all current and past meeting documents available anytime from anywhere, but live, fully inclusive meeting participation is now possible.



EFFICIENT



MOBILE



INCLUSIVE

Why choose Diligent Community



Efficiency – School districts, first and foremost, must prioritize serving their constituents, and only then can they turn their focus to improving governance. Community leaders are required to drive results with fewer resources and limited time. Diligent Community facilitates a fully secure, digital and streamlined process for meetings, including agenda management, document collation with status updates, and publication of final meeting materials and minutes. Diligent Community gives leaders the ability to manage the workflow of building and sharing meeting materials and agendas in a predictable and transparent manner. And, it's intuitive and easy to use.



Mobility – Now more than ever, our communities are connected through our devices. Mobile technologies can K-12 leaders engage their constituents outside the context of a laptop or home computer. That's why Diligent Community has been built to leverage a responsive, mobile-first design to ensure that any action taken on a desktop will be just as easy to complete on a smartphone or tablet. Not only does this allow flexibility for board members to review and annotate documents from their preferred device, but provides administrators the ability to add, edit and publish agenda items on the go.



Inclusion – Ease of engagement and inclusion are critical. Whether you're talking about geographically diverse districts, people with disabilities, single moms, housebound seniors or constituents who are traveling, these are everyday scenarios. School districts are getting challenged in court over lack of inclusion for all citizens. Diligent is committed to expanding engagement for all citizens through the use of technology. By using technology to reduce barriers and make it easier to engage, all members of our community can play a full and active role in the governance process and the entire community benefits. Diligent Community is built on a foundational commitment to be inclusive for all users.

Summary of Key Capabilities

- Agenda and book creation
- Board member cross-device annotations
- One-click print for meeting material
- Enhanced accessibility features
- Improved mobile-first UI
- Fewer clicks and more productivity
- Powerful search capabilities
- Localized community-specific user interface
- Social media integrations

Security

Diligent's 360° safety measures include safeguards against internal, external and unknown threats.

The core of the technology for Diligent Community is deployed through an open, flexible, enterprise-grade cloud computing platform housed in world-class hosting data centers that maintain various globally recognized security certifications. The data centers also provide physical and environmental controls to ensure access is controlled 24x7. Data is secured using industry-standard encryption methods.

Support

We take pride in delighting our clients.

We pride ourselves on delivering best-in-class customer support to our clients. Our customer support team is available 24/7. The team is here as your resource, free of charge.

As part of our commitment to the success of your community, you'll receive support as part of our service:

- 24/7 Support
- Implementation onboarding
- Unlimited storage for agendas and board-related documents
- Online user guides, tips/tricks and videos
- Regular customer webinars

About Diligent

Diligent is the pioneer in modern governance. Diligent empowers leaders to turn governance into community impact through unparalleled insight and highly secure, integrated SaaS applications that help public sector entities thrive and endure in today's complex landscape. Diligent's trusted, cloud-based applications streamline the day-to-day work of boards, councils and committees, support accountability and transparency, manage hundreds of policy documents and files, and deliver the insights and information leaders need to address stakeholder concerns and create impact.

With the largest global network of directors and executives, Diligent's suite of governance solutions are relied on by more than 16,000 organizations and 650,000 leaders in over 90 countries. With an eye toward inclusivity and accessibility, Diligent serves some of the largest public governing bodies and more than 50% of the Fortune 1000, 70% of the FTSE 100 and 65% of the ASX.

Pricing

Diligent Community Essentials <ul style="list-style-type: none">• Includes agenda/minutes management, document center, public site to publish materials, board member annotations, and more.• Unlimited agendas & minutes templates• Unlimited storage for meeting related content excluding large video files.• 24/7 support & group coaching sessions on a monthly cadence• Unlimited users within your organization	\$2,500 per year,
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Terms & Conditions

- The annual fees outlined herein are guaranteed for thirty (30) calendar days from the date of issuance
- The annual fees outlined herein are based on a one-year auto renew contract with an 8% price increase each year thereafter
- The annual fees include hosting, technical support (e-mail and 1-800 support), maintenance, online training sessions, regular upgrades to the software and storage space
- All annual fees are payable up front
- Your license will include unlimited users from your organization



Item 12A Attachment

Agreement Number: Q-1286210

ORDER FORM

This Order Form is made by and between Lake Minnetonka Conservation District (hereinafter “Client”) whose principal place of business is 5341 Maywood Road, Mound, Minnesota, United States 55364 and Diligent Corporation (hereinafter “Diligent”), whose principal place of business is located at 1111 19th St NW, 8th Floor, Washington DC 20036. The Order Form is effective as of the **Effective Date**, as defined below. Each of Client and Diligent are a “Party” and are together the “Parties.” All amounts are in USD currency.

A. Terms

This Order Form, together with the applicable General Terms and Conditions as identified at <https://diligent.com/governance-cloud-terms-conditions> and the applicable Product Terms as identified at <https://diligent.com/product-terms>, form the entire agreement between the parties in respect of the products and services set forth in this Order Form (the “Agreement”). For purposes of this Agreement, in the event of any conflict between the Order Form and the General Terms and Conditions, the Order Form shall control. Notwithstanding anything to the contrary in any purchase order or other document provided by Client, any product or service provided by Diligent to Client in connection with a purchase order related to this Order Form is conditioned upon Client’s acceptance of the Agreement. Any additional, conflicting or different terms proffered by Client in a purchase order or otherwise shall be deemed null and void.

B. Diligent Services

Diligent Community Essentials Package

Description	Detail	Quantity	Annual Price Per	Total Annual Price
Diligent Community Essentials Platform	Community Essentials Platform	1	2,500.00 USD	2,500.00 USD

Total Annual Subscription Fee: 2,500.00 USD

One-Time Installation Fee: 0.00 USD

As of the execution of this Order Form, Client will pay a total of 2,500.00 USD (plus applicable taxes) for the subscriptions and/or services purchased under this Order Form. Upon execution of this Order Form, Diligent will issue billing documents for such subscriptions and/or services, which may include invoices or credit memos as applicable.

Pricing is valid until April 30, 2024. If the Agreement received is executed by Client after this date, Diligent may accept or reject the Agreement in its sole discretion.

The “Effective Date” of this Agreement shall be the date of the Client’s signature, and the Initial Term of the Agreement shall run for 1 year from the Effective Date.

After the Initial Term, the term of the Agreement will automatically renew for additional 1 year Renewal Terms, unless either Party provides the other written notice of non-renewal no later than 30 days prior to the expiration of the Initial Term or any Renewal Term. For each year of the Term, pricing shall increase by 8.00% on each anniversary of the Effective Date. Any notices of non-renewal issued by Client to Diligent must be provided to billing@diligent.com. All Subscription Fees shall be payable on an Annual basis in advance. All payments are due Net 30 days from the date of invoice.



Agreement Number: Q-1286210

C. Notices And Client Information

	Invoicing	Notices
Client Contact Name:		
Address:		
Billing Contact:		
Phone:		
E-mail:		
Additional Email:		
VAT/Tax ID:		
Purchase Order:		

IF APPLICABLE: Tax-exempt Entity: Please attach a copy of your tax-exemption certificate to this Order Form.

Notices to Diligent:

Except as otherwise identified, all notices to Diligent shall be sent to: Legal@diligent.com



Agreement Number: Q-1286210

IN WITNESS WHEREOF, the Parties hereto have executed the Agreement as of the Effective Date.

Lake Minnetonka Conservation District
("Client")

Signature:

Name:

Job Title:

Date:

Diligent Corporation
("Diligent")

Signature:

Name:

Job Title: Chief Accounting Officer

Date:



Item 14A

LAKE MINNETONKA CONSERVATION DISTRICT

5341 MAYWOOD ROAD, SUITE 200 • MOUND, MINNESOTA 55364 • TELEPHONE 952/745-0789 • FAX 952/745-9085

DATE: May 8, 2024 (Prepared May 1, 2024)

TO: Board of Directors

FROM: Nicole Stone, Treasurer

CC: James L Brimeyer, Interim Director

SUBJECT: Discussion Items – 2025 Proposed Budget.

BACKGROUND

WATER PATROL

At a recent meeting of the Budget Work Group, a decision was made to fund the extra water patrol in the summer equally from the General Fund and the Save The Lake fund. A transfer of \$50,000 from the STL to the General Fund was included in the proposed 2025 budget. At the last board meeting on April 24th, some concern was expressed by board members regarding this transfer.

STAFFING

Three options were presented by BWG for staffing in 2025. A majority of those present indicated a preference for Option #1. This option included funds for three full-time employees and a Contract Employee (not specified). The BWG feels additional discussion needs to take place regarding this position and the board’s direction for BWG to continue with developing a final budget document.

GENERAL FUND BALANCE

The board has been attempting to reduce the General Fund Balance to a 35% range, per the Auditors recommendations. In a document prepared in 2022 for the 2023 budget a schedule was developed showing a fund balance in 2027 for \$175,000. This would represent a 37% fund balance using the current fund balance of \$471,000.

As budgets may increase over the next 2-3 years, the \$175,00 balance could be insufficient. Staff would like to present another option to manage the fund balance over the next 2-3 years. That proposal is attached for discussion purposes.

STRATEGIC PRIORITIES

<input checked="" type="checkbox"/> Operational Effectiveness	<input type="checkbox"/> Clear & Timely Communications	<input type="checkbox"/> Effective Governance	<input type="checkbox"/> Lake Protection	<input type="checkbox"/> Other
---	--	---	--	--------------------------------

ATTACHMENTS

1. General Fund Balance Reduction Sheet
2. 2025 Proposed Budget

Item 14A Attachment


GENERAL FUND BALANCE REDUCTION 4.30.24


Objective - Reduce GF balance to 35%


Current fund balance	\$471,160	
	(\$90,000)	2024
Assume a 5% increase in GF Budgets and an annual transfer	\$381,160	
	(\$85,000)	2025
and no increase in other income	\$296,160	
	(\$85,000)	2026
sources	\$211,160	
	(\$85,000)	2027
	\$126,160	

2024 General Fund	\$567,000	
2025 General Fund	\$620,000	
2026 General Fund	\$651,000	
2027 General Fund	\$683,550 X 35%	\$239,243

Item 14A Attachment

	A	D	E	F	G	H	I	J
1	! SEE FOOTNOTES AT BOTTOM FOR * ITEMS !							
2	 LMCD 2025 Preliminary Budget REVISED	2023 Budget	2023 Actual	2024 Budget	2025 Budget	Notes		
3	Income							
4	Grants & Other Income							
5	· Interest - Admin.	2,600.00	15,614.58	3,000.00	20,000.00	Bridgewater		
6	Code Compliance	60,000.00	127,670.00	50,000.00	100,000.00	Increase		
7	· Other Income - Admin.	6,190.00	14,583.15	3,000.00	0.00			
8	· Public Agencies/Other Income			0.00				
9	Total Grants & Other Income	68,790.00	157,867.73	56,000.00	120,000.00			
10	3110M10 · Multiple/Perm. Dock Lic - Admin.	85,200.00	82,447.01	85,000.00	85,000.00			
11	3120M10 · DMA license - Admin.	3,000.00	3,450.00	3,000.00	3,000.00			
12	3130M10 · Deicing License - Admin.	6,600.00	5,965.50	6,000.00	6,000.00			
13	3170M10 · Variances - Admin.	10,000.00	4,250.00	15,000.00	5,000.00			
14	3240M10 · Charter Boats - Admin.	3,200.00	2,400.00	3,000.00	3,000.00			
15	3250M10 Rental Boats - Admin.			0.00	0.00			
16	3280M10 · Liquor/Beer/Wine License - Admin.	19,000.00	17,850.00	19,000.00	19,000.00			
17	Total Licenses/Permits	127,000.00	116,362.51	131,000.00	121,000.00			
18	3020M10 · Municipal Dues - Admin.	255,000.00	255,002.00	255,000.00	255,000.00			
19	3400M10 · Transfers In - Admin.	125,000.00	91,752.00	125,000.00	85,000.00	*Gen Fund Balance		
20	Transfer In - Save the Lake				50,000.00	*STL Fund Balance		
21	Total Dues:	380,000.00	346,754.00	380,000.00	380,000.00			
22	Total Income:	575,790.00	620,984.24	567,000.00	626,000.00			
23								
24	Expense							
25	AIS Management							
26	Equipment & Repair							
27	4150M30 · Equip. Supplies & Maint.							
28	4720M30 · Contract Mechanic Fees - EWM							
29	Total Equipment & Repair							
30	4110M30 · Public Info./Legal - EWM							
31	Total AIS Management							
32	AIS Prevention Program							
33	4111M30 · AIS Grants	35,000.00	19,324.00	50,000.00	0.00	County Funded		
34	Total AIS Prevention Program	35,000.00	19,324.00	50,000.00	0.00			
35	Public Safety, Equipment							
36	4160M10 · Boat Expense	750.00	1,096.40	1,000.00	1,500.00			
37	Public Safety							
38	Solar Lights	5,000.00	2,716.68	3,560.00	5,000.00			
39	Dedicated Water Patrol				100,000.00			
40	4111M20 Public Service Education		2,573.94	3,000.00	3,000.00			
41	Total - Public Safety, Equipment	5,750.00	6,387.02	7,560.00	109,500.00			
42	General & Admin Expenses							
43	4060 · Telephone/Internet	3,500.00	4,216.76	3,700.00	3,700.00			
44	4070M10 · Webpage & Digital	590.00	4,490.00	500.00	500.00			
45	4090M30 · DMV - EWM	50.00	43.50	40.00	40.00			
46	4340M10 · Insurance - Admin.	4,500.00	6,142.00	6,000.00	6,000.00			
47	4340M30 · Insurance W/C - EWM	1,400.00		0.00	0.00			
48	4350M30 · Ins./Equip. - EWM	400.00		0.00	0.00			
49	4360M10 · Subs/Memberships - Admin.	2,400.00	2,421.00	2,600.00	2,600.00			
50	Total General & Admin Expenses	12,840.00	17,313.26	12,840.00	12,840.00			

	A	D	E	F	G	H	I	J
51								
52	LMCD 2025 Preliminary Budget	2023 Budget	2023 Actual	2024 Budget	2025 Budget	Notes		
53	Legal							
54	4110M10 · Public Info Legal Fees - Admin.	1,750.00	2,474.92	2,000.00	2,000.00			
55	4620M10 · Civil Legal Fees - Admin.	31,325.00	37,751.71	27,000.00	35,000.00	Increase in activity		
56	4640M10 · Prosecution Legal Fees - Admin.	30,000.00	52,662.91	30,000.00	20,000.00	Reduction in Activity		
57	4650M10 · Room & Board - Admin.	300.00						
58	4641M10 Other Legal Fees - Admin	4,025.00		4,000.00	2,000.00			
59	Total Legal	67,400.00	92,889.54	63,000.00	59,000.00			
60	Office & Supplies							
61	4080 · Postage	3,000.00	1,696.46	3,000.00	3,000.00			
62	4100M10 · Printing - Admin.	1,260.00	5,302.43	2,000.00	2,000.00			
63	4140M10 · Office Equipment R&M - Admin.	6,000.00	6,132.04	8,000.00	8,000.00			
64	4160M10 - Watercraft/Vehicle Maint	(above)		(above)	(above)			
65	4220M10 · Office Supplies - Admin.	1,700.00	3,128.09	2,500.00	2,500.00			
66	4230M10 · Meeting Exp. - Admin.	12,000.00	4,610.57	8,700.00	8,700.00			
67	4320M10 · Office Rent - Admin.	22,000.00	22,795.28	22,000.00	24,000.00			
68	4400M10 · Mileage/Exp's - Admin.	400.00	270.78	400.00	400.00			
69	4410M10 · Training/Prof. Devel. - ADM	500.00		1,000.00	2,000.00			
70	4520M10 · Furniture & Equip - Admin.	750.00		1,000.00	1,000.00			
71	4530M10 · Comp. Sftwr & Hdwr - Admin.	3,515.00	3,106.68	7,000.00	4,000.00	Add \$3,000 to account for document portal in 2024		
72	4531M30 · Software & Hardware/Training	500.00	410.08	500.00	500.00			
73	4550M10 Document Scanning	35,000.00	32,688.01					
74	Total Office & Supplies	86,625.00	80,140.42	56,100.00	56,100.00			
75	Personnel Expenses							
76	4020M10 · Salaries-002 - Admin	246,050.00	222,173.71	240,000.00	199,500.00	*Option #1		
77	4024 Contract Labor		56,160.00	0.00	50,000.00	Add \$50,000 and \$5000, to account for services of Interim Executive Director and Summer Intern in 2024		
78	4021M10 · ER Share of Admin FICA/Medicare .0765	17,700.00	16,964.88	19,000.00	15,300.00	Option #1		
79	4022M10 · ER PERA - Admin .075	17,500.00	15,682.54	18,000.00	15,000.00	Option #1		
80	Cola .03				6,000.00			
81	HEALTH INSURANCE: (4*\$781)					See Options #1, #2, #3		
82	HSA: (4*\$127.50)							
83	DENTAL (4*\$63.83)							
84	DISABILITY (4*\$7.67)							
85	LIFE INSURANCE (4*16)							
86	4380M10 · Employee Benefits - Admin.	33,750.00	29,371.96	40,000.00	35,600.00	Option #1		
87	Total Personnel Expenses	315,000.00	340,353.09	317,000.00	321,400.00			
88	Professional Services- ADM							
89	4040M10 · Auditing - Admin.	11,500.00	14,156.00	10,000.00	14,000.00			
90	4180M10 · Professional Services - Admin.	6,000.00	11,979.48	3,000.00	3,000.00			
91	4181M10 · Professional Comp. Serv.- Admin.	2,500.00	8,024.99	4,000.00	4,000.00			
92	4182M10 · Media (Cable/Internet) - Admin.	3,500.00	5,627.50	3,500.00	9,000.00	Add 5,500 to account for Fred Miller in 2024		
93	4183M10 · Prof/ Serv. - Communications	30,000.00	30,932.20	40,000.00	32,500.00			
94	Contract Drone Services				4,000.00	Contract - Code Enforcement		

	A	D	E	F	G	H	I	J
95	Total Professional Services- ADM	53,500.00	70,720.17	60,500.00	66,500.00			
96	Total Expense	576,115.00	627,127.50	567,000.00	625,340.00			
97	Capital				10,000.00			Tonka Bay Dock
98								
99	LMCD 2025 Preliminary Budget	2023 Budget	2023 Actual	2024 Budget	2025 Budget	Notes		
100	Save the Lake Revenues			42,000.00				
101	Transfer to STL	750.00		750.00	750.00			
102	Donations	43,050.00	30,065.63	46,050.00	45,000.00			
103	Total Revenues	43,050.00	30,065.63	88,800.00	45,750.00			
104	Save the Lake Expenses							
105	Transfer to General Fund				50,000.00			STL Fund Balance
106	Operating Expenses	1,800.00	464.20	1,800.00	1,800.00			
107	4980M20 Contingency		37.00	87,000.00				
108	Total Operating Expenses	1,800.00	501.20	88,800.00	51,800.00			
109								
110	FOOTNOTES							
111	Income reflects a transfer from STL to cover 1/2 of extra water patrol; 1/2 paid by General Fund							
112	Added capital for 1/2 of permanent dock at Tonka Bay to be shared with Excelsior Fire							
113	Employee expenses							
114	Adjusted 2024 employee expenses to reflect contract labor							
115	Personnel expenses are reflected using Option #1							