

## CITY GOALS SUMMARY AND UPDATE

### County Road 112 / Highway 12

- Project awareness and communications will remain a priority as the next phase of CR 112 improvements west of Long Lake begins in the future.
- Actively pursue the installation of pedestrian crossing signals at Wurzer Trail and at Heather Lane.

### Park and Trail Improvements

- In Nelson Lakeside Park, consider downward directional lighting on walking trail from parking lot to fishing pier.
- Explore options, funding sources and grant opportunities for replacing or refinishing Dexter Park playground equipment; for upgrading the gravel trail at Holbrook Park to a paved asphalt trail; and for other potential future park and trail amenities, maintenance or improvement items. The Park Board intends to continue their research on grant opportunities and to potentially begin applying for grants as soon as 2024.
- Continue to explore opportunities to partner with Orono Youth Hockey Association for maintaining and improving Holbrook Park skating rink facilities.
- Consider using boulders excavated by Wayzata Boulevard W/CR 112 reconstruction project contractors for placement along the hillside from Hardin Park down to the trail, and in other City parks, to add a natural play amenity.
- If the Nelson Lakeside Park band stage concept moves forward for consideration, it is a priority that both new and current homeowners in the immediate area are actively notified and provided opportunity to comment on the proposal. The park reservation and special event permit fee structures would also need to be revisited to address stage usage/rental.
- Continue to work with the volunteer Long Lake Garden Club as they assist in maintaining City monument sign plantings and other plantings/gardens in Long Lake parks.
- Replace refuse containers and add additional refuse containers in City parks and along trails where warranted.
- Repaint and replace faded and deteriorated signage and sign posts in City parks.
- Stain portable restroom enclosures in Nelson Lakeside Park and Hardin Park. Remodel portable restroom enclosure in Dexter Park.
- Remount the electrical panel near the Nelson Lakeside Park shelter.

### Focusing on the Lake

- Maintain awareness of Long Lake Rowing Crew (LLRC) operations on Long Lake.
- Explore grants and work on filtration and associated projects addressing drainage from Holbrook Park and potentially other contributing sources to nutrient loads in Long Lake.
- Maintain a commitment to working with the Cities of Medina and Orono, the Long Lake Waters Association, and the Minnehaha Creek Watershed District to improve the overall water quality and health of Long Lake. Continue to support the work of the Long Lake Waters Association as they consider moving forward with future projects and advocate for improvement water quality in Long Lake and the Long Lake Subwatershed through action and education.

## Development and Redevelopment Considerations

- Complete design, purchase, and installation of an updated marketing sign for the City-owned 1905 W Wayzata Boulevard property. This goal may be delayed pending a change in the vision for future use of the property.
- Respond to any land use inquiries or applications received for action in 2024 for potential redevelopment projects, particularly for the City-owned 1905 W Wayzata Boulevard property. Consider whether it may be worthwhile to utilize the property and invest in property improvements for a public purpose (such as a paved public parking lot with landscaping and seating benches) until such time as the neighboring property may be available in order to create opportunity for a future larger scale redevelopment project, and potentially a mixed use site.

## Public Safety, Streets, & Utilities

- Actively pursue the installation of pedestrian crossing signals at Wurzer Trail and at Heather Lane.
- A grant application has been submitted to fund the installation of speed monitoring signage on Orchard Lane, and the City is anticipating learning the outcome of the application in March 2024. If successful, staff would move forward with purchasing and installing the requested speed monitoring signage. If unsuccessful, this project may be reviewed as a 2025 budget consideration.
- Work with the City's consulting engineer to develop GIS mapping of Long Lake utility infrastructure with cloud-based access to maps.
- Jet, clean, and televise Sewer District #1.
- Jet, clean, and televise Sewer District #3.
- Work with the City's consulting engineer to implement a 2024 pavement improvement project. Continue to utilize Pavement Management Fund funds to undertake projects and improvements outlined in the City's Pavement Management Plan. Consider retaining WSB for a Pavement Management Plan update. The outcome of the City's request for street improvement project funding assistance to be included in the upcoming legislative bonding bill may greatly impact this goal, as approval of the City's request would significantly increase the scope of any street improvement project to potentially include Grand Avenue.
- Actively advertise and hire two additional full-time Public Works Maintenance Workers in 2024. Consider implementing a Lead Maintenance Worker position.

## City Buildings and Equipment Items

- Complete Public Works building maintenance and repairs including window replacements; and replacement of furnaces and cooling equipment.
- Obtain assessment of Public Works building roof condition.
- Repair exterior wall on sand/salt facility at Public Works (northeast corner has a significant wall crack).
- Consider exploring purchase of a sewer jetter, with or without televising capabilities. Though the City has an agreement with the City of Wayzata that permits use of their sewer jetter, jetter availability does not always coincide with the City's need for use.
- Evaluate City Hall as a potential location for implementation of solar technology, verifying roof structure and condition as a first step. The roof may require structural

improvement and/or a re-roof prior to installation of solar panels. This goal will best be served by considering a solar project at such time as the City Hall roof is in need of a re-roof.

- Evaluate and begin planning for upgrades to City Hall to include a re-roof, exterior/interior cleanup and repainting, and general “face lift” improvements.
- Assuming a lease with the Lake Minnetonka Communications Commission is approved, work with the LMCC as they complete improvements to office space in the Public Works building and move in to the space in spring 2024.

## **Ordinance Projects**

- Continue to review the City's current zoning map, zoning classifications, and individual sections of the Zoning Ordinance regulating the City's zoning districts to make updates where needed for compliance with the 2040 Comprehensive Plan and incorporate references to the Village Design Guidelines where appropriate in Zoning Code. Staff will work with the City's planning consultant on Zoning Ordinance updates where needed. Note that updates generally require public notification, review and public hearings at the Planning Commission level, and final action by the City Council.
- The Planning Commission recently completed a review of certain off-street parking requirements and requirements for residential parking/storage of recreational vehicles. Staff will be working with the Commission to move forward on an update of Zoning Ordinance off-street parking requirements to make amendments where warranted based on the outcome of their review and analysis.
- Update Zoning Ordinance sections pertaining to Planning Commission and Park Board for corrections, to revisit the structure of the boards, and to update the process for appointment of members and officers.
- Continue work on Code of Ordinances changes and updates to include a repeal/replace of the peddlers and solicitors chapter, updating tobacco sales/licensing provisions, updating sections to add special event permit language, repeal/replace of the traffic and vehicles section, amend the emergency management section (update references to Orono Police Department to 'the City's Police Department), and review Fire Department section for any necessary updates particularly as the future of fire services evolves.
- Begin engaging the Wayzata Police Department Community Service Officers more frequently for code enforcement activities in 2024. Code enforcement is currently conducted on a complaint basis currently to assure enforcement is conducted in an equitable manner.

## **Fiscal / Contractual Considerations**

- Continue to maintain awareness of expense on consultant fees incurred by the City.
- As opportunity arises, evaluate/re negotiate contractual terms for wireless carriers' use of equipment sites in Long Lake. An amendment to T-Mobile's lease and a new lease for Dish Wireless are anticipated to move forward in 2024.
- When possible, continue to work on development of a master utility agreement between Long Lake and Orono for Orono properties connecting to or currently being served by Long Lake water and/or sewer utilities. As Orono continues to develop and seek additional connections from the City, it is a priority that a new agreement be drafted and executed between the parties to assure that Orono flows are metered and billed appropriately.

- With the redevelopment projects in Long Lake substantially complete, work with WSB (planning and engineering consultants) to close out projects, acquire any necessary maintenance bonds, and release any remaining project escrows or collect amounts that may be due.
- Consider revisiting the City's SAC and WAC policy specific to commercial development and redevelopment, and review other cities policies regarding the allocation of SAC and WAC units. The City's current policy is to charge one corresponding SAC and one corresponding WAC unit for each Metropolitan Council SAC unit determined to be due for a project.
- Consider a redesign and potential purchase of new street light pole banners for the downtown area, with the spring/summer banners being the first priority for replacement.
- The City's current recycling contract with Waste Management expires at the end of 2024. Staff recommends considering issuing an RFP for recycling services in order to obtain the most competitive pricing. The RFP may be written in a manner to include city-wide organics collection as a bid option; however, if a city-wide organics contract is entered into, a City Code update would also be required as a next step.

### **Fire Department / Future of Fire Services**

- Orono's position remains that they will be implementing a Fire Department under their leadership. Long Lake must focus on its continued course of action regarding fire service contracts and the future of the Long Lake Fire Department while maintaining public safety and Long Lake's best interests at the forefront.
- Continue to actively participate in discussions of implementing a fire service district or joint powers agreement with other local jurisdictions. This goal will remain an active priority throughout 2024.
- Approach mediation sessions with the City of Orono positively while keeping Long Lake's long-term community public safety and fiscal concerns at the forefront.
- In the matter of City of Long Lake v. City of Orono, continue to address violations of the July 2023 injunctive court order, participate in hearings regarding the issue of hindrance, and remain committed to addressing any further fire services contract or injunction violations.
- Review the City of Orono's plans for improvements to Station 2 as they continue to develop, and assure that any planned improvements will in no way interfere with the Long Lake Fire Department's operations and call responses.
- Maintain an open line of communication with the City's firefighters to assure they are aware of ongoing developments with Long Lake Fire Department and future fire service discussions, and welcome their comments and questions as the Fire Department will likely be facing significant changes.

### **Other**

- Consider revisiting the EDA's bylaws and discuss changing the structure of the EDA (previous structures have included Planning Commission members and resident at-large members); as well as potentially updating the reappointment process for resident members on the Board.
- Work on updating the City Employee Handbook to include Family Medical Leave Act changes, sick leave law changes, social media and internet usage policies, and other appropriate content revisions. As part of Employee Handbook update, revisit the staff salary step schedule to determine whether changes should be made reflective of a more

current format. The current eight-step schedule has been in place for more than 20 years and is outdated. *Initiate a review of compensation levels for the City's employees and determine whether wage rate adjustments are warranted.*

- *Work on updating position descriptions for the City's employment positions.*
- *City Clerk to complete training, equipment updates, staffing, absentee voting, and implementation of the March 2024 Presidential Nomination Primary Election, April/May Special Election(s) for Hennepin County Commissioner vacancy, August 2024 Primary Election, and November 2024 General Election.*
- *Schedule a Volunteer Appreciation Dinner and invite the Planning Commission, Park Board, resident EDA members, Long Lake Garden Club members, and the City Council.*
- *Schedule another informal City Council and all staff "happy hour" get together to foster continued positive relationships between Long Lake's officials and staff.*

## **Communications and Supporting Community**

- Continue to focus on City communications to the community through City services/technology available. *Work on migrating the City Listserv subscribers from the current Constant Contact list to subscribing through the City's new website.*
- *Continue to update the City's various forms and applications with the new City logo, and to post updated forms on the City website.*
- Maintain mutually beneficial partnerships with surrounding jurisdictions for positive relationships between communities.
- Consider hosting budget-friendly events in City parks to create opportunities for the community to interact informally with Mayor and Council, potentially similar to a former Mayor's "Meet the Mayor" gatherings.

## **GOALS ACCOMPLISHED IN 2023**

- Purchased a used street sweeper for the Public Works Department.
- Purchased a lightly used front end loader and snow plow for the Public Works Department. The front end loader will clear snow, facilitate hauling snow from the downtown area, and ultimately be a true year-round multi-use piece of equipment for the Public Works fleet.
- A contract has been approved for updating the 20+ year old utility SCADA (well controls) system, and the upgrades should be completed around or by March 2024.
- Completed a 2023 Pavement Improvement Project that greatly improved the condition of Symes Street, Lake Street, the Nelson Lakeside Park parking lot, the boat trailer parking lot, and the park trail. Additionally, the contractor completed improvements to the boat launch area.
- Implemented a redesign/upgrade of the City's website to a new, mobile-friendly and more current format. The new site allows for documents posted on the City's website (agendas, minutes) to be content searchable and allows for search of ordinances through a simple search tool on the site.
- In partnership with Council member Joyce, facilitated design of a new City logo. The new website was designed around the new logo.
- Implemented a new Meetings Management module that is fully integrated with the City website; allows for publication of meeting agendas, packets, and posting of video/audio links; and allows for faster and more efficient assembly of both electronic and paper meeting packets.

- A new Long Lake Garden Club page was added to the City website.
- A first informal get together between City Council and all City staff was held, and a good time was had by all.
- Code of Ordinances changes and updates have included adoption of a new Utilities chapter, enabling a change in the utility billing schedule from quarterly to monthly; adoption of a new Animals chapter; establishing a lower potency hemp edibles registration process for compliance with new state laws; completing MS4 updates; and incorporating snow removal policy into code.
- Implemented a new monthly water, sewer and recycling billing rate schedule effective with January 2024 usage (billed early February). Also negotiated contract changes with the City's online utility payments vendor, enabling offering ACH/banking online utility payments at no charge / no transaction fee.
- New utility meter reading and cloud-based software were purchased to complete necessary technology updates (the previous solution was no longer supported) and to greatly increase the efficiency.
- Worked with permitting, contractors and consultants throughout the construction of three major redevelopment projects – The Stax of Long Lake, Zvago, and Aava Vetta. The Stax and Zvago projects have received Certificates of Occupancy, as have the units in the first six-unit Aava Vetta townhome building. The second five-unit Aava Vetta building is still under construction at this time.