

DEEPHAVEN CITY COUNCIL MEETING MINUTES

7:00 P.M. Monday July 7, 2025

1. **CALL THE MEETING TO ORDER:** Mayor Carlson called the meeting to order at approximately 7:00 p.m.

PRESENT: Mayor Carlson, Councilmembers Emily Scherschligt, Tony Jewett and Tom Erdmann, John Studer

STAFF PRESENT: City Administrator Dan Madsen, Planning Director Pat Smith, City Engineer Steve Hegland with Stantec

2. **PLEDGE OF ALLEGIANCE:**

The Council recited the Pledge of Allegiance

3. **APPROVE CONSENT AGENDA:**

Motion made by Jewett and seconded by Scherschligt, to approve the consent agenda consisting of the following;

- A. Approve June 16, 2025 Regular City Workshop and council Meeting Minutes
- B. Approve Payment of Claims
- C. Approve Cottagewood Petting Zoo Special Event
- D. Approve Cottagewood Pony Ride Special Event
- E. Approve United Healthcare Children's Foundation Special Event
- F. Approve Gandiner Wedding Reception Special Event

Motion carried, Voting in favor were Mayor Carlson, Councilmembers Scherschligt, Jewett, Erdmann and Studer. 5/0 Vote

4. **MATTERS FROM THE FLOOR:**

Nothing

5. **OFFICER ZACH JANISH SWEARING IN CEREMONY:**

Mayor Carlson swore in Zach Janish in and Welcomed him as a Deephaven Police Office.

6. PLANNING & ZONING MATTERS:

A. Public Hearing: Showcase Event Permit – 3710 Northome Road

Smith presented the staff report. Laurie Hunt, Kyle Hunt & Partners, is requesting a Showcase Event Permit to include the newly constructed residence at 3710 Northome Road on the Homes by Architects Tour. The tour would take place September 27-28 from 10 a.m. - 5:00 p.m. each day.

The applicant estimates there will be 250-350 visitors each day. The applicant is proposing to use the City-owned parking lot at Chowen's corner for shuttle service. The applicant also has agreements with the owner of Deephaven Square and Kemmetmueller Photography to use their parking lot for overflow parking if needed. The applicant has agreed that there will be no onsite parking for guests.

Mayor Carlson opened the public hearing. No one spoke. Mayor Carlson closed the public hearing. Laurie Hunt addressed the City Council. She stated the shuttles would pull into the driveway and then back out. Chief Johnson said shuttles should not be traveling farther south on Northome Road as the subject site.

Councilmember Studer motioned to accept the recommendation and findings of staff and approve the Showcase Event Permit for Kyble Hunt & Partners, for the property located at 3710 Northome Road to participate in the AIA Homes by Architects Tour. Councilmember Erdmann seconded. Motioned carried 5/0.

B. Amending planning fees

Smith presented the staff report. The impetus for the proposed planning item fee increases was making the time for Stantec to review stormwater mitigation plans is billed accordingly. Something that staff intended to do with the previous city engineer. The planning fees were last updated four years ago in 2021. Smith explained the difference between the Stormwater Mitigation Inspection with a CUP versus the inspection fee when the City Engineer reviews the performance of the stormwater facility every five years. That fee would most likely be increased every five years. Smith stated this year the fee is \$150. Councilmember Erdmann asked if the inspection fee should be in the ordinance as well. Mayor Carlson said that maintenance agreements state that property owners must reimburse the City's cost for the maintenance inspection. City Administrator Madsen stated the maintenance inspection fee should be listed in the fee schedule. Second reading will be held on August 4, 2025.

C. Amending the Commercial District permitted uses and regulations

Smith presented the staff report. The Planning Commission and City Council wanted the Planning Commission to review the allowed uses in the commercial districts and make any recommended changes. The most significant changes is prohibiting automobile repair from the C-1, Downtown Commercial, zoning district and deleting the prohibited use section, and instead add a phase that any use not listed in the permitted use chart is prohibited.

Councilmember Jewett asked about prohibiting fast food in the commercial districts. Smith stated that the Planning Commission was concerned that the amount of traffic that a fast food restaurant generates would not be appropriate for any of the three commercial districts. Smith stated that if there was an use that wanted to locate in Deephaven, but wasn't on the permitted list, they could always ask the City Council to amend the zoning ordinance to include their proposed use in the permitted use list. Mayor Carlson stated that it is impossible to predict every new use that the City wants to prohibit in the future. Second reading will be held on August 4, 2025.

7. UNFINISHED BUSINESS:

A. Quasquicentennial Event Recap, Finances

Staff provided a financial summary of the community event held on June 7th. The total cost of the event was \$58,787.99, with \$50,000 of that total covered through donations. The City Council had previously approved up to \$10,000 to support the event if needed. Based on the final expenses and donation totals, the City's contribution came to \$8,787.99.

A report submitted by the Cottagewood Store Foundation detailed the financials from the beer garden, which had total expenses of \$12,640.75. Beer sales generated \$24,649.76 in revenue. Per prior agreement, this revenue will be split equally between the Cottagewood Store Foundation and the Thorpe Park Community Event Group, with each organization receiving \$6,004.50.

Council acknowledged the success of the event and expressed appreciation to all volunteers, donors, and community partners involved in planning and execution. The Council will further discuss the possibility of making this a yearly event at an upcoming workshop meeting.

8. NEW BUSINESS:

None

9. COUNCIL REPORTS:

A. Mayor Carlson: Updated the council that he will be meeting for union contracts Monday of Tuesday of next week.

B. Scherschligt: Park Board is looking at filing for grant money to help with Buckthorn. The events committee is in favor for a yearly event.

C. Jewett: Fire Board had a budget work session the end of June. The Chiller contract was approved and Chief will let Deephaven know when that payment is due, possibility could be split between this year and next.

D. Studer: Nothing

E. Erdmann: Nothing new to cover

10. DEPARMENT REPORTS:

A. Police: Been busy with summer but nothing big to report

B. Public Works: Busy with Crack filling and working with Met council on the road closure and finishing there work while the road is closed.

C. Administration: Newsletter went to the printer this week.

11. Adjournment:

Motion was made by Studer and seconded by Jewett to adjourn the City Council Meeting at 8:07pm.

Motion was carried, voting in favor was Carlson, Scherschligt, Jewett and Erdmann and Studer. 5/0 vote

Typed respectfully on July 16th, 2025
By Kimberly Lenarz-Greenwaldt, City Clerk