

DEEPHAVEN CITY COUNCIL WORKSHOP MINUTES
6:00 p.m., Monday, May 18, 2026

1. **CALL MEETING TO ORDER:** Mayor Pro Tem Scherschligt, called the Workshop to order at approximately 6:00 p.m.

COUNCIL PRESENT: Mayor Pro Tem Scherschligt and Councilmembers Tom Erdmann, Tony Jewett and John Studer

STAFF: City Administrator / Special Counsel, Dan Madsen and City Clerk Kimberly Lenarz-Greenwaldt

WORKSHOP:

A. Fund Balance Policy:

Council had time to discuss the subject

B. Odds and Ends

1. Summer Hours / Schedule:

The Council discussed summer schedules and anticipated meeting absences. Councilmember Erdmann stated he will likely be absent for the July 6th meeting and the August 3rd meeting. Councilmember Studer stated he will be on vacation for the September 8 meeting. Councilmember Scherschligt stated she anticipates being present for all meetings. Councilmember Jewett stated he will also be absent for the August 3rd meeting. Mayor Carlson was absent, and Dan Madsen stated he would follow up with him regarding his summer schedule.

2. Hardcover:

Council briefly discussed the equal exchange of hard surface area associated with an approved variance, as well as staff's request for an optional property survey, which is not currently required by City policy or City Code. The discussion was informational only, and no formal action was taken.

3. Marina Policy:

Council discussed the Marina Policy and reviewed how the current ordinance is written. Staff received general guidance from the Council as they begin revising the ordinance language and policy provisions. No action taken.

4. Special Event:

Staff presented the draft Special Event Policy and requested Council feedback. Council discussed making sure residents can continue to use City parks for simple gatherings, such as birthday parties, without needing a special event permit. Council generally felt that events with fewer than 20 vehicles and no other special event impacts should not require a permit. Staff will revise the policy and bring it back for further discussion.

Motion made by Erdmann and seconded by Studer to close City Council Workshop meeting at 6:59pm.

Motion carried, Voting in favor was Mayor Pro Tem Scherschligt and Councilmembers Erdmann, Studer and Jewett

Typed Respectfully on May 27th, 2026
By: Kimberly Lenarz-Greenwaldt
Deephaven City Clerk

DEEPHAVEN CITY COUNCIL MEETING MINUTES

7:00 P.M. Monday May 18th, 2026

1. CALL THE MEETING TO ORDER: Mayor Pro Tem Emily Scherschligt called the meeting to order at approximately 7:00 p.m.

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

ABSENT: Mayor Kent Carlson

STAFF PRESENT: City Administrator Dan Madsen, City Clerk Kimberly Lenarz-Greenwaldt, and City Engineer Steve Hegland with Hakanson Anderson,

GUEST: NONE

2. PLEDGE OF ALLEGIANCE:

The Council recited the Pledge of Allegiance

3. APPROVE THE CONSENT AGENDA:

Motion was made by Jewett and seconded by Erdmann to approve the Consent Agenda and to approve the following items;

- A. Approve the May 4th, 2026, Workshop and City Council Meeting Minutes.
- B. Approve Payment of Claims
- C. Approve Special Event- Friedrichs Birthday Party
- D. Approve Special Event – Tonka Online year end Party
- E. Approve Special Even – Cub Scout end of the year celebration
- F. Approve Special Event – Macgregor Birthday Party
- G. Approve Special Event – Wedding at Fire Station

Motion carried, Voting in favor was Mayor Pro Tem Emily Scherschligt and Councilmembers Jewett, Erdmann and Studer. 4/0 Vote.

4. MATTERS FROM THE FLOOR:

Nothing

5. PLANNING & ZONING MATTERS:

Nothing

6. UNFINISHED BUSINESS

Nothing

7. NEW BUSINESS:

A. Deephaven Fund Balance Policy Discussion and Review

Council discussed the draft Fund Balance Policy and reviewed where Deephaven currently stands compared to surrounding cities. Staff explained the importance of maintaining healthy reserves for emergencies, long-term planning, cash flow, and helping maintain the City's strong AAA bond rating. Discussion included proposed fund balance targets for the General Fund and Enterprise Funds, as well as the current status of the Wastewater Fund. This was a preliminary discussion item, and staff will continue making updates to the policy based on Council feedback before bringing it back for further review.

B. Minnetonka Boulevard Storm Sewer Replacement

City Engineer Steve Hegland addressed the Council regarding the storm sewer repair project on Minnetonka Boulevard after a deteriorated and failed pipe caused a sinkhole near Sibley Avenue. Staff explained that the existing storm pipe beneath the roadway could not be repaired through lining and will need to be replaced. The project will also require the removal of a few trees near the work area and temporary traffic impacts during construction.

Motion made by Studer and seconded by Erdmann to recommend the City Council award the storm sewer replacement along Minnetonka Boulevard to Astech in the amount of \$62,559.60 and authorize staff to remove trees under the current tree removal contract up to \$8,000.00. Funding for this project will be sourced from the stormwater fund.

Motion carried, Voting in favor was Mayor Pro Tem Scherschligt and Councilmembers Jewett, Studer and Erdmann. 4/0 vote.

C. Village Hall Pavilion Engineering / Civil Design Proposal

City Engineer Steve Hegland addressed the Council regarding the Village Hall Pavilion Project and the proposed civil engineering design services needed for the project. The new pavilion is planned as a year-round gathering space and warming house within Village Hall Park. Discussion included preparation of engineering drawings, grading and utility plans, and contract documents needed for the public bidding process. The proposed engineering design cost is \$7,388.

Motion was made by Studer and seconded by Erdmann to recommend the City Council award the Village Park Pavilion Project Design Services to Stantec in the amount of \$7,388.

Motion carried, voting in favor was Mayor Pro Tem Scherschligt and Councilmembers Studer, Erdmann and Jewett. 4/0 vote.

8. COUNCIL REPORTS:

A. Mayor Carlson: Absent

B. Scherschligt: Park committee met a couple weeks ago. New committee member join and switched around a couple job duties. Erdmann asked if there was anything going on with the Buckthorn. Scherschligt stated that Ryan Macgregor was going to start for information on grants.

C. Jewett: Fire board meets the end of May, with some discussion about the JPA and possible changes. Jewett talked about the fire at Haskells bar in Excelsior. Official investigation is still in process.

D. Studer: Public works and Public Safety committee met today. They went over the progress of the tennis courts and the fencing and then the next step will be resurfacing. Coordinating with Centerpoint and Xcel Energy on the work projects & street projects for the least amount of road closures.

E. Erdmann: Planning Commission meeting tomorrow night with a couple things on it for review. Midco is moving through the area and it seems to be moving smoothly.

9. DEPARTMENT REPORTS:

A. Police: Having issues with the Ebikes going to fast at Thorpe park. Body Cam audit is done and went well. New Community Service Officer started and is doing well.

B. Excelsior Fire: Nothing new to report

C. Public Works: They're busy season has started, getting the beaches and parks ready.

D. Administration: Busy gearing up for the Street project. Post cards will go out to each project area a week before they start in their area.

E. Engineering Update: Madsen covered most of it but the Street Project will hopefully be starting beginning of June. Jewett asked if they have set a better date for phase four, Hegland stated that they have to work with Centerpoint on this project. Madsen added that with each phase a postcard will be sent out a week before hand, there will be sign that will be marked off showing the progress of that phase. Each phase will take roughly 6 weeks, and they won't start one phase until one is finished. Staff has contacted the garbage company, school and the post office of the phase and given them the links to the Street Project website.

10. ADJOURNMENT:

Motion was made by Studer and seconded by Erdmann to adjourn the meeting at 8:07pm.

Motion carried, Voting in favor Mayor Pro Tem Scherschligt and Councilmembers Studer, Jewett and Erdmann. 4/0 Vote.

Typed Respectfully on May 27th, 2026
By: Kimberly Lenarz-Greenwaldt
Deephaven City Clerk

These minutes are intended to provide a summary of the meeting and are not a verbatim transcript. A full video recording of the meeting is available online at:

<https://www.lmcc-tv.org/deephaven.html>