DEEPHAVEN CITY COUNCIL WORKSHOP
COUNCIL CHAMBERS, CITY HALL
20225 COTTAGEWOOD ROAD
6:00 P.M. Monday, July 6th, 2026

AGENDA

6:00 P.M. WORKSHOP

2027 CIP Budget
Woodland PD Services Reconciliation
Greenwood PW Services Reconciliation
Maximum Height for Retaining Walls

DEEPHAVEN CITY COUNCIL WORKSHOP MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6, 2026
Workshop
Draft 2027 CIP Budget

Deephaven City Staff have started the 2027 Budget process beginning with the Capital Improvement Fund. We will take a closer look at this fund, along with revenue and expense projections for 2027 and 2028, and review how these expenses would impact current and future project planning and the 2027 Final Property Tax Levy.

Over the past few years, the City has steadily increased the Capital Improvement Fund Levy with the intent of cash flowing road improvements on an annual basis. The City conducted a street ratings study and report in 2024 to better understand the overall conditions of our roadways. That report identified approximately nine miles of roadway that were in poor or failed condition. The annual replacement and repair approach was determined to be insufficient to timely address the overall condition of our roadways, and the Council began discussing the feasibility and potential cadence of larger scale street projects to more rapidly address our road conditions. Those discussions culminated in the approval of the 2026 Street Improvement Project.

The 2026 Street Improvement Project was initially bid as a 3-mile base project with two additional one-mile alternates for consideration by the City Council. The Council ultimately decided to approve all alternate bids which resulted in the project milling and overlaying, or reclaiming, just over five miles of Deephaven roadway. The total construction and construction administration cost of this project was $4,420,542, which included a Stormwater Pond to be constructed on Montgomerie Avenue at Calvary Church. Preconstruction engineering costs add an additional $305,469.43 to the overall costs of this project. A change order approved at the June 15, 2026, Council Meeting to extend the sidewalk along Minnetonka Boulevard added an additional $168,450.73 to the project total as well. All combined, the 2026 Street Improvement Project has a total expense to date of $4,894,462.16.

To fund this project, the City issued the 2026A Series Bond with an issuance in the amount of $4,230,665.45. After payment of underwriting, issuance costs and capitalized interest, the net proceeds of the bond available to fund the 2026 Street Project are in the amount of $4,035,359.41. The Calvary Stormwater BMP Project has a project cost of $398,844.95 (including engineering and design). This expense is funded in the amount of $370,034 from Hennepin County, BWSR and the Watershed, with the remaining $28,810.95 being paid from the City's Stormwater Fund. Those sources of project funding, totaling $ 4,495,617.21, leave a difference in project expense, some $460,257.80, to be paid from the CIP Fund.

The 2027 Bond Payment is in the amount of $128,418.75 and has been withheld from bond proceeds as capitalized interest. On that basis, there will be no CIP or Debt Service Levy impact based upon the 2026 Street Improvement Project. Beginning in 2028, the 2026A Series Bond

will have annual payments of approximately $520,000 that will be paid through the Debt Service Levy. Those payments will increase the Debt Service Levy from the annual approximate amount of $190,000 to pay for the 2019A Series Bond, to approximately $710,000, which includes the 2026A Series Bond. To mitigate the impact on the overall Deephaven property tax levy, it was recommended that the CIP Levy be decreased by this amount to allow for a net zero impact for this project on the property tax levy.

The Draft 2027 CIP Budget reflects in the Revenues section the same CIP levy carried over from 2026. That provides total revenues in the amount of $1,282,407 for 2027. This amount is conservative, as it does not rely on any increase in franchise fees and factors the projected decrease in MnDOT Funding in the Small Cities Road Aid program to be received in the amount of $57,407.

The CIP Fund has projected expenses in 2027 in the amount of $714,500 across the City Hall, Police, Public Works, Park and Recreation and Roads and Street Departments. This amount fluctuates from year to year based upon the scheduled or projected replacement date of equipment in each department. At the bottom of the CIP Spreadsheet, each of the above Departments has their capital items listed, along with estimated costs for replacement and anticipated dates of replacement. The City currently funds the replacement of these items on their due dates in full in the year projected. These spreadsheets also calculate the annual cost to fund depreciated replacement of this equipment. Any annual incremental funding collected would be held in the CIP Fund Balance as a restricted fund. Based upon past CIP Fund performance, this fund currently has a balance of -$283,113 as of the end of 2025. This deficit would be increased by an additional $255,191 based upon the current projected 2026 CIP budget. That would leave a total negative balance in the CIP Fund at the end of 2026, assuming all budgeted expenditures are made in the stated amounts, of -$538,324.

The City Hall CIP Fund has two items for replacement identified for 2027. Some, but not all, of the City's employee computers are – or will be – in need of replacement. We plan to replace Staff computers every four years, and only two staff computers have been replaced in the last three years. We estimate each computer will cost around $5,000 when replaced, which factors the cost of the laptop and general installation and programming costs that may be incurred by our IT provider. We would not replace these computers in 2027 unless that need arises, we believe this is an item that will not be fully used in 2027. For any computers that are not replaced, we would carry that budgeted expense forward into 2028 CIP.

The City Hall CIP Budget also includes $65,000 for funding a change from the Banyon Software Program we currently use for all of our financial accounting (fund accounting, utility billing, permits, payroll, etc.) to the more modern BS&A system that other area cities currently use. With Staff being new, and having now mastered the Banyon system, this is a projected CIP Expense that can be moved to a future year (possibly 2028 beyond) and is not a necessity.

On that basis, Staff believe the City Hall 2027 CIP Budget could be reduced by up to $90,000. There are not any CIP expenses currently projected in the City Hall Budget for 2028.

The Police CIP Budget provides for replacement of two Dodge Durango police vehicles. Those leases end in 2027, and we will have a lump sum buyout of approximately $20,000 to satisfy those leases. We will also have trade-in value from these vehicles of around $40,000 that can be used to offset the purchase of new police vehicles. As such, and all-in, it is currently anticipated that each new police vehicle needed in 2027 will cost $66,000; for a total of $132,000. This includes fully outfitting the vehicles with equipment, lighting and decals. We also have new PD rifles slated for replacement in 2027, in the amount of $10,000, but much like the software in City Hall, replacement of rifles can likely be pushed back to 2028 or beyond. On that basis, Staff believe the 2027 Police CIP Budget could be reduced by up to $10,000 at this point.

For 2028, we have one more PD Vehicle that will need to be replaced. We also have six quad car laptops that would be slated for replacement. The big-ticket item for 2028 is the needed migration to a new Police Management System. The current system is used by numerous different departments and will be discontinued. Deephaven will need to migrate with the other cities to a new system which is currently estimated to cost $75,000. There will be a lot of additional information available as this process becomes clearer, Chief Johnson will be able to provide a more detailed background on this when the time comes.

The Public Works Department has a Bobcat Sweeper we purchased in 2017 that is up for replacement in the estimated amount of $65,000, and a Toro Groundsmaster Mower in the amount of $22,000. We have already shifted the 2006 Tractor Flail Mower to 2029 since that is holding up well, that was initially projected for replacement in 2027. Replacement of the two 2027 items listed above is anticipated to cost $87,000. There are no projected 2028 CIP expenses in Public Works at this time.

The Park and Recreation Department has several proposed CIP expenses planned for 2027, all of which are at Main Beach. New Park Lighting, Bollards, replacement of the asphalt path and repair or replacement of the Sport Court are all projects that have been tentatively planned for next year. Additionally, repair and maintenance has been planned for the platform courts at Harralson Park next year as well. Together, these projects were anticipated to cost $180,000. In review of this list, the bollards and asphalt path can be moved to 2028 or 2029. Additionally, the Sport Court has been discussed as a potential remodel that may want to become a sand volleyball court. That transition would be quite expensive, but would also take some time to plan and pull together. If we are looking to shift expenses, these projects may want to move to 2028 to allow more planning and available funding. On that basis Staff believe the 2027 Parks CIP Budget Could be reduced up to $70,000. For 2028, the only Park and Recreation project proposed are two ballfield backstops in Thorpe Park. All of these matters can be discussed and reviewed by the Park Board as we move forward.

The final category in the CIP Fund that impacts the property tax levy is the Roads and Streets Budget. In 2025, the City began crack filling and fog / seal coating our roadways. We also stated the routine use of reclamite / maltine to preserve more freshly laid blacktop and extend the usefulness of our roadways. This process has an annual cost estimated around $180,000. Some years will be more, some less, depending on the timing of the road repairs and age of pavement. Staff recommend maintaining this line item at a sufficient level to address and maintain all of our

roadways, especially our new ones, to maximize these repairs and improvements. As such, no adjustment to this expense is recommended.

In summary, and as provided above, the City is projecting 2027 revenues in the CIP Fund in the amount of $1,282,407. Expenses are currently projected at $714,500 for a year-end surplus of $567,907. Staff have identified above $65,000 and likely $15,000 in adjusted savings by pushing back the replacement of the Banyon Software and 3 Staff laptops that can probably wait; $10,000 in Police Department rifles that can be pushed back several years; and $35,500 in Main Beach bollards and $35,000 in repairs to the Sport Court that can wait a year or so while we look at a bigger plan for that location. These proposed adjustments to the CIP Fund could increase the CIP Fund Balance in 2027 by $160,500 to $728,407. If realized, this would leave our CIP Fund with a positive net balance of $190,083 at the end of 2027 if these adjustments were made.

Looking forward to 2028, and assuming the same level of revenues, we have $349,200 in projected expenses. If we shifted all of the expenses noted above back to 2028, the CIP Fund would have a positive fund balance of $259,414 (revenues of $769,114 less expenses of $509,700 with shifting some expenses from 2027 to 2028 above). If unspent, that would increase our fund balance to $288,997 by the end of 2028. Alternatively, some of that annual available funding could be used to plan and construct sand volleyball at Main Beach in replacement of the sport court, or fund any other project the Council may want to consider.

As depicted by the budget and explained in this Memo, we have some work to do in rebuilding the CIP Fund Balance and, possibly, to begin funding future equipment purchases and projects. Looking forward, and to this point, there are at least a couple of other scenarios that will impact our CIP Fund. Those are the potential for the proposed 2029 Street Project, and the construction of the St. Louis Bay Marina Expansion. There may also be other projects or initiatives the Council may want to pursue.

2029 Street Improvement Project.
The discussion and plan since finalizing the 2024 Street Survey was to have three street projects timed three years apart, all with a bond of approximately $3 Million. The Council approved a 5-mile project this year for approximately $4,500,000. This has an annual debt service payment of roughly $520,000. Assuming similar rates and project costs for 2029 (which is a complete guess at this point), we would pay roughly $900,000 per mile of roadway for the remaining 3 miles of poor or failed roadway still needing to be addressed (CenterPoint is replacing just over 1 mile of roadway as a part of their 2026 summer project for us). This $2,700,000 bond would have an estimated annual payment of $312,000.

To fund that project in 2029, Staff recommend considering increasing the CIP Fund Levy by $100,000 annually for the next three years to create the same net 0 impact we have this year, as we reduce our CIP Levy and increase our Debt Service levy to cover those bond expenses. That approach would also provide an additional $100,000 in 2027; $200,000 in 2028 and $300,000 in 2029 that could be applied to the CIP Fund Balance to bring it back into the positive. This additional $600,000, or the difference thereof, could also be used for projects in those years, but Staff recommend application of these funds to the CIP Fund Balance.

2027 Property Tax Levy Increase and Beyond
As a point of reference, the City's total 2026 Property Tax Levy was $4,680,451. As such, ever $46,804 we increase the levy equals a 1% property tax levy increase. If we commit to raising the levy $100,000 each year for the next three years for the 2029 Street Project, we would be committing to an annual levy increase of 2.1% for that purpose. We have not discussed the General Fund / Operating Budgets yet, but as a placeholder I would pencil in a 4% increase for inflation, health insurance, compensation and other general increases in operational expenses. If approved, we would be at a 6% increase without factoring in any other projects, plans or initiatives.

St. Louis Bay Marian Expansion / Other Projects
There has been some discussion about expanding the Marina at St. Louis Bay. There have also been other discussions about projects or improvements that may need to be made at some point in the foreseeable future – like a City Hall, PD, Public Works Facility Project. The impact of those projects can be estimated based upon the realized bond issuance costs and projected impacts on the property tax levy. The cost of a Marina project, to Staff at least, is a complete unknown. With that said, we have heard a conservative cost of roughly $35,000 per dock slip can be used as a placeholder. For reference, the Council can discuss how many additional dock slips St. Louis Bay Marina may want to have, multiply that by $35,000, and then use the information above to calculate the percentage impact on the levy. As a note, marina improvements would be funded through the Marina Fund, and that fund could have slip rates set to cover the Debt Service over time. There would still likely be an immediate impact on the Debt Service tax levy until rates could catch up to, and surpass, the debt of the bond to fund that expansion.

A City Hall project was discussed a year ago, but not much progress was made due to the realized overall expense of that project. Staff could see a project to replace the exterior siding, make some small internal improvements and adjust the layout for under $1M. Staff could also see a project that changed the footprint, layout and design of City Hall costing up to $6M. That project would require a 2.1% to 12.6% increase in the levy to fund.

Conclusion:
The information provided herein should give us a good start to our 2027 Budget and Property Tax Levy process and discussion. Staff recommend starting the discussion with the CIP Fund and levy as presented herein, and then turning to the General Fund Budget and Property Tax Levy.

Staff will be happy to answer any questions you may have and will take direction at our meeting to rework and reframe the budget pursuant to that discussion. Thank you, and as always, please send any questions, comments or requests for additional information you may have.

- Dan Madsen
  City Administrator, Special Counsel
  Deephaven, Minnesota

Deephaven Capital Improvement Plan

	Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	Final 2025	Budget 2026	YTD 2026	Projected 2026	Draft 2027	Draft 2028	2026 Notes	2027 Notes	2028 Notes
Capital Improvement Revenues														
Interest Income	$12,487	$148	$8,251	$200	$0	**$0**	**$200**	**$0**	**$200**	**$0**	**$0**			
Franchise Fees	$94,641	$94,392	$94,915	$94,500	$163,365	**$189,494**	**$220,000**	**$95,026**	**$220,000**	**$200,000**	**$200,000**			
Tax Levy	$394,469	$394,994	$445,081	$450,000	$700,000	**$900,000**	**$1,000,000**	**$500,000**	**$1,000,000**	**$1,000,000**	$486,707	Reflects reduced levy for 2026 Project	Reflects reduced levy for 2026 Project	
Grant / State Aid / Rescue Funds	$20,000	$750,000	$0	$0	$0	**$300,000**	**$0**	**$0**	**$0**	**0**	**0**			
Vehicle Forfeitures	$0	$9,430	$0	$0	$0	**$0**	**N/A**	**$0**	**N/A**	**0**	**0**			
Sale of Equipment	$0	$52,300	$0	$65,000	$50,905	**$21,025**	**$65,000**	**$65,000**	**$0**	**$25,000**	**$25,000**	**Trade in value of old CAT Wing Plow- $65,000 but came off of purchase price?**		
General Fund Transfer	$200,000	$150,000	$200,000	$0	$0		**N/A**	**N/A**	**N/A**	**N/A**	**N/A**			
Enterprise Fund Transfers	$0	$16,000	$32,000	$52,000	$70,000	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	Discontinued		
Small Cities Road Aid					$58,558	**$0**	**$62,160.00**	**$0**	**$62,160.00**	**$57,407.00**	**$57,407.00**			
Bond Proceeds	$78,227	$0	$0	$0	$293,058	**$0**	**$0**	**$0**	**$0**	**0**	**0**			
Miscelaneous Revenues	$100,400	$6,393	$0	$0	$21,809	**$500**	**$0**	**$0**	**$0**	**0**	**0**			
Total CIP Revenues	**$900,224**	**$1,473,657**	**$780,247**	**$661,700**	**$1,357,695**	**$1,411,019**	**$1,347,360**	**$660,026**	**$1,282,360**	**$1,282,407**	**$769,114**			

	Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	Final 2025	Budget 2026	YTD 2026	Projected 2026	Draft 2027	Draft 2028			
Capital Improvement Expenses														
City Hall	N/A	N/A	N/A	N/A	$52,143	**$230,134**	**$55,000**	**$0**	**$55,000**	**$125,000**	**$0**			
Police Department	N/A	N/A	N/A	N/A	$361,447	**$42,058**	**$15,000**	**$33,000**	**$33,000**	**$142,000**	**$154,200**	$33k PD Server		
Public Works	N/A	N/A	N/A	N/A	$625,795	**$219,683**	**$318,000**	**$316,624**	**$251,624**	**$87,000**	**$0**	2026 Cat Loader, Wing and Plow Council approved 11.3.2025		
Park and Rec.	N/A	N/A	N/A	N/A	$2,755	**$692,511**	**$605,000**	**$63,376**	**$605,000**	**$180,500**	**$15,000**	Village Hall Pavillion ($550,000), Retaining Wall; Thorpe Park Concrete Borders		
Roads and Streets	N/A	N/A	N/A	N/A	$495,072	**$322,164**	**$140,000**	**$191,912**	**$592,927**	**$180,000**	**$180,000**	$132,669 Fog and Chip / $305,469.43 Street Project Engineering Fees / $154,788.37 2026 Street Project Additional Construction / Admin Expense		
Total CIP Expense	**$835,055**	**$1,612,511**	**$905,710**	**$1,100,413**	**$1,537,212**	**$1,506,550**	**$1,133,000**	**$604,912**	**$1,537,551**	**$714,500**	**$349,200**			

Equipment Purchases Only	2026	Draft 2027	Draft 2028
Projected Revenues	**$1,282,360**	**$1,282,407**	**$769,114**
Projected Expenses	**$1,537,551**	**$714,500**	**$349,200**
Projected Total	**-$255,191**	**$567,907**	**$419,914**

2027 Total Equipment Expense	**$865,236**	**Note: If we buy everything next year projected in our CIP Plan**
2027 Total Depreciation Expense	**$516,586**	**If we fully funded depreciation, it is recommended we do not fund next year.**
Total 2027 CIP Expense	**$1,381,822**	**Note: Cost of all CIP purchases and fully funded depreciation**

2028 Total Current Expense	**$349,200**	**Note: If we buy everything next year projected in our CIP Plan**
2028 Total Depreciation Expense	**$512,052**	**If we fully funded depreciation, we could partially fund based upon projections**
Total 2028 CIP Expense	**$861,252**	**Note: Cost of all CIP purchases and fully funded depreciation**

	Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	Final 2025	Budget 2026	Draft 2027	Draft 2028
Capital Fund Balance	**$501,301**	**$435,278**	**$309,815**	**-$8,085**	**-$187,602**	**-283,133**	**-538,324**	**$29,583**	**$449,497**
							Includes $255,191 with deficit from 2026 Street Project		

City Hall Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	Current Funding	
Computers (7 Stations)	$35,000	4	2027	$8,750		
Server	$25,000	5	2030	$5,000		
Software / Programs	$65,000	10	2027	$6,500		Moved again to 2027, has been in CIP since 2024
Website	$25,000	10	2027	$2,500		Moved again to 2027, has been in CIP since 2024
Phone System	$12,000	7	2032	$1,714		
Copier / Scanner	$9,800	6	2031	$1,633		
City Hall HVAC Sytem	$15,000	15	2039	$1,000		
PD HVAC System	$30,000	15	2026	$2,000		
A/V Equipment	$58,000	10	2025	$5,800		
Generator	$82,000	25	2053	$3,280		
Furnishings	$25,000	15	2026	$1,667		
Roof	$75,000	25	2050	$3,000		
Total CIP Expense	**$456,800**			**$42,844**		

2026 CIP Expense	**$55,000**
2026 Depreciated Expense	**$42,844**
2027 CIP Expense	**$125,000**
2027 Depreciated Expense	**$42,844**

2028 CIP Expense	**$0**
2028 Depreciated Expense	**$42,844**
2027 Projected Expense	**$167,844**
2028 Projected Expense	**$42,844**

Police Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	Current Funding	
2023 Dodge Durango GT 60 mo. Lease	$66,000	5	2028	$13,200	$6,151	
2023 Dodge Durango Police 48 mo.Lease	$66,000	4	2027	$16,500	$5,663	
2023 Dodge Durango Police 48 mo.Lease	$66,000	4	2027	$16,500	$5,663	
2025 Dodge Durango Police Car	$66,000	4	2029	$16,500		Purchased in 2024
2025 Dodge Durango Police Car	$66,000	4	2029	$16,500		Purchased in 2024
2024 Xerox/Fax Machine	$6,500	6	2034	$1,083		
2024 Livescan Fingerprint Machine	$30,000	10	2034	$3,000		
2022 (4) Squad Laptops	$13,200	6	2028	$2,200		
2023 (5) AED's	$15,000	8	2031	$1,875		
2019 (5) Police Rifles	$10,000	8	2027	$1,250		
2013 (2) Civil Defense Sirens	$40,000	20	2033	$2,000		
2020 Police Server	$30,000	5	2026	$6,000		
Taser VR Traning System	$10,830	5	2030	$2,166		
2015 Police Department Camera System	$21,000	10	2034	$2,100		Purchased in 2024
2012 Replacement Police Management System	$75,000	15	2028	$5,000		
Total CIP Expense	$506,530.00			$105,874		

2026 CIP Expense	$30,000
2026 Depreciated Expense	$105,874

2027 CIP Expense	$142,000
2027 Depreciated Expense	$105,874

2028 CIP Expense	$154,200
2028 Depreciated Expense	$105,874
2027 Projected Expense	$247,874
2028 Projected Expense	$260,074

Notes: Not Depreciated - To be included in annual operating budget as expenses when needed.			
2024 (8) Glock 9mm Handguns	5,000	7	2031
2023 (8) Portable Radios Leased		7	2030
2024 (6) Mobile Radios Leased		10	2033
2024 (4) LPR Sqd Camera Lease	71,670	5	2029

2024 (8) Body Camera Lease	28,700	5	2029
2018 (2) Radar Units	6,000	7	2025
2019 (2) Radar Units	6,000	7	2026
2022 (2) Garage Doors	6,000	10	2032
2023 (2) Office Computers	4,500	5	2027
2020 (4) Office Computers	9,000	5	2025
2020 Tasers (8) (4 yr Lease, 10K per year)	10,000	4	2025
2019 Lidar	5,000	10	2029
2014 (4) Portable Ballistic Shields	7,000	12	2026
2019 (2) Portable Speed Monitors	6,300	8	2027
2020 (5) Rifle Suppressors	3,400	8	2028
2025 (1) Radar Unit	4,000	7	2032
2012 (2) Portable Weighing Scales	6,000	20	2032

Public Works Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	Current Funding
2023 Skidsteer Trailer	$18,000.00	30	2054	$600.00	
2024 Toolcat	$87,128.00	10	2034	$8,712.80	
2024 Crack Filling Machine	$115,972.00	12	2036	$9,664.33	
2024 Roller Rd 12 Whacker	$22,500.00	20	2044	$1,125.00	
2022 Blacktop Trailer	$34,500.00	15	2037	$2,300.00	
2007 Freightliner Water Truck and Tank	$210,000.00	15	2031	$14,000.00	
2006 Tractor / Flail Side Arm John Deere	$70,000.00	20	2029	$3,500.00	
2026 Cat Loader	$316,624.00	15	2026	$21,108.27	$248,624
2023 Ford F150 Pickup Truck	$56,020.00	10	2033	$5,602.00	
2024 Toro Groundsmaster Mower, Blower	$61,000.00	10	2034	$6,100.00	
2015 Freightliner Plow Truck	$265,000.00	15	2030	$17,666.67	
2016 Freightliner Plow Truck	$265,000.00	15	2031	$17,666.67	
2017 Bobcat 650 / Sweeper, Bucket, Broom	$65,000.00	10	2027	$6,500.00	
2019 Toro Groundsmaster 7200	$22,000.00	8	2027	$2,750.00	
2019 Ford F450 Super Duty Pickup	$96,500.00	10	2029	$9,650.00	
2022 Ford F350 Dump Truck Lease	$98,000.00	10	2033	$9,800.00	$9,542
2024 Freightliner Plow Truck Lease	$282,000.00	15	2039	$18,800.00	
Public Works Shop	$2,340,362.00	50	2040	$46,800.00	
Sand / Salt Shed	$591,410.00	40	2043	$14,785.00	
Total CIF Expense	**$5,017,016.00**			**$217,131**	

2026 CIP Expense	$318,000
2026 Depreciated Expense	$217,131

2027 CIP Expense	$87,000
2027 Depreciated Expense	$217,131

2028 CIP Expense	$0
2028 Depreciated Expense	$217,131
2027 Projected Expense	$304,131
2028 Projected Expense	$217,131

Parks and Rec. Capital Outlay Expense	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding

Children's Park	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Playground Slide	$20,000	30	2029	$666.67	
Playground Boat	$15,000	30	2029	$500	
Gazebo	$35,000	35	2034	$1,000	
Brick Pavers	$15,000	30	2050	$500	
Irrigation System	$15,000	30	2029	$500	
Sculpture	$37,000	30	2029	$1,233.33	
Fountain	$5,000	30	2029	$166.67	
Subtotal Expense	**$142,000**			**$4,567**	

Village Hall Park	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding	
Gazebo	$50,000	50	2030	$1,000		
Tennis Court Reconstruction (2025)	$155,000	25	2050	$6,200	$54,792	For fencing install
Tennis Court Resurfacing	$20,250	5	2029	$4,050		
Tennis Court Backboard	$5,000	25	2030	$200		
Retaining Walls (2)	$20,000	30	2026	$666.67		
Warming House	$550,000	25	2026	$22,000	$7,965	
Ice Rink Lights	$70,000	30	2030	$2,333.33		
Ballfield Backstop	$5,000	25	2030	$200		
Hockey Rink	$564,783	40	2065	$14,120	$619	
Playground Equipment	$35,000	25	2043	$1,400		
Subtotal Expense	**$1,475,033**			**$52,170**		

Thorpe Park	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Multi-use Playground	$75,000	25	2035	$3,000	
Dinosaur Playground	$50,000	25	2030	$2,000	
Multi-colored Playground	$50,000	25	2030	$2,000	
Climbing Structure	$18,000	20	2030	$900	
Picnic Shelter	$35,000	35	2033	$1,000	
Ballfield Backstops (2)	$10,000	15	2028	$666.67	
Hockey Rink Lights	$70,000	25	2042	$2,800	
Warming House (2023)	$400,000	40	2063	$10,000	
Hockey Rink Asphalt Surface (Concrete)	$110,000	20	2037	$5,500	
Hockey Rink Boards (Fiberglass)	$75,000	25	2042	$3,000	
Tennis Court Resurfacing (2023)	$27,000	10	2033	$2,700	
Tennis Court Reconstruction	$100,000	25	2047	$4,000	
Tennis Court Backboard	$5,000	15	2037	$333.33	

Asphalt Path	$170,000	20	2043	$8,500		
Basketball Court	$40,000	25	2032	$1,600		
Basketball Resurface	$15,000	10	2025	$1,500		Occurred in 2025 - $8,264
Pond Fountain	$8,000	10	2025	$800		Occurred in 2025 - $7,475
Playground Concrete Borders	$35,000	20	2026	$1,750		
Subtotal Expense	**$1,293,000**			**$52,050**		

Shuck Park	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Playground Equipment	$35,000	20	2040	$1,750	
Tennis Court Reconstruction	$100,000	25	2045	$4,000	
Tennis Court Resurfacing	$27,000	10	2030	$2,700	
Subtotal Expense	**$162,000**			**$8,450**	

Haralson Park	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Platform Court Resurfacing	$20,000	6	2027	$3,333.33	
Platform Court Lighting	$20,000	15	2037	$1,333.33	
New Platform Court	$200,000	20	2037	$10,000.00	
Subtotal Expense	**$240,000**			**$14,666.67**	

Burton Park	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Stone Stairs	$7,000	25	2035	$280	
Subtotal Expense	**$7,000.00**			**$280.00**	

Pump Park	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding	
Asphalt Path	$0	0	0	$0		Park Board recommended removal, no replacement
Subtotal Expense	**$20,000.00**			**$0.00**		

Linwood Beach	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Dock (48')	$8,000	10	2030	$800	
Subtotal Expense	**$8,000.00**			**$800.00**	

Sandy Beach	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Dock (110')	$10,000	10	2030	$1,000	
Subtotal Expense	**$10,000.00**			**$1,000.00**	

Rocky Beach	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Dock (90')	$9,000	10	2036	$900	
Subtotal Expense	**$9,000.00**			**$900.00**	

Nocomo Beach	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Parking Lot	$80,000	25	2050	$3,200	
Subtotal Expense	**$80,000.00**			**$3,200.00**	

Robinson's Bay Beach	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Border Fence	$5,000	15	2028	$333	
Dock (60')	$9,000	10	2036	$900	
Subtotal Expense	**$14,000**			**$1,233**	

Deephaven Beach	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding
Lights (8)	$40,000	20	2027	$2,000	
Lake Avenue Bollards (7)	$10,500	25	2027	$420	
Sport Court	$35,000	20	2027	$1,750	
Sport Court Parking Bollards (12)	$25,000	25	2027	$1,000	
Asphalt Path (200')	$50,000	25	2027	$2,000	
Sun Arbor	$25,000	20	2039	$1,250	
Swimming Dock	$60,000	20	2037	$3,000	
Subtotal Expense	**$245,500**			**$11,420**	

Total CIF Expense	**$3,705,533.00**			**$150,736.24**	

2026 CIP Expense	**$605,000**
2026 CIP Depreciation Expensee	**$150,736**

2027 CIP Expense	**$180,500**
2027 Depreciated Expense	**$150,736**

2028 CIP Expense	**$15,000**
2028 Depreciated Expense	**$150,736**
2027 Projected Expense	**$331,236**
2028 Projected Expense	**$165,736**

Roads and Streets Capital Budget	Final 2025	Budget 2026	Draft 2027	Draft 2028
Chip and Fog Seal Coat, Maltine Treatment	119,624	140,000	180,000	180,000

2027 Projected Expense	**$180,000**
2028 Projected Expense	**$180,000**

2026 Street Project - 2026 Expenses YTD $191,912.33

Sewer Fund Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	Current Funding
Lift Station Control Panels	$140,000.00	20	2026	$7,000.00	
2015 F350 Sewer Service Truck	$65,000.00	15	2030	$4,333.33	
Portable Generator	$34,000.00	20	2034	$1,700.00	
Total CIF Expense	**$239,000.00**			**$13,033**	

2026 CIP Expense	**$140,000**
2026 Depreciated Expense	**$13,033**

2027 CIP Expense	**$0**
2027 Depreciated Expense	**$13,033**

2028 CIP Expense	**$0**
2028 Depreciated Expense	**$13,033**
2027 Projected Expense	**$13,033**
2028 Projected Expense	**$13,033**

Stormwater Fund Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	Current Funding
Steam Generator	$4,500.00	20	2027	$225.00	
Total CIF Expense	$4,500.00			$225	

2026 CIP Expense	$0
2026 Depreciated Expense	$225

2027 CIP Expense	$4,500
2027 Depreciated Expense	$225

2028 CIP Expense	$0
2028 Depreciated Expense	$225
2027 Projected Expense	$4,725
2028 Projected Expense	$225

Marina Fund Capital Outlay Expense	Total Cost	Depreciation	Replacement	Annual Cost	Current Funding	
St Louis Bay	**Total Cost**	**Depreciation**	**Replacement**	**Annual Cost**	**Current Funding**	
Cruiser Docks (53)	$156,000	25	2034	$6,240.00		
Light Poles (4)	$20,000	25	2025	$800		look into
Dock Lights (5)	$4,000	10	2029	$400		
Launch Ramp	$40,000	20	2040	$2,000		
Breakwater	$26,000	25	2031	$1,040		
Sidewalk (250')	$15,000	20	2032	$750		
Rip Rap (300')	$22,500	20	2031	$1,125		
Breakwater Dock	$17,000	25	2033	$680		
Subtotal Expense	**$300,500**			**$13,035**		
Carson's Bay	**Total Cost**	**Depreciation**	**Replacement**	**Annual Cost**	**Current Funding**	
Cruiser Docks (40)	$105,000	25	2037	$4,200		
Dock Lights (4)	$3,000	15	2035	$200		
Subtotal Expense	**$108,000**			**$4,400**		
Public Launch	**Total Cost**	**Depreciation**	**Replacement**	**Annual Cost**	**Current Funding**	
Driveway	$10,000	25	2026	$400		
Dock (48')	$12,000	20	2041	$600		
Launch	$18,250	15	2026	$1,217		Fixed in 2025
Subtotal Expense	**$40,250**			**$2,217**		
Equipment	**Total Cost**	**Depreciation**	**Replacement**	**Annual Cost**	**Current Funding**	
1978 Pontoon Trailer	$5,000	25	2028	$200		
Pontoon Motor	$3,000	20	2028	$150		
1995 Pontoon	$15,000	25	2028	$600		
Security Camera System	$7,500	15	2034	$500		
Subtotal Expense	**$30,500**			**$1,450**		

Total CIF Expense	**$479,250.00**
	$21,101.67

2026 CIP Expense	**$28,250**
2026 CIP Depreciation Expensee	**$21,102**

2027 CIP Expense	**$0**
2027 Depreciated Expense	**$21,102**

2028 CIP Expense	**$23,000**
2028 Depreciated Expense	**$21,102**

2027 Projected Expense	**$21,102**
2028 Projected Expense	**$44,102**

Budget Item	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2023 Projected	2024 Budget
Revenues						
Interest Income	12,487	148	8,251	200	200	200
Franchise Fees	94,641	94,392	94,915	94,500	94,500	189,000
Tax Levy	394,469	394,994	445,081	450,000	450,000	700,000
Grant / State Aid / Rescue Funds	20,000	750,000	0	100,000	0	0
Small Cities Road Aid	0	72,871	0	0	0	83,792
Vehicle Forfeitures	0	9,430	0	0	0	0
Sale of Equipment	0	52,300	0	90,000	65,000	0
General Fund Transfer	200,000	150,000	200,000	0	0	0
Marina Fund Transfer	0	16,000	32,000	52,000	52,000	70,000
Bond Proceeds	78,227	0	0	0	0	0
Other Revenues	100,400	6,393	0	0	0	0
Total Revenues	900,224	1,546,528	780,247	786,700	661,700	1,042,992
Expenditures						
Computers/Server/Technology	5,423	0	0	54,000	28,250	0
Admin. Equipment	0	0	0	10,000	8,000	12,000
City Hall Improvements	0	87,239	13,002	0	0	4,000
Vehicles / Plow Truck	0	0	34,140	65,800	150,632	67,432
Street Equipment	6,046	96,056	19,368	0	0	72,260
Street Improvements	441,653	351,683	441,955	526,000	601,031	350,000
Engineering	102,448	236,446	188,867	105,200	124,260	160,000
Northome Bridge Project	0	762,857	0	0	0	0
Record Management System	0	0	0	0	0	50,000
Police Vehicles	95,277	22,888	39,004	79,000	38,026	49,920
Police Office Upgrades	25,854	0	0	0	0	7,000
(7) Police Tasers	11,389	0	0	0	0	0
Patrol Rifles / Suppressors	0	3,320	0	0	0	0
Police Server/Computer	2,686	3,845	6,399	0	0	15,000
Radar Speed Monitors	0	0	2,261	0	0	0
Police Equipment	0	0	18,627	34,000	12,514	8,500
Park & Beach Improv.	144,279	48,217	142,087	110,000	137,700	20,000
Total Expenses	835,055	1,612,551	905,710	984,000	1,100,413	816,112
Annual Balance	65,169	-66,023	-125,463	-197,300	-438,713	226,880
Fund Bal, Jan 1	436,132	501,301	435,278	309,815	309,815	-128,898
Fund Bal, Dec 31	501,301	435,278	309,815	112,515	-128,898	97,982

DEEPHAVEN CITY COUNCIL WORKSHOP MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6, 2026
Workshop / Consent Agenda
Woodland 2025 Services Fee Audit

Summary:

- The Cities of Deephaven and Woodland entered into the Administrative Services Agreement in August of 2024, through which Police and Administrative Services are provided.
- Woodland makes quarterly payments throughout the year, with a final audit and reconciliation occurring after completion of that year's Deephaven Audit.
- Based upon the quarterly Woodland payments, and pursuant to the Agreement, Woodland has an operational debit in the amount of $1,791.08 that will be billed on a quarterly basis in addition to the 2026 Service Fees.

The Cities of Deephaven and Woodland entered into an Administrative and Police Services Agreement (hereafter "agreement") in August of 2024. Pursuant to this Agreement, Deephaven provides administrative and police services to the City of Woodland as set forth in Section 4 of the Agreement, in exchange for quarterly payments based upon the enumerated expense as presented in Section 5 of the Agreement. The total annual cost of services to Woodland is calculated annually during the Deephaven budgeting process, and is finalized upon approval of the Deephaven Annual Budget in December of each year. The basis for calculating the Woodland compensation is a formula that factors the pro rata share of Deephaven expenses apportioned between the Cities of Woodland and Deephaven based upon the percentage of annual households.

For the first year of this Agreement, ending December 31, 2025, a five percent inflation factor was used to calculate Woodland's compensation. This inflationary percentage was implemented for the first year to protect Woodland from inflationary costs during the contract cycle, as the budget under which Woodland quarterly payments were made in 2025 was approved by the Deephaven Council in December of 2024.

Each year, upon the conclusion of the final Deephaven Audit, the actual annual expenses are reviewed and compared to the total payments Woodland has made under the Agreement. In the event Woodland payments for services exceeded the Deephaven actual contractual expenses during any given year, Deephaven would establish and apply a credit in that amount to the following year's Woodland payments. Conversely, in the event the Deephaven contractual expense exceeds the payments made by Woodland, a debt will be established and applied to the following year's Woodland Payments.

For the year ending December 31, 2025, the amount paid by Woodland was $258,082.28. The cost of Administrative Services calculated as provided above is $94,140; and the cost of Police Services calculated as provided above is $162,151.20. Based upon the Agreement, that leaves a debit of $1,791.08 that would be added to this year's Woodland quarterly payments on a per-quarter basis.

This matter has been set on the Consent Agenda as it is a fairly standard item with predetermined funding requirements. This matter has also been set on for Workshop Disussion in the event the Council has any questions or comments here. This matter was previously set on for review by the Public Service Committee at the May 18, 2026, Meeting. Finance Clerk, Andrew Keller, will be at our Workhsop to help answer or address any specific questions you may have.

Sincerely,

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

Woodland Services Expenses Summary

2025 Woodland Services Formula				
City	2023 Households	% of Households	2024 Total Expense	Cost Allocation
Woodland	157	10.03%	$2,666,056.36	**$267,405.00**
Deephaven	1408	89.97%	$2,666,056.36	**$2,398,651.36**
Total	1565	100.00%	$2,666,056.36	**$2,666,056.36**

2024 Final Administration Expenses:	**$1,038,651.03**	10.03% based upon households
Woodland Administration Contribution:	**$104,176.70**	Using Met Council Annual Estimate

2024 Police Expenses:	**$1,748,222.00**	Operating Expense plus CIF Expense
2024 Police Revenue:	**-$74,000.00**	Revenues reduce expenses
2024 Final Expense:	**$1,627,405.33**	10.03% based upon households
Woodland Police Contribution:	**$163,228.75**	Using Met Council Annual Estimate

2025 Total Woodland Contribution:	**$267,405**

2025 Woodland Services Reconciliation				
City	2024 Households	% of Households	2025 Total Expense	Cost Allocation
Woodland	158	10.03%	$2,624,887.16	**$263,276.18**
Deephaven	1418	89.97%	$2,624,887.16	**$2,361,610.98**
Total	1576	100.00%	$2,624,887.16	**$2,624,887.16**

2025 Final Woodland Only Admin Expenses:	**$1,569.35**	Banyon, Council email subscription
2025 Final Shared Administration Expenses:	**$957,882.04**	10.03% based upon households
Woodland Administration Contribution:	**$97,644.92**	Using Met Council Annual Estimate

2025 Police Expenses:	**$1,712,784.55**	Operating Expense plus CIF Expense
2025 Police Revenue:	**-$113,209.62**	Revenues reduce expenses
2025 Final Expense:	**$1,599,574.93**	10.03% based upon households
Woodland Police Contribution:	**$160,437.37**	Using Met Council Annual Estimate

Reconciled 2025 Total Woodland Contribution:	**$258,082.28**
Less: Administrative Services Payments 2025	**($94,140.00)**
Less: Police Dept Services Payments 2025	**($162,151.20)**
Amount Owed for 2025 PD & Administrative Services	**$1,791.08**

Woodland Administration Operations Expenses

Administration Staff Expenses		Compensation	PERA	Health Ins.	Dental	2024	2025 Actual	Details
Subtotal	**2024 Totals**	**$629,598.30**	**$47,219.87**	**$111,011.40**	**$4,287.36**	**$792,116.93**	**N/A**	
	2025 Totals	**$671,608.75**	**$50,371.98**	**$73,430.96**	**$0.00**	**N/A**	**$795,411.69**	PERA is 7.5%, Dental factored at 12% increase
Car Allowance						**$6,000.00**	**$6,000.00**	
5% Inflation Factor						**$39,605.85**	**$0.00**	Excludes Car Allowance
Total Staff Expense						**$837,722.78**	**$801,411.69**	**2.51% Increase from 2024 to 2025**

Administration Operational Expense		Final 2020	Final 2021	Final 2022	Final 2023	2024	2025	Details
101-41100-201	City Hall Office Supplies	$6,172.00	$4,684.00	$6,784.00	$7,000.00	**$8,000.00**	**$7,641.42**	Newlsetters, Communications, Packets, etc.
101-41100-309	City Hall Professional Services	$37,741.00	$28,744.00	$37,424.00	$38,244.00	**$35,000.00**	**$35,443.36**	Software, IT, Fund accounting program. Removed Deephav
101-41100-319	City Hall Equipment Maint.	$7,250.00	$4,984.00	$5,962.00	$6,700.00	**$7,950.00**	**$3,238.90**	Copier, Computers, Postage Machine Lease, etc.
101-41100-321	City Hall Phone, Internet, Misc.	$6,030.00	$4,442.00	$5,287.00	$5,640.00	**$5,880.00**	**$6,698.42**	CH phone/internet
101-41100-322	City Hall Postage	$7,014.00	$6,931.00	$4,506.00	$7,200.00	**$7,500.00**	**$1,500.00**	Postage machine funds refill. Woodland budget postage line
101-41100-383	City Hall Natural Gas	$4,513.00	$4,944.00	$6,278.00	$6,000.00	**$7,800.00**	**$8,191.73**	
101-41100-371	City Hall Training Costs	$328.00	$66.00	$104.00	$1,997.00	**$1,000.00**	**$175.00**	Annual Training, CLE, LMC and Certifications
101-41100-229	City Hall Building Repair and Maint.	$9,789.00	$10,512.00	$12,571.00	$12,400.00	**$14,000.00**	**$8,542.39**	Contract repair, maintenance, materials, etc.
101-4110-369	City Hall Insurance					**$12,010.00**	**$15,916.67**	Workers Comp and Property Premium
101-41100-439	City Hall Miscelaneous	$2,482.00	$1,564.00	$1,577.00	$3,000.00	**$3,000.00**	**$80.75**	
101-41400-433	Dues/Subscriptions	$280.00	$160.00	$160.00	$300.00	**$300.00**	**$3,549.28**	Adobe subscriptions, Legal Database subscription, notary fe
101-41900-409	City Hall Rep & Maint Supplies	$7,848.00	$10,512.00	$12,571.00	$14,635.00	**$12,000.00**	**$4,423.08**	HVAC, Pest Control, Supplies and Parts
101-41900-307	City Hall Janitorial Services	$7,800.00	$7,950.00	$7,650.00	$7,800.00	**$7,800.00**	**$7,800.00**	
101-41900-381	City Hall Electricity	$13,735.00	$15,399.00	$17,662.00	$16,200.00	**$18,000.00**	**$15,965.41**	
	City Hall Contingency					**$25,000.00**	**$359.98**	Employee appreciation lunch
Subtotal						**$165,240.00**	**$119,526.39**	
Inflation Factor, 5%						**$8,262.00**	**$0.00**	
Total Operational Expense						**$173,502.00**	**$119,526.39**	

Woodland Police Operations Revenues and Expenses

Police Department Revenues		Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	2025 Actual
101-33416	POST Reimbursement	$5,645.00	$7,213.00	$7,104.00	$5,500.00	**$7,000.00**	**$0.00**
101-33422	Police State Aid	$63,795.00	$61,284.00	$67,611.00	$64,000.00	**$67,000.00**	**$113,209.62**
Total Police Department Revenues		**$69,440.00**	**$68,497.00**	**$74,715.00**	**$69,500.00**	**$74,000.00**	**$113,209.62**

Police Staff Expenses		Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	2025 Actual	Details
101-42100-101	Salaries	$644,245.00	$710,190.00	$786,411.00	$857,361.00	**$877,947.00**	**$1,016,635.87**	Hired full-time officer Zach Janisch
101-42100-121	Pera	$105,359.00	$116,431.00	$127,554.00	$143,882.00	**$157,380.00**	**$169,944.16**	17.7% for LEO
101-42100-122	Fica	$4,181.00	$4,556.00	$4,604.00	$4,785.00	**$6,224.00**	**$5,549.24**	7.65 SS and Medicare / FICA
101-42100-123	Medicare	$9,111.00	$10,039.00	$11,156.00	$12,432.00	**$13,114.00**	**$14,195.23**	
101-42100-139	Insurance	$106,711.00	$100,377.00	$93,808.00	$114,558.00	**$160,664.00**	**$143,820.49**	Insurance and HSAContributions
Subtotal						**$1,215,329.00**	**$1,350,144.99**	
5% Inflation Factor						**$60,766.00**	**$0.00**	
Total Staff Expense						**$1,276,095.00**	**$1,350,144.99**	

Police Operational Expense		Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	2025 Actual	Details
101-42100-201	Office Supplies	$3,839.00	$1,421.00	$2,621.00	$3,200.00	**$4,500.00**	**$3,587.10**	
101-42100-211	Uniforms	$7,822.00	$9,729.00	$9,229.00	$8,000.00	**$9,500.00**	**$4,083.72**	
101-42100-212	Petroleum	$12,266.00	$17,666.00	$21,837.00	$25,900.00	**$24,500.00**	**$19,924.86**	
101-42100-214	Forms/Printing	$1,050.00	$847.00	$260.00	$1,700.00	**$1,700.00**	**$844.26**	Traffic Tickets, citations, Envelopes
101-42100-217	Crime Prevention	$1,777.00	$2,043.00	$1,041.00	$3,200.00	**$3,200.00**	**$1,577.41**	Safety videos, counteract material
101-42100-219	Operational Supplies	$6,756.00	$3,275.00	$3,261.00	$3,800.00	**$4,200.00**	**$1,459.24**	Breath tests, medical supplies
101-42100-221	Equip/Vehicle Supplies	$300.00	$983.00	$150.00	$1,200.00	**$1,500.00**	**$188.82**	
101-42100-231	Firearm Training Supplies	$2,350.00	$2,671.00	$2,806.00	$5,000.00	**$6,300.00**	**$6,397.16**	
101-42100-249	Minor Equipment	$518.00	$273.00	$1,251.00	$1,600.00	**$1,600.00**	**$333.42**	
101-4110-369	Police Insurance					**$91,331.00**	**$96,128.75**	Police Worker's Comp and Property Premium
101-42100-304	Prosecuting Attorney	$49,274.00	$42,396.00	$46,935.00	$47,436.00	**$47,904.00**	**$0.00**	Woodland has own prosecuting attorney contract
101-42100-309	Professional Services	$27,063.00	$23,948.00	$34,617.00	$36,000.00	**$54,000.00**	**$54,519.22**	Computer, Tow charges, LETG Mgmt Support
101-42100-310	Animal Control	$100.00	$64.00	$0.00	$1,200.00	**$1,200.00**	**$0.00**	
101-42100-319	Equipment Maintenance	$5,275.00	$3,132.00	$4,361.00	$5,400.00	**$6,000.00**	**$3,967.32**	Scales, radar, taser, siren maint.
101-42100-321	Communications	$6,659.00	$6,764.00	$8,105.00	$7,620.00	**$7,740.00**	**$10,105.11**	Officer cell phones & vehicle hot spots, internet, office phone
101-42100-323	Radio and Body Cam Leases	$9,061.00	$7,942.00	$12,506.00	$17,700.00	**$14,400.00**	**$23,049.73**	**Underbudgeted for 2025**
101-42100-324	CJDN	$2,040.00	$2,040.00	$3,570.00	$2,040.00	**$2,040.00**	**$2,040.00**	State connection for Police
101-42100-371	Training Expenses	$6,744.00	$2,333.00	$7,273.00	$5,500.00	**$6,800.00**	**$8,030.74**	Defensive driving, EMT refresher, trainings
101-42100-333	Vehicle Maintenance	$10,658.00	$11,963.00	$11,350.00	$10,500.00	**$12,500.00**	**$21,769.28**	Parts, repairs, maintenance, supplies, car washes. Underbudgeted for 2025
101-42100-381	Utilities	$151.00	$341.00	$389.00	$345.00	**$400.00**	**$1,890.62**	
101-42100-433	Dues/Subscriptions	$1,539.00	$1,445.00	$2,709.00	$1,770.00	**$1,950.00**	**$2,034.47**	
Subtotal						**$303,265.00**	**$261,931.23**	
Inflation Factor, 5%						**$15,457.00**	**$0.00**	
Total Operational Expense						**$318,722.00**	**$261,931.23**	

2024 Police Capital Outlay Expense					
Police Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	
2023 Dodge Durango GT 60 mo	$66,000	5	2028	$13,200	
2023 Dodge Durango Police 48	$66,000	4	2027	$16,500	
2023 Dodge Durango Police 48	$66,000	4	2027	$16,500	
2025 Dodge Durango Police Ca	$66,000	4	2029	$16,500	Purchased in 2024
2025 Dodge Durango Police Ca	$66,000	4	2029	$16,500	Purchased in 2024
2024 Xerox/Fax Machine	$6,500	6	2034	$1,083	
2024 Livescan Fingerprint Mach	$30,000	10	2034	$3,000	
2022 (4) Squad Laptops	$13,200	6	2028	$2,200	
2023 (5) AED's	$15,000	8	2031	$1,875	
2019 (5) Police Rifles	$10,000	8	2027	$1,250	
2013 (2) Civil Defense Sirens	$40,000	20	2033	$2,000	
2020 Police Server	$15,000	5	2026	$3,000	
2015 Police Department Camer	$21,000	10	2024	$2,100	Purchased in 2024
2012 Replacement Police Mana	$75,000	15	2028	$5,000	
Total CIP Expense	$480,700.00			$100,708	

2024 Total Police Expenses	$1,695,525.33	Staff & Operating Expense plus CIF Expense
2024 Police Revenue	$74,000.00	Revenues reduce expenses
2024 Final Expense	$1,621,525.33	10.03% based upon households
Woodland Contribution	$162,638.99	Using Met Council Annual Estimate

2025 Total Police Expenses	$1,712,784.55	Staff & Operating Expense plus CIF Expense
2025 Police Revenue	$113,209.62	Revenues reduce expenses
2025 Final Expense	$1,599,574.93	10.03% based upon households
Woodland Contribution	$160,437.37	Using Met Council Annual Estimate

CITY OF DEEPHAVEN AND CITY OF WOODLAND
ADMINISTRATIVE AND POLICE SERVICES AGREEMENT

This Administrative Services Agreement (hereinafter, "Services Agreement") is entered into this ____ day of _____, 2024 by and between the City of Woodland, a municipal corporation organized under the laws of the State of Minnesota (hereinafter, "Woodland"), and the City of Deephaven, a municipal corporation organized under the laws of the State of Minnesota (hereinafter, "Deephaven"). The City of Woodland and the City of Deephaven may hereinafter be referred to collectively as the "Parties."

RECITALS:

WHEREAS, The Cities of Woodland and Deephaven are neighboring communities located on Lake Minnetonka in Hennepin County, Minnesota; and

WHEREAS, Woodland wishes to engage Deephaven for the performance of administrative and police services for the benefit of the residents of Woodland; and

WHEREAS, Deephaven is willing and able to perform administrative and police services for the benefit of the residents of Woodland, with equitable compensation provided by Woodland for such services being to the benefit of the residents of Deephaven; and

WHEREAS, Minn. Stat. §471.59 authorizes two or more governmental units to enter into agreements to exercise any power common to the contracting Parties, or any similar power, by one Party on behalf of another Party; and

WHEREAS, the Parties have independently and collectively determined that it is in the best interest of their respective cities to jointly and cooperatively exercise such powers in the manner provided herein, for the compensation set forth herein, and that the same shall be for the mutual benefit of both cities.

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, the Parties agree as follows:

SERVICES AGREEMENT

1. Term of Agreement

a. This Services Agreement, dated July 1, 2024, shall become effective upon execution by the Parties. The Services provided under this Services Agreement shall commence January 1, 2025, unless early commencement is elected at the sole discretion of Woodland.

b. This Agreement shall terminate on December 31, 2027, unless extended by mutual agreement of the Parties or otherwise terminated under the terms as provided herein.

2. Services Provided

a. This Service Agreement consists of Police Services and Administrative Services to be provided by Deephaven for the benefit of Woodland as set forth herein. This Service Agreement rescinds and replaces all other prior Agreements between the Parties.

3. Police Services

a. Deephaven Police Officers shall be designated as Police Officers of Woodland, shall have the authority to enforce Woodland Ordinances, and shall have the full authority and responsibility to provide police protection in accordance with the laws of the State of Minnesota. Deephaven Police Officers shall serve as Woodland Animal Control Officers. The Deephaven Police Chief is also designated as the Woodland Police Chief.

b. The Deephaven Police Department shall provide Woodland with law enforcement and police protection services, which shall be essentially the same as the services provided in Deephaven.

c. The Deephaven Police Officers shall provide the Woodland Animal Control Officer services on an "On Call" basis without patrolling responsibility. The service shall be provided in accordance with Woodland Ordinance No. 405. The impound fees owing under Woodland Ordinance No. 405 for animals impounded by the Deephaven Police Officers shall be collected by and retained by the City of Deephaven. Deephaven shall collect any boarding charges owing for an animal impounded by Deephaven under the Woodland Ordinance, and shall pay the impound facility the amount owing for that expense. If an animal impounded under Woodland Ordinances is not claimed, Woodland shall pay any amounts owing to the impound facility for the animal. Deephaven shall give Woodland a written report as to any animal impounded by Deephaven under the Woodland Ordinance.

d. The law enforcement, police services and animal control services rendered to Woodland by Deephaven will be under the sole direction of Deephaven. The standards of performance, hiring and discipline of officers and other matters related to police enforcement, services and activities will be within the exclusive control of Deephaven. Enforcement policies of Deephaven will prevail as to enforcement policies within Woodland. A written statement of the current enforcement policies of Deephaven will be provided to Woodland.

e. Woodland agrees to pay the cost of prosecution for all offenses charged within its corporate boundaries. Investigations and preparations for trial by police officers, as well as attendance in court by such officers, shall be included within the cost of services established by this Services Agreement. All fines, fees, funds and the proceeds from forfeitures from conduct or charges originating in Woodland shall be retained by Woodland. The cost of incarceration or transportation of offenders from conduct or charges originating in Woodland shall be reimbursed by Woodland to Deephaven. Revenues from the Peace Officers Standards and Training Board and Police State Aid will be apportioned between Woodland and Deephaven based upon the Contribution formula.

4. Administrative Services

a. Deephaven Administrative Staff shall also be designated as the Administrative Staff of Woodland and shall have the authority to operate and manage the day-to-day operations of Woodland. "Administrative Staff" is defined as the City Administrator, City Planner, City Clerk, Finance Clerk / Treasurer, Permit Clerk, and Utility Billing Clerk.

b. Deephaven Administrative Staff shall perform all statutorily designated duties and responsibilities as is required for the successful operation of a municipal corporation. The performance of these duties in Woodland shall be essentially the same as the services provided for Deephaven.

c. All administrative staffing and services provided to Woodland by Deephaven will be under the sole authority and direction of the Staff and City Council in Deephaven. The standards of performance, hiring and discipline of staff and other matters of policy or regulations related to administrative services will be within the exclusive control of Deephaven. The administrative policies and procedures of Deephaven will prevail as to the administrative service policies and procedures provided to Woodland.

d. The Deephaven City Administrator is also designated as the Woodland City Administrator. The position of City Administrator is the highest responsible staff position of the City and involves directing and overseeing all departments of the City in accordance with State law.

e. The Deephaven City Planner is also designated as the City Planner of Woodland. The City Planner shall ensure the practical application of the zoning, subdivision, shoreland, wetland, septic system, nuisance and sign ordinances; and coordinate and direct the administration, enforcement and interpretation of Woodland Zoning Code and Comprehensive Plan.

f. The Deephaven City Clerk is also designated as the Woodland City Clerk and shall perform specialized, clerical work and administrative support to elected and appointed officials, the City Administrator, and City Departments. The City Clerk also plans, organizes, and coordinates municipal elections and communications, and maintains official City records.

g. The Deephaven Finance Clerk / Treasurer is also designated as the Woodland Finance Clerk / Treasurer and shall manage the accounts payable / accounts receivable, cash management and bank reconciliation functions; payroll, and oversee the City's fund accounting process. The Finance Clerk / Treasurer also assists and advises the City Administrator regarding fund investments, the preparation of annual budgets and the generation of various reports for review by the City Council.

h. The Deephaven Permit Clerk is also designated as the Woodland Permit Clerk and shall manage building permits, parking permits, licensing; and filing of State reports including surcharge, SAC, Census and other annual reporting requirements.

i. The Deephaven Utility Billing Clerk is also designated as the Woodland Utility Billing Clerk and shall perform clerical work and support involving utility billing, septic systems, general public assistance, and other clerical work for the City.

5. Compensation for Services

a. Woodland shall provide Deephaven with financial support for the provision of Police and Administrative Services (hereinafter, "Compensation") as set forth herein. Such Compensation shall be calculated annually based upon the proportionate share of the related Deephaven budgeted expenses apportioned between the Parties by the percentage of households in Deephaven and Woodland. The annual household estimates shall be as set forth in the most recent Metropolitan Council Preliminary Population and Household Estimates report (Exhibit A) published each spring.

b. The Compensation provided by Woodland shall be based upon the most recent Deephaven the annual budget (Exhibit B), and shall be calculated to include the following:

    i. Administrative Staff Expense, consisting of the compensation and benefits for Administrative Staff providing services to Woodland;
    ii. Police Staff Expense, consisting of the compensation and benefits for Police Staff providing services to Woodland;
    iii. Administrative Operating Expense, consisting of non-staff costs for the provision of services including facilities expense, office supplies, utilities, insurance and other related expenses;
    iv. Police Operating Expense, consisting of non-staff costs for the provision of services including facilities expense, office supplies, utilities, insurance and other related expenses;
        1. Deephaven receives annual revenues as Police State Aid and Post Reimbursement.
        2. These revenues shall be subtracted from the overall annual expense, Woodland will receive a proportionate reduction in their annual amount of compensation.
    v. Administrative Capital Outlay Expense, consisting of the funded depreciation of operational equipment, software and other capitalized expenses; and
    vi. Police Capital Outlay Expense, consisting of the funded depreciation of operational equipment, software and other capitalized expenses.

c. The annual amount of Compensation to be paid by Woodland shall be calculated annually during the Deephaven budgeting process and finalized upon approval of the Deephaven Annual Budget in December of each year. For the first year of the Service Agreement, for services to be rendered in 2025, the approved 2024 Deephaven Annual Budget plus a five percent (5%) inflation factor shall be used to calculate Woodland's 2025 Compensation.

    i. This process results in Woodland paying Compensation based upon expenses rendered one calendar year in the past. The five percent (5%) inflation factor is intended to help offset the anticipated budget impacts of annual increases in Staff, Operations and Capital expenses. Stated differently:
        1. Woodland Compensation for the calendar year 2025 is based upon the Deephaven 2024 Budget that was approved in December of 2023.

2. Woodland compensation for the calendar year 2026 shall be based upon the Deephaven 2025 Budget that will be approved in December of 2024.
3. This process shall continue until termination of the Agreement.

ii. In the event Deephaven does not expend the full amounts set in the annual Budget, including the five percent (5%) inflation factor, a credit will be established and applied to the following year's Compensation. Conversely, in the event Deephaven spending exceeds its annual budget, including the five percent (5%) inflation factor, a debit will be established and applied to the following year's Compensation to be paid by Woodland.

iii. At the end of the Term of this Agreement, or upon Termination of this Agreement, any remaining credit or debit shall be paid to, or shall be owing from, Woodland. Such credit or debit shall be paid to Woodland, or received from, Woodland within thirty (30) days of the date of Termination of this Agreement to "true up" the Compensation.

d. Compensation shall be invoiced to Woodland and paid to Deephaven on a quarterly basis. The invoice provided to Woodland will include a general budget statement showing revenues and expenses incurred or received to date. Credits or debits shall only be calculated and applied once each year at the end of the Deephaven annual budgeting process. These credits or debits will only be applicable to the following calendar year Compensation.

6. Miscellaneous Provisions

a. Insurance: Woodland and Deephaven shall maintain their own insurance policies. Deephaven will include Woodland as an additional insured party on the Deephaven public liability policy for Police Services.

b. Use of Facilities: Woodland shall have reasonable use of Deephaven City Hall during available times for additional meetings in addition to regularly scheduled Woodland City Council Meetings.

c. Equipment and Supplies: Deephaven will provide all equipment and supplies as required or as otherwise necessary to perform Deephaven obligations on behalf of Woodland as provided herein.

d. Cooperation and Assistance: Woodland will be included in all cooperative or service agreements entered into by the City of Deephaven that may impact Woodland. These types of services and agreements include, but are not limited to: Electric Inspection; Building Permit and Inspection; Fund Accounting and Utility Billing Software; and, Website Design and Administration. These expenses will be the responsibility of Woodland and will be funded as Compensation in following year budgets or through the "true up" process upon termination of this Service Agreement.

e. Staff Remain Deephaven Employees: Deephaven Staff providing Administrative Services to Woodland under the Agreement are solely employees of Deephaven. All obligations with regard to workers compensation, PERA, withholding tax, insurance and similar personnel and employment matters will be the sole responsibility of Deephaven. Woodland will not be required to furnish any fringe benefits or assume any other liability

of employment to any Deephaven employees providing services to Woodland under this Agreement.

f. Indemnification: Pursuant to Minn. Stat. §471.59, Subd. 1a(a), as amended, this Service Agreement is intended to, and shall, be construed as a "cooperative activity." It is the intent of the Parties that they be deemed a "single governmental unit" for the purposes of liability; provided, however, that each party expressly declines responsibility for the acts or omissions of the other.
    i. Nothing in this Agreement shall be construed to waive or limit any immunity from, or limitation on, the liability of either party as provide by law. Under no circumstances shall a Party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The statutory limits of liability for the two parties may not be added together or otherwise combined to increase the maximum amount of liability for any party.
    ii. Deephaven agrees to indemnify, defend and hold harmless Woodland, its agents, officers and assigns against all claims, losses and expenses incurred or alleged as a result of any claim, demand, action or cause of action arising out of a duty to be performed by Deephaven pursuant to this Service Agreement. This indemnification includes reasonable attorney fees, subject to the limits of liability under Minnesota Statutes, Chapter 466. Deephaven shall not be required to pay on behalf of itself and other parties any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party.
    iii. This Section shall survive termination of this Service Agreement.

g. Amendment and Termination: This Service Agreement may be amended or rescinded at any time by agreement in writing signed by all Parties. This Agreement may be unilaterally terminated at the sole discretion of Deephaven at any time with ninety (90) days written notice. In such event, Deephaven shall continue to provide services under this Service Agreement for a period of one hundred and eighty (180) days after expiration of the notice period. Deephaven shall use best efforts and due diligence in assisting Woodland with a transition to a different service provider or in establishing a new method of operation for the provision of services.

h. Public Services Committee: Woodland shall nominate one member of its Council to serve on the Public Services Committee. This Committee typically meets monthly to discuss municipal operations under Deephaven's various Service Agreements. The Public Services Committee is responsible for making recommendations for any changes or modifications to the Service Agreements to their respective City Councils.

i. Jurisdiction and Governing Law: This Agreement shall be governed by the laws of the State of Minnesota, with jurisdiction vesting in Hennepin County District Court.

j. Binding Agreement. This Service Agreement constitutes the entire final agreement between the Parties, rescinding or revoking any prior Agreements in their entirety. This Service Agreement shall be binding on the Parties until terminated as provided herein.

k. Inspection by State Auditor or Legislative Auditor: Pursuant to Minnesota Statutes §16C.05, Subd. 5, and unless otherwise protected as private or non-public data, any

books, records, documents, and accounting procedures and practices of Woodland and Deephaven relevant to this Service Agreement are subject to examination by the Legislative Auditor or State Auditor, as appropriate, for a period of six (6) years. Woodland and Deephaven agree to maintain these records for a period of six (6) years from the date of performance of all services covered under this agreement.

l. Incorporation of Recitals and Exhibits: The recitals and the exhibits referenced in this Service Agreement and attached hereto are incorporated by reference and made a part of this Service Agreement as if set forth in full herein.

m. Notice: Any notices to the Parties herein shall be in writing, delivered by hand or registered mail addressed as follows to the following parties:

City of Deephaven
c/o City Administrator
20225 Cottagewood Road
Deephaven, MN 55331

City of Woodland
c/o Mayor
20225 Cottagewood Road
Deephaven, MN 55331

In the event there is a change of Mayor in Woodland, notice shall be deemed effective if delivered by hand or registered mail to the registered address of the sitting Mayor of the City.

n. Counterparts: For the convenience of the parties, any number of counterparts hereof may be executed and each such executed counterpart shall be deemed an original, but all such counterparts together shall constitute one and the same Service Agreement.

o. Representations: Each Party executing this Agreement represents to the other that those signing below on its behalf are authorized to enter into this Service Agreement and to bind its organization to its terms and conditions.

p. Dispute Resolution: The Parties shall cooperate and use their best efforts to ensure that the various provisions of this Agreement are fulfilled. The Parties agree to act in good faith to undertake resolution of disputes in an equitable and timely manner and in accordance with the provision of this Service Agreement. Except in the event of a termination pursuant to Section 6. G., if disputes cannot be resolved informally by the Parties, the following procedures shall be used:

    i. The Mayors will communicate in good faith to resolve the dispute.

    ii. Whenever there is a failure between the Parties to resolve a dispute on their own, the Parties shall first attempt to mediate the dispute. The Parties shall agree upon a mediator, or if they cannot agree, shall obtain a list of court-approved mediators from the Hennepin County District Court Administrator and select a mediator by alternately striking names until one remains.

Woodland shall strike the first name, followed by Deephaven, and shall continue until one name remains.

iii. If the dispute is not resolved within thirty (30) days after the end of mediation proceedings, the Parties may pursue any legal remedy.

[signature pages to follow]

IN WITNESS WHEREOF, the parties to this Service Agreement have caused these presents to be executed as of the day and year aforesaid.

CITY OF DEEPHAVEN

By: _____
Kent Carlson, Mayor

By: _____
Dan Madsen, City Administrator

CITY OF WOODLAND

By: _____
Vince Suerth, Mayor

By: _____
Sara Skalle, City Clerk

Metropolitan Council
2023 Preliminary Population and Household Estimates

Published May 2024

City or Township	Population, 2020 Census	Population, 2023 Estimate	2020-2023 Population Change	Households, 2020 Census	Households, 2023 Estimate	2020-2023 Household Change
Hennepin County Total	**1,281,565**	**1,297,708**	**16,143**	**528,547**	**547,925**	**19,378**
Bloomington	89,987	91,537	1,550	38,080	39,634	1,554
Brooklyn Center	33,782	33,982	200	11,309	11,533	224
Brooklyn Park	86,478	83,874	-2,604	28,749	28,407	-342
Champlin	23,919	24,975	1,056	8,879	9,277	398
Chanhassen (part)	0	0	0	0	0	0
Corcoran	6,185	8,019	1,834	2,174	2,855	681
Crystal	23,330	23,263	-67	9,552	9,479	-73
Dayton (part)	7,212	10,037	2,825	2,438	3,479	1,041
Deephaven	3,899	3,812	-87	1,403	1,408	5
Eden Prairie	64,198	64,600	402	24,892	25,516	624
Edina	53,494	54,480	986	22,093	23,363	1,270
Excelsior	2,355	2,361	6	1,148	1,145	-3
Fort Snelling unorganized	438	487	49	283	316	33
Golden Valley	22,552	22,305	-247	9,957	9,905	-52
Greenfield	2,903	3,083	180	1,013	1,065	52
Greenwood	726	721	-5	286	283	-3
Hanover (part)	666	718	52	236	255	19
Hopkins	19,084	18,441	-643	9,110	8,971	-139
Independence	3,755	3,916	161	1,288	1,324	36
Long Lake	1,741	1,716	-25	737	723	-14
Loretto	646	673	27	268	275	7
Maple Grove	70,253	71,676	1,423	26,728	28,025	1,297
Maple Plain	1,743	1,951	208	734	880	146
Medicine Lake	337	342	5	154	156	2
Medina	6,837	7,580	743	2,298	2,610	312
Minneapolis	429,956	433,633	3,677	187,671	195,280	7,609
Minnetonka	53,776	54,850	1,074	23,694	24,561	867
Minnetonka Beach	546	535	-11	198	198	0
Minnetrista	8,262	8,896	634	2,765	2,969	204
Mound	9,398	9,420	22	4,160	4,266	106
New Hope	21,986	21,733	-253	8,984	9,084	100
Orono	8,315	8,383	68	3,152	3,186	34
Osseo	2,688	2,674	-14	1,285	1,276	-9
Plymouth	81,026	80,546	-480	32,041	32,519	478
Richfield	36,994	38,678	1,684	15,940	16,853	913
Robbinsdale	14,646	14,945	299	6,289	6,609	320
Rockford (part)	455	436	-19	197	192	-5
Rogers	13,295	14,934	1,639	4,534	5,228	694
St. Anthony (part)	5,612	5,734	122	2,248	2,329	81
St. Bonifacius	2,307	2,196	-111	896	871	-25
St. Louis Park	50,010	49,345	-665	23,830	24,461	631
Shorewood	7,779	7,958	179	2,872	2,990	118
Spring Park	1,734	1,728	-6	1,040	1,069	29
Tonka Bay	1,442	1,593	151	586	682	96
Wayzata	4,434	4,549	115	2,206	2,261	55
Woodland	384	393	9	150	157	7

Deephaven Services Expenses Summary

2025 Woodland Services Formula				
City	**2023 Households**	**% of Households**	**2024 Total Expense**	**Cost Allocation**
Woodland	157	10.03%	$2,577,759.01	**$258,549.23**
Deephaven	1408	89.97%	$2,577,759.01	**$2,319,209.78**
Total	1565	100.00%	$2,577,759.01	**$2,577,759.01**

2024 Final Administration Expenses:	**$938,586.31**	10.03% based upon households
Woodland Administration Contribution:	**$94,140.21**	Using Met Council Annual Estimate

2024 Police Expenses:	**$1,713,172.70**	Operating Expense plus CIF Expense
2024 Police Revenue:	**-$74,000.00**	Revenues reduce expenses
2024 Final Expense:	**$1,639,172.70**	10.03% based upon households
Woodland Police Contribution:	**$164,409.02**	Using Met Council Annual Estimate

2025 Estimated Woodland Contribution:	**$258,549.23**
2026 Projected Contribution:	**$291,716.64**

Notes:

2024 Woodland Police Services Agreement: $151,963 Current billing for 2024

Deephaven Administration Operations Expenses

Administration Staff Expenses		Compensation	PERA / FICA	Health Ins.	Dental	Budget 2024	Draft 2025
101-41400-101	City Staff	367411.20	$55,662.80	$76,377.12	$2,449.92	$501,901.04	$558,990.90
101-42400-101	Planning and Zoning	147201.60	$22,301.04	$38,188.56	$1,224.96	$208,916.16	$235,109.73
	Entry-level hire / Compensation						$0.00
Subtotal		**$514,612.80**	**$77,963.84**	**$114,565.68**	**$3,674.88**	**$710,817.20**	$794,100.63
Car Allowance						$6,000.00	$6,000.00
5% Inflation Factor						$35,540.86	$39,705.03
Total Staff Expense						**$752,358.06**	**$839,805.66**

Administration Operational Expense		Final 2020	Final 2021	Final 2022	Final 2023	Budget 2024	Draft 2025
101-41100-201	City Hall Office Supplies	$6,172.00	$4,684.00	$6,784.00	$7,000.00	$8,000.00	**$8,000.00**
101-41100-309	City Hall Professional Services	$37,741.00	$28,744.00	$37,424.00	$38,244.00	$35,000.00	**$35,000.00**
101-41100-319	City Hall Equipment Maint.	$7,250.00	$4,984.00	$5,962.00	$6,700.00	$7,950.00	**$7,950.00**
101-41100-321	City Hall Phone, Internet, Misc.	$6,030.00	$4,442.00	$5,287.00	$5,640.00	$5,880.00	**$6,500.00**
101-41100-322	City Hall Postage	$7,014.00	$6,931.00	$4,506.00	$7,200.00	$7,500.00	**$7,500.00**
101-41100-383	City Hall Natural Gas	$4,513.00	$4,944.00	$6,278.00	$6,000.00	$7,800.00	**$7,800.00**
101-41100-371	City Hall Training Costs	$328.00	$66.00	$104.00	$1,997.00	$12,000.00	**$12,000.00**
101-41100-229	City Hall Building Repair and Mai	$9,789.00	$10,512.00	$12,571.00	$12,400.00	$12,000.00	**$14,000.00**
101-4110-369	City Hall Insurance					$12,010.00	**$12,010.00**
101-41100-439	City Hall Miscelaneous	$2,482.00	$1,564.00	$1,577.00	$3,000.00	$3,000.00	**$3,000.00**
101-41400-351	**Public Notices**	**$4,474.00**	**$4,790.00**	**$5,638.00**	**$5,000.00**	**$0.00**	**$0.00**
101-41400-433	Dues/Subscriptions	$280.00	$160.00	$160.00	$300.00	$300.00	**$300.00**
101-41900-409	City Hall Rep & Maint Supplies	$7,848.00	$10,512.00	$12,571.00	$14,635.00	$14,000.00	**$12,000.00**
101-41900-307	City Hall Janitorial Services	$7,800.00	$7,950.00	$7,650.00	$7,800.00	$7,800.00	**$7,800.00**
101-41900-381	City Hall Electricity	$13,735.00	$15,399.00	$17,662.00	$16,200.00	$18,000.00	**$18,000.00**
	City Hall Contingency						**$25,000.00**
Subtotal						**$151,240.00**	**$176,860.00**
Inflation Factor, 5%						$7,562.00	**$8,562.00**
Total Operational Expense						**$158,802.00**	**$185,422.00**

Deephaven Police Operations Revenues and Expenses

2024 Police Department Revenues		Final 2020	Final 2021	Final 2022	Final 2023	Budget 2024	Draft 2025
101-33416	POST Reimbursement	$5,645.00	$7,213.00	$7,104.00	$5,050.99	$7,000.00	$7,000.00
101-33422	Police State Aid	$63,795.00	$61,284.00	$67,611.00	$247,142.00	$67,000.00	$67,000.00
Total Police Department Revenues		**$69,440.00**	**$68,497.00**	**$74,715.00**	**$252,192.99**	**$74,000.00**	**$74,000.00**

2024 Police Administration Expenses		Final 2020	Final 2021	Final 2022	Final 2023	Budget 2024	Draft 2025
101-42100-101	Salaries	$644,245.00	$710,190.00	$786,411.00	$857,361.00	$877,947.00	**$967,113.60**
101-42100-121	Pera	$105,359.00	$116,431.00	$127,554.00	$143,882.00	$157,380.00	**$175,220.12**
101-42100-122	Fica	$4,181.00	$4,556.00	$4,604.00	$4,785.00	$6,224.00	**$5,684.00**
101-42100-123	Medicare	$9,111.00	$10,039.00	$11,156.00	$12,432.00	$13,114.00	**$14,354.19**
101-42100-139	Insurance	$106,711.00	$100,377.00	$93,808.00	$114,558.00	$160,664.00	**$186,829.38**
Subtotal						**$1,215,329.00**	**$1,349,201.29**
5% Inflation Factor						$60,766.45	**$67,460.06**
Total Staff Expense						**$1,276,095.45**	**$1,416,661.35**

Police Operational Expense		Final 2020	Final 2021	Final 2022	Final 2023	Budget	Draft 2025
101-42100-201	Office Supplies	$3,839.00	$1,421.00	$2,621.00	$3,200.00	$4,500.00	**$4,500.00**
101-42100-211	Uniforms	$7,822.00	$9,729.00	$9,229.00	$8,000.00	$9,500.00	**$12,500.00**
101-42100-212	Petroleum	$12,266.00	$17,666.00	$21,837.00	$25,900.00	$24,500.00	**$2,300.00**
101-42100-214	Forms/Printing	$1,050.00	$847.00	$260.00	$1,700.00	$1,700.00	**$1,000.00**
101-42100-217	Crime Prevention	$1,777.00	$2,043.00	$1,041.00	$3,200.00	$3,200.00	**$3,000.00**
101-42100-219	Operational Supplies	$6,756.00	$3,275.00	$3,261.00	$3,800.00	$4,200.00	**$4,200.00**
101-42100-221	Equip/Vehicle Supplies	$300.00	$983.00	$150.00	$1,200.00	$1,500.00	**$1,500.00**
101-42100-231	Firearm Training Supplies	$2,350.00	$2,671.00	$2,806.00	$5,000.00	$6,300.00	**$7,200.00**
101-42100-249	Minor Equipment	$518.00	$273.00	$1,251.00	$1,600.00	$1,600.00	**$1,600.00**
101-41100-321	Police Phone, Internet, Misc	$6,030.00	$4,442.00	$5,287.00	$5,640.00	$5,880.00	**$5,880.00**
101-4110-369	Police Insurance					$91,331.00	**$91,331.00**
101-42100-304	Prosecuting Attorney	$49,274.00	$42,396.00	$46,935.00	$47,436.00	$47,904.00	**$48,500.00**
101-42100-309	Professional Services	$27,063.00	$23,948.00	$34,617.00	$36,000.00	$54,000.00	**$50,000.00**
101-42100-310	Animal Control	$100.00	$64.00	$0.00	$1,200.00	$1,200.00	**$700.00**
101-42100-319	Equipment Maintenance	$5,275.00	$3,132.00	$4,361.00	$5,400.00	$6,000.00	**$6,000.00**
101-42100-321	Communications	$6,659.00	$6,764.00	$8,105.00	$7,620.00	$7,740.00	**$8,500.00**
101-42100-323	Radio and Body Cam Leases	$9,061.00	$7,942.00	$12,506.00	$17,700.00	$14,400.00	**$40,010.00**
101-42100-324	CJDN	$2,040.00	$2,040.00	$3,570.00	$2,040.00	$2,040.00	**$2,040.00**
101-42100-371	Training Expenses	$6,744.00	$2,333.00	$7,273.00	$5,500.00	$6,800.00	**$7,500.00**
101-42100-333	Vehicle Maintenance	$10,658.00	$11,963.00	$11,350.00	$10,500.00	$12,500.00	**$10,000.00**
101-42100-381	Utilities	$151.00	$341.00	$389.00	$345.00	$400.00	**$500.00**
101-42100-433	Dues/Subscriptions	$1,539.00	$1,445.00	$2,709.00	$1,770.00	$1,950.00	**$2,335.00**
101-42200-439	Miscellaneous	-$1,986.00	$0.00	$0.00	$0.00		**$0.00**
Subtotal						**$309,145.00**	**$311,096.00**
Inflation Factor, 5%						$15,457.25	$15,554.80
Total Operational Expense						**$324,602.25**	**$326,650.80**

Police Capital Outlay Expe	Replacement Cost	Depreciation	Replacement	Annual Cost
2023 Dodge Durango GT 6	$66,000	5	2028	$13,200
2023 Dodge Durango Polic	$66,000	4	2027	$16,500
2023 Dodge Durango Polic	$66,000	4	2027	$16,500
2021 Ford Police Explorer 4	$66,000	4	2025	$16,500
2021 Ford Police Explorer 4	$66,000	4	2025	$16,500
2024 Xerox/Fax Machine	$6,500	6	2034	$1,083
2024 Livescan Fingerprint M	$30,000	10	2034	$3,000
2022 (4) Squad Laptops	$13,200	6	2028	$2,200
2023 (5) AED's	$15,000	8	2031	$1,875
2019 (5) Police Rifles	$10,000	8	2027	$1,250
2013 (2) Civil Defense Siren	$40,000	20	2033	$2,000
2020 Police Server	$10,000	5	2025	$2,000
2012 Record Management S	$55,000	15	2026	$3,667
2015 Police Department Ca	$12,000	10	2025	$1,200
2024 RMS Hosted Environn	$15,000	1	2025	$15,000
Total CIP Expense	**$536,700.00**			**$112,475**

2025 CIP Expense	**$169,000**
2026 CIP Expense	**$55,000**

2024 Police Department Expense		
2024 Police Administration	**$1,276,095.45**	**Staff & Operating Expense plus CIF Expense**
2024 Police Operation Expe	**$324,602.25**	
2024 Police Captial Outlay	**$112,475.00**	
2024 Police Revenue	**-$74,000.00**	**Revenues reduce expenses**
2024 Final Expense	**$1,639,172.70**	**10.03% based upon households**
Woodland Contribution	**$164,409.02**	**Using Met Council Annual Estimate**

Draft 2025 Expenses:	**$1,855,787.15**	**10.03% based upon households**
Woodland Contribution:	**$186,135.45**	**Using Met Council Annual Estimate**

CITY OF DEEPHAVEN

Revenue/Expenditure Audit Detail Full

Deephaven only expense removed

Woodland only expense

Split Expense - Deephaven = $195
Woodland = $1,190

Audit 2025

Fund 101 GENERAL FUND
Expenditure
E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

	Vendor SearchName / Comments	Invoice / Refer	------Check------ / PO	Batch Name	Debit	Credit
2025-01 January					Begin	**$0.00**
2025-01 JE				2024AuditJEReve	$475.00	$0.00
	Reverse Move 2025 expenses out o		5 0			
2025-01 Pay	Payment Service Net	305454 001292	1/3/2025	012025ACH	$266.25	$0.00
	12/2024 PSN Service fee	154				
2025-01 Pay	ABDO LLP	500258 041047	1/27/2025	PAY250127	$8,833.33	$0.00
	2025 financial management service		0 0			
2025-01 Pay	ABDO LLP	500522 041047	1/27/2025	PAY250127	$8,000.00	$0.00
	Audit services through 12//31/2024		0 0			
	Total 2025-01 January				$17,574.58	$0.00
					Ending	$17,574.58
	Vendor SearchName / Comments	**Invoice / Refer**	**------Check------ / PO**	**Batch Name**	**Debit**	**Credit**
2025-02 February					Begin	**$17,574.58**
2025-02 Pay	Payment Service Net	306712 001331	2/4/2025	022025ACH	$278.00	$0.00
	1/2025 PSN Service fee	190				
2025-02 Pay	ABDO LLP	501232 041105	2/20/2025	PAY250220	$19,000.00	$0.00
	2024 audit progress payment		0 0			
2025-02 Pay	DORSEY & WHITNE	4050410 041113	2/20/2025	PAY250220	$836.00	$0.00
	1/2025 legal services		0 0			
2025-02 Pay	LVC COMPANIES	162475 041122	2/20/2025	PAY250220	$1,146.68	$0.00
	2025 Fire Extinguisher Service		0 0			
2025-02 Pay	ELAN FINANCIAL SE	Jan 2025 001338	2/24/2025	022025ACH	$37.50	$0.00
	GoToMyPC subscription	197				
	Total 2025-02 February				$21,298.18	$0.00
					Ending	$38,872.76
	Vendor SearchName / Comments	**Invoice / Refer**	**------Check------ / PO**	**Batch Name**	**Debit**	**Credit**
2025-03 March					Begin	**$38,872.76**
2025-03 Pay	Payment Service Net	307943 001342	3/4/2025	032025ACH	$280.00	$0.00
	2/2025 PSN Service fee	208				
2025-03 Pay	BANYON DATA SYS	00166253 041156	3/13/2025	PAY250313	$1,385.00	$0.00
	Support for Banyon software		0 0			
2025-03 Pay	DORSEY & WHITNE	4058168 041163	3/13/2025	PAY250313	$201.00	$0.00
	1/2025 legal fees		0 0			
2025-03 Pay	TOWN WEB DESIG	8765 041191	3/13/2025	PAY250313	$4,015.00	$0.00
	2025 City Website hosting fees		0 0			
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025 001345	3/24/2025	032025ACH	$1.35	$0.00
	Gmail subscription for Woodland e	213				
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025 001345	3/24/2025	032025ACH	$194.45	$0.00
	1099 & W-2 online filing	213				
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025 001345	3/24/2025	032025ACH	$37.50	$0.00
	GoToMyPC subscription	213				
	Total 2025-03 March				$6,114.30	$0.00
					Ending	$44,987.06
	Vendor SearchName / Comments	**Invoice / Refer**	**------Check------ / PO**	**Batch Name**	**Debit**	**Credit**
2025-04 April					Begin	**$44,987.06**
2025-04 Pay	Payment Service Net	309181 001364	4/3/2025	042025ACH	$280.50	$0.00
	3/2025 PSN Service fee	225				

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

2025-04	Pay	ELAN FINANCIAL SE	March 2025	001369	4/24/2025	042025ACH		$37.50	$0.00
		GoToMyPC subscription		230					
2025-04	Pay	ELAN FINANCIAL SE	March 2025	001369	4/24/2025	042025ACH		$42.00	$0.00
		Google Subscription for Woodland		230					
2025-04	Pay	YOOZ INC	V250400290	041469	6/20/2025	PAY250417		$1,433.25	$0.00
		4/1 - 6/30/2025 AP Automation		0	0				
			Total 2025-04 April					$1,793.25	$0.00
								Ending	$46,780.31

2025-05 May		Vendor SearchName / Comments	Invoice	Check / Refer		Batch Name / PO		Debit / Begin	Credit / $46,780.31
2025-05	Pay	MORRIS ELECTRON	13146	041302	5/1/2025	PAY250501		$80.00	$0.00
		Admin IT support		0	0				
2025-05	Pay	OPTUM	0001738538	041305	5/1/2025	PAY250501		$94.25	$0.00
		2025 Q1 HSA Account Fees		0	0				
2025-05	Pay	MORRIS ELECTRON	ENCONTRA	041326	5/2/2025	PAY250502		$16,368.00	$0.00
		2025 IT Service Contract		0	0				
2025-05	Pay	Payment Service Net	310419	001385	5/5/2025	052025ACH		$286.50	$0.00
		4/2025 PSN Service fee		414					
2025-05	Pay	MORRIS ELECTRON	13376	041352	5/15/2025	PAY250515		$40.00	$0.00
		Admin IT support		0	0				
2025-05	Pay	ABDO LLP	506517	041361	5/15/2025	PAY250515		$3,000.00	$0.00
		Progress payment for 2024 Audit se		0	0				
2025-05	Pay	ELAN FINANCIAL SE	April 2025	001392	5/27/2025	052025ACH		$2.44	$0.00
		Van Hercke W-2C filing fee		419					
2025-05	Pay	ELAN FINANCIAL SE	April 2025	001392	5/27/2025	052025ACH		$42.00	$0.00
		Woodland Google Subscription		419					
2025-05	Pay	ELAN FINANCIAL SE	April 2025	001392	5/27/2025	052025ACH		$37.50	$0.00
		GoToMyPC Subscription		419					
			Total 2025-05 May					$19,950.69	$0.00
								Ending	$66,731.00

2025-06 June		Vendor SearchName / Comments	Invoice	Check / Refer		Batch Name / PO		Debit / Begin	Credit / $66,731.00
2025-06	Pay	Payment Service Net	311674	001403	6/3/2025	062025ACH		$332.00	$0.00
		5/2025 PSN Service fee		423					
2025-06	Pay	MORRIS ELECTRON	13902	041421	6/12/2025	PAY250612		$40.00	$0.00
		Admin IT Support 5/13/2025		0	0				
2025-06	Rec			044519	6/20/2025	6202025		$0.00	$8,833.33
		Abdo overpayment refund		-67					
2025-06	Pay	ELAN FINANCIAL SE	May 2025	001409	6/24/2025	062025ACH		$4.99	$0.00
		Q1 941 Filing fee		428					
2025-06	Pay	ELAN FINANCIAL SE	May 2025	001409	6/24/2025	062025ACH		$37.50	$0.00
		GoToMyPC Subscription		428					
2025-06	Pay	ELAN FINANCIAL SE	May 2025	001409	6/24/2025	062025ACH		$42.00	$0.00
		Woodland Google Subscription		428					
2025-06	Pay	MORRIS ELECTRON	14378	041482	6/27/2025	PAY250627		$40.00	$0.00
		Admin IT support 6/18/2025		0	0				
2025-06	Pay	MORRIS ELECTRON	14028	041482	6/27/2025	PAY250627		$80.00	$0.00
		Admin IT support 5/28/2025		0	0				

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

					Total 2025-06 June				$576.49	$8,833.33
									Ending	$58,474.16
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**				**Debit**	**Credit**
2025-07 July	**Comments**		**Refer**		**PO**				Begin	**$58,474.16**
2025-07 Pay	Payment Service Net	312934	001429		7/7/2025	072025ACH			$332.50	$0.00
	6/2025 PSN Service fee		453							
2025-07 Pay	Ehlers	101870	041521		7/17/2025	PAY250717			$850.00	$0.00
	2025 Continuing Disclosure Reporti		0	0						
2025-07 Pay	Civic Systems, LLC	INV07875	041544		7/24/2025	PAY250724			$1,740.00	$0.00
	Website support		0	0						
2025-07 Pay	MORRIS ELECTRON	14610	041556		7/24/2025	PAY250724			$40.00	$0.00
	7/2/2025 Admin IT support		0	0						
2025-07 Pay	OPTUM	0001777216	041558		7/24/2025	PAY250724			$91.00	$0.00
	2025 Q2 HSA Service Fee		0	0						
2025-07 Pay	ELAN FINANCIAL SE	June 2025	001438		7/24/2025	072025ACH			$42.00	$0.00
	Woodland Google Subscription		458							
2025-07 Pay	ELAN FINANCIAL SE	June 2025	001438		7/24/2025	072025ACH			$37.50	$0.00
	GoToMyPC Subscription		458							
2025-07 Pay	MORRIS ELECTRON	14767	041578		7/31/2025	PAY250731			$40.00	$0.00
	Admin IT support 7/14/2025		0	0						
					Total 2025-07 July				$3,173.00	$0.00
									Ending	$61,647.16
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**				**Debit**	**Credit**
2025-08 August	**Comments**		**Refer**		**PO**				Begin	**$61,647.16**
2025-08 Pay	Payment Service Net	314175	001456		8/5/2025	082025ACH			$334.75	$0.00
	7/2025 PSN Service fee		463							
2025-08 Pay	MORRIS ELECTRON	14981	041610		8/13/2025	PAY250813			$2,543.10	$0.00
	Server service renewal		0	0						
2025-08 Pay	MORRIS ELECTRON	15077	041610		8/13/2025	PAY250813			$40.00	$0.00
	Admin IT support 8/4/2025		0	0						
2025-08 Pay	YOOZ INC	V250700322	041621		8/13/2025	PAY250813			$1,433.25	$0.00
	2025 Q2 payable software		0	0						
2025-08 Pay	BOGO PEST CONTR	49 8/22/2025	041624		8/28/2025	PAY250828			$578.00	$0.00
	CH pest control		0	0						
					Total 2025-08 August				$4,929.10	$0.00
									Ending	$66,576.26
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**				**Debit**	**Credit**
2025-09 September	**Comments**		**Refer**		**PO**				Begin	**$66,576.26**
2025-09 Pay	Payment Service Net	315417	001473		9/4/2025	092025ACH			$334.75	$0.00
	8/2025 PSN Service fee		474							
2025-09 Pay	MORRIS ELECTRON	15222	041669		9/11/2025	PAY250911			$979.20	$0.00
	Barracuda Email Archiver service -		0	0						
2025-09 Pay	MORRIS ELECTRON	15349	041669		9/11/2025	PAY250911			$60.00	$0.00
	8/19/2025 Admin IT Support		0	0						
2025-09 Pay	MN DOR		001479		9/24/2025	092425ACH			$163.08	$0.00
	State Income Tax Fees		481							
2025-09 JE						09302025Reclass			$0.00	$30,000.00
	Reclass Auditing Fees		1	0						

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

2025-09	JE						09302025Reclass	$1,525.00	$0.00
	Reclass IT expenses			1	0				
			Total 2025-09 September					$3,062.03	$30,000.00
								Ending	$39,638.29
	Vendor SearchName	**Invoice**		**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-10 October	**Comments**			**Refer**	**PO**			Begin	**$39,638.29**
2025-10	Pay	BOGO PEST CONTR	70805	041687		10/1/2025	PAY251001	$289.00	$0.00
	City hall pest control contract			0	0				
2025-10	Pay	MORRIS ELECTRON	15623	041705		10/1/2025	PAY251001	$80.00	$0.00
	9/4/2025 Admin IT support			0	0				
2025-10	Pay	Payment Service Net	316652	001480		10/3/2025	102025ACH	$245.00	$0.00
	9/2025 PSN Service fee			484					
2025-10	Pay	MORRIS ELECTRON	16176	041741		10/16/2025	PAY251016	$80.00	$0.00
	10/3/2025 Admin IT support			0	0				
2025-10	Pay	MORRIS ELECTRON	16258	041741		10/16/2025	PAY251016	$120.00	$0.00
	10/7/2025 Admin IT support			0	0				
2025-10	Pay	MORRIS ELECTRON	16249	041741		10/16/2025	PAY251016	$40.00	$0.00
	10/6/2025 Admin IT support - added			0	0				
2025-10	Pay	MORRIS ELECTRON	16162	041741		10/16/2025	PAY251016	$640.00	$0.00
	10/2/2025 Admin IT support			0	0				
2025-10	Pay	MORRIS ELECTRON	15855	041741		10/16/2025	PAY251016	$80.00	$0.00
	9/19/2025 Admin IT support - Antivir			0	0				
2025-10	Pay	MORRIS ELECTRON	15967	041741		10/16/2025	PAY251016	$173.75	$0.00
	Replacement hard drive			0	0				
2025-10	Pay	YOOZ	V251000119	041748		10/16/2025	PAY251016	$1,433.25	$0.00
	2025 Q4 payable software			0	0				
2025-10	Pay	ALERUS BANK		001489		10/31/2025	102025ACH	$6.00	$0.00
	10/2025 returned item charge			493					
			Total 2025-10 October					$3,187.00	$0.00
								Ending	$42,825.29
	Vendor SearchName	**Invoice**		**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-11 November	**Comments**			**Refer**	**PO**			Begin	**$42,825.29**
2025-11	Pay	Payment Service Net	317902	001507		11/4/2025	112025ACH	$245.00	$0.00
	10/2025 PSN Service fee			515					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$42.00	$0.00
	Woodland Google Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$37.50	$0.00
	GoToMyPC Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$42.00	$0.00
	Woodland Google Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$37.50	$0.00
	GoToMyPC Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$42.00	$0.00
	Woodland Google Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$5.24	$0.00
	Q2 941 filing			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$37.50	$0.00
	GoToMyPC Subscription			520					

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH		$37.50	$0.00
		GoToMyPC Subscription		520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH		$42.00	$0.00
		Woodland Google Subscription		520					
2025-11	Pay	MORRIS ELECTRON	16624	041845	11/25/2025	PAY251125		$5,233.55	$0.00
		07/11/2025-07/10/2026 Admin Offic		0	0				
2025-11	Pay	ALERUS BANK		001513	11/28/2025	112025ACH		$12.00	$0.00
		11/2025 returned item charges		524					
		Total 2025-11 November						$5,813.79	$0.00
								Ending	$48,639.08

2025-12 December		Vendor SearchName / Comments	Invoice	Check / Refer		Batch Name / PO		Debit	Credit
								Begin	**$48,639.08**
2025-12	Pay	Payment Service Net	319268	001539	12/3/2025	122025ACH		$245.00	$0.00
		11/2025 PSN Service fee		528					
2025-12	Pay	BANYON DATA SYS	00167057	041867	12/19/2025	PAY251219		$4,520.00	$0.00
		Banyon support fees		0	0				
2025-12	Pay	BOGO PEST CONTR	74034	041869	12/19/2025	PAY251219		$313.64	$0.00
		City hall pest control		0	0				
2025-12	Pay	MORRIS ELECTRON	17488	041897	12/19/2025	PAY251219		$40.00	$0.00
		1148 12/12/25		0	0				
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH		$5.24	$0.00
		Q3 941 filing fee		532					
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH		$37.50	$0.00
		GoToMyPC subscription		532					
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH		$42.00	$0.00
		Woodland Gmail subscription		532					
2025-12	JE					2025AuditJEs		$320.00	$0.00
		Record CY accounts payable		1029	0				
2025-12	Pay	ALERUS BANK		001545	12/31/2025	122025ACH		$6.00	$0.00
		12/2025 returned item charge		535					
		Total 2025-12 December						$5,529.38	$0.00
								Ending	$54,168.46

Control Act 101-25300 DESIG **Total** E 101-41400-309 PROFESSIONAL SERVICES $93,001.79 $38,833.33

In Balance **Total Year** **$54,168.46** **Ending** **$54,168.46**

Total Expenditure $93,001.79 $38,833.33

Fund 101 $93,001.79 $38,833.33

CITY OF DEEPHAVEN

Revenue/Expenditure Audit Detail Full

Deephaven Only Expense Removed

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-433 DUES & SUBSCRIPTIONS **Budget** $300.00 **Total** $8,884.95 **Balance** -$8,584.95

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-01 January	**Comments**		**Refer**	**PO**	Begin	**$0.00**
2025-01 Pay	MORRIS ELECTRON	11716	041094	1/30/2025 PAY250130	$272.07	$0.00
	Adobe Acrobat Pro Subscription for		0	0		
	Total 2025-01 January				$272.07	$0.00
					Ending	$272.07
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-02 February	**Comments**		**Refer**	**PO**	Begin	**$272.07**
2025-02 Pay	LEAGUE OF MINNE	418861	041121	2/20/2025 PAY250220	$4,955.00	$0.00
	2025 2025 LMC membership dues		0	0		
2025-02 Pay	MORRIS ELECTRON	12073	041129	2/20/2025 PAY250220	$989.32	$0.00
	Adobe Acrobat Pro subscription		0	0		
2025-02 Pay	ELAN FINANCIAL SE	Jan 2025	001338	2/24/2025 022025ACH	$30.67	$0.00
	Annual tree license renewal		197			
	Total 2025-02 February				$5,974.99	$0.00
					Ending	$6,247.06
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-03 March	**Comments**		**Refer**	**PO**	Begin	**$6,247.06**
2025-03 Pay	LEAGUE OF MINNE	419677	041173	3/13/2025 PAY250313	$350.00	$0.00
	2025 Minnesota Association of City		0	0		
	Total 2025-03 March				$350.00	$0.00
					Ending	$6,597.06
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-10 October	**Comments**		**Refer**	**PO**	Begin	**$6,597.06**
2025-10 Pay	AMAZON CAPITAL S	1396PL3MT9	041733	10/16/2025 PAY251016	$129.00	$0.00
	Annual Amazon Prime Subscription		0	0		
2025-10 Pay	Thompson Reuters -	852655914	041746	10/16/2025 PAY251016	$360.53	$0.00
	Westlaw Proflex Database access c		0	0		
	Total 2025-10 October				$489.53	$0.00
					Ending	$7,086.59
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-12 December	**Comments**		**Refer**	**PO**	Begin	**$7,086.59**
2025-12 Pay	Thompson Reuters -	852934415	041910	12/19/2025 PAY251219	$416.00	$0.00
	11/2025 Westlaw Proflex Database		0	0		
2025-12 Pay	Thompson Reuters -	852810523	041910	12/19/2025 PAY251219	$416.00	$0.00
	Westlaw Proflex database access s		0	0		
2025-12 Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025 122025ACH	$846.36	$0.00
	Adobe Subscription		532			
2025-12 Pay	MINNESOTA SECRE:	Smith Notar	041929	12/30/2025 PAY251230	$120.00	$0.00
	Notary registration fee - Pat Smith		0	0		
	Total 2025-12 December				$1,798.36	$0.00
					Ending	$8,884.95
Control Act 101-25300 DESIG		**Total** E 101-41400-433 DUES & SUBSCRIPTIONS			$8,884.95	$0.00
		In Balance	**Total Year**	**$8,884.95**	**Ending**	**$8,884.95**

CITY OF DEEPHAVEN

Revenue/Expenditure Audit Detail Full

Deephaven only expense removed

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-900 Contingency **Budget** $100,000.00 **Total** $2,600.49 **Balance** $97,399.51

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-04 April	**Comments**		**Refer**	**PO**	Begin	**$0.00**
2025-04 Pay	ALERUS BANK		001371	4/30/2025 VoidCheck	$0.00	$6.00
	Returned Item Charge		232	0		
2025-04 Pay	ALERUS BANK		001371	4/30/2025 042025ACH	$6.00	$0.00
	Returned Item Charge		232			
2025-04 Pay	ALERUS BANK	April 2025	001371	4/30/2025 04302025ACH	$6.00	$0.00
	Returned item charge		413			
		Total 2025-04 April			$12.00	$6.00
					Ending	$6.00
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-05 May	**Comments**		**Refer**	**PO**	Begin	**$6.00**
2025-05 Pay	ALERUS BANK		001390	5/30/2025 052025ACH	$6.00	$0.00
	5/2025 bank service charge		421			
		Total 2025-05 May			$6.00	$0.00
					Ending	$12.00
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-07 July	**Comments**		**Refer**	**PO**	Begin	**$12.00**
2025-07 Pay	ELAN FINANCIAL SE	June 2025	001438	7/24/2025 072025ACH	$2.95	$0.00
	PSN test deposit for CC reader		458			
2025-07 Pay	ELAN FINANCIAL SE	June 2025	001438	7/24/2025 072025ACH	$2,000.00	$0.00
	4th of July fireworks contribution		458			
2025-07 Pay	ALERUS BANK	25 Bank Fee	001435	7/31/2025 072025ACH	$6.00	$0.00
	7/2025 Service Charge		460			
		Total 2025-07 July			$2,008.95	$0.00
					Ending	$2,020.95
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-09 September	**Comments**		**Refer**	**PO**	Begin	**$2,020.95**
2025-09 Pay	ELAN FINANCIAL SE	Sept 2025	001478	9/24/2025 092025ACH	$95.92	$0.00
	Bereavement Flowers - PW Staff		479			
		Total 2025-09 September			$95.92	$0.00
					Ending	$2,116.87
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-11 November	**Comments**		**Refer**	**PO**	Begin	**$2,116.87**
2025-11 Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025 112025ACH	$357.03	$0.00
	Catering for annual employee appre		520			
2025-11 Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025 112025ACH	$126.99	$0.00
	Funeral flowers for fomer city mana		520			
2025-11 Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025 112025ACH	$8.63	$0.00
	Sympathy card for former city mana		520			
		Total 2025-11 November			$492.65	$0.00
					Ending	$2,609.52
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-12 December	**Comments**		**Refer**	**PO**	Begin	**$2,609.52**
2025-12 Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025 122025ACH	$0.00	$9.03
	Credit on 12/202		532			

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-900 Contingency		**Budget**	$100,000.00	**Total**	$2,600.49	**Balance**	$97,399.51
	Total 2025-12 December				$0.00		$9.03
					Ending		$2,600.49
Control Act 101-25300 DESIG	**Total** E 101-41400-900 Contingency				$2,615.52		$15.03
	In Balance	**Total Year**	**$2,600.49**		**Ending**		**$2,600.49**
Total Expenditure					$2,615.52		$15.03
	Fund 101				$2,615.52		$15.03

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-42100-333 VEHICLE MAINTENANCE **Budget** $10,000.00 **Total** $21,769.28 **Balance** -$11,769.28

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-01 January	**Comments**		**Refer**	**PO**	Begin	**$0.00**
2025-01 JE				2024AuditJEReve	$0.00	$145.00
	Reverse Record 2025 payments as		6	0		
2025-01 Pay	AMAZON CAPITAL S	RMJJ-DGYX	041048	1/27/2025 PAY250127	$136.77	$0.00
	Drill & Impact Driver for PD vehicle		0	0		
2025-01 Pay	AMAZON CAPITAL S	-LP1T-CDP4	041048	1/27/2025 PAY250127	$185.04	$0.00
	Vehicle unlocking tools - PD		0	0		
2025-01 Pay	AMAZON CAPITAL S	RMJJ-DGYX.	041048	1/27/2025 PAY250127	$81.58	$0.00
	tool organizer and drill bit set forPD		0	0		
2025-01 Pay	CLS Operating	24 12/31/202	041052	1/27/2025 PAY250127	$144.97	$0.00
	12/2024 PD car washes		0	0		
2025-01 Pay	AMAZON CAPITAL S	r 113-58080	041085	1/30/2025 PAY250130	$32.39	$0.00
	PD Mounting Tape		0	0		
2025-01 Pay	AMAZON CAPITAL S	r 113-10731	041085	1/30/2025 PAY250130	$21.47	$0.00
	Printer cords for PD vehicles		0	0		
2025-01 Pay	AMAZON CAPITAL S	r 113-86817	041085	1/30/2025 PAY250130	$56.98	$0.00
	Batteries for drill/drivers for PD vehi		0	0		
	Total 2025-01 January				$659.20	$145.00
					Ending	$514.20

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-02 February	**Comments**		**Refer**	**PO**	Begin	**$514.20**
2025-02 Pay	CLS Operating	24 1/31/2025	041110	2/20/2025 PAY250220	$183.12	$0.00
	1/2025 PD car washes		0	0		
2025-02 Pay	Guardian Fleet Safety	301747	041117	2/20/2025 PAY250220	$375.00	$0.00
	PD Squad Car repairs		0	0		
2025-02 Pay	Guardian Fleet Safety	301683	041117	2/20/2025 PAY250220	$668.70	$0.00
	PD Squad car repairs		0	0		
	Total 2025-02 February				$1,226.82	$0.00
					Ending	$1,741.02

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-03 March	**Comments**		**Refer**	**PO**	Begin	**$1,741.02**
2025-03 Pay	CLS Operating	24 2/28/2025	041159	3/13/2025 PAY250313	$259.42	$0.00
	2/2025 PD car washes		0	0		
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025	001345	3/24/2025 032025ACH	$52.15	$0.00
	Belt buckle extenders, car wash soa		213			
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025	001345	3/24/2025 032025ACH	$143.21	$0.00
	Squad car #163 alignment		213			
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025	001345	3/24/2025 032025ACH	$398.24	$0.00
	Squad car printer arm rests		213			
	Total 2025-03 March				$853.02	$0.00
					Ending	$2,594.04

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-04 April	**Comments**		**Refer**	**PO**	Begin	**$2,594.04**
2025-04 Pay	CLS Operating	24 3/31/2025	041261	4/17/2025 PAY250417	$144.97	$0.00
	3/2025 PD car washes		0	0		

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure
E 101-42100-333 VEHICLE MAINTENANCE **Budget** $10,000.00 **Total** $21,769.28 **Balance** -$11,769.28

				Total 2025-04 April				$144.97	$0.00
								Ending	$2,739.01
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-05 May	**Comments**		**Refer**		**PO**			Begin	**$2,739.01**
2025-05 Pay	CLS Operating	24 4/30/2025	041335	5/15/2025		PAY250515		$160.23	$0.00
	4/2025 PD car washes		0		0				
				Total 2025-05 May				$160.23	$0.00
								Ending	$2,899.24
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-06 June	**Comments**		**Refer**		**PO**			Begin	**$2,899.24**
2025-06 Pay	CLS Operating	24 5/31/2025	041451	6/20/2025		PAY250620		$175.49	$0.00
	5/2025 PD car washes		0		0				
2025-06 Pay	Guardian Fleet Safety	302662	041456	6/20/2025		PAY250620		$1,090.48	$0.00
	PD squad car light repair		0		0				
				Total 2025-06 June				$1,265.97	$0.00
								Ending	$4,165.21
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-07 July	**Comments**		**Refer**		**PO**			Begin	**$4,165.21**
2025-07 Pay	OREILLY AUTOMOT	3251435509	041532	7/17/2025		PAY250717		$225.06	$0.00
	Battery, squad		0		0				
2025-07 Pay	CLS Operating	24 6/30/2025	041545	7/24/2025		PAY250724		$91.56	$0.00
	6/2025 PD car washes		0		0				
2025-07 Pay	AMAZON CAPITAL S	3r 114-52615	041563	7/31/2025		PAY250731		$26.88	$0.00
	PD gas card holders		0		0				
				Total 2025-07 July				$343.50	$0.00
								Ending	$4,508.71
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-08 August	**Comments**		**Refer**		**PO**			Begin	**$4,508.71**
2025-08 Pay	CLS Operating	24 7/31/2025	041595	8/13/2025		PAY250813		$160.23	$0.00
	7/2025 PD car washes		0		0				
2025-08 Pay	ELAN FINANCIAL SE	August 2025	001461	8/25/2025		082025ACH		$136.85	$0.00
	Glass Cleaner - PD		468						
2025-08 Pay	ELAN FINANCIAL SE	August 2025	001461	8/25/2025		082025ACH		$399.99	$0.00
	PD Battery Jump Starter		468						
				Total 2025-08 August				$697.07	$0.00
								Ending	$5,205.78
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-09 September	**Comments**		**Refer**		**PO**			Begin	**$5,205.78**
2025-09 Pay	CLS Operating	24 8/31/2025	041656	9/11/2025		PAY250911		$129.71	$0.00
	8/2025 PD Car Washes		0		0				
				Total 2025-09 September				$129.71	$0.00
								Ending	$5,335.49
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-10 October	**Comments**		**Refer**		**PO**			Begin	**$5,335.49**
2025-10 Pay	OREILLY AUTOMOT	3251445604	041706	10/1/2025		PAY251001		$164.99	$0.00
	Brake pads		0		0				

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-42100-333 VEHICLE MAINTENANCE **Budget** $10,000.00 **Total** $21,769.28 **Balance** -$11,769.28

2025-10	Pay	OREILLY AUTOMOT	3251444854	041706	10/1/2025	PAY251001	$116.00		$0.00
	Refrigerant			0	0				
2025-10	Pay	OREILLY AUTOMOT	3251445606	041706	10/1/2025	PAY251001	$315.47		$0.00
	Pads/rotors 164			0	0				
2025-10	Pay	OREILLY AUTOMOT	3251-443834	041706	10/1/2025	PAY251001	$0.00		$6.07
	PD car batteries minus battery core			0	0				
2025-10	Pay	Caliber Collision	3313047144	041732	10/8/2025	10825CaliberColli	$11,765.05	-7	$0.00
	Hail repair of PD chief's squad car			537					
2025-10	Pay	Waconia Dodge	128608	041747	10/16/2025	PAY251016	$634.50		$0.00
	PD Squad Car Brake Pads			0	0				
2025-10	Pay	Waconia Dodge	128416	041747	10/16/2025	PAY251016	$1,969.50		$0.00
	PD vehicle brakes & rotors			0	0				
2025-10	Pay	ELAN FINANCIAL SE	Oct 2025	001488	10/24/2025	102025ACH	$78.89		$0.00
	PD transmission flushing supplies			489					
2025-10	Pay	ELAN FINANCIAL SE	Oct 2025	001488	10/24/2025	102025ACH	$22.37		$0.00
	PD car freshener and cleaning spon			489					
2025-10	Pay	CLS Operating	24 9/30/2025	041757	10/29/2025	PAY251029	$91.56		$0.00
	9/2025 PD car washes			0	0				
			Total 2025-10 October				$15,158.33		$6.07
							Ending		$20,487.75

2025-11 November		Vendor SearchName / Comments	Invoice	Refer	------Check------	Batch Name / PO	Debit / Begin	Credit / $20,487.75
2025-11	Pay	CLS Operating	1946971025	041793	11/13/2025	PAY251113	$137.34	$0.00
	10/2025 PD car washes			0	0			
2025-11	Pay	SAMARITAN TIRE P	155078	041809	11/13/2025	PAY251113	$176.00	$0.00
	New PD car tires			0	0			
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH	$64.15	$0.00
	Car wash supplies, car phone charg			520				
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH	$39.59	$0.00
	PD tire locking air chuck			520				
2025-11	Pay	Kustom Karriers	0003346	041833	11/25/2025	PAY251125	$139.00	$0.00
	PD squad car towing			0	0			
			Total 2025-11 November				$556.08	$0.00
							Ending	$21,043.83

2025-12 December		Vendor SearchName / Comments	Invoice	Refer	------Check------	Batch Name / PO	Debit / Begin	Credit / $21,043.83
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH	$43.40	$0.00
	Car wash membership for PD squa			532				
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH	$439.62	$0.00
	PD vehicle windshield repair			532				
2025-12	Pay	CLS Operating	24 11/30/202	041916	12/30/2025	PAY251230	$114.45	$0.00
	11/2025 PD Car Washes			0	0			
2025-12	Pay	OREILLY AUTOMOT	3251446794	041932	12/30/2025	PAY251230	$35.98	$0.00
	PD Vehicle Antifreeze			0	0			
2025-12	JE					2025AuditJEs	$92.00	$0.00
	Record CY accounts payable			1029	0			
			Total 2025-12 December				$725.45	$0.00
							Ending	$21,769.28

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-42100-333	VEHICLE MAINTENANCE	**Budget**	$10,000.00	**Total**	$21,769.28	**Balance**	-$11,769.28
Control Act	101-25300 DESIG	**Total**	E 101-42100-333 VEHICLE MAINTENANCE		$21,920.35		$151.07
		In Balance	**Total Year**	**$21,769.28**	**Ending**		**$21,769.28**
Total	Expenditure				$21,920.35		$151.07
		Fund	101		$21,920.35		$151.07

DEEPHAVEN CITY COUNCIL WORKSHOP MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6, 2026
Workshop / Consent Agenda
Greenwood 2025 Public Works Services Fee Audit

Summary:

- The Cities of Deephaven and Greenwood entered into the Public Works Services Agreement in August of 2023, through which Pubic Works Services are provided.
- Greenwood makes quarterly payments throughout the year, with a final audit and reconciliation occurring after completion of that year's Deephaven Audit.
- Based upon the quarterly Greenwood payments, and pursuant to the Agreement, Greenwood has an operational credit in the amount of $9,641.68 that will be applied on a quarterly basis as a reduction to the 2026 Service Fees.

The Cities of Deephaven and Greenwood entered into a Joint Powers Agreement for Public Works Services Between the City of Deephaven and City of Greenwood (hereafter "Agreement") in August of 2023. Pursuant to this Agreement, Deephaven provides public works services to the City of Greenwood as set forth in Exhibit A of the Agreement, in exchange for quarterly payments based upon the enumerated expense as presented in Section 4 of the Agreement. The total annual cost of services to Greenwood is calculated annually during the Deephaven budgeting process and is finalized upon approval of the Deephaven Annual Budget in December of each year. The basis for calculating the Greenwood compensation paid is a formula that factors the pro rata share of Deephaven expenses apportioned between the Cities of Greenwood and Deephaven based upon the percentage of miles of roadways and tax capacity.

Each year, upon the conclusion of the final Deephaven Audit, the actual annual expenses are reviewed and compared to the total payments Greenwood has made under the Agreement. In the event Greenwood payments for services exceeded the Deephaven actual contractual expenses during any given year, Deephaven would establish and apply a credit in that amount to the following year's Greenwood payments. Conversely, in the event the Deephaven actual expense exceeds the payments made by Greenwood, a debt will be established and applied to the following year's Greenwood Payments.

For the year ending December 31, 2025, the amount paid by Greenwood was $184,311. The cost of Public Works Services calculated as provided above is $174,669.32. Based upon the Agreement, that leaves a credit of $9,641.68 that would be applied to this year's Greenwood quarterly payments on a per-quarter basis.

This matter has been set on the Consent Agenda as it is a fairly standard item with predetermined funding requirements. This matter has also been set on for Workshop Disussion in the event the Council has any questions or comments here. This matter was previously set on for review by the

Public Service Committee at the May 18, 2026 Meeting. Finance Clerk, Andrew Keller, will be at our Workhsop to help answer or address any specific questions you may have.

Sincerely,

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

2025 Greenwood Public Works Service Fees

Greenwood Public Works Contract Expenses	Budgeted	Actual
Draft General Fund Expense (including Street)	$828,574.14	$766,195.99
Draft Capital Equipment Fund Expense	$198,295.00	$198,295.00
Draft Total Public Works Expense	$1,026,869.14	$964,490.99

Public Works Contract Formula	Street Miles	Street Percent	Tax Capacity	Tax Percent	Average	Total Cost
Deephaven	30.85	85.22%	25,459,505	78.56%	81.89%	$789,821.67
Greenwood	5.35	14.78%	6,946,926	21.44%	18.11%	$174,669.32
Total	36.2	100.00%	32,406,431	100.00%	100.00%	$964,490.99

Greenwood Budgeted Contract Cost for 2025:	$184,311.00
Greenwood Actual Contract Cost for 2025:	$174,669.32
Difference	($9,641.68)

Deephaven General Fund Expenses

		Final 2024	Budget 2025	Actual 2025
Public Works Expenses				
101-43900-101	Salaries	$336,179.00	$487,558.40	**$467,932.05**
101-43900-106	Seasonal	$13,584.00	$19,640.00	**$12,768.00**
101-43900-121	Pera	$26,537.00	$36,566.88	**$37,076.84**
101-43900-122	Social Security	$22,513.00	$30,228.62	**$30,643.32**
101-43900-123	Medicare	$5,209.00	$7,069.00	**$7,115.67**
101-43900-127	Health Savings Account	$0.00	$16,250.00	**$16,526.03**
101-43900-139	Health Insurance	$65,625.00	$62,761.24	**$60,246.37**
101-43900-229	R & M Supplies	$5,118.00	$5,000.00	**$2,067.19**
101-43900-201	Office Supplies	$0.00	$300.00	**$396.74**
101-43900-211	Uniforms	$2,331.00	$4,000.00	**$2,270.03**
101-43900-212	Petroleum Products	$37,667.00	$36,000.00	**$28,225.41**
101-43900-221	Vehicle Maintenance	$27,295.00	$34,000.00	**$38,961.75**
101-43900-249	Minor Equipment	$3,494.00	$5,000.00	**$2,731.45**
101-43900-309	Professional Service	$29,386.00	$1,400.00	**$2,105.30**
101-43900-321	Communications	$5,578.00	$4,500.00	**$5,734.37**
101-43900-331	Training Expenses	$3,281.00	$3,300.00	**$4,201.14**
101-43900-433	Dues/Subscriptions	$227.00	$300.00	**$190.00**
	Public Works Expenses	**$584,024.00**	**$753,874.14**	$719,191.66

2026 PW Deephaven Capital Equipment Expenses

Public Works Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	Current Funding	
1995 Skidsteer Trailer	$18,000.00	30	2024	$600.00		Purchased in 2024
2024 Toolcat	$87,128.00	10	2034	$8,712.80		
2024 Crack Filling Machine	$115,972.00	12	2036	$9,664.33		
2024 Roller Rd 12 Whacker	$22,500.00	20	2044	$1,125.00		
2022 Blacktop Trailer	$34,500.00	15	2037	$2,300.00		
2007 Freightliner Water Truck and Tank	$210,000.00	15	2031	$14,000.00		
2006 Tractor / Flail Side Arm John Deere	$70,000.00	20	2028	$3,500.00		
2011 Cat Loader, Wing and Plow	$318,000.00	15	2026	$21,200.00		
2023 Ford F150 Pickup Truck	$56,020.00	10	2033	$5,602.00		
2024 Toro Groundsmaster Mower, Blower	$61,000.00	10	2034	$6,100.00		
2015 Freightliner Plow Truck	$265,000.00	15	2030	$17,666.67		
2016 Freightliner Plow Truck	$265,000.00	15	2031	$17,666.67		
2017 Bobcat 650 / Sweeper, Bucket, Broom	$65,000.00	10	2027	$6,500.00		
2019 Toro Groundsmaster 7200	$22,000.00	8	2029	$2,750.00		
2019 Ford F450 Super Duty Pickup	$96,500.00	10	2029	$9,650.00		
2022 Ford F350 Dump Truck Lease	$98,000.00	10	2033	$9,800.00		
2024 Freightliner Plow Truck Lease	$282,000.00	15	2039	$18,800.00		
Public Works Shop	$2,340,362.00	50	2040	$46,800.00		
Sand / Salt Shed	$591,410.00	40	2043	$14,785.00		
Total CIF Expense	**$5,018,392.00**			**$217,222**		

2026 Depreciated Expense	**$217,222**

2027 Projected Expense	**$65,000.00**

JOINT POWERS AGREEMENT FOR PUBLIC WORKS SERVICES BETWEEN THE CITY OF DEEPHAVEN AND THE CITY OF GREENWOOD

This Agreement is made and entered into the 7th day of August, 2023, by and between the CITY OF DEEPHAVEN ("Deephaven"), a Minnesota municipal corporation, and the CITY OF GREENWOOD ("Greenwood," together with "Deephaven," the "Parties"), a Minnesota municipal corporation.

WITNESSTH:

WHEREAS, the Parties are authorized by law to provide public works services to their residents; and

WHEREAS, Deephaven has the staff capabilities to provide public works services to both the residents of Deephaven and Greenwood and the provision of these services can be best exercised by working jointly; and

WHEREAS, the Parties desire to enter into an agreement for the purpose of providing public works services (as defined under Exhibit A) within Greenwood, or on behalf of Greenwood, by Deephaven; and

WHEREAS, both Parties have each determined that it will be in the best interest of their respective cities to cooperatively exercise such powers in the manner provided herein, and that the same shall be for the mutual benefit of both cities; and

WHEREAS, Minnesota Statutes, Section 471.59, authorizes governmental units to enter agreements to jointly or cooperatively exercise any power common to the contracting parties, and limits the liability of governmental units participating in such exercise of common powers

NOW, THEREFORE, the Parties to this Agreement mutually agree as follows:

1. General Purpose and Intent

(a) It is the general purpose of this Agreement to provide public works services as provided in Exhibit A, which may be amended from time to time by mutual written consent and agreement of both the Parties.

(b) The Deephaven Public Works Department shall provide Greenwood with public works services, which shall be essentially the same as the services provided in Deephaven.

(c) Public works services rendered to Greenwood by Deephaven will be under the sole direction of Deephaven. The standards of performance, the hiring and discipline of employee's and other matters relating to related to the provision of public works services and activities will be within the exclusive control of Deephaven.

(d) Greenwood agrees to reimburse the cost of any and all contracted public works services, street and traffic control signs, and other supply and material costs incurred by Deephaven that are outside the scope of public works services described in paragraph 4 and Exhibit A. Greenwood will be notified of the amount of any such costs at least thirty (30) days before Deephaven incurs such cost.

(e) The Parties agree that any charges, assessments, or fees on property owners for public works services shall only be levied by the municipality in which such property owner's property resides.

2. Governance

The governing body of each City shall appoint one representative to the Public Works Committee to discuss issues pertaining to the provision of public works services as outlined in Exhibit A and any other terms of this Agreement. The Public Works Committee shall hold regular meetings at least once each calendar month. The Committee may also, from time to time, hold special meetings and emergency meetings. The Public Works Committee shall have no authority to issue bonds or obligations.

3. Term.

The term of this Agreement shall commence on October 1, 2023 and continue for a period of ten years ending December 31, 2033, unless the Parties mutually agree to terminate or modify this Agreement. This agreement may also be terminated at the end of any calendar year prior to December 31, 2033 if either party gives the other a minimum of 12 months written notice of termination.

4. Cost of Services.

Deephaven and Greenwood shall adopt a joint resolution each year establishing the estimated cost of service owing to the City of Deephaven. The allocation of cost shall be determined by the sum of Deephaven's annual Public Works Budget and Capital Improvement Budget after subtracting expected offsetting payments from other cities or entities and expenses related to services that are not included in the scope of Services provided by Deephaven to Greenwood in Exhibit A multiplied by the average percentage of street miles and total tax capacity on January 1 of the resolution year. The cost of service formula is shown in Exhibit B. This cost of service formulas does not include Deephaven's incremental administrative and overhead costs in consideration of Greenwood's high tax capacity relative to street miles and the fact that Deephaven's administrative and overhead costs are not expected to increase significantly as the result of the Public Works services being provided under this Agreement for Greenwood. Greenwood will cooperate with Deephaven to minimize incremental administrative costs associated with Deephaven providing Public Works services for Greenwood and agrees to discuss sharing a portion of Deephaven's administrative costs if Greenwood's use of Deephaven's Public Works services results in significant additional administrative costs for Deephaven. Greenwood shall pay the estimated annual service costs to the City of Deephaven in monthly installments upon receipt of an appropriate invoice from Deephaven. After

Deephaven has closed its books for a calendar year Deephaven will invoice or issue a credit to Greenwood for the difference between Deephaven's actual Public Works and Capital Improvement costs and the budgeted costs after subtracting offsetting payments from other cities or entities and expenses related to services that in not included in the scope of services provided by Deephaven to Greenwood in Exhibit A.

5. Insurance.

Greenwood shall be named as an additional insured party on the Deephaven public liability policy.

6. Employees of Deephaven.

Deephaven Public Works employees and other Deephaven employees providing services to Greenwood under this Agreement will at all time be employees of Deephaven. All obligations with regard to workers compensation, PERA, withholding tax, insurance and similar personnel and employment matters will be the obligation of Deephaven. Greenwood will not be required to furnish any fringe benefits or assume any other liability of employment to any Deephaven Public Works employee and other Deephaven employees providing services to Greenwood under this Agreement.

7. Indemnification.

Deephaven agrees to indemnify and defend Greenwood, its Councilmember's, officers and employees and to save and keep them harmless from all claims, losses and expenses incurred or alleged as a result of any claim, demand, action or cause of action arising out of Deephaven's performance or failure to perform the work covered by this agreement and to be performed within Greenwood or for its benefit by Deephaven or its employees, or otherwise arising in connection with this agreement, including reasonable attorneys' fees, subject to the limits of liability under Minnesota Statutes, Chapter 466. This Agreement does not constitute a waiver on the limitations of liability available to the parties under Minnesota Statutes, Chapter 466 and Deephaven shall not be required to pay on behalf of itself and other parties any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. Activities engaged in or performed under this agreement and shall be construed as a "cooperative activity" and the parties deemed a "single governmental unit" for purposes of liability as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a). This Section shall survive termination of this agreement.

8. Assignment.

The rights and obligations of the Parties under this Agreement will not be assigned, and Deephaven will not subcontract for any services to be furnished to Greenwood (except as otherwise provided in this Agreement), without the prior written consent of the other party.

IN WITNESS WHEREOF, the Parties have executed this agreement in duplicate as of this day and year first above written.

CITY OF DEEPHAVEN

BY _____
Kent M. Carlson, Mayor

DATE: August 7, 2023

ATTEST: _____
Dana H. Young, Administrator

CITY OF GREENWOOD

BY _____
Deb Kind, Mayor

DATE: 08.09.23

ATTEST: Shanda Wilhelmy
Greenwood Clerk

Exhibit A

Greenwood Public Works Scope of Service

Spring

- Street sweeping provided by City contractor with debris removal, storage and disposal provided by City
- City ROW trash pickup.
- Trail and sidewalk sweeping and cleaning.
- Storm drain inspection, grate cleaning, flushing as needed. Jetting by contractor.
- City ROW plow damage repair, repair all grass, curbing damaged by plowing operations.
- City park clean up. Debris removal, leaf clean up. Tennis court pressure washing, net install, screening repair.
- Mailbox repair. Repair any and all mailboxes damaged by accidental direct contact.
- Bollard removal and storage for Meadville fire lane.
- Professional lift station inspections to be done thru city contractor including recommended repairs.
- Road restriction sign flagging.

Summer

- Street sign repair and replacement.
- Weekly mowing of city property.
- Weed whipping of city property including guard rails, guard posts.
- Spot cleaning of streets due to storm washouts.
- Monthly playground equipment inspection.
- Tree trimming as needed in city ROW including brush removal, storage and disposal.
- Large, hazardous and diseased tree removal to be done thru contractor.
- Sanitary sewer inspections and problem area flushing.
- City dock minor repairs such as power washing and dock pin repairs.
- Roadside flail mowing of ditches done at least twice per season.
- Street patching, addition of needed asphalt curbing.
- City sidewalk asphalt repairs.
- Storm drain cleaning after heavy rains.
- Lake weed removal from Meadville fire lane/ launch.
- Watering of newly planted trees and shrubs.

Fall

- Leaf grinding, blowing, removal from city parks and city property.
- Tennis court net removal and storage.
- Road edge marking in trouble areas for winter plowing operations.
- Street sweeping provided by City contractor with debris removal, storage and disposal provided by City.

Winter

- Full city plowing. Plows out in conjunction with Deephaven plowing operations.
- Street salt and sand application as needed.
- Snow removal as needed, snow storage.
- Lift station snow removal.
- Street widening during heavy snow seasons with Cat loader wing plow.
- Frozen storm drains and culvert steaming, flushing.
- Sidewalk snow removal.
- LRT trail plowing with truck/ full width.

Year Round

- Monthly lift station inspections.
- Lift station flushing as needed.
- Lift station vac cleaning to be done by contractor.
- Gopher state locates, emergency locates 24 hrs. a day.
- Regular City inspections for repairs/ maintenance.
- 24 hours a day emergency on call service. Response times usually within 30 mins.
- Storm response with heavy equipment for removal of large trees, storm debris.
- Emergency lift station response and daily monitoring of general operation.
- Fully staffed 5-man crew with MPCA licensed wastewater technicians.
- Removal of large roadkill.
- All specialized lift station repairs including electrical components, gate valves, check valves, and pump repairs/ replacements to be done thru contractor. Lift station panels are approaching the end of useful life. Recommended replacement is 20 years after installation.

EXHIBIT B

Public Works Service Cost Analysis
Total Actual Costs

General Fund Expenses	2024 Street Budget	2024 Sewer Budget	2024 PW Budget	2024 Total Budget
Salaries	0	101,634	329,272	430,906
Seasonal	0	0	19,240	19,240
Pera	0	7,623	24,695	32,318
Fica	0	6,301	21,608	27,909
Medicare	0	1,474	5,053	6,527
Health Insurance	0	27,335	96,779	124,114
Office Supplies	0	0	100	100
Uniforms	0	0	3,810	3,810
Petroleum Products	0	2,600	28,000	30,600
Vehicle Maintenance	0	1,000	34,000	35,000
R & M Supplies	62,000	0	4,000	66,000
Minor Equipment	0	0	5,000	5,000
Professional Service	0	0	1,400	1,400
Communications	0	5,500	4,500	10,000
Training Expenses	0	800	3,300	4,100
Dues/Subscriptions	0	2,500	300	2,800
Total General Fund Expenses	**62,000**	**156,767**	**581,057**	**799,824**
Capital Fund Expenses	**Total Actual Cost**	**Depreciation**	**Replacement Cost**	**Annual Cost**
1995 Skidsteer Trailer	17,514	30 years	2025	585
2004 Roller	20,734	20 years	2024	1,040
2022 Blacktop Trailer	32,744	15 years	2037	2,185
2007 Freightliner Water Truck	138,174	15 years	2034	9,215
2006 Tractor / Flail Side Arm	89,373	20 years	2028	4,470
2011 Cat Loader	206,154	15 years	2026	13,745
2013 Ford F150 Pickup Truck	29,585	10 years	2023	2,960
2013 Ford F350 Pickup Truck	75,838	10 years	2023	7,585
2014 PowerTrac Mower / Blower	40,720	10 years	2024	410
2015 Freightliner Plow Truck	222,837	15 years	2030	14,855
2015 Ford F350 Sewer Truck	76,856	15 years	2030	5,125
2016 Freightliner Plow Truck	227,973	15 years	2032	15,200
2017 Bobcat 650 / Bucket Sweeper	45,464	10 years	2027	4,545
2017 Snow Blower Attachment	2,844	13 years	2030	220
2018 Roller Trailer	5,078	15 years	2038	340
2019 Toro Groundsmaster 7200	48,413	10 years	2029	4,840
2019 Ford F450 Super Duty Pickup	102,292	10 years	2029	10,230
2020 Air Compressor	8,697	15 years	2035	580
2024 Freightliner Plow Truck	340,200	15 years	2024	22,680
Public Works Shop	2,340,362	50 years	2040	46,800
Sand/Salt Shed	591,410	40 years	2043	14,785
Maintenance Shed Heating Unit	5,714	15 years	2037	380

Annual Levy Requirements				182,775
Total Public Works Expenses				982,599
	Street			
	Miles	Percentage		Total
Greenwood	5.35	14.78%		145,228
Deephaven	30.85	85.22%		837,371
Total	36.20	100.00%		982,599
	Tax			
	Capacity	Percentage		Total
Greenwood	6,238,508	22.29%		219,021
Deephaven	21,749,955	77.71%		763,578
Total	27,988,463	100.00%		982,599
	Street Mile	Tax Cap		
	Percentage	Percentage	Average	Total
Greenwood	14.78%	22.29%	18.54%	182,174
Deephaven	85.22%	77.71%	81.46%	800,425
Total	100.00%	100.00%	100.00%	982,599

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

	Vendor SearchName / Comments	Invoice	Check	Refer	PO	Batch Name	Debit	Credit
2025-01 January							Begin	**$0.00**
2025-01 JE						2024AuditJEReve	$0.00	$1,067.00
	Reverse Record 2025 payments as			6	0			
2025-01 Pay	LANO EQUIPMENT I	011128652	041066	1/27/2025		PAY250127	$1,092.22	$0.00
	Bobcat sweeper brushes			0	0			
2025-01 Pay	ZIEGLER INC	N001756855	041084	1/27/2025		PAY250127	$666.89	$0.00
	Loader parts/oil			0	0			
2025-01 Pay	AMAZON CAPITAL S	113-76616	041085	1/30/2025		PAY250130	$39.99	$0.00
	Deoderizer			0	0			
2025-01 Pay	AMAZON CAPITAL S	113-13324	041085	1/30/2025		PAY250130	$297.00	$0.00
	Drill bits			0	0			
2025-01 Pay	LANO EQUIPMENT I	011131284	041092	1/30/2025		PAY250130	$130.95	$0.00
	Chainsaw parts			0	0			
2025-01 Pay	LANO EQUIPMENT I	011131283	041092	1/30/2025		PAY250130	$478.60	$0.00
	Skidsteer control handle			0	0			
2025-01 Pay	SAMARITAN TIRE P	143535	041098	1/30/2025		PAY250130	$400.00	$0.00
	Tire Repair #5			0	0			
	Total 2025-01 January						$3,105.65	$1,067.00
							Ending	$2,038.65
	Vendor SearchName / Comments	**Invoice**	**Check**	**Refer**	**PO**	**Batch Name**	**Debit**	**Credit**
2025-02 February							Begin	**$2,038.65**
2025-02 Pay	ELAN FINANCIAL SE	Jan 2025	001338	2/24/2025		022025ACH	$62.31	$0.00
	Registration for new PW Freightliner			197				
	Total 2025-02 February						$62.31	$0.00
							Ending	$2,100.96
	Vendor SearchName / Comments	**Invoice**	**Check**	**Refer**	**PO**	**Batch Name**	**Debit**	**Credit**
2025-03 March							Begin	**$2,100.96**
2025-03 Pay	NORTHERN TOOL & I	1027258883	001347	3/11/2025		032025ACH	$88.95	$0.00
	Hose couplers			216				
2025-03 Pay	NORTHERN TOOL & I	1050250261	001347	3/11/2025		032025ACH	$9.99	$0.00
	Drain Valve			216				
2025-03 Pay	ASPEN EQUIPMENT	SO0857601	041155	3/13/2025		PAY250313	$503.94	$0.00
	spreader control			0	0			
2025-03 Pay	METROPOLITAN FO	535245	041180	3/13/2025		PAY250313	$125.50	$0.00
	Hose/clamps #8			0	0			
2025-03 Pay	METROPOLITAN FO	535026	041180	3/13/2025		PAY250313	$1,212.87	$0.00
	Brake/engine parts #4			0	0			
2025-03 Pay	METROPOLITAN FO	535188	041180	3/13/2025		PAY250313	$339.37	$0.00
	Coolant tank/bracket #8			0	0			
2025-03 Pay	METROPOLITAN FO	535244	041180	3/13/2025		PAY250313	$548.40	$0.00
	plugs/coils/wires #4			0	0			
2025-03 Pay	METROPOLITAN FO	53518	041180	3/13/2025		PAY250313	$68.26	$0.00
	#8 hoses			0	0			
2025-03 Pay	OREILLY AUTOMOT	3251413296	041184	3/13/2025		PAY250313	$19.30	$0.00
	Filters. pins			0	0			
2025-03 Pay	OREILLY AUTOMOT	3251419022	041184	3/13/2025		PAY250313	$208.84	$0.00
	oil/ chemicals			0	0			

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Fund 101 GENERAL FUND
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E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

		Vendor SearchName	Invoice	Check	Refer	Batch Name	Debit	Credit
		Comments			PO			
2025-03	Pay	OREILLY AUTOMOT	3251417712	041184	3/13/2025	PAY250313	$52.98	$0.00
		oil pump/ nozzle			0	0		
2025-03	Pay	OREILLY AUTOMOT	325141902	041184	3/13/2025	PAY250313	$38.35	$0.00
		oil filters			0	0		
2025-03	Pay	OREILLY AUTOMOT	3251422562	041184	3/13/2025	PAY250313	$511.86	$0.00
		Battery/ cables/ coolant #8			0	0		
2025-03	Pay	OREILLY AUTOMOT	3251416386	041184	3/13/2025	PAY250313	$508.15	$0.00
		Mechanic shop supplies			0	0		
2025-03	Pay	OREILLY AUTOMOT	3251418107	041184	3/13/2025	PAY250313	$12.79	$0.00
		Wiper blades			0	0		
		Total 2025-03 March					$4,249.55	$0.00
							Ending	$6,350.51
2025-04 April		**Vendor SearchName**	**Invoice**	**Check**	**Refer**	**Batch Name**	**Debit**	**Credit**
		Comments			**PO**		Begin	**$6,350.51**
2025-04	Pay	LANO EQUIPMENT I	011139531	041228	4/3/2025	PAY250403	$0.00	$113.15
		Cutting edge/bolts - return			0	0		
2025-04	Pay	LANO EQUIPMENT I	01-1139307	041228	4/3/2025	PAY250403	$295.16	$0.00
		toolcat cutting edge			0	0		
2025-04	Pay	LANO EQUIPMENT I	01-1139308	041228	4/3/2025	PAY250403	$117.02	$0.00
		Bobcat parts			0	0		
2025-04	Pay	ASPEN EQUIPMENT	SO0933191	041259	4/17/2025	PAY250417	$150.91	$0.00
		plow harness #8			0	0		
2025-04	Pay	ASPEN EQUIPMENT	SO0931841	041259	4/17/2025	PAY250417	$272.15	$0.00
		headlamp #8			0	0		
2025-04	Pay	ASPEN EQUIPMENT	SO0932331	041259	4/17/2025	PAY250417	$1,022.99	$0.00
		lift motor #8			0	0		
2025-04	Pay	OREILLY AUTOMOT	3251423453	041277	4/17/2025	PAY250417	$378.00	$0.00
		diesel exhaust fluid			0	0		
2025-04	Pay	OREILLY AUTOMOT	3251423235	041277	4/17/2025	PAY250417	$71.25	$0.00
		air filters			0	0		
2025-04	Pay	OREILLY AUTOMOT	3251419023	041277	4/17/2025	PAY250417	$187.97	$0.00
		battery			0	0		
2025-04	Pay	OREILLY AUTOMOT	3251422782	041277	4/17/2025	PAY250417	$22.00	$0.00
		core return			0	0		
		Total 2025-04 April					$2,517.45	$113.15
							Ending	$8,754.81
2025-05 May		**Vendor SearchName**	**Invoice**	**Check**	**Refer**	**Batch Name**	**Debit**	**Credit**
		Comments			**PO**		Begin	**$8,754.81**
2025-05	Pay	MTI DISTRIBUTING I	146894000	041303	5/1/2025	PAY250501	$1,815.84	$0.00
		Toro groundsmaster parts			0	0		
2025-05	Pay	MTI DISTRIBUTING I	146894001	041303	5/1/2025	PAY250501	$224.98	$0.00
		Toro groundsmaster parts			0	0		
2025-05	Pay	LANO EQUIPMENT I	011150621	041347	5/15/2025	PAY250515	$20.22	$0.00
		bobcat adapter			0	0		
2025-05	Pay	OREILLY AUTOMOT	3251427390	041354	5/15/2025	PAY250515	$90.50	$0.00
		oil filters/ washer fluid			0	0		
2025-05	Pay	OREILLY AUTOMOT	3251428552	041354	5/15/2025	PAY250515	$139.92	$0.00
		Gloves/ car wash soap			0	0		

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E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

		Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
		Comments	Refer	PO		Begin	
2025-05	Pay	AMAZON CAPITAL S	3r 113-03405	041367	5/29/2025 PAY250529	$175.12	$0.00
		Truck light beacon - PW		0	0		
2025-05	Pay	MTI DISTRIBUTING I	147361800	041384	5/29/2025 PAY250529	$337.86	$0.00
		Toro belts/blades		0	0		
		Total 2025-05 May				$2,804.44	$0.00
						Ending	$11,559.25
2025-06	**June**						**$11,559.25**
2025-06	Pay	OREILLY AUTOMOT	3251430611	041464	6/20/2025 PAY250620	$79.90	$0.00
		Motor oil		0	0		
2025-06	Pay	OREILLY AUTOMOT	3251424589	041464	6/20/2025 PAY250620	$92.96	$0.00
		auto cleaner/ battery tender		0	0		
2025-06	Pay	AMAZON CAPITAL S	3r 113-61436	041471	6/27/2025 PAY250627	$49.88	$0.00
		pole saw driver		0	0		
2025-06	Pay	LANO EQUIPMENT I	031155548	041481	6/27/2025 PAY250627	$542.63	$0.00
		Tree spade rental		0	0		
2025-06	Pay	LANO EQUIPMENT I	031155769	041481	6/27/2025 PAY250627	$0.00	$135.66
		Credit on tree spade rental		0	0		
2025-06	Pay	MTI DISTRIBUTING I	147843100	041484	6/27/2025 PAY250627	$259.59	$0.00
		Toro tires		0	0		
2025-06	Pay	OREILLY AUTOMOT	3251433310	041486	6/27/2025 PAY250627	$17.78	$0.00
		filters		0	0		
2025-06	Pay	SAMARITAN TIRE P	150447	041487	6/27/2025 PAY250627	$65.00	$0.00
		Tire repair		0	0		
		Total 2025-06 June				$1,107.74	$135.66
						Ending	$12,531.33
2025-07	**July**						**$12,531.33**
2025-07	Pay	MTI DISTRIBUTING I	148359700	041529	7/17/2025 PAY250717	$112.72	$0.00
		toro parts		0	0		
2025-07	Pay	GARYS DIESEL SH	'O # 1-52141	041571	7/31/2025 PAY250731	$149.00	$0.00
		dot inspection		0	0		
2025-07	Pay	I-STATE TRUCK CE	C242933181	041573	7/31/2025 PAY250731	$358.29	$0.00
		#7 brake parts		0	0		
2025-07	Pay	I-STATE TRUCK CE	C241474327	041573	7/31/2025 PAY250731	$135.25	$0.00
		#7 brake chamber		0	0		
2025-07	Pay	I-STATE TRUCK CE	C242933915	041573	7/31/2025 PAY250731	$0.00	$94.95
		Brake Chamber Return		0	0		
2025-07	Pay	I-STATE TRUCK CE	C242933916	041573	7/31/2025 PAY250731	$0.00	$94.95
		Brake Chamber Return		0	0		
2025-07	Pay	MTI DISTRIBUTING I	148359701	041579	7/31/2025 PAY250731	$229.61	$0.00
		Toro parts		0	0		
2025-07	Pay	OREILLY AUTOMOT	3251437277	041581	7/31/2025 PAY250731	$250.16	$0.00
		Filters/ shop supplies		0	0		
2025-07	Pay	OREILLY AUTOMOT	3251437334	041581	7/31/2025 PAY250731	$346.32	$0.00
		filters/ shop chemicals		0	0		
2025-07	Pay	UNITED LABORATO	INV440012	041586	7/31/2025 PAY250731	$342.24	$0.00
		Degreaser		0	0		

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Fund 101 GENERAL FUND
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E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

				Total 2025-07 July			$1,923.59		$189.90
							Ending		$14,265.02
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**		**Credit**
2025-08 August	**Comments**		**Refer**		**PO**		Begin		**$14,265.02**
2025-08 Pay	GARYS DIESEL SH	152172	041599	8/13/2025	PAY250813		$149.00		$0.00
	dot inspection			0	0				
2025-08 Pay	MTI DISTRIBUTING I	148849200	041612	8/13/2025	PAY250813		$201.74		$0.00
	tire/ toro			0	0				
2025-08 Pay	DEAKYNES TRUE V	B432469	041629	8/28/2025	PAY250828		$13.19		$0.00
	hardware			0	0				
2025-08 Pay	DEAKYNES TRUE V	A463757	041629	8/28/2025	PAY250828		$129.24		$0.00
	Chainsaw parts			0	0				
2025-08 Pay	GARYS DIESEL SH	152195	041632	8/28/2025	PAY250828		$1,019.09		$0.00
	#5 dot inspection/ repairs			0	0				
				Total 2025-08 August			$1,512.26		$0.00
							Ending		$15,777.28
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**		**Credit**
2025-09 September	**Comments**		**Refer**		**PO**		Begin		**$15,777.28**
2025-09 Pay	OREILLY AUTOMOT	3251441769	041671	9/11/2025	PAY250911		$213.89		$0.00
	sockets, oil, solvents			0	0				
2025-09 Pay	OREILLY AUTOMOT	3251442474	041671	9/11/2025	PAY250911		$125.48		$0.00
	oil filters, cleaners			0	0				
2025-09 Pay	OREILLY AUTOMOT	3251443505	041671	9/11/2025	PAY250911		$200.83		$0.00
	Grease, trailer bearings			0	0				
2025-09 Pay	OREILLY AUTOMOT	3251440009	041671	9/11/2025	PAY250911		$118.90		$0.00
	tools, oil			0	0				
2025-09 Pay	ZIEGLER INC	SI000687579	041683	9/11/2025	PAY250911		$7,568.74		$0.00
	Loader bucket repair, loader parts, c			0	0				
				Total 2025-09 September			$8,227.84		$0.00
							Ending		$24,005.12
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**		**Credit**
2025-10 October	**Comments**		**Refer**		**PO**		Begin		**$24,005.12**
2025-10 Pay	ASPEN EQUIPMENT	SO1077181	041686	10/1/2025	PAY251001		$328.21		$0.00
	plow bracket #8			0	0				
2025-10 Pay	DEAKYNES TRUE V	B435242	041691	10/1/2025	PAY251001		$52.96		$0.00
	Supplies/oil			0	0				
2025-10 Pay	DEAKYNES TRUE V	B434561	041691	10/1/2025	PAY251001		$44.65		$0.00
	Hardware			0	0				
2025-10 Pay	FURY FORD WACO	20004	041696	10/1/2025	PAY251001		$2,145.98		$0.00
	Tires/alignment/ repair #1			0	0				
2025-10 Pay	LANO EQUIPMENT I	011182799	041701	10/1/2025	PAY251001		$237.33		$0.00
	Wire harness			0	0				
2025-10 Pay	LANO EQUIPMENT I	011184453	041701	10/1/2025	PAY251001		$1,129.35		$0.00
	Bucket broom brushes/ repair			0	0				
2025-10 Pay	OREILLY AUTOMOT	3251445024	041706	10/1/2025	PAY251001		$39.99		$0.00
	a/c Gauge			0	0				
2025-10 Pay	OREILLY AUTOMOT	3251445073	041706	10/1/2025	PAY251001		$54.13		$0.00
	Oil Filters			0	0				

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E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

		Vendor SearchName	Invoice	Check		Batch Name	Debit	Credit
		Comments		Refer		PO		
2025-10	Pay	OREILLY AUTOMOT	3251445142	041706	10/1/2025	PAY251001	$239.43	$0.00
		motor oil, oil filters, antifreeze, carb		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251445984	041706	10/1/2025	PAY251001	$53.96	$0.00
		Cleaner, tire repair		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251446453	041706	10/1/2025	PAY251001	$127.54	$0.00
		Antifreze/ Wiperblades/ tools		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251446439	041727	10/2/2025	PAY251002	$6.49	$0.00
		Fuses		0	0			
2025-10	Pay	MTI DISTRIBUTING I	149649600	041742	10/16/2025	PAY251016	$257.95	$0.00
		Toro steer tire/ bearings		0	0			
2025-10	Pay	ELAN FINANCIAL SE	Oct 2025	001488	10/24/2025	102025ACH	$14.81	$0.00
		PW trailer registration		489				
2025-10	Pay	GARYS DIESEL SH	152316	041762	10/29/2025	PAY251029	$3,202.09	$0.00
		#steering gear repair		0	0			
2025-10	Pay	LANO EQUIPMENT I	031190736	041768	10/29/2025	PAY251029	$320.00	$0.00
		tool cat hoses/ fittings		0	0			
2025-10	Pay	MTI DISTRIBUTING I	149649601	041771	10/29/2025	PAY251029	$27.43	$0.00
		Wheel bearings, switch		0	0			
2025-10	Pay	MTI DISTRIBUTING I	149649603	041771	10/29/2025	PAY251029	$30.77	$0.00
		bearing		0	0			
2025-10	Pay	MTI DISTRIBUTING I	149649602	041771	10/29/2025	PAY251029	$110.27	$0.00
		bearing, switch. toro		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251446939	041774	10/29/2025	PAY251029	$78.99	$0.00
		Air filter #1		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251-44S074	041774	10/29/2025	PAY251029	$0.00	$49.88
		oil filter & oil return		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251445164	041774	10/29/2025	PAY251029	$48.60	$0.00
		Oil filters, battery core returns		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251446942	041774	10/29/2025	PAY251029	$14.99	$0.00
		coolant		0	0			
		Total 2025-10 October					$8,565.92	$49.88
							Ending	$32,521.16
2025-11 November							Begin	**$32,521.16**
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH	$24.99	$0.00
		PW truck light bulbs		520				
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH	$15.99	$0.00
		PW work light		520				
2025-11	Pay	MTI DISTRIBUTING I	149947900	041846	11/25/2025	PAY251125	$322.78	$0.00
		toro parts		0	0			
2025-11	Pay	MTI DISTRIBUTING I	149990900	041846	11/25/2025	PAY251125	$180.90	$0.00
		Toro mulch blades		0	0			
2025-11	Pay	MTI DISTRIBUTING I	149979300	041846	11/25/2025	PAY251125	$249.43	$0.00
		mower blades, bearings		0	0			
2025-11	Pay	MTI DISTRIBUTING I	149980100	041846	11/25/2025	PAY251125	$0.00	$209.58
		blade returns		0	0			
2025-11	Pay	MTI DISTRIBUTING I	149990500	041846	11/25/2025	PAY251125	$0.00	$192.82
		Blade & blade kit return		0	0			

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Fund 101 GENERAL FUND
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E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

		Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
		Comments	Refer	PO		Begin	$36,266.78
2025-11	Pay	OREILLY AUTOMOT	3251449296	041849 11/25/2025	PAY251125	$169.76	$0.00
		oil filters, cleaner		0 0			
2025-11	Pay	OREILLY AUTOMOT	3251450075	041849 11/25/2025	PAY251125	$31.12	$0.00
		Mud flaps		0 0			
2025-11	Pay	OREILLY AUTOMOT	3251450015	041849 11/25/2025	PAY251125	$203.93	$0.00
		oil, wrenches, adapter		0 0			
2025-11	Pay	OREILLY AUTOMOT	3251449985	041849 11/25/2025	PAY251125	$101.58	$0.00
		floor dry		0 0			
2025-11	Pay	SAMARITAN TIRE P	155635	041851 11/25/2025	PAY251125	$2,708.64	$0.00
		#8 tires		0 0			
2025-11	Pay	LANO EQUIPMENT I	011184931	041860 11/25/2025	PAY251125	$95.55	$0.00
		Toolcat Repair		0 0			
2025-11	Pay	LANO EQUIPMENT I	011180188	041860 11/25/2025	PAY251125	$43.35	$0.00
		Broom Repair		0 0			
		Total 2025-11 November				$4,148.02	$402.40
						Ending	$36,266.78
2025-12 December							**$36,266.78**
2025-12	Pay	LANO EQUIPMENT I	011203802	041888 12/19/2025	PAY251219	$375.78	$0.00
		Bobcat wire harness, filters		0 0			
2025-12	Pay	MTI DISTRIBUTING I	150225000	041898 12/19/2025	PAY251219	$124.51	$0.00
		Cutting edge, tire toro		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251453083	041901 12/19/2025	PAY251219	$77.88	$0.00
		washer fluid		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251453898	041901 12/19/2025	PAY251219	$0.00	$40.00
		Core return		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251453900	041901 12/19/2025	PAY251219	$274.69	$0.00
		Battery, wiper blades		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251454637	041901 12/19/2025	PAY251219	$301.62	$0.00
		Loader battery		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251452411	041901 12/19/2025	PAY251219	$46.61	$0.00
		Light bulb		0 0			
2025-12	Pay	SAMARITAN TIRE P	156396	041906 12/19/2025	PAY251219	$90.00	$0.00
		Toro tire		0 0			
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547 12/24/2025	122025ACH	$217.86	$0.00
		PW Tools for snow plow repairs		532			
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547 12/24/2025	122025ACH	$45.97	$0.00
		PW Casters for snow blowers		532			
2025-12	Pay	OREILLY AUTOMOT	3251455980	041932 12/30/2025	PAY251230	$167.94	$0.00
		ATF		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251455031	041932 12/30/2025	PAY251230	$278.87	$0.00
		transmission fluid, wrench, antifreez		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251455425	041932 12/30/2025	PAY251230	$16.20	$0.00
		filters		0 0			
2025-12	Pay	ZIEGLER INC	N002208231	041941 12/30/2025	PAY251230	$60.00	$0.00
		loader hose		0 0			
2025-12	Pay	ZIEGLER INC	N002209040	041941 12/30/2025	PAY251230	$134.04	$0.00
		Loader hoses		0 0			

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Fund 101 GENERAL FUND
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E 101-43900-221	EQUIP/VEHICLE SUPPLIES	**Budget**	$34,000.00	**Total**	$38,961.75	**Balance**	-$4,961.75
2025-12 JE				2025AuditJEs	$523.00		$0.00
	Record CY accounts payable		1029	0			
		Total	**2025-12 December**		$2,734.97		$40.00
					Ending		$38,961.75
Control Act	101-25300 DESIG	**Total**	E 101-43900-221 EQUIP/VEHICLE SUPPLIES		$40,959.74		$1,997.99
		In Balance	**Total Year**	**$38,961.75**	**Ending**		**$38,961.75**
Total	Expenditure				$40,959.74		$1,997.99
		Fund	101		$40,959.74		$1,997.99

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Removed #348.76 of beach patrol cell expenses miscoded

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-321 COMMUNICATIONS-TELEPHON **Budget** $4,500.00 **Total** $6,083.13 **Balance** -$1,583.13

	Vendor SearchName / Comments	Invoice / Refer	Check / PO	Batch Name	Debit	Credit
2025-01 January					Begin	**$0.00**
2025-01 JE				2024AuditJEReve	$0.00	$70.00
	Reverse Record 2025 payments as		6 0			
2025-01 Pay	CHRIS BENNIS	2025 Q1 Cell 041039	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		111			
2025-01 Pay	JEFF KASK	2025 Q1 Cell 041040	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		114 0			
2025-01 Pay	MARK DUFFY	2025 Q1 Cell 041041	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		110			
2025-01 Pay	MARK JOHNSON	2025 Q1 Cell 041042	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		112			
2025-01 Pay	MATT MORRIS	2025 Q1 Cell 041043	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		113			
2025-01 Pay	VERIZON WIRELES	6101013822 041082	1/27/2025	PAY250127	$70.43	$0.00
	11/13 - 12/12 PW cell		0 0			
2025-01 Pay	VERIZON WIRELES	6103456411 041101	1/30/2025	PAY250130	$70.43	$0.00
	PW Cell 12/13 - 1/12		0 0			
	Total 2025-01 January				$1,265.86	$70.00
					Ending	$1,195.86
	Vendor SearchName / Comments	**Invoice / Refer**	**Check / PO**	**Batch Name**	**Debit**	**Credit**
2025-02 February					Begin	**$1,195.86**
2025-02 Pay	VERIZON WIRELES	6105902802 041153	2/27/2025	PAY250227	$70.43	$0.00
	PW Cell 1/13 - 2/12		0 0			
	Total 2025-02 February				$70.43	$0.00
					Ending	$1,266.29
	Vendor SearchName / Comments	**Invoice / Refer**	**Check / PO**	**Batch Name**	**Debit**	**Credit**
2025-04 April					Begin	**$1,266.29**
2025-04 Pay	VERIZON WIRELES	6108376067 041245	4/3/2025	PAY250403	$190.43	$0.00
	PW Cell/Tablet 2/13 - 3/12		0 0			
2025-04 Pay	CHRIS BENNIS	2025 Q2 Cell 041253	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		201			
2025-04 Pay	JEFF KASK	2025 Q2 Cell 041254	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		204 0			
2025-04 Pay	MARK DUFFY	2025 Q2 Cell 041255	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		200			
2025-04 Pay	MARK JOHNSON	2025 Q2 Cell 041256	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		202			
2025-04 Pay	MATT MORRIS	2025 Q2 Cell 041257	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		203			
2025-04 Pay	HENNEPIN COUNTY	1000244232 041267	4/17/2025	PAY250417	$139.16	$0.00
	PW radio fees		0 0			
	Total 2025-04 April				$1,454.59	$0.00
					Ending	$2,720.88
	Vendor SearchName / Comments	**Invoice / Refer**	**Check / PO**	**Batch Name**	**Debit**	**Credit**
2025-05 May					Begin	**$2,720.88**
2025-05 Pay	VERIZON WIRELES	6110873007 041317	5/1/2025	PAY250501	$123.13	$0.00
	PW Cell/Ipads 3/13 - 4/12		0 0			

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-321 COMMUNICATIONS-TELEPHON **Budget** $4,500.00 **Total** $6,083.13 **Balance** -$1,583.13

2025-05	Pay	VERIZON WIRELES	6113373204	041393	5/29/2025	PAY250529		$80.04	$0.00
		PW cell phone/tablets			0	0			
				Total	**2025-05 May**			$203.17	$0.00
								Ending	$2,924.05
		Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-06 June		**Comments**		**Refer**	**PO**			Begin	**$2,924.05**
2025-06	Pay	VERIZON WIRELES	6115883505	041492	6/27/2025	PAY250627		$177.20	$0.00
		PW Ipads and beach patrol phones			0	0			
				Total	**2025-06 June**			$177.20	$0.00
								Ending	$3,101.25
		Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-07 July		**Comments**		**Refer**	**PO**			Begin	**$3,101.25**
2025-07	Pay	CHRIS BENNIS	2025 Q3 Cell	041509	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			408				
2025-07	Pay	JEFF KASK	2025 Q3 Cell	041510	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			411	0			
2025-07	Pay	MARK DUFFY	2025 Q3 Cell	041511	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			409				
2025-07	Pay	MARK JOHNSON	2025 Q3 Cell	041512	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			410				
2025-07	Pay	MATT MORRIS	2025 Q3 Cell	041513	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			412				
2025-07	Pay	VERIZON WIRELES	6118395764	041587	7/31/2025	PAY250731		$177.24	$0.00
		PW Ipads & beach patrol phones			0	0			
				Total	**2025-07 July**			$1,302.24	$0.00
								Ending	$4,403.49
		Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-08 August		**Comments**		**Refer**	**PO**			Begin	**$4,403.49**
2025-08	Pay	VERIZON WIRELES	6120896707	041647	8/28/2025	PAY250828		$177.24	$0.00
		PW Ipads & beach patrol phones			0	0			
				Total	**2025-08 August**			$177.24	$0.00
								Ending	$4,580.73
		Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-10 October		**Comments**		**Refer**	**PO**			Begin	**$4,580.73**
2025-10	Pay	VERIZON WIRELES	6123380903	041712	10/1/2025	PAY251001		$177.36	$0.00
		PW Ipads & Beach Patrol phones			0	0			
2025-10	Pay	CHRIS BENNIS	Q4 2025	041715	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			444				
2025-10	Pay	JEFF KASK	Q4 2025	041720	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			447	0			
2025-10	Pay	MARK DUFFY	Q4 2025	041722	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			445				
2025-10	Pay	MARK JOHNSON	Q4 2025	041723	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			446				
2025-10	Pay	MATT MORRIS	Q4 2025	041724	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			448				

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-321 COMMUNICATIONS-TELEPHON **Budget** $4,500.00 **Total** $6,083.13 **Balance** -$1,583.13

2025-10 Pay	VERIZON WIRELES	6125865815	041780	10/29/2025	PAY251029		$39.96	$0.00
	PW Ipads		0	0				
			Total 2025-10 October				$1,342.32	$0.00
							Ending	$5,923.05
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-11 November	**Comments**		**Refer**	**PO**			Begin	**$5,923.05**
2025-11 Pay	VERIZON WIRELES	6128358836	041855	11/25/2025	PAY251125		$80.04	$0.00
	PW iPads service		0	0				
			Total 2025-11 November				$80.04	$0.00
							Ending	$6,003.09
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-12 December	**Comments**		**Refer**	**PO**			Begin	**$6,003.09**
2025-12 Pay	VERIZON WIRELES	6130872189	041938	12/30/2025	PAY251230		$80.04	$0.00
	PW iPads wireless service		0	0				
			Total 2025-12 December				$80.04	$0.00
							Ending	$6,083.13
Control Act	101-25300 DESIG		**Total**	E 101-43900-321 COMMUNICATIONS-TELEPHONE			$6,153.13	$70.00
		In Balance	**Total Year**		**$6,083.13**		**Ending**	**$6,083.13**
Total	Expenditure						$6,153.13	$70.00
		Fund	101				$6,153.13	$70.00

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-331 TRAINING EXPENSES **Budget** $3,300.00 **Total** $4,201.14 **Balance** -$901.14

	Vendor SearchName / Comments	Invoice / Refer	------Check------ / PO	Batch Name	Debit	Credit
2025-03 March					Begin	**$0.00**
2025-03 Pay	MATT MORRIS	3/18/2025 041207	3/24/2025	PAY250324	$273.00	$0.00
	Mileage reimbursement for MRWA		0	0		
		Total 2025-03 March			$273.00	$0.00
					Ending	$273.00
2025-04 April					Begin	**$273.00**
2025-04 Pay	SAFEASSURE CON	3791 041281	4/17/2025	PAY250417	$3,379.14	$0.00
	Safety training contract		0	0		
		Total 2025-04 April			$3,379.14	$0.00
					Ending	$3,652.14
2025-12 December					Begin	**$3,652.14**
2025-12 Pay	ELAN FINANCIAL SE	Nov 2025 001547	12/24/2025	122025ACH	$549.00	$0.00
	PW Management course - Kask		532			
		Total 2025-12 December			$549.00	$0.00
					Ending	$4,201.14
Control Act	101-25300 DESIG	**Total**	E 101-43900-331 TRAINING EXPENSES		$4,201.14	$0.00
		In Balance	**Total Year**	**$4,201.14**	**Ending**	**$4,201.14**
Total	Expenditure				$4,201.14	$0.00
		Fund 101			$4,201.14	$0.00

STAFF REPORT

Pat Smith, Planning Director

Deephaven City Council
July 6, 2026

BACKGROUND

The definition of "Structure" is anything constructed or erected, the use of which requires more or less permanent location on the ground or attached to something having a permanent location on the ground, except for retaining walls not having or requiring a railing and not exceeding 3-1/2 feet…" The zoning ordinance does not limit the height of retaining walls. Thus, staff has been directed to allow retaining walls under 3.5 feet within the principal building setback and retaining walls over 3.5 feet in height have to meet the principal building setbacks as they are considered a structure.

Staff approved the two retaining walls at 18870 Lake Ave and 19155 Lake Ave since they met the principal building setbacks even though the two retaining walls are over 3.5 feet in height. The City Council approved a variance for the retaining wall at 3725 Westview Drive because it is over the 3.5-foot height limit but is within the principal building setback.

		
18870 Lake Ave 9 feet	19155 Lake Ave 8 feet	3725 Westview Drive 5.09 feet

At the February 2, 2026, the City Council directed staff to amend the ordinance prohibiting retaining walls over 3.5 feet. At the March 17th Planning Commission meeting, the Planning Commission recommended a maximum height of four feet.

At the May 4th City Council study session, the City Council asked about the need for a guardrail on top of retaining walls of a certain height. Metro West, the City's Building Official, stated retaining walls are considered landscaping, similar to the three-foot retaining wall located at 20250 Cottagewood Road, and the building code does not require a guardrail on top of retaining walls.



Below is a table comparing how cities regulate retaining walls

	Maximum Height of Retaining Walls	Required Setbacks for Retaining Walls	Guardrail on Top of Retaining Walls
Deephaven – Existing	No limit	Retaining walls over 3.5 feet must meet principle building setbacks	No
Excelsior	Four feet	None	No
Wayzata	No limit	None	No
St. Louis Park	No limit	None	No
Minnetonka	No limit	None	No
Orono	No limit	Walls over four feet must meet accessory structure setbacks	No

Excelsior limits the height of retaining walls to four feet with a minimum separation of three feet between retaining walls. Excelsior allows retaining walls to exceed the four-foot height limit or the three-foot spacing with a Conditional Use Permit.

PROPOSED CHANGES

Staff recommends copying Excelsior's ordinance that limits the height of retaining walls to 4 feet. If a taller retaining wall is needed, a second retaining wall may be built three feet behind the first retaining wall to allow space for landscaping and screening or the City Council could approve a Conditional Use Permit for a retaining wall taller than four feet.

The proposed ordinance also includes a provision if a fence is constructed on top of a retaining wall, the height of the retaining wall is included in the height of the fence measurement. This is a provision from the City of St. Louis Park.

CITY COUNCIL ACTION REQUESTED

Suggest changes to the proposed ordinance and schedule the second reading for July 6, 2026.

Attachments:

1) Draft Ordinance

City of Deephaven
Hennepin County, Minnesota

ORDINANCE NO. 13-XX

AMENDING SECTION 1310 OF THE DEEPHAVEN ZONING ORDINANCE, RETAINING WALLS

THE CITY COUNCIL OF THE CITY OF DEEPHAVEN HEREBY ORDAINS:

SECTION ONE: Amendment. That Section 1310 be amended as follows:

1310.08 Fences and Walls

(i) Where a fence is attached to a retaining wall structure, the retaining wall shall be included in the fence height measurement.

1310.09 Retaining Walls.

Subd. 1. Retaining walls shall be permitted in all yards subject to the following:

(a) All structural portions of a retaining wall, including foundations and footings, shall be completely placed within the subject property.

(b) Shall not exceed four feet in height with a minimum three-foot horizontal separation before the next retaining wall.

(c) Shall comply with the visual clearance requirements of Section 1310.07.

SECTION TWO: The City Clerk is hereby directed to make the changes required by this Ordinance as part of the Official Deephaven City Code and to renumber the tables and chapters accordingly as necessary to provide the intended effect of this Ordinance. The City Clerk is further directed to make necessary corrections to any internal citations that result from said renumbering process, provided that such changes retain the purpose and intent of the Zoning Ordinance as has been adopted.

SECTION THREE: Effective Date. This Ordinance shall be effective as of its date of publication.

Adopted by the Deephaven City Council on April 6, 2026, and published in the paper of Sun Sailor on April 16, 2026.

_____
Kent M. Carlson, Mayor

ATTEST:

_____

Dan Madsen, City Administrator

DEEPHAVEN CITY COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL
20225 COTTAGEWOOD ROAD
7:00 p.m. Monday, July 6th, 2026

AGENDA

1. **CALL MEETING TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVE CONSENT AGENDA**
   A. Approve June 15th, 2026 Workshop and Council Meeting Minutes
   B. Approve Payment of Claims
   C. Approve Janish, Zach Removal from Probationary Status
   D. Approve Woodland and Greenwood Public Services Reconciliation
   E. Approve Hockey Rink Final Pay Request
   F. Approve Special Event for a Kickball Tournament Fundraiser
   G. Approve Resolution 26-27 Appointing Absentee Ballot Board
   H. Approve Resolution 27-27 Appointing 2026 Election Judges

4. **REPRESENTATIVE PATTY ACOMB**

5. **INTERIM EXCELSIOR FIRE DEPARTMENT CHIEF, NATE BASINGER**

6. **MATTERS FROM THE FLOOR**
   Residents may address the Council on matters not on the agenda and are required to register with the City Administrator and/or the provided sign-up sheet prior to the start of the meeting. Those wishing to speak are limited to three (3) minutes and must state their name and address for the record.

7. **PLANNING & ZONING MATTERS**
   A. Conditional Use Permit to Exceed Hardcover Limit for an Addition at 3645 Parkway
   B. Conditional Use Permit to Exceed the Hardcover Limit for an Addition at 20240 Cottagewood Avenue
   C. Amending the Zoning Ordinance Creating a Site and Building Plan Review Process
   D. Amending the Zoning Ordinance Regarding Grading Limits

8. **UNFINISHED BUSINESS**
   A. Marina Ordinacne Amendment

9. **NEW BUSINESS**
   A. Shorewood Cooperative Road Cost Share Agreement

10. **COUNCIL REPORTS:**
    A. Mayor Report: Public Safety / Public Works, Planning, Weeds, Personnel & Finance
    B. Scherschligt: Park, Personnel & Finance, Events
    C. Jewett: Fire Board
    D. Studer: Public Safety / Public Works
    E. Erdmann: Planning, LMCC Board

11. **DEPARTMENT REPORTS**
    A. Police Department:

B. Excelsior Fire District
C. Public Works
D. Administration
E. Engineering Update

12. ADJOURNMENT

DEEPHAVEN CITY COUNCIL WORKSHOP MINUTES
6:00 P.M., MONDAY, JUNE 15, 2026

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

   COUNCIL PRESENT: Mayor Pro Tem Emily Scherschligt, and Council Members Tom Erdmann, Tony Jewett, and John Studer

   STAFF: City Administrator / Special Counsel, Dan Madsen

WORKSHOP AGENDA:

Odds and Ends
Members of the Council and Staff discussed various topics including an update on the retaining wall planned for Village Hall Park, discussion of the Marina definition of "property owner," and a review of the Police Department Server specifications and costs.

Members of the Staff and Council then generally discussed other items including the 4th of July Celebration being held at the Minnetonka Yacht Club, the Vine Hill Road option for a sidewalk, crosswalk plans and other matters of general interest. Motion was then made by Studer, and seconded by Jewett to adjourn the Workshop at approximately 6:55 p.m.

Motion carried by unanimous vote and the Workshop was adjourned.

Respectfully typed and submitted Thursday, July 2, 2026
Dan Madsen
City Administrator, Special Counsel
Deephaven, Minnesota

DEEPHAVEN CITY COUNCIL MEETING MINUTES
7:00 P.M. Monday June 15th, 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: Kent Carlson

STAFF PRESENT: City Administrator Dan Madsen, City Engineer Steve Hegland with Hakanson Anderson,

GUEST: Matthew and Sarah Pavek

2. PLEDGE OF ALLEGIANCE:

The Council recited the Pledge of Allegiance

3. APPROVE THE CONSENT AGENDA:

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

A. Approve June 1st, 2026 Workshop and Council Meeting Minutes
B. Approve Payment of Claims
C. Approve 2026 Election Judge Compensation
D. Approve Special Event - Cottagewood Store 4th of July
E. Approve Special Event - Thorpe of July
F. Approve Special Event - Minnetonka Yacht Club 4th of July
G. Approve Retroactive Installation of Lift Station 9 Pump Replacement
H. Approve Police Department Server Replacement Quote
I. Approve Resolution Amending Deephaven Fund Balance Policy
J. Approve 2026 Street Improvement Project Change Orders; clay trench and light pole relocation, and sidewalk extension on Minnetonka Boulevard
K. Approve Carson and St. Louis Bay Milfoil Treatment

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

4. MATTERS FROM THE FLOOR:

None

5. PLANNING & ZONING:

None

6. UNFINISHED BUSINESS:

A. Retaining Wall, Village Hall Park

Removed due to approving it at the June 1st, 2026 meeting.

7. NEW BUSINESS:

A. Marina Ordinance Amendment Defining Property Owner and Residency Requirements

Item 7A was removed from the agenda to be discussed at a future meeting, No action was taken.

8. COUNCIL REPORTS:

A. Mayor Carlson: Absent

B. Scherschligt: Park committee discussed Buck thorn, Ryan met with Jim Dowds from Woodland and went over the process Woodland is taking with the Buckthorn. They also talked about Sand Volleyball at main beach.

C. Jewett: Fire chief is making sure that everything is ready for the 4th of July fireworks between the Yacht Club and Excelsior

D. Studer: No meeting for the Public works or Public Safety since the last Council meeting.

E. Erdmann: Two items on the planning commission meeting tomorrow night. LMCC met talked about their budget, Midco project is going well.

9. STAFF REPORTS:

A. Police Departments: They will be getting their new server. Lots of parking tickets around the beaches. They have received lots of calls on the road closure, people moving signs.

B. Excelsior Fire Dept: Nothing new

C. Public Works: Patching and cracking filling

D. Administration: Staff dealing with the street project and finishing the newsletters

E. Engineering: Centerpoint working on Minnetonka Blvd and their project is going well and they will be moving to the front of the school next week. Phase 1 of the road project is underway and people are looking at the website and utilizing the information on there.

10. ADJOURNMENT:

Motion was made by Studer and seconded by Erdmann to adjourn the City Council meeting at 7:24pm.

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

Typed Respectfully on June 29th, 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

CITY OF DEEPHAVEN

*Check Detail Register©

Batch: PAY260701

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CASH					
42453	07/02/26	**CATALYST GRAPHICS INC**			
E 101-41400-213		PUBLICATIONS	$1,352.00	50200	2026 Summer Newsletter
		Total	$1,352.00		
42454	07/02/26	**CITY OF MINNETONKA**			
E 601-49400-382		UTILITY-WATER	$26,179.93	2026 Q2 Wat	2026 Q2 Water Services
		Total	$26,179.93		
42455	07/02/26	**DEAKYNES TRUE VALUE HARDWARE**			
E 101-45100-229		R&M SUPPLIES	$23.98	A483632	trash bags
		Total	$23.98		
42456	07/02/26	**DELTA DENTAL OF MINNESOTA**			
G 101-21711		DENTAL FAMILY - NON T	$2,037.55	CNS0002191	7/2026 dental insurance
		Total	$2,037.55		
42457	07/02/26	**Hennepin County Elections**			
E 101-41200-309		PROFESSIONAL SERVIC	$862.32	25DPH	2025 Hennepin County election expenses
		Total	$862.32		
42458	07/02/26	**Jason Skolak**			
R 101-34960		REFUNDS	$5,000.00	Escrow Refu	18875 Azure Rd Escrow Refund
		Total	$5,000.00		
42459	07/02/26	**JEFF KASK**			
E 101-41900-307		JANITORIAL SERVICES	$300.00	6/24/2026	Clean City Hall/Poiice Dcpt/Public Works Dept
		Total	$300.00		
42460	07/02/26	**Joshua Sletten**			
R 101-34304		LOAD LIMITS	$350.00	Overweight p	Refund Overweight Permit
		Total	$350.00		
42461	07/02/26	**L.E.L.S #45 POLICE UNION**			
G 101-21721		POLICE UNION DUES	$438.00	Jul-26	7/2026 PD Union Dues
		Total	$438.00		
42462	07/02/26	**Lake Minnetonka Association**			
E 605-45100-309		PROFESSIONAL SERVIC	$10,500.00	2026 Treatm	Carson & St Louis Bay Weed treatment 2026 contribution
		Total	$10,500.00		
42463	07/02/26	**LMCD**			
E 605-45100-433		DUES & SUBSCRIPTION	$6,329.50	2026Q4Deep	2026 Q3 Municipal Dues
		Total	$6,329.50		
42464	07/02/26	**Lucid Builders**			
R 101-34960		REFUNDS	$5,000.00	20500 Linwoo	20500 Linwood Rd Escrow Refund
		Total	$5,000.00		
42465	07/02/26	**METRO WEST INSPECTION SERVICES**			
E 101-42400-309		PROFESSIONAL SERVIC	$29,038.37	5069	6/2026 Permit Finalizations
		Total	$29,038.37		

CITY OF DEEPHAVEN

*Check Detail Register©

Batch: PAY260701

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
42466	07/02/26	**Michael & Judy Sikorra**			
R 605-36201		BOAT USER FEES	$274.50	Slide Refund	Refund 2026 Slide fees
		Total	$274.50		
42467	07/02/26	**MN DEPT OF LABOR & INDUSTRY**			
G 101-20805		DTOG - STATE SURCHA	$3,837.97	2026 Q2 Dee	2026 Q2 building permit surcharges
		Total	$3,837.97		
42468	07/02/26	**MTI DISTRIBUTING INC**			
E 101-43900-221		EQUIP/VEHICLE SUPPLI	$166.73	152327800	toro parts
		Total	$166.73		
42469	07/02/26	**REPUBLIC SERVICES #894**			
E 603-49520-409		R&M CONTRACTURAL-O	$242.00	08940075575	7/2026 Organics Recycling
		Total	$242.00		
42470	07/02/26	**STANDARD INSURANCE COMPANY**			
G 101-21715		LIFE INSURANCE-NON T	$496.69	00 00772587	7/2026 Life insurance
		Total	$496.69		
		10100	$92,429.54		

Fund Summary

10100 CASH	
101 GENERAL FUND	$48,903.61
601 WATER FUND	$26,179.93
603 RECYCLING FUND	$242.00
605 MARINA FUND	$17,104.00
	$92,429.54

Deephaven Police Department

CORY JOHNSON
CHIEF OF POLICE

20225 Cottagewood Road
Deephaven, MN 55331

Email – coryj@deephavenpolice.com

July 6, 2026

To: Honorable Mayor Kent Carlson
Deephaven City Council

Cc: Dan Madsen, City Administrator / Special Counsel

From: Cory Johnson, Chief of Police

Re: Probationary Employee Zach Janisch- July 1, 2026

Officer Zach Janisch completed his one-year mandatory probation period on July 1, 2026.

Officer Janisch is a very good young officer, and we have been pleased with his strong work ethic and ability to learn.

Having first served our residents as a dedicated Community Service Officer starting in May 2023, Officer Janisch transitioned seamlessly into his full-time patrol role. Over the last year, he has consistently demonstrated strong core competencies, exceptional situational judgment, and a proactive approach to community policing. He maintains excellent relationships with local community members and has proven himself to be a reliable, highly capable asset to our department.

I recommend that Officer Janisch's employment status be changed to full-time regular status, effective July 1, 2026.

Thank you for your consideration of this recommendation.

DEEPHAVEN CITY COUNCIL WORKSHOP MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6, 2026
Workshop / Consent Agenda
Woodland 2025 Services Fee Audit

Summary:

- The Cities of Deephaven and Woodland entered into the Administrative Services Agreement in August of 2024, through which Police and Administrative Services are provided.
- Woodland makes quarterly payments throughout the year, with a final audit and reconciliation occurring after completion of that year's Deephaven Audit.
- Based upon the quarterly Woodland payments, and pursuant to the Agreement, Woodland has an operational debit in the amount of $1,791.08 that will be billed on a quarterly basis in addition to the 2026 Service Fees.

The Cities of Deephaven and Woodland entered into an Administrative and Police Services Agreement (hereafter "agreement") in August of 2024. Pursuant to this Agreement, Deephaven provides administrative and police services to the City of Woodland as set forth in Section 4 of the Agreement, in exchange for quarterly payments based upon the enumerated expense as presented in Section 5 of the Agreement. The total annual cost of services to Woodland is calculated annually during the Deephaven budgeting process, and is finalized upon approval of the Deephaven Annual Budget in December of each year. The basis for calculating the Woodland compensation is a formula that factors the pro rata share of Deephaven expenses apportioned between the Cities of Woodland and Deephaven based upon the percentage of annual households.

For the first year of this Agreement, ending December 31, 2025, a five percent inflation factor was used to calculate Woodland's compensation. This inflationary percentage was implemented for the first year to protect Woodland from inflationary costs during the contract cycle, as the budget under which Woodland quarterly payments were made in 2025 was approved by the Deephaven Council in December of 2024.

Each year, upon the conclusion of the final Deephaven Audit, the actual annual expenses are reviewed and compared to the total payments Woodland has made under the Agreement. In the event Woodland payments for services exceeded the Deephaven actual contractual expenses during any given year, Deephaven would establish and apply a credit in that amount to the following year's Woodland payments. Conversely, in the event the Deephaven contractual expense exceeds the payments made by Woodland, a debt will be established and applied to the following year's Woodland Payments.

For the year ending December 31, 2025, the amount paid by Woodland was $258,082.28. The cost of Administrative Services calculated as provided above is $94,140; and the cost of Police Services calculated as provided above is $162,151.20. Based upon the Agreement, that leaves a debit of $1,791.08 that would be added to this year's Woodland quarterly payments on a per-quarter basis.

This matter has been set on the Consent Agenda as it is a fairly standard item with predetermined funding requirements. This matter has also been set on for Workshop Disussion in the event the Council has any questions or comments here. This matter was previously set on for review by the Public Service Committee at the May 18, 2026, Meeting. Finance Clerk, Andrew Keller, will be at our Workhsop to help answer or address any specific questions you may have.

Sincerely,

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

Woodland Services Expenses Summary

2025 Woodland Services Formula				
City	2023 Households	% of Households	2024 Total Expense	Cost Allocation
Woodland	157	10.03%	$2,666,056.36	**$267,405.00**
Deephaven	1408	89.97%	$2,666,056.36	**$2,398,651.36**
Total	1565	100.00%	$2,666,056.36	**$2,666,056.36**

2024 Final Administration Expenses:	**$1,038,651.03**	10.03% based upon households
Woodland Administration Contribution:	**$104,176.70**	Using Met Council Annual Estimate

2024 Police Expenses:	**$1,748,222.00**	Operating Expense plus CIF Expense
2024 Police Revenue:	**-$74,000.00**	Revenues reduce expenses
2024 Final Expense:	**$1,627,405.33**	10.03% based upon households
Woodland Police Contribution:	**$163,228.75**	Using Met Council Annual Estimate

2025 Total Woodland Contribution:	**$267,405**

2025 Woodland Services Reconciliation				
City	2024 Households	% of Households	2025 Total Expense	Cost Allocation
Woodland	158	10.03%	$2,624,887.16	**$263,276.18**
Deephaven	1418	89.97%	$2,624,887.16	**$2,361,610.98**
Total	1576	100.00%	$2,624,887.16	**$2,624,887.16**

2025 Final Woodland Only Admin Expenses:	**$1,569.35**	Banyon, Council email subscription
2025 Final Shared Administration Expenses:	**$957,882.04**	10.03% based upon households
Woodland Administration Contribution:	**$97,644.92**	Using Met Council Annual Estimate

2025 Police Expenses:	**$1,712,784.55**	Operating Expense plus CIF Expense
2025 Police Revenue:	**-$113,209.62**	Revenues reduce expenses
2025 Final Expense:	**$1,599,574.93**	10.03% based upon households
Woodland Police Contribution:	**$160,437.37**	Using Met Council Annual Estimate

Reconciled 2025 Total Woodland Contribution:	**$258,082.28**
Less: Administrative Services Payments 2025	**($94,140.00)**
Less: Police Dept Services Payments 2025	**($162,151.20)**
Amount Owed for 2025 PD & Administrative Services	**$1,791.08**

Woodland Administration Operations Expenses

Administration Staff Expenses		Compensation	PERA	Health Ins.	Dental	2024	2025 Actual	Details
Subtotal	**2024 Totals**	**$629,598.30**	**$47,219.87**	**$111,011.40**	**$4,287.36**	**$792,116.93**	**N/A**	
	2025 Totals	**$671,608.75**	**$50,371.98**	**$73,430.96**	**$0.00**	**N/A**	**$795,411.69**	PERA is 7.5%, Dental factored at 12% increase
Car Allowance						**$6,000.00**	**$6,000.00**	
5% Inflation Factor						**$39,605.85**	**$0.00**	Excludes Car Allowance
Total Staff Expense						**$837,722.78**	**$801,411.69**	**2.51% Increase from 2024 to 2025**

Administration Operational Expense		Final 2020	Final 2021	Final 2022	Final 2023	2024	2025	Details
101-41100-201	City Hall Office Supplies	$6,172.00	$4,684.00	$6,784.00	$7,000.00	**$8,000.00**	**$7,641.42**	Newlsetters, Communications, Packets, etc.
101-41100-309	City Hall Professional Services	$37,741.00	$28,744.00	$37,424.00	$38,244.00	**$35,000.00**	**$35,443.36**	Software, IT, Fund accounting program. Removed Deephav
101-41100-319	City Hall Equipment Maint.	$7,250.00	$4,984.00	$5,962.00	$6,700.00	**$7,950.00**	**$3,238.90**	Copier, Computers, Postage Machine Lease, etc.
101-41100-321	City Hall Phone, Internet, Misc.	$6,030.00	$4,442.00	$5,287.00	$5,640.00	**$5,880.00**	**$6,698.42**	CH phone/internet
101-41100-322	City Hall Postage	$7,014.00	$6,931.00	$4,506.00	$7,200.00	**$7,500.00**	**$1,500.00**	Postage machine funds refill. Woodland budget postage line
101-41100-383	City Hall Natural Gas	$4,513.00	$4,944.00	$6,278.00	$6,000.00	**$7,800.00**	**$8,191.73**	
101-41100-371	City Hall Training Costs	$328.00	$66.00	$104.00	$1,997.00	**$1,000.00**	**$175.00**	Annual Training, CLE, LMC and Certifications
101-41100-229	City Hall Building Repair and Maint.	$9,789.00	$10,512.00	$12,571.00	$12,400.00	**$14,000.00**	**$8,542.39**	Contract repair, maintenance, materials, etc.
101-4110-369	City Hall Insurance					**$12,010.00**	**$15,916.67**	Workers Comp and Property Premium
101-41100-439	City Hall Miscelaneous	$2,482.00	$1,564.00	$1,577.00	$3,000.00	**$3,000.00**	**$80.75**	
101-41400-433	Dues/Subscriptions	$280.00	$160.00	$160.00	$300.00	**$300.00**	**$3,549.28**	Adobe subscriptions, Legal Database subscription, notary fe
101-41900-409	City Hall Rep & Maint Supplies	$7,848.00	$10,512.00	$12,571.00	$14,635.00	**$12,000.00**	**$4,423.08**	HVAC, Pest Control, Supplies and Parts
101-41900-307	City Hall Janitorial Services	$7,800.00	$7,950.00	$7,650.00	$7,800.00	**$7,800.00**	**$7,800.00**	
101-41900-381	City Hall Electricity	$13,735.00	$15,399.00	$17,662.00	$16,200.00	**$18,000.00**	**$15,965.41**	
	City Hall Contingency					**$25,000.00**	**$359.98**	Employee appreciation lunch
Subtotal						**$165,240.00**	**$119,526.39**	
Inflation Factor, 5%						**$8,262.00**	**$0.00**	
Total Operational Expense						**$173,502.00**	**$119,526.39**	

Woodland Police Operations Revenues and Expenses

Police Department Revenues		Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	2025 Actual
101-33416	POST Reimbursement	$5,645.00	$7,213.00	$7,104.00	$5,500.00	**$7,000.00**	**$0.00**
101-33422	Police State Aid	$63,795.00	$61,284.00	$67,611.00	$64,000.00	**$67,000.00**	**$113,209.62**
Total Police Department Revenues		**$69,440.00**	**$68,497.00**	**$74,715.00**	**$69,500.00**	**$74,000.00**	**$113,209.62**

Police Staff Expenses		Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	2025 Actual	Details
101-42100-101	Salaries	$644,245.00	$710,190.00	$786,411.00	$857,361.00	**$877,947.00**	**$1,016,635.87**	Hired full-time officer Zach Janisch
101-42100-121	Pera	$105,359.00	$116,431.00	$127,554.00	$143,882.00	**$157,380.00**	**$169,944.16**	17.7% for LEO
101-42100-122	Fica	$4,181.00	$4,556.00	$4,604.00	$4,785.00	**$6,224.00**	**$5,549.24**	7.65 SS and Medicare / FICA
101-42100-123	Medicare	$9,111.00	$10,039.00	$11,156.00	$12,432.00	**$13,114.00**	**$14,195.23**	
101-42100-139	Insurance	$106,711.00	$100,377.00	$93,808.00	$114,558.00	**$160,664.00**	**$143,820.49**	Insurance and HSAContributions
Subtotal						**$1,215,329.00**	**$1,350,144.99**	
5% Inflation Factor						**$60,766.00**	**$0.00**	
Total Staff Expense						**$1,276,095.00**	**$1,350,144.99**	

Police Operational Expense		Final 2020	Final 2021	Final 2022	Final 2023	Final 2024	2025 Actual	Details
101-42100-201	Office Supplies	$3,839.00	$1,421.00	$2,621.00	$3,200.00	**$4,500.00**	**$3,587.10**	
101-42100-211	Uniforms	$7,822.00	$9,729.00	$9,229.00	$8,000.00	**$9,500.00**	**$4,083.72**	
101-42100-212	Petroleum	$12,266.00	$17,666.00	$21,837.00	$25,900.00	**$24,500.00**	**$19,924.86**	
101-42100-214	Forms/Printing	$1,050.00	$847.00	$260.00	$1,700.00	**$1,700.00**	**$844.26**	Traffic Tickets, citations, Envelopes
101-42100-217	Crime Prevention	$1,777.00	$2,043.00	$1,041.00	$3,200.00	**$3,200.00**	**$1,577.41**	Safety videos, counteract material
101-42100-219	Operational Supplies	$6,756.00	$3,275.00	$3,261.00	$3,800.00	**$4,200.00**	**$1,459.24**	Breath tests, medical supplies
101-42100-221	Equip/Vehicle Supplies	$300.00	$983.00	$150.00	$1,200.00	**$1,500.00**	**$188.82**	
101-42100-231	Firearm Training Supplies	$2,350.00	$2,671.00	$2,806.00	$5,000.00	**$6,300.00**	**$6,397.16**	
101-42100-249	Minor Equipment	$518.00	$273.00	$1,251.00	$1,600.00	**$1,600.00**	**$333.42**	
101-4110-369	Police Insurance					**$91,331.00**	**$96,128.75**	Police Worker's Comp and Property Premium
101-42100-304	Prosecuting Attorney	$49,274.00	$42,396.00	$46,935.00	$47,436.00	**$47,904.00**	**$0.00**	Woodland has own prosecuting attorney contract
101-42100-309	Professional Services	$27,063.00	$23,948.00	$34,617.00	$36,000.00	**$54,000.00**	**$54,519.22**	Computer, Tow charges, LETG Mgmt Support
101-42100-310	Animal Control	$100.00	$64.00	$0.00	$1,200.00	**$1,200.00**	**$0.00**	
101-42100-319	Equipment Maintenance	$5,275.00	$3,132.00	$4,361.00	$5,400.00	**$6,000.00**	**$3,967.32**	Scales, radar, taser, siren maint.
101-42100-321	Communications	$6,659.00	$6,764.00	$8,105.00	$7,620.00	**$7,740.00**	**$10,105.11**	Officer cell phones & vehicle hot spots, internet, office phone
101-42100-323	Radio and Body Cam Leases	$9,061.00	$7,942.00	$12,506.00	$17,700.00	**$14,400.00**	**$23,049.73**	**Underbudgeted for 2025**
101-42100-324	CJDN	$2,040.00	$2,040.00	$3,570.00	$2,040.00	**$2,040.00**	**$2,040.00**	State connection for Police
101-42100-371	Training Expenses	$6,744.00	$2,333.00	$7,273.00	$5,500.00	**$6,800.00**	**$8,030.74**	Defensive driving, EMT refresher, trainings
101-42100-333	Vehicle Maintenance	$10,658.00	$11,963.00	$11,350.00	$10,500.00	**$12,500.00**	**$21,769.28**	Parts, repairs, maintenance, supplies, car washes. Underbudgeted for 2025
101-42100-381	Utilities	$151.00	$341.00	$389.00	$345.00	**$400.00**	**$1,890.62**	
101-42100-433	Dues/Subscriptions	$1,539.00	$1,445.00	$2,709.00	$1,770.00	**$1,950.00**	**$2,034.47**	
Subtotal						**$303,265.00**	**$261,931.23**	
Inflation Factor, 5%						**$15,457.00**	**$0.00**	
Total Operational Expense						**$318,722.00**	**$261,931.23**	

2024 Police Capital Outlay Expense					
Police Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	
2023 Dodge Durango GT 60 mo	$66,000	5	2028	$13,200	
2023 Dodge Durango Police 48	$66,000	4	2027	$16,500	
2023 Dodge Durango Police 48	$66,000	4	2027	$16,500	
2025 Dodge Durango Police Ca	$66,000	4	2029	$16,500	Purchased in 2024
2025 Dodge Durango Police Ca	$66,000	4	2029	$16,500	Purchased in 2024
2024 Xerox/Fax Machine	$6,500	6	2034	$1,083	
2024 Livescan Fingerprint Mach	$30,000	10	2034	$3,000	
2022 (4) Squad Laptops	$13,200	6	2028	$2,200	
2023 (5) AED's	$15,000	8	2031	$1,875	
2019 (5) Police Rifles	$10,000	8	2027	$1,250	
2013 (2) Civil Defense Sirens	$40,000	20	2033	$2,000	
2020 Police Server	$15,000	5	2026	$3,000	
2015 Police Department Camer	$21,000	10	2024	$2,100	Purchased in 2024
2012 Replacement Police Mana	$75,000	15	2028	$5,000	
Total CIP Expense	$480,700.00			$100,708	

2024 Total Police Expenses	$1,695,525.33	Staff & Operating Expense plus CIF Expense
2024 Police Revenue	$74,000.00	Revenues reduce expenses
2024 Final Expense	$1,621,525.33	10.03% based upon households
Woodland Contribution	$162,638.99	Using Met Council Annual Estimate

2025 Total Police Expenses	$1,712,784.55	Staff & Operating Expense plus CIF Expense
2025 Police Revenue	$113,209.62	Revenues reduce expenses
2025 Final Expense	$1,599,574.93	10.03% based upon households
Woodland Contribution	$160,437.37	Using Met Council Annual Estimate

CITY OF DEEPHAVEN AND CITY OF WOODLAND
ADMINISTRATIVE AND POLICE SERVICES AGREEMENT

This Administrative Services Agreement (hereinafter, "Services Agreement") is entered into this ____ day of _____, 2024 by and between the City of Woodland, a municipal corporation organized under the laws of the State of Minnesota (hereinafter, "Woodland"), and the City of Deephaven, a municipal corporation organized under the laws of the State of Minnesota (hereinafter, "Deephaven"). The City of Woodland and the City of Deephaven may hereinafter be referred to collectively as the "Parties."

RECITALS:

WHEREAS, The Cities of Woodland and Deephaven are neighboring communities located on Lake Minnetonka in Hennepin County, Minnesota; and

WHEREAS, Woodland wishes to engage Deephaven for the performance of administrative and police services for the benefit of the residents of Woodland; and

WHEREAS, Deephaven is willing and able to perform administrative and police services for the benefit of the residents of Woodland, with equitable compensation provided by Woodland for such services being to the benefit of the residents of Deephaven; and

WHEREAS, Minn. Stat. §471.59 authorizes two or more governmental units to enter into agreements to exercise any power common to the contracting Parties, or any similar power, by one Party on behalf of another Party; and

WHEREAS, the Parties have independently and collectively determined that it is in the best interest of their respective cities to jointly and cooperatively exercise such powers in the manner provided herein, for the compensation set forth herein, and that the same shall be for the mutual benefit of both cities.

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, the Parties agree as follows:

SERVICES AGREEMENT

1. Term of Agreement

a. This Services Agreement, dated July 1, 2024, shall become effective upon execution by the Parties. The Services provided under this Services Agreement shall commence January 1, 2025, unless early commencement is elected at the sole discretion of Woodland.

b. This Agreement shall terminate on December 31, 2027, unless extended by mutual agreement of the Parties or otherwise terminated under the terms as provided herein.

2. Services Provided

a. This Service Agreement consists of Police Services and Administrative Services to be provided by Deephaven for the benefit of Woodland as set forth herein. This Service Agreement rescinds and replaces all other prior Agreements between the Parties.

3. Police Services

a. Deephaven Police Officers shall be designated as Police Officers of Woodland, shall have the authority to enforce Woodland Ordinances, and shall have the full authority and responsibility to provide police protection in accordance with the laws of the State of Minnesota. Deephaven Police Officers shall serve as Woodland Animal Control Officers. The Deephaven Police Chief is also designated as the Woodland Police Chief.

b. The Deephaven Police Department shall provide Woodland with law enforcement and police protection services, which shall be essentially the same as the services provided in Deephaven.

c. The Deephaven Police Officers shall provide the Woodland Animal Control Officer services on an "On Call" basis without patrolling responsibility. The service shall be provided in accordance with Woodland Ordinance No. 405. The impound fees owing under Woodland Ordinance No. 405 for animals impounded by the Deephaven Police Officers shall be collected by and retained by the City of Deephaven. Deephaven shall collect any boarding charges owing for an animal impounded by Deephaven under the Woodland Ordinance, and shall pay the impound facility the amount owing for that expense. If an animal impounded under Woodland Ordinances is not claimed, Woodland shall pay any amounts owing to the impound facility for the animal. Deephaven shall give Woodland a written report as to any animal impounded by Deephaven under the Woodland Ordinance.

d. The law enforcement, police services and animal control services rendered to Woodland by Deephaven will be under the sole direction of Deephaven. The standards of performance, hiring and discipline of officers and other matters related to police enforcement, services and activities will be within the exclusive control of Deephaven. Enforcement policies of Deephaven will prevail as to enforcement policies within Woodland. A written statement of the current enforcement policies of Deephaven will be provided to Woodland.

e. Woodland agrees to pay the cost of prosecution for all offenses charged within its corporate boundaries. Investigations and preparations for trial by police officers, as well as attendance in court by such officers, shall be included within the cost of services established by this Services Agreement. All fines, fees, funds and the proceeds from forfeitures from conduct or charges originating in Woodland shall be retained by Woodland. The cost of incarceration or transportation of offenders from conduct or charges originating in Woodland shall be reimbursed by Woodland to Deephaven. Revenues from the Peace Officers Standards and Training Board and Police State Aid will be apportioned between Woodland and Deephaven based upon the Contribution formula.

4. Administrative Services

a. Deephaven Administrative Staff shall also be designated as the Administrative Staff of Woodland and shall have the authority to operate and manage the day-to-day operations of Woodland. "Administrative Staff" is defined as the City Administrator, City Planner, City Clerk, Finance Clerk / Treasurer, Permit Clerk, and Utility Billing Clerk.

b. Deephaven Administrative Staff shall perform all statutorily designated duties and responsibilities as is required for the successful operation of a municipal corporation. The performance of these duties in Woodland shall be essentially the same as the services provided for Deephaven.

c. All administrative staffing and services provided to Woodland by Deephaven will be under the sole authority and direction of the Staff and City Council in Deephaven. The standards of performance, hiring and discipline of staff and other matters of policy or regulations related to administrative services will be within the exclusive control of Deephaven. The administrative policies and procedures of Deephaven will prevail as to the administrative service policies and procedures provided to Woodland.

d. The Deephaven City Administrator is also designated as the Woodland City Administrator. The position of City Administrator is the highest responsible staff position of the City and involves directing and overseeing all departments of the City in accordance with State law.

e. The Deephaven City Planner is also designated as the City Planner of Woodland. The City Planner shall ensure the practical application of the zoning, subdivision, shoreland, wetland, septic system, nuisance and sign ordinances; and coordinate and direct the administration, enforcement and interpretation of Woodland Zoning Code and Comprehensive Plan.

f. The Deephaven City Clerk is also designated as the Woodland City Clerk and shall perform specialized, clerical work and administrative support to elected and appointed officials, the City Administrator, and City Departments. The City Clerk also plans, organizes, and coordinates municipal elections and communications, and maintains official City records.

g. The Deephaven Finance Clerk / Treasurer is also designated as the Woodland Finance Clerk / Treasurer and shall manage the accounts payable / accounts receivable, cash management and bank reconciliation functions; payroll, and oversee the City's fund accounting process. The Finance Clerk / Treasurer also assists and advises the City Administrator regarding fund investments, the preparation of annual budgets and the generation of various reports for review by the City Council.

h. The Deephaven Permit Clerk is also designated as the Woodland Permit Clerk and shall manage building permits, parking permits, licensing; and filing of State reports including surcharge, SAC, Census and other annual reporting requirements.

i. The Deephaven Utility Billing Clerk is also designated as the Woodland Utility Billing Clerk and shall perform clerical work and support involving utility billing, septic systems, general public assistance, and other clerical work for the City.

5. Compensation for Services

a. Woodland shall provide Deephaven with financial support for the provision of Police and Administrative Services (hereinafter, "Compensation") as set forth herein. Such Compensation shall be calculated annually based upon the proportionate share of the related Deephaven budgeted expenses apportioned between the Parties by the percentage of households in Deephaven and Woodland. The annual household estimates shall be as set forth in the most recent Metropolitan Council Preliminary Population and Household Estimates report (Exhibit A) published each spring.

b. The Compensation provided by Woodland shall be based upon the most recent Deephaven the annual budget (Exhibit B), and shall be calculated to include the following:

    i. Administrative Staff Expense, consisting of the compensation and benefits for Administrative Staff providing services to Woodland;
    ii. Police Staff Expense, consisting of the compensation and benefits for Police Staff providing services to Woodland;
    iii. Administrative Operating Expense, consisting of non-staff costs for the provision of services including facilities expense, office supplies, utilities, insurance and other related expenses;
    iv. Police Operating Expense, consisting of non-staff costs for the provision of services including facilities expense, office supplies, utilities, insurance and other related expenses;
        1. Deephaven receives annual revenues as Police State Aid and Post Reimbursement.
        2. These revenues shall be subtracted from the overall annual expense, Woodland will receive a proportionate reduction in their annual amount of compensation.
    v. Administrative Capital Outlay Expense, consisting of the funded depreciation of operational equipment, software and other capitalized expenses; and
    vi. Police Capital Outlay Expense, consisting of the funded depreciation of operational equipment, software and other capitalized expenses.

c. The annual amount of Compensation to be paid by Woodland shall be calculated annually during the Deephaven budgeting process and finalized upon approval of the Deephaven Annual Budget in December of each year. For the first year of the Service Agreement, for services to be rendered in 2025, the approved 2024 Deephaven Annual Budget plus a five percent (5%) inflation factor shall be used to calculate Woodland's 2025 Compensation.

    i. This process results in Woodland paying Compensation based upon expenses rendered one calendar year in the past. The five percent (5%) inflation factor is intended to help offset the anticipated budget impacts of annual increases in Staff, Operations and Capital expenses. Stated differently:
        1. Woodland Compensation for the calendar year 2025 is based upon the Deephaven 2024 Budget that was approved in December of 2023.

2. Woodland compensation for the calendar year 2026 shall be based upon the Deephaven 2025 Budget that will be approved in December of 2024.
3. This process shall continue until termination of the Agreement.

ii. In the event Deephaven does not expend the full amounts set in the annual Budget, including the five percent (5%) inflation factor, a credit will be established and applied to the following year's Compensation. Conversely, in the event Deephaven spending exceeds its annual budget, including the five percent (5%) inflation factor, a debit will be established and applied to the following year's Compensation to be paid by Woodland.

iii. At the end of the Term of this Agreement, or upon Termination of this Agreement, any remaining credit or debit shall be paid to, or shall be owing from, Woodland. Such credit or debit shall be paid to Woodland, or received from, Woodland within thirty (30) days of the date of Termination of this Agreement to "true up" the Compensation.

d. Compensation shall be invoiced to Woodland and paid to Deephaven on a quarterly basis. The invoice provided to Woodland will include a general budget statement showing revenues and expenses incurred or received to date. Credits or debits shall only be calculated and applied once each year at the end of the Deephaven annual budgeting process. These credits or debits will only be applicable to the following calendar year Compensation.

6. Miscellaneous Provisions

a. Insurance: Woodland and Deephaven shall maintain their own insurance policies. Deephaven will include Woodland as an additional insured party on the Deephaven public liability policy for Police Services.

b. Use of Facilities: Woodland shall have reasonable use of Deephaven City Hall during available times for additional meetings in addition to regularly scheduled Woodland City Council Meetings.

c. Equipment and Supplies: Deephaven will provide all equipment and supplies as required or as otherwise necessary to perform Deephaven obligations on behalf of Woodland as provided herein.

d. Cooperation and Assistance: Woodland will be included in all cooperative or service agreements entered into by the City of Deephaven that may impact Woodland. These types of services and agreements include, but are not limited to: Electric Inspection; Building Permit and Inspection; Fund Accounting and Utility Billing Software; and, Website Design and Administration. These expenses will be the responsibility of Woodland and will be funded as Compensation in following year budgets or through the "true up" process upon termination of this Service Agreement.

e. Staff Remain Deephaven Employees: Deephaven Staff providing Administrative Services to Woodland under the Agreement are solely employees of Deephaven. All obligations with regard to workers compensation, PERA, withholding tax, insurance and similar personnel and employment matters will be the sole responsibility of Deephaven. Woodland will not be required to furnish any fringe benefits or assume any other liability

of employment to any Deephaven employees providing services to Woodland under this Agreement.

f. Indemnification: Pursuant to Minn. Stat. §471.59, Subd. 1a(a), as amended, this Service Agreement is intended to, and shall, be construed as a "cooperative activity." It is the intent of the Parties that they be deemed a "single governmental unit" for the purposes of liability; provided, however, that each party expressly declines responsibility for the acts or omissions of the other.
    i. Nothing in this Agreement shall be construed to waive or limit any immunity from, or limitation on, the liability of either party as provide by law. Under no circumstances shall a Party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The statutory limits of liability for the two parties may not be added together or otherwise combined to increase the maximum amount of liability for any party.
    ii. Deephaven agrees to indemnify, defend and hold harmless Woodland, its agents, officers and assigns against all claims, losses and expenses incurred or alleged as a result of any claim, demand, action or cause of action arising out of a duty to be performed by Deephaven pursuant to this Service Agreement. This indemnification includes reasonable attorney fees, subject to the limits of liability under Minnesota Statutes, Chapter 466. Deephaven shall not be required to pay on behalf of itself and other parties any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party.
    iii. This Section shall survive termination of this Service Agreement.

g. Amendment and Termination: This Service Agreement may be amended or rescinded at any time by agreement in writing signed by all Parties. This Agreement may be unilaterally terminated at the sole discretion of Deephaven at any time with ninety (90) days written notice. In such event, Deephaven shall continue to provide services under this Service Agreement for a period of one hundred and eighty (180) days after expiration of the notice period. Deephaven shall use best efforts and due diligence in assisting Woodland with a transition to a different service provider or in establishing a new method of operation for the provision of services.

h. Public Services Committee: Woodland shall nominate one member of its Council to serve on the Public Services Committee. This Committee typically meets monthly to discuss municipal operations under Deephaven's various Service Agreements. The Public Services Committee is responsible for making recommendations for any changes or modifications to the Service Agreements to their respective City Councils.

i. Jurisdiction and Governing Law: This Agreement shall be governed by the laws of the State of Minnesota, with jurisdiction vesting in Hennepin County District Court.

j. Binding Agreement. This Service Agreement constitutes the entire final agreement between the Parties, rescinding or revoking any prior Agreements in their entirety. This Service Agreement shall be binding on the Parties until terminated as provided herein.

k. Inspection by State Auditor or Legislative Auditor: Pursuant to Minnesota Statutes §16C.05, Subd. 5, and unless otherwise protected as private or non-public data, any

books, records, documents, and accounting procedures and practices of Woodland and Deephaven relevant to this Service Agreement are subject to examination by the Legislative Auditor or State Auditor, as appropriate, for a period of six (6) years. Woodland and Deephaven agree to maintain these records for a period of six (6) years from the date of performance of all services covered under this agreement.

l. Incorporation of Recitals and Exhibits: The recitals and the exhibits referenced in this Service Agreement and attached hereto are incorporated by reference and made a part of this Service Agreement as if set forth in full herein.

m. Notice: Any notices to the Parties herein shall be in writing, delivered by hand or registered mail addressed as follows to the following parties:

City of Deephaven
c/o City Administrator
20225 Cottagewood Road
Deephaven, MN 55331

City of Woodland
c/o Mayor
20225 Cottagewood Road
Deephaven, MN 55331

In the event there is a change of Mayor in Woodland, notice shall be deemed effective if delivered by hand or registered mail to the registered address of the sitting Mayor of the City.

n. Counterparts: For the convenience of the parties, any number of counterparts hereof may be executed and each such executed counterpart shall be deemed an original, but all such counterparts together shall constitute one and the same Service Agreement.

o. Representations: Each Party executing this Agreement represents to the other that those signing below on its behalf are authorized to enter into this Service Agreement and to bind its organization to its terms and conditions.

p. Dispute Resolution: The Parties shall cooperate and use their best efforts to ensure that the various provisions of this Agreement are fulfilled. The Parties agree to act in good faith to undertake resolution of disputes in an equitable and timely manner and in accordance with the provision of this Service Agreement. Except in the event of a termination pursuant to Section 6. G., if disputes cannot be resolved informally by the Parties, the following procedures shall be used:

    i. The Mayors will communicate in good faith to resolve the dispute.

    ii. Whenever there is a failure between the Parties to resolve a dispute on their own, the Parties shall first attempt to mediate the dispute. The Parties shall agree upon a mediator, or if they cannot agree, shall obtain a list of court-approved mediators from the Hennepin County District Court Administrator and select a mediator by alternately striking names until one remains.

Woodland shall strike the first name, followed by Deephaven, and shall continue until one name remains.

iii. If the dispute is not resolved within thirty (30) days after the end of mediation proceedings, the Parties may pursue any legal remedy.

[signature pages to follow]

IN WITNESS WHEREOF, the parties to this Service Agreement have caused these presents to be executed as of the day and year aforesaid.

CITY OF DEEPHAVEN

By: _____
Kent Carlson, Mayor

By: _____
Dan Madsen, City Administrator

CITY OF WOODLAND

By: _____
Vince Suerth, Mayor

By: _____
Sara Skalle, City Clerk

Metropolitan Council
2023 Preliminary Population and Household Estimates

Published May 2024

City or Township	Population, 2020 Census	Population, 2023 Estimate	2020-2023 Population Change	Households, 2020 Census	Households, 2023 Estimate	2020-2023 Household Change
Hennepin County Total	**1,281,565**	**1,297,708**	**16,143**	**528,547**	**547,925**	**19,378**
Bloomington	89,987	91,537	1,550	38,080	39,634	1,554
Brooklyn Center	33,782	33,982	200	11,309	11,533	224
Brooklyn Park	86,478	83,874	-2,604	28,749	28,407	-342
Champlin	23,919	24,975	1,056	8,879	9,277	398
Chanhassen (part)	0	0	0	0	0	0
Corcoran	6,185	8,019	1,834	2,174	2,855	681
Crystal	23,330	23,263	-67	9,552	9,479	-73
Dayton (part)	7,212	10,037	2,825	2,438	3,479	1,041
Deephaven	3,899	3,812	-87	1,403	1,408	5
Eden Prairie	64,198	64,600	402	24,892	25,516	624
Edina	53,494	54,480	986	22,093	23,363	1,270
Excelsior	2,355	2,361	6	1,148	1,145	-3
Fort Snelling unorganized	438	487	49	283	316	33
Golden Valley	22,552	22,305	-247	9,957	9,905	-52
Greenfield	2,903	3,083	180	1,013	1,065	52
Greenwood	726	721	-5	286	283	-3
Hanover (part)	666	718	52	236	255	19
Hopkins	19,084	18,441	-643	9,110	8,971	-139
Independence	3,755	3,916	161	1,288	1,324	36
Long Lake	1,741	1,716	-25	737	723	-14
Loretto	646	673	27	268	275	7
Maple Grove	70,253	71,676	1,423	26,728	28,025	1,297
Maple Plain	1,743	1,951	208	734	880	146
Medicine Lake	337	342	5	154	156	2
Medina	6,837	7,580	743	2,298	2,610	312
Minneapolis	429,956	433,633	3,677	187,671	195,280	7,609
Minnetonka	53,776	54,850	1,074	23,694	24,561	867
Minnetonka Beach	546	535	-11	198	198	0
Minnetrista	8,262	8,896	634	2,765	2,969	204
Mound	9,398	9,420	22	4,160	4,266	106
New Hope	21,986	21,733	-253	8,984	9,084	100
Orono	8,315	8,383	68	3,152	3,186	34
Osseo	2,688	2,674	-14	1,285	1,276	-9
Plymouth	81,026	80,546	-480	32,041	32,519	478
Richfield	36,994	38,678	1,684	15,940	16,853	913
Robbinsdale	14,646	14,945	299	6,289	6,609	320
Rockford (part)	455	436	-19	197	192	-5
Rogers	13,295	14,934	1,639	4,534	5,228	694
St. Anthony (part)	5,612	5,734	122	2,248	2,329	81
St. Bonifacius	2,307	2,196	-111	896	871	-25
St. Louis Park	50,010	49,345	-665	23,830	24,461	631
Shorewood	7,779	7,958	179	2,872	2,990	118
Spring Park	1,734	1,728	-6	1,040	1,069	29
Tonka Bay	1,442	1,593	151	586	682	96
Wayzata	4,434	4,549	115	2,206	2,261	55
Woodland	384	393	9	150	157	7

Deephaven Services Expenses Summary

2025 Woodland Services Formula				
City	**2023 Households**	**% of Households**	**2024 Total Expense**	**Cost Allocation**
Woodland	157	10.03%	$2,577,759.01	**$258,549.23**
Deephaven	1408	89.97%	$2,577,759.01	**$2,319,209.78**
Total	1565	100.00%	$2,577,759.01	**$2,577,759.01**

2024 Final Administration Expenses:	**$938,586.31**	10.03% based upon households
Woodland Administration Contribution:	**$94,140.21**	Using Met Council Annual Estimate

2024 Police Expenses:	**$1,713,172.70**	Operating Expense plus CIF Expense
2024 Police Revenue:	**-$74,000.00**	Revenues reduce expenses
2024 Final Expense:	**$1,639,172.70**	10.03% based upon households
Woodland Police Contribution:	**$164,409.02**	Using Met Council Annual Estimate

2025 Estimated Woodland Contribution:	**$258,549.23**
2026 Projected Contribution:	**$291,716.64**

Notes:

2024 Woodland Police Services Agreement: $151,963 Current billing for 2024

Deephaven Administration Operations Expenses

Administration Staff Expenses		Compensation	PERA / FICA	Health Ins.	Dental	Budget 2024	Draft 2025
101-41400-101	City Staff	367411.20	$55,662.80	$76,377.12	$2,449.92	$501,901.04	$558,990.90
101-42400-101	Planning and Zoning	147201.60	$22,301.04	$38,188.56	$1,224.96	$208,916.16	$235,109.73
	Entry-level hire / Compensation						$0.00
Subtotal		**$514,612.80**	**$77,963.84**	**$114,565.68**	**$3,674.88**	**$710,817.20**	$794,100.63
Car Allowance						$6,000.00	$6,000.00
5% Inflation Factor						$35,540.86	$39,705.03
Total Staff Expense						**$752,358.06**	**$839,805.66**

Administration Operational Expense		Final 2020	Final 2021	Final 2022	Final 2023	Budget 2024	Draft 2025
101-41100-201	City Hall Office Supplies	$6,172.00	$4,684.00	$6,784.00	$7,000.00	$8,000.00	**$8,000.00**
101-41100-309	City Hall Professional Services	$37,741.00	$28,744.00	$37,424.00	$38,244.00	$35,000.00	**$35,000.00**
101-41100-319	City Hall Equipment Maint.	$7,250.00	$4,984.00	$5,962.00	$6,700.00	$7,950.00	**$7,950.00**
101-41100-321	City Hall Phone, Internet, Misc.	$6,030.00	$4,442.00	$5,287.00	$5,640.00	$5,880.00	**$6,500.00**
101-41100-322	City Hall Postage	$7,014.00	$6,931.00	$4,506.00	$7,200.00	$7,500.00	**$7,500.00**
101-41100-383	City Hall Natural Gas	$4,513.00	$4,944.00	$6,278.00	$6,000.00	$7,800.00	**$7,800.00**
101-41100-371	City Hall Training Costs	$328.00	$66.00	$104.00	$1,997.00	$12,000.00	**$12,000.00**
101-41100-229	City Hall Building Repair and Mai	$9,789.00	$10,512.00	$12,571.00	$12,400.00	$12,000.00	**$14,000.00**
101-4110-369	City Hall Insurance					$12,010.00	**$12,010.00**
101-41100-439	City Hall Miscelaneous	$2,482.00	$1,564.00	$1,577.00	$3,000.00	$3,000.00	**$3,000.00**
101-41400-351	**Public Notices**	**$4,474.00**	**$4,790.00**	**$5,638.00**	**$5,000.00**	**$0.00**	**$0.00**
101-41400-433	Dues/Subscriptions	$280.00	$160.00	$160.00	$300.00	$300.00	**$300.00**
101-41900-409	City Hall Rep & Maint Supplies	$7,848.00	$10,512.00	$12,571.00	$14,635.00	$14,000.00	**$12,000.00**
101-41900-307	City Hall Janitorial Services	$7,800.00	$7,950.00	$7,650.00	$7,800.00	$7,800.00	**$7,800.00**
101-41900-381	City Hall Electricity	$13,735.00	$15,399.00	$17,662.00	$16,200.00	$18,000.00	**$18,000.00**
	City Hall Contingency						**$25,000.00**
Subtotal						**$151,240.00**	**$176,860.00**
Inflation Factor, 5%						$7,562.00	**$8,562.00**
Total Operational Expense						**$158,802.00**	**$185,422.00**

Deephaven Police Operations Revenues and Expenses

2024 Police Department Revenues		Final 2020	Final 2021	Final 2022	Final 2023	Budget 2024	Draft 2025
101-33416	POST Reimbursement	$5,645.00	$7,213.00	$7,104.00	$5,050.99	$7,000.00	$7,000.00
101-33422	Police State Aid	$63,795.00	$61,284.00	$67,611.00	$247,142.00	$67,000.00	$67,000.00
Total Police Department Revenues		**$69,440.00**	**$68,497.00**	**$74,715.00**	**$252,192.99**	**$74,000.00**	**$74,000.00**

2024 Police Administration Expenses		Final 2020	Final 2021	Final 2022	Final 2023	Budget 2024	Draft 2025
101-42100-101	Salaries	$644,245.00	$710,190.00	$786,411.00	$857,361.00	$877,947.00	**$967,113.60**
101-42100-121	Pera	$105,359.00	$116,431.00	$127,554.00	$143,882.00	$157,380.00	**$175,220.12**
101-42100-122	Fica	$4,181.00	$4,556.00	$4,604.00	$4,785.00	$6,224.00	**$5,684.00**
101-42100-123	Medicare	$9,111.00	$10,039.00	$11,156.00	$12,432.00	$13,114.00	**$14,354.19**
101-42100-139	Insurance	$106,711.00	$100,377.00	$93,808.00	$114,558.00	$160,664.00	**$186,829.38**
Subtotal						**$1,215,329.00**	**$1,349,201.29**
5% Inflation Factor						$60,766.45	**$67,460.06**
Total Staff Expense						**$1,276,095.45**	**$1,416,661.35**

Police Operational Expense		Final 2020	Final 2021	Final 2022	Final 2023	Budget	Draft 2025
101-42100-201	Office Supplies	$3,839.00	$1,421.00	$2,621.00	$3,200.00	$4,500.00	**$4,500.00**
101-42100-211	Uniforms	$7,822.00	$9,729.00	$9,229.00	$8,000.00	$9,500.00	**$12,500.00**
101-42100-212	Petroleum	$12,266.00	$17,666.00	$21,837.00	$25,900.00	$24,500.00	**$2,300.00**
101-42100-214	Forms/Printing	$1,050.00	$847.00	$260.00	$1,700.00	$1,700.00	**$1,000.00**
101-42100-217	Crime Prevention	$1,777.00	$2,043.00	$1,041.00	$3,200.00	$3,200.00	**$3,000.00**
101-42100-219	Operational Supplies	$6,756.00	$3,275.00	$3,261.00	$3,800.00	$4,200.00	**$4,200.00**
101-42100-221	Equip/Vehicle Supplies	$300.00	$983.00	$150.00	$1,200.00	$1,500.00	**$1,500.00**
101-42100-231	Firearm Training Supplies	$2,350.00	$2,671.00	$2,806.00	$5,000.00	$6,300.00	**$7,200.00**
101-42100-249	Minor Equipment	$518.00	$273.00	$1,251.00	$1,600.00	$1,600.00	**$1,600.00**
101-41100-321	Police Phone, Internet, Misc	$6,030.00	$4,442.00	$5,287.00	$5,640.00	$5,880.00	**$5,880.00**
101-4110-369	Police Insurance					$91,331.00	**$91,331.00**
101-42100-304	Prosecuting Attorney	$49,274.00	$42,396.00	$46,935.00	$47,436.00	$47,904.00	**$48,500.00**
101-42100-309	Professional Services	$27,063.00	$23,948.00	$34,617.00	$36,000.00	$54,000.00	**$50,000.00**
101-42100-310	Animal Control	$100.00	$64.00	$0.00	$1,200.00	$1,200.00	**$700.00**
101-42100-319	Equipment Maintenance	$5,275.00	$3,132.00	$4,361.00	$5,400.00	$6,000.00	**$6,000.00**
101-42100-321	Communications	$6,659.00	$6,764.00	$8,105.00	$7,620.00	$7,740.00	**$8,500.00**
101-42100-323	Radio and Body Cam Leases	$9,061.00	$7,942.00	$12,506.00	$17,700.00	$14,400.00	**$40,010.00**
101-42100-324	CJDN	$2,040.00	$2,040.00	$3,570.00	$2,040.00	$2,040.00	**$2,040.00**
101-42100-371	Training Expenses	$6,744.00	$2,333.00	$7,273.00	$5,500.00	$6,800.00	**$7,500.00**
101-42100-333	Vehicle Maintenance	$10,658.00	$11,963.00	$11,350.00	$10,500.00	$12,500.00	**$10,000.00**
101-42100-381	Utilities	$151.00	$341.00	$389.00	$345.00	$400.00	**$500.00**
101-42100-433	Dues/Subscriptions	$1,539.00	$1,445.00	$2,709.00	$1,770.00	$1,950.00	**$2,335.00**
101-42200-439	Miscellaneous	-$1,986.00	$0.00	$0.00	$0.00		**$0.00**
Subtotal						**$309,145.00**	**$311,096.00**
Inflation Factor, 5%						$15,457.25	$15,554.80
Total Operational Expense						**$324,602.25**	**$326,650.80**

Police Capital Outlay Expe	Replacement Cost	Depreciation	Replacement	Annual Cost
2023 Dodge Durango GT 6	$66,000	5	2028	$13,200
2023 Dodge Durango Polic	$66,000	4	2027	$16,500
2023 Dodge Durango Polic	$66,000	4	2027	$16,500
2021 Ford Police Explorer 4	$66,000	4	2025	$16,500
2021 Ford Police Explorer 4	$66,000	4	2025	$16,500
2024 Xerox/Fax Machine	$6,500	6	2034	$1,083
2024 Livescan Fingerprint M	$30,000	10	2034	$3,000
2022 (4) Squad Laptops	$13,200	6	2028	$2,200
2023 (5) AED's	$15,000	8	2031	$1,875
2019 (5) Police Rifles	$10,000	8	2027	$1,250
2013 (2) Civil Defense Siren	$40,000	20	2033	$2,000
2020 Police Server	$10,000	5	2025	$2,000
2012 Record Management S	$55,000	15	2026	$3,667
2015 Police Department Ca	$12,000	10	2025	$1,200
2024 RMS Hosted Environn	$15,000	1	2025	$15,000
Total CIP Expense	**$536,700.00**			**$112,475**

2025 CIP Expense	**$169,000**
2026 CIP Expense	**$55,000**

2024 Police Department Expense		
2024 Police Administration	**$1,276,095.45**	**Staff & Operating Expense plus CIF Expense**
2024 Police Operation Expe	**$324,602.25**	
2024 Police Captial Outlay	**$112,475.00**	
2024 Police Revenue	**-$74,000.00**	**Revenues reduce expenses**
2024 Final Expense	**$1,639,172.70**	**10.03% based upon households**
Woodland Contribution	**$164,409.02**	**Using Met Council Annual Estimate**

Draft 2025 Expenses:	**$1,855,787.15**	**10.03% based upon households**
Woodland Contribution:	**$186,135.45**	**Using Met Council Annual Estimate**

CITY OF DEEPHAVEN

Revenue/Expenditure Audit Detail Full

Deephaven only expense removed

Woodland only expense

Split Expense - Deephaven = $195
Woodland = $1,190

Audit 2025

Fund 101 GENERAL FUND
Expenditure
E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

	Vendor SearchName / Comments	Invoice / Refer	------Check------ / PO	Batch Name	Debit	Credit
2025-01 January					Begin	**$0.00**
2025-01 JE				2024AuditJEReve	$475.00	$0.00
	Reverse Move 2025 expenses out o		5 0			
2025-01 Pay	Payment Service Net	305454 001292	1/3/2025	012025ACH	$266.25	$0.00
	12/2024 PSN Service fee	154				
2025-01 Pay	ABDO LLP	500258 041047	1/27/2025	PAY250127	$8,833.33	$0.00
	2025 financial management service		0 0			
2025-01 Pay	ABDO LLP	500522 041047	1/27/2025	PAY250127	$8,000.00	$0.00
	Audit services through 12//31/2024		0 0			
	Total 2025-01 January				$17,574.58	$0.00
					Ending	$17,574.58
	Vendor SearchName / Comments	**Invoice / Refer**	**------Check------ / PO**	**Batch Name**	**Debit**	**Credit**
2025-02 February					Begin	**$17,574.58**
2025-02 Pay	Payment Service Net	306712 001331	2/4/2025	022025ACH	$278.00	$0.00
	1/2025 PSN Service fee	190				
2025-02 Pay	ABDO LLP	501232 041105	2/20/2025	PAY250220	$19,000.00	$0.00
	2024 audit progress payment		0 0			
2025-02 Pay	DORSEY & WHITNE	4050410 041113	2/20/2025	PAY250220	$836.00	$0.00
	1/2025 legal services		0 0			
2025-02 Pay	LVC COMPANIES	162475 041122	2/20/2025	PAY250220	$1,146.68	$0.00
	2025 Fire Extinguisher Service		0 0			
2025-02 Pay	ELAN FINANCIAL SE	Jan 2025 001338	2/24/2025	022025ACH	$37.50	$0.00
	GoToMyPC subscription	197				
	Total 2025-02 February				$21,298.18	$0.00
					Ending	$38,872.76
	Vendor SearchName / Comments	**Invoice / Refer**	**------Check------ / PO**	**Batch Name**	**Debit**	**Credit**
2025-03 March					Begin	**$38,872.76**
2025-03 Pay	Payment Service Net	307943 001342	3/4/2025	032025ACH	$280.00	$0.00
	2/2025 PSN Service fee	208				
2025-03 Pay	BANYON DATA SYS	00166253 041156	3/13/2025	PAY250313	$1,385.00	$0.00
	Support for Banyon software		0 0			
2025-03 Pay	DORSEY & WHITNE	4058168 041163	3/13/2025	PAY250313	$201.00	$0.00
	1/2025 legal fees		0 0			
2025-03 Pay	TOWN WEB DESIG	8765 041191	3/13/2025	PAY250313	$4,015.00	$0.00
	2025 City Website hosting fees		0 0			
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025 001345	3/24/2025	032025ACH	$1.35	$0.00
	Gmail subscription for Woodland e	213				
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025 001345	3/24/2025	032025ACH	$194.45	$0.00
	1099 & W-2 online filing	213				
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025 001345	3/24/2025	032025ACH	$37.50	$0.00
	GoToMyPC subscription	213				
	Total 2025-03 March				$6,114.30	$0.00
					Ending	$44,987.06
	Vendor SearchName / Comments	**Invoice / Refer**	**------Check------ / PO**	**Batch Name**	**Debit**	**Credit**
2025-04 April					Begin	**$44,987.06**
2025-04 Pay	Payment Service Net	309181 001364	4/3/2025	042025ACH	$280.50	$0.00
	3/2025 PSN Service fee	225				

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

2025-04	Pay	ELAN FINANCIAL SE	March 2025	001369	4/24/2025	042025ACH		$37.50	$0.00
		GoToMyPC subscription		230					
2025-04	Pay	ELAN FINANCIAL SE	March 2025	001369	4/24/2025	042025ACH		$42.00	$0.00
		Google Subscription for Woodland		230					
2025-04	Pay	YOOZ INC	V250400290	041469	6/20/2025	PAY250417		$1,433.25	$0.00
		4/1 - 6/30/2025 AP Automation		0	0				
			Total 2025-04 April					$1,793.25	$0.00
								Ending	$46,780.31

2025-05 May		Vendor SearchName / Comments	Invoice	Check / Refer		Batch Name / PO		Debit / Begin	Credit / $46,780.31
2025-05	Pay	MORRIS ELECTRON	13146	041302	5/1/2025	PAY250501		$80.00	$0.00
		Admin IT support		0	0				
2025-05	Pay	OPTUM	0001738538	041305	5/1/2025	PAY250501		$94.25	$0.00
		2025 Q1 HSA Account Fees		0	0				
2025-05	Pay	MORRIS ELECTRON	ENCONTRA	041326	5/2/2025	PAY250502		$16,368.00	$0.00
		2025 IT Service Contract		0	0				
2025-05	Pay	Payment Service Net	310419	001385	5/5/2025	052025ACH		$286.50	$0.00
		4/2025 PSN Service fee		414					
2025-05	Pay	MORRIS ELECTRON	13376	041352	5/15/2025	PAY250515		$40.00	$0.00
		Admin IT support		0	0				
2025-05	Pay	ABDO LLP	506517	041361	5/15/2025	PAY250515		$3,000.00	$0.00
		Progress payment for 2024 Audit se		0	0				
2025-05	Pay	ELAN FINANCIAL SE	April 2025	001392	5/27/2025	052025ACH		$2.44	$0.00
		Van Hercke W-2C filing fee		419					
2025-05	Pay	ELAN FINANCIAL SE	April 2025	001392	5/27/2025	052025ACH		$42.00	$0.00
		Woodland Google Subscription		419					
2025-05	Pay	ELAN FINANCIAL SE	April 2025	001392	5/27/2025	052025ACH		$37.50	$0.00
		GoToMyPC Subscription		419					
			Total 2025-05 May					$19,950.69	$0.00
								Ending	$66,731.00

2025-06 June		Vendor SearchName / Comments	Invoice	Check / Refer		Batch Name / PO		Debit / Begin	Credit / $66,731.00
2025-06	Pay	Payment Service Net	311674	001403	6/3/2025	062025ACH		$332.00	$0.00
		5/2025 PSN Service fee		423					
2025-06	Pay	MORRIS ELECTRON	13902	041421	6/12/2025	PAY250612		$40.00	$0.00
		Admin IT Support 5/13/2025		0	0				
2025-06	Rec			044519	6/20/2025	6202025		$0.00	$8,833.33
		Abdo overpayment refund		-67					
2025-06	Pay	ELAN FINANCIAL SE	May 2025	001409	6/24/2025	062025ACH		$4.99	$0.00
		Q1 941 Filing fee		428					
2025-06	Pay	ELAN FINANCIAL SE	May 2025	001409	6/24/2025	062025ACH		$37.50	$0.00
		GoToMyPC Subscription		428					
2025-06	Pay	ELAN FINANCIAL SE	May 2025	001409	6/24/2025	062025ACH		$42.00	$0.00
		Woodland Google Subscription		428					
2025-06	Pay	MORRIS ELECTRON	14378	041482	6/27/2025	PAY250627		$40.00	$0.00
		Admin IT support 6/18/2025		0	0				
2025-06	Pay	MORRIS ELECTRON	14028	041482	6/27/2025	PAY250627		$80.00	$0.00
		Admin IT support 5/28/2025		0	0				

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

					Total 2025-06 June				$576.49	$8,833.33
									Ending	$58,474.16
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**				**Debit**	**Credit**
2025-07 July	**Comments**		**Refer**		**PO**				Begin	**$58,474.16**
2025-07 Pay	Payment Service Net	312934	001429		7/7/2025	072025ACH			$332.50	$0.00
	6/2025 PSN Service fee		453							
2025-07 Pay	Ehlers	101870	041521		7/17/2025	PAY250717			$850.00	$0.00
	2025 Continuing Disclosure Reporti		0	0						
2025-07 Pay	Civic Systems, LLC	INV07875	041544		7/24/2025	PAY250724			$1,740.00	$0.00
	Website support		0	0						
2025-07 Pay	MORRIS ELECTRON	14610	041556		7/24/2025	PAY250724			$40.00	$0.00
	7/2/2025 Admin IT support		0	0						
2025-07 Pay	OPTUM	0001777216	041558		7/24/2025	PAY250724			$91.00	$0.00
	2025 Q2 HSA Service Fee		0	0						
2025-07 Pay	ELAN FINANCIAL SE	June 2025	001438		7/24/2025	072025ACH			$42.00	$0.00
	Woodland Google Subscription		458							
2025-07 Pay	ELAN FINANCIAL SE	June 2025	001438		7/24/2025	072025ACH			$37.50	$0.00
	GoToMyPC Subscription		458							
2025-07 Pay	MORRIS ELECTRON	14767	041578		7/31/2025	PAY250731			$40.00	$0.00
	Admin IT support 7/14/2025		0	0						
					Total 2025-07 July				$3,173.00	$0.00
									Ending	$61,647.16
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**				**Debit**	**Credit**
2025-08 August	**Comments**		**Refer**		**PO**				Begin	**$61,647.16**
2025-08 Pay	Payment Service Net	314175	001456		8/5/2025	082025ACH			$334.75	$0.00
	7/2025 PSN Service fee		463							
2025-08 Pay	MORRIS ELECTRON	14981	041610		8/13/2025	PAY250813			$2,543.10	$0.00
	Server service renewal		0	0						
2025-08 Pay	MORRIS ELECTRON	15077	041610		8/13/2025	PAY250813			$40.00	$0.00
	Admin IT support 8/4/2025		0	0						
2025-08 Pay	YOOZ INC	V250700322	041621		8/13/2025	PAY250813			$1,433.25	$0.00
	2025 Q2 payable software		0	0						
2025-08 Pay	BOGO PEST CONTR	49 8/22/2025	041624		8/28/2025	PAY250828			$578.00	$0.00
	CH pest control		0	0						
					Total 2025-08 August				$4,929.10	$0.00
									Ending	$66,576.26
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**				**Debit**	**Credit**
2025-09 September	**Comments**		**Refer**		**PO**				Begin	**$66,576.26**
2025-09 Pay	Payment Service Net	315417	001473		9/4/2025	092025ACH			$334.75	$0.00
	8/2025 PSN Service fee		474							
2025-09 Pay	MORRIS ELECTRON	15222	041669		9/11/2025	PAY250911			$979.20	$0.00
	Barracuda Email Archiver service -		0	0						
2025-09 Pay	MORRIS ELECTRON	15349	041669		9/11/2025	PAY250911			$60.00	$0.00
	8/19/2025 Admin IT Support		0	0						
2025-09 Pay	MN DOR		001479		9/24/2025	092425ACH			$163.08	$0.00
	State Income Tax Fees		481							
2025-09 JE						09302025Reclass			$0.00	$30,000.00
	Reclass Auditing Fees		1	0						

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

2025-09	JE						09302025Reclass	$1,525.00	$0.00
	Reclass IT expenses			1	0				
			Total 2025-09 September					$3,062.03	$30,000.00
								Ending	$39,638.29
	Vendor SearchName	**Invoice**		**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-10 October	**Comments**			**Refer**	**PO**			Begin	**$39,638.29**
2025-10	Pay	BOGO PEST CONTR	70805	041687		10/1/2025	PAY251001	$289.00	$0.00
	City hall pest control contract			0	0				
2025-10	Pay	MORRIS ELECTRON	15623	041705		10/1/2025	PAY251001	$80.00	$0.00
	9/4/2025 Admin IT support			0	0				
2025-10	Pay	Payment Service Net	316652	001480		10/3/2025	102025ACH	$245.00	$0.00
	9/2025 PSN Service fee			484					
2025-10	Pay	MORRIS ELECTRON	16176	041741		10/16/2025	PAY251016	$80.00	$0.00
	10/3/2025 Admin IT support			0	0				
2025-10	Pay	MORRIS ELECTRON	16258	041741		10/16/2025	PAY251016	$120.00	$0.00
	10/7/2025 Admin IT support			0	0				
2025-10	Pay	MORRIS ELECTRON	16249	041741		10/16/2025	PAY251016	$40.00	$0.00
	10/6/2025 Admin IT support - added			0	0				
2025-10	Pay	MORRIS ELECTRON	16162	041741		10/16/2025	PAY251016	$640.00	$0.00
	10/2/2025 Admin IT support			0	0				
2025-10	Pay	MORRIS ELECTRON	15855	041741		10/16/2025	PAY251016	$80.00	$0.00
	9/19/2025 Admin IT support - Antivir			0	0				
2025-10	Pay	MORRIS ELECTRON	15967	041741		10/16/2025	PAY251016	$173.75	$0.00
	Replacement hard drive			0	0				
2025-10	Pay	YOOZ	V251000119	041748		10/16/2025	PAY251016	$1,433.25	$0.00
	2025 Q4 payable software			0	0				
2025-10	Pay	ALERUS BANK		001489		10/31/2025	102025ACH	$6.00	$0.00
	10/2025 returned item charge			493					
			Total 2025-10 October					$3,187.00	$0.00
								Ending	$42,825.29
	Vendor SearchName	**Invoice**		**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-11 November	**Comments**			**Refer**	**PO**			Begin	**$42,825.29**
2025-11	Pay	Payment Service Net	317902	001507		11/4/2025	112025ACH	$245.00	$0.00
	10/2025 PSN Service fee			515					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$42.00	$0.00
	Woodland Google Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$37.50	$0.00
	GoToMyPC Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$42.00	$0.00
	Woodland Google Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$37.50	$0.00
	GoToMyPC Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$42.00	$0.00
	Woodland Google Subscription			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$5.24	$0.00
	Q2 941 filing			520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538		11/24/2025	112025ACH	$37.50	$0.00
	GoToMyPC Subscription			520					

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-309 PROFESSIONAL SERVICES **Budget** $35,000.00 **Total** $54,168.46 **Balance** -$19,168.46

2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH		$37.50	$0.00
		GoToMyPC Subscription		520					
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH		$42.00	$0.00
		Woodland Google Subscription		520					
2025-11	Pay	MORRIS ELECTRON	16624	041845	11/25/2025	PAY251125		$5,233.55	$0.00
		07/11/2025-07/10/2026 Admin Offic		0	0				
2025-11	Pay	ALERUS BANK		001513	11/28/2025	112025ACH		$12.00	$0.00
		11/2025 returned item charges		524					
		Total 2025-11 November						$5,813.79	$0.00
								Ending	$48,639.08

2025-12 December		Vendor SearchName / Comments	Invoice	Check / Refer		Batch Name / PO		Debit	Credit
								Begin	**$48,639.08**
2025-12	Pay	Payment Service Net	319268	001539	12/3/2025	122025ACH		$245.00	$0.00
		11/2025 PSN Service fee		528					
2025-12	Pay	BANYON DATA SYS	00167057	041867	12/19/2025	PAY251219		$4,520.00	$0.00
		Banyon support fees		0	0				
2025-12	Pay	BOGO PEST CONTR	74034	041869	12/19/2025	PAY251219		$313.64	$0.00
		City hall pest control		0	0				
2025-12	Pay	MORRIS ELECTRON	17488	041897	12/19/2025	PAY251219		$40.00	$0.00
		1148 12/12/25		0	0				
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH		$5.24	$0.00
		Q3 941 filing fee		532					
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH		$37.50	$0.00
		GoToMyPC subscription		532					
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH		$42.00	$0.00
		Woodland Gmail subscription		532					
2025-12	JE					2025AuditJEs		$320.00	$0.00
		Record CY accounts payable		1029	0				
2025-12	Pay	ALERUS BANK		001545	12/31/2025	122025ACH		$6.00	$0.00
		12/2025 returned item charge		535					
		Total 2025-12 December						$5,529.38	$0.00
								Ending	$54,168.46

Control Act 101-25300 DESIG **Total** E 101-41400-309 PROFESSIONAL SERVICES $93,001.79 $38,833.33

In Balance **Total Year** **$54,168.46** **Ending** **$54,168.46**

Total Expenditure $93,001.79 $38,833.33

Fund 101 $93,001.79 $38,833.33

CITY OF DEEPHAVEN

Revenue/Expenditure Audit Detail Full

Deephaven Only Expense Removed

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-433 DUES & SUBSCRIPTIONS **Budget** $300.00 **Total** $8,884.95 **Balance** -$8,584.95

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-01 January	**Comments**		**Refer**	**PO**	Begin	**$0.00**
2025-01 Pay	MORRIS ELECTRON	11716	041094	1/30/2025 PAY250130	$272.07	$0.00
	Adobe Acrobat Pro Subscription for		0	0		
	Total 2025-01 January				$272.07	$0.00
					Ending	$272.07
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-02 February	**Comments**		**Refer**	**PO**	Begin	**$272.07**
2025-02 Pay	LEAGUE OF MINNE	418861	041121	2/20/2025 PAY250220	$4,955.00	$0.00
	2025 2025 LMC membership dues		0	0		
2025-02 Pay	MORRIS ELECTRON	12073	041129	2/20/2025 PAY250220	$989.32	$0.00
	Adobe Acrobat Pro subscription		0	0		
2025-02 Pay	ELAN FINANCIAL SE	Jan 2025	001338	2/24/2025 022025ACH	$30.67	$0.00
	Annual tree license renewal		197			
	Total 2025-02 February				$5,974.99	$0.00
					Ending	$6,247.06
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-03 March	**Comments**		**Refer**	**PO**	Begin	**$6,247.06**
2025-03 Pay	LEAGUE OF MINNE	419677	041173	3/13/2025 PAY250313	$350.00	$0.00
	2025 Minnesota Association of City		0	0		
	Total 2025-03 March				$350.00	$0.00
					Ending	$6,597.06
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-10 October	**Comments**		**Refer**	**PO**	Begin	**$6,597.06**
2025-10 Pay	AMAZON CAPITAL S	1396PL3MT9	041733	10/16/2025 PAY251016	$129.00	$0.00
	Annual Amazon Prime Subscription		0	0		
2025-10 Pay	Thompson Reuters -	852655914	041746	10/16/2025 PAY251016	$360.53	$0.00
	Westlaw Proflex Database access c		0	0		
	Total 2025-10 October				$489.53	$0.00
					Ending	$7,086.59
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-12 December	**Comments**		**Refer**	**PO**	Begin	**$7,086.59**
2025-12 Pay	Thompson Reuters -	852934415	041910	12/19/2025 PAY251219	$416.00	$0.00
	11/2025 Westlaw Proflex Database		0	0		
2025-12 Pay	Thompson Reuters -	852810523	041910	12/19/2025 PAY251219	$416.00	$0.00
	Westlaw Proflex database access s		0	0		
2025-12 Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025 122025ACH	$846.36	$0.00
	Adobe Subscription		532			
2025-12 Pay	MINNESOTA SECRE:	Smith Notar	041929	12/30/2025 PAY251230	$120.00	$0.00
	Notary registration fee - Pat Smith		0	0		
	Total 2025-12 December				$1,798.36	$0.00
					Ending	$8,884.95
Control Act 101-25300 DESIG		**Total** E 101-41400-433 DUES & SUBSCRIPTIONS			$8,884.95	$0.00
		In Balance	**Total Year**	**$8,884.95**	**Ending**	**$8,884.95**

CITY OF DEEPHAVEN

Revenue/Expenditure Audit Detail Full

Deephaven only expense removed

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-900 Contingency **Budget** $100,000.00 **Total** $2,600.49 **Balance** $97,399.51

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-04 April	**Comments**		**Refer**	**PO**	Begin	**$0.00**
2025-04 Pay	ALERUS BANK		001371	4/30/2025 VoidCheck	$0.00	$6.00
	Returned Item Charge		232	0		
2025-04 Pay	ALERUS BANK		001371	4/30/2025 042025ACH	$6.00	$0.00
	Returned Item Charge		232			
2025-04 Pay	ALERUS BANK	April 2025	001371	4/30/2025 04302025ACH	$6.00	$0.00
	Returned item charge		413			
		Total 2025-04 April			$12.00	$6.00
					Ending	$6.00
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-05 May	**Comments**		**Refer**	**PO**	Begin	**$6.00**
2025-05 Pay	ALERUS BANK		001390	5/30/2025 052025ACH	$6.00	$0.00
	5/2025 bank service charge		421			
		Total 2025-05 May			$6.00	$0.00
					Ending	$12.00
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-07 July	**Comments**		**Refer**	**PO**	Begin	**$12.00**
2025-07 Pay	ELAN FINANCIAL SE	June 2025	001438	7/24/2025 072025ACH	$2.95	$0.00
	PSN test deposit for CC reader		458			
2025-07 Pay	ELAN FINANCIAL SE	June 2025	001438	7/24/2025 072025ACH	$2,000.00	$0.00
	4th of July fireworks contribution		458			
2025-07 Pay	ALERUS BANK	25 Bank Fee	001435	7/31/2025 072025ACH	$6.00	$0.00
	7/2025 Service Charge		460			
		Total 2025-07 July			$2,008.95	$0.00
					Ending	$2,020.95
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-09 September	**Comments**		**Refer**	**PO**	Begin	**$2,020.95**
2025-09 Pay	ELAN FINANCIAL SE	Sept 2025	001478	9/24/2025 092025ACH	$95.92	$0.00
	Bereavement Flowers - PW Staff		479			
		Total 2025-09 September			$95.92	$0.00
					Ending	$2,116.87
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-11 November	**Comments**		**Refer**	**PO**	Begin	**$2,116.87**
2025-11 Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025 112025ACH	$357.03	$0.00
	Catering for annual employee appre		520			
2025-11 Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025 112025ACH	$126.99	$0.00
	Funeral flowers for fomer city mana		520			
2025-11 Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025 112025ACH	$8.63	$0.00
	Sympathy card for former city mana		520			
		Total 2025-11 November			$492.65	$0.00
					Ending	$2,609.52
	Vendor SearchName	**Invoice**	**------Check------**	**Batch Name**	**Debit**	**Credit**
2025-12 December	**Comments**		**Refer**	**PO**	Begin	**$2,609.52**
2025-12 Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025 122025ACH	$0.00	$9.03
	Credit on 12/202		532			

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-41400-900 Contingency		**Budget**	$100,000.00	**Total**	$2,600.49	**Balance**	$97,399.51
	Total 2025-12 December				$0.00		$9.03
					Ending		$2,600.49
Control Act 101-25300 DESIG	**Total** E 101-41400-900 Contingency				$2,615.52		$15.03
	In Balance	**Total Year**	**$2,600.49**		**Ending**		**$2,600.49**
Total Expenditure					$2,615.52		$15.03
	Fund 101				$2,615.52		$15.03

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-42100-333 VEHICLE MAINTENANCE **Budget** $10,000.00 **Total** $21,769.28 **Balance** -$11,769.28

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-01 January	**Comments**		**Refer**	**PO**	Begin	**$0.00**
2025-01 JE				2024AuditJEReve	$0.00	$145.00
	Reverse Record 2025 payments as		6	0		
2025-01 Pay	AMAZON CAPITAL S	RMJJ-DGYX	041048	1/27/2025 PAY250127	$136.77	$0.00
	Drill & Impact Driver for PD vehicle		0	0		
2025-01 Pay	AMAZON CAPITAL S	-LP1T-CDP4	041048	1/27/2025 PAY250127	$185.04	$0.00
	Vehicle unlocking tools - PD		0	0		
2025-01 Pay	AMAZON CAPITAL S	RMJJ-DGYX.	041048	1/27/2025 PAY250127	$81.58	$0.00
	tool organizer and drill bit set forPD		0	0		
2025-01 Pay	CLS Operating	24 12/31/202	041052	1/27/2025 PAY250127	$144.97	$0.00
	12/2024 PD car washes		0	0		
2025-01 Pay	AMAZON CAPITAL S	r 113-58080	041085	1/30/2025 PAY250130	$32.39	$0.00
	PD Mounting Tape		0	0		
2025-01 Pay	AMAZON CAPITAL S	r 113-10731	041085	1/30/2025 PAY250130	$21.47	$0.00
	Printer cords for PD vehicles		0	0		
2025-01 Pay	AMAZON CAPITAL S	r 113-86817	041085	1/30/2025 PAY250130	$56.98	$0.00
	Batteries for drill/drivers for PD vehi		0	0		
	Total 2025-01 January				$659.20	$145.00
					Ending	$514.20

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-02 February	**Comments**		**Refer**	**PO**	Begin	**$514.20**
2025-02 Pay	CLS Operating	24 1/31/2025	041110	2/20/2025 PAY250220	$183.12	$0.00
	1/2025 PD car washes		0	0		
2025-02 Pay	Guardian Fleet Safety	301747	041117	2/20/2025 PAY250220	$375.00	$0.00
	PD Squad Car repairs		0	0		
2025-02 Pay	Guardian Fleet Safety	301683	041117	2/20/2025 PAY250220	$668.70	$0.00
	PD Squad car repairs		0	0		
	Total 2025-02 February				$1,226.82	$0.00
					Ending	$1,741.02

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-03 March	**Comments**		**Refer**	**PO**	Begin	**$1,741.02**
2025-03 Pay	CLS Operating	24 2/28/2025	041159	3/13/2025 PAY250313	$259.42	$0.00
	2/2025 PD car washes		0	0		
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025	001345	3/24/2025 032025ACH	$52.15	$0.00
	Belt buckle extenders, car wash soa		213			
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025	001345	3/24/2025 032025ACH	$143.21	$0.00
	Squad car #163 alignment		213			
2025-03 Pay	ELAN FINANCIAL SE	Feb 2025	001345	3/24/2025 032025ACH	$398.24	$0.00
	Squad car printer arm rests		213			
	Total 2025-03 March				$853.02	$0.00
					Ending	$2,594.04

	Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
2025-04 April	**Comments**		**Refer**	**PO**	Begin	**$2,594.04**
2025-04 Pay	CLS Operating	24 3/31/2025	041261	4/17/2025 PAY250417	$144.97	$0.00
	3/2025 PD car washes		0	0		

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure
E 101-42100-333 VEHICLE MAINTENANCE **Budget** $10,000.00 **Total** $21,769.28 **Balance** -$11,769.28

				Total 2025-04 April				$144.97	$0.00
								Ending	$2,739.01
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-05 May	**Comments**		**Refer**		**PO**			Begin	**$2,739.01**
2025-05 Pay	CLS Operating	24 4/30/2025	041335	5/15/2025		PAY250515		$160.23	$0.00
	4/2025 PD car washes		0		0				
				Total 2025-05 May				$160.23	$0.00
								Ending	$2,899.24
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-06 June	**Comments**		**Refer**		**PO**			Begin	**$2,899.24**
2025-06 Pay	CLS Operating	24 5/31/2025	041451	6/20/2025		PAY250620		$175.49	$0.00
	5/2025 PD car washes		0		0				
2025-06 Pay	Guardian Fleet Safety	302662	041456	6/20/2025		PAY250620		$1,090.48	$0.00
	PD squad car light repair		0		0				
				Total 2025-06 June				$1,265.97	$0.00
								Ending	$4,165.21
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-07 July	**Comments**		**Refer**		**PO**			Begin	**$4,165.21**
2025-07 Pay	OREILLY AUTOMOT	3251435509	041532	7/17/2025		PAY250717		$225.06	$0.00
	Battery, squad		0		0				
2025-07 Pay	CLS Operating	24 6/30/2025	041545	7/24/2025		PAY250724		$91.56	$0.00
	6/2025 PD car washes		0		0				
2025-07 Pay	AMAZON CAPITAL S	3r 114-52615	041563	7/31/2025		PAY250731		$26.88	$0.00
	PD gas card holders		0		0				
				Total 2025-07 July				$343.50	$0.00
								Ending	$4,508.71
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-08 August	**Comments**		**Refer**		**PO**			Begin	**$4,508.71**
2025-08 Pay	CLS Operating	24 7/31/2025	041595	8/13/2025		PAY250813		$160.23	$0.00
	7/2025 PD car washes		0		0				
2025-08 Pay	ELAN FINANCIAL SE	August 2025	001461	8/25/2025		082025ACH		$136.85	$0.00
	Glass Cleaner - PD		468						
2025-08 Pay	ELAN FINANCIAL SE	August 2025	001461	8/25/2025		082025ACH		$399.99	$0.00
	PD Battery Jump Starter		468						
				Total 2025-08 August				$697.07	$0.00
								Ending	$5,205.78
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-09 September	**Comments**		**Refer**		**PO**			Begin	**$5,205.78**
2025-09 Pay	CLS Operating	24 8/31/2025	041656	9/11/2025		PAY250911		$129.71	$0.00
	8/2025 PD Car Washes		0		0				
				Total 2025-09 September				$129.71	$0.00
								Ending	$5,335.49
	Vendor SearchName	**Invoice**	**------Check------**			**Batch Name**		**Debit**	**Credit**
2025-10 October	**Comments**		**Refer**		**PO**			Begin	**$5,335.49**
2025-10 Pay	OREILLY AUTOMOT	3251445604	041706	10/1/2025		PAY251001		$164.99	$0.00
	Brake pads		0		0				

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-42100-333 VEHICLE MAINTENANCE **Budget** $10,000.00 **Total** $21,769.28 **Balance** -$11,769.28

2025-10	Pay	OREILLY AUTOMOT	3251444854	041706	10/1/2025	PAY251001	$116.00		$0.00
	Refrigerant			0	0				
2025-10	Pay	OREILLY AUTOMOT	3251445606	041706	10/1/2025	PAY251001	$315.47		$0.00
	Pads/rotors 164			0	0				
2025-10	Pay	OREILLY AUTOMOT	3251-443834	041706	10/1/2025	PAY251001	$0.00		$6.07
	PD car batteries minus battery core			0	0				
2025-10	Pay	Caliber Collision	3313047144	041732	10/8/2025	10825CaliberColli	$11,765.05	-7	$0.00
	Hail repair of PD chief's squad car			537					
2025-10	Pay	Waconia Dodge	128608	041747	10/16/2025	PAY251016	$634.50		$0.00
	PD Squad Car Brake Pads			0	0				
2025-10	Pay	Waconia Dodge	128416	041747	10/16/2025	PAY251016	$1,969.50		$0.00
	PD vehicle brakes & rotors			0	0				
2025-10	Pay	ELAN FINANCIAL SE	Oct 2025	001488	10/24/2025	102025ACH	$78.89		$0.00
	PD transmission flushing supplies			489					
2025-10	Pay	ELAN FINANCIAL SE	Oct 2025	001488	10/24/2025	102025ACH	$22.37		$0.00
	PD car freshener and cleaning spon			489					
2025-10	Pay	CLS Operating	24 9/30/2025	041757	10/29/2025	PAY251029	$91.56		$0.00
	9/2025 PD car washes			0	0				
			Total 2025-10 October				$15,158.33		$6.07
							Ending		$20,487.75

2025-11 November		Vendor SearchName / Comments	Invoice	Refer	------Check------	Batch Name / PO	Debit / Begin	Credit / $20,487.75
2025-11	Pay	CLS Operating	1946971025	041793	11/13/2025	PAY251113	$137.34	$0.00
	10/2025 PD car washes			0	0			
2025-11	Pay	SAMARITAN TIRE P	155078	041809	11/13/2025	PAY251113	$176.00	$0.00
	New PD car tires			0	0			
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH	$64.15	$0.00
	Car wash supplies, car phone charg			520				
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH	$39.59	$0.00
	PD tire locking air chuck			520				
2025-11	Pay	Kustom Karriers	0003346	041833	11/25/2025	PAY251125	$139.00	$0.00
	PD squad car towing			0	0			
			Total 2025-11 November				$556.08	$0.00
							Ending	$21,043.83

2025-12 December		Vendor SearchName / Comments	Invoice	Refer	------Check------	Batch Name / PO	Debit / Begin	Credit / $21,043.83
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH	$43.40	$0.00
	Car wash membership for PD squa			532				
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547	12/24/2025	122025ACH	$439.62	$0.00
	PD vehicle windshield repair			532				
2025-12	Pay	CLS Operating	24 11/30/202	041916	12/30/2025	PAY251230	$114.45	$0.00
	11/2025 PD Car Washes			0	0			
2025-12	Pay	OREILLY AUTOMOT	3251446794	041932	12/30/2025	PAY251230	$35.98	$0.00
	PD Vehicle Antifreeze			0	0			
2025-12	JE					2025AuditJEs	$92.00	$0.00
	Record CY accounts payable			1029	0			
			Total 2025-12 December				$725.45	$0.00
							Ending	$21,769.28

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-42100-333	VEHICLE MAINTENANCE	**Budget**	$10,000.00	**Total**	$21,769.28	**Balance**	-$11,769.28
Control Act	101-25300 DESIG	**Total**	E 101-42100-333 VEHICLE MAINTENANCE		$21,920.35		$151.07
		In Balance	**Total Year**	**$21,769.28**	**Ending**		**$21,769.28**
Total	Expenditure				$21,920.35		$151.07
		Fund	101		$21,920.35		$151.07

DEEPHAVEN CITY COUNCIL WORKSHOP MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6, 2026
Workshop / Consent Agenda
Greenwood 2025 Public Works Services Fee Audit

Summary:

- The Cities of Deephaven and Greenwood entered into the Public Works Services Agreement in August of 2023, through which Pubic Works Services are provided.
- Greenwood makes quarterly payments throughout the year, with a final audit and reconciliation occurring after completion of that year's Deephaven Audit.
- Based upon the quarterly Greenwood payments, and pursuant to the Agreement, Greenwood has an operational credit in the amount of $9,641.68 that will be applied on a quarterly basis as a reduction to the 2026 Service Fees.

The Cities of Deephaven and Greenwood entered into a Joint Powers Agreement for Public Works Services Between the City of Deephaven and City of Greenwood (hereafter "Agreement") in August of 2023. Pursuant to this Agreement, Deephaven provides public works services to the City of Greenwood as set forth in Exhibit A of the Agreement, in exchange for quarterly payments based upon the enumerated expense as presented in Section 4 of the Agreement. The total annual cost of services to Greenwood is calculated annually during the Deephaven budgeting process and is finalized upon approval of the Deephaven Annual Budget in December of each year. The basis for calculating the Greenwood compensation paid is a formula that factors the pro rata share of Deephaven expenses apportioned between the Cities of Greenwood and Deephaven based upon the percentage of miles of roadways and tax capacity.

Each year, upon the conclusion of the final Deephaven Audit, the actual annual expenses are reviewed and compared to the total payments Greenwood has made under the Agreement. In the event Greenwood payments for services exceeded the Deephaven actual contractual expenses during any given year, Deephaven would establish and apply a credit in that amount to the following year's Greenwood payments. Conversely, in the event the Deephaven actual expense exceeds the payments made by Greenwood, a debt will be established and applied to the following year's Greenwood Payments.

For the year ending December 31, 2025, the amount paid by Greenwood was $184,311. The cost of Public Works Services calculated as provided above is $174,669.32. Based upon the Agreement, that leaves a credit of $9,641.68 that would be applied to this year's Greenwood quarterly payments on a per-quarter basis.

This matter has been set on the Consent Agenda as it is a fairly standard item with predetermined funding requirements. This matter has also been set on for Workshop Disussion in the event the Council has any questions or comments here. This matter was previously set on for review by the

Public Service Committee at the May 18, 2026 Meeting. Finance Clerk, Andrew Keller, will be at our Workhsop to help answer or address any specific questions you may have.

Sincerely,

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

2025 Greenwood Public Works Service Fees

Greenwood Public Works Contract Expenses	Budgeted	Actual
Draft General Fund Expense (including Street)	$828,574.14	$766,195.99
Draft Capital Equipment Fund Expense	$198,295.00	$198,295.00
Draft Total Public Works Expense	$1,026,869.14	$964,490.99

Public Works Contract Formula	Street Miles	Street Percent	Tax Capacity	Tax Percent	Average	Total Cost
Deephaven	30.85	85.22%	25,459,505	78.56%	81.89%	$789,821.67
Greenwood	5.35	14.78%	6,946,926	21.44%	18.11%	$174,669.32
Total	36.2	100.00%	32,406,431	100.00%	100.00%	$964,490.99

Greenwood Budgeted Contract Cost for 2025:	$184,311.00
Greenwood Actual Contract Cost for 2025:	$174,669.32
Difference	($9,641.68)

Deephaven General Fund Expenses

		Final 2024	Budget 2025	Actual 2025
Public Works Expenses				
101-43900-101	Salaries	$336,179.00	$487,558.40	**$467,932.05**
101-43900-106	Seasonal	$13,584.00	$19,640.00	**$12,768.00**
101-43900-121	Pera	$26,537.00	$36,566.88	**$37,076.84**
101-43900-122	Social Security	$22,513.00	$30,228.62	**$30,643.32**
101-43900-123	Medicare	$5,209.00	$7,069.00	**$7,115.67**
101-43900-127	Health Savings Account	$0.00	$16,250.00	**$16,526.03**
101-43900-139	Health Insurance	$65,625.00	$62,761.24	**$60,246.37**
101-43900-229	R & M Supplies	$5,118.00	$5,000.00	**$2,067.19**
101-43900-201	Office Supplies	$0.00	$300.00	**$396.74**
101-43900-211	Uniforms	$2,331.00	$4,000.00	**$2,270.03**
101-43900-212	Petroleum Products	$37,667.00	$36,000.00	**$28,225.41**
101-43900-221	Vehicle Maintenance	$27,295.00	$34,000.00	**$38,961.75**
101-43900-249	Minor Equipment	$3,494.00	$5,000.00	**$2,731.45**
101-43900-309	Professional Service	$29,386.00	$1,400.00	**$2,105.30**
101-43900-321	Communications	$5,578.00	$4,500.00	**$5,734.37**
101-43900-331	Training Expenses	$3,281.00	$3,300.00	**$4,201.14**
101-43900-433	Dues/Subscriptions	$227.00	$300.00	**$190.00**
	Public Works Expenses	**$584,024.00**	**$753,874.14**	$719,191.66

2026 PW Deephaven Capital Equipment Expenses

Public Works Capital Outlay Expense	Replacement Cost	Depreciation	Replacement	Annual Cost	Current Funding	
1995 Skidsteer Trailer	$18,000.00	30	2024	$600.00		Purchased in 2024
2024 Toolcat	$87,128.00	10	2034	$8,712.80		
2024 Crack Filling Machine	$115,972.00	12	2036	$9,664.33		
2024 Roller Rd 12 Whacker	$22,500.00	20	2044	$1,125.00		
2022 Blacktop Trailer	$34,500.00	15	2037	$2,300.00		
2007 Freightliner Water Truck and Tank	$210,000.00	15	2031	$14,000.00		
2006 Tractor / Flail Side Arm John Deere	$70,000.00	20	2028	$3,500.00		
2011 Cat Loader, Wing and Plow	$318,000.00	15	2026	$21,200.00		
2023 Ford F150 Pickup Truck	$56,020.00	10	2033	$5,602.00		
2024 Toro Groundsmaster Mower, Blower	$61,000.00	10	2034	$6,100.00		
2015 Freightliner Plow Truck	$265,000.00	15	2030	$17,666.67		
2016 Freightliner Plow Truck	$265,000.00	15	2031	$17,666.67		
2017 Bobcat 650 / Sweeper, Bucket, Broom	$65,000.00	10	2027	$6,500.00		
2019 Toro Groundsmaster 7200	$22,000.00	8	2029	$2,750.00		
2019 Ford F450 Super Duty Pickup	$96,500.00	10	2029	$9,650.00		
2022 Ford F350 Dump Truck Lease	$98,000.00	10	2033	$9,800.00		
2024 Freightliner Plow Truck Lease	$282,000.00	15	2039	$18,800.00		
Public Works Shop	$2,340,362.00	50	2040	$46,800.00		
Sand / Salt Shed	$591,410.00	40	2043	$14,785.00		
Total CIF Expense	**$5,018,392.00**			**$217,222**		

2026 Depreciated Expense	**$217,222**

2027 Projected Expense	**$65,000.00**

JOINT POWERS AGREEMENT FOR PUBLIC WORKS SERVICES BETWEEN THE CITY OF DEEPHAVEN AND THE CITY OF GREENWOOD

This Agreement is made and entered into the 7th day of August, 2023, by and between the CITY OF DEEPHAVEN ("Deephaven"), a Minnesota municipal corporation, and the CITY OF GREENWOOD ("Greenwood," together with "Deephaven," the "Parties"), a Minnesota municipal corporation.

WITNESSTH:

WHEREAS, the Parties are authorized by law to provide public works services to their residents; and

WHEREAS, Deephaven has the staff capabilities to provide public works services to both the residents of Deephaven and Greenwood and the provision of these services can be best exercised by working jointly; and

WHEREAS, the Parties desire to enter into an agreement for the purpose of providing public works services (as defined under Exhibit A) within Greenwood, or on behalf of Greenwood, by Deephaven; and

WHEREAS, both Parties have each determined that it will be in the best interest of their respective cities to cooperatively exercise such powers in the manner provided herein, and that the same shall be for the mutual benefit of both cities; and

WHEREAS, Minnesota Statutes, Section 471.59, authorizes governmental units to enter agreements to jointly or cooperatively exercise any power common to the contracting parties, and limits the liability of governmental units participating in such exercise of common powers

NOW, THEREFORE, the Parties to this Agreement mutually agree as follows:

1. General Purpose and Intent

(a) It is the general purpose of this Agreement to provide public works services as provided in Exhibit A, which may be amended from time to time by mutual written consent and agreement of both the Parties.

(b) The Deephaven Public Works Department shall provide Greenwood with public works services, which shall be essentially the same as the services provided in Deephaven.

(c) Public works services rendered to Greenwood by Deephaven will be under the sole direction of Deephaven. The standards of performance, the hiring and discipline of employee's and other matters relating to related to the provision of public works services and activities will be within the exclusive control of Deephaven.

(d) Greenwood agrees to reimburse the cost of any and all contracted public works services, street and traffic control signs, and other supply and material costs incurred by Deephaven that are outside the scope of public works services described in paragraph 4 and Exhibit A. Greenwood will be notified of the amount of any such costs at least thirty (30) days before Deephaven incurs such cost.

(e) The Parties agree that any charges, assessments, or fees on property owners for public works services shall only be levied by the municipality in which such property owner's property resides.

2. Governance

The governing body of each City shall appoint one representative to the Public Works Committee to discuss issues pertaining to the provision of public works services as outlined in Exhibit A and any other terms of this Agreement. The Public Works Committee shall hold regular meetings at least once each calendar month. The Committee may also, from time to time, hold special meetings and emergency meetings. The Public Works Committee shall have no authority to issue bonds or obligations.

3. Term.

The term of this Agreement shall commence on October 1, 2023 and continue for a period of ten years ending December 31, 2033, unless the Parties mutually agree to terminate or modify this Agreement. This agreement may also be terminated at the end of any calendar year prior to December 31, 2033 if either party gives the other a minimum of 12 months written notice of termination.

4. Cost of Services.

Deephaven and Greenwood shall adopt a joint resolution each year establishing the estimated cost of service owing to the City of Deephaven. The allocation of cost shall be determined by the sum of Deephaven's annual Public Works Budget and Capital Improvement Budget after subtracting expected offsetting payments from other cities or entities and expenses related to services that are not included in the scope of Services provided by Deephaven to Greenwood in Exhibit A multiplied by the average percentage of street miles and total tax capacity on January 1 of the resolution year. The cost of service formula is shown in Exhibit B. This cost of service formulas does not include Deephaven's incremental administrative and overhead costs in consideration of Greenwood's high tax capacity relative to street miles and the fact that Deephaven's administrative and overhead costs are not expected to increase significantly as the result of the Public Works services being provided under this Agreement for Greenwood. Greenwood will cooperate with Deephaven to minimize incremental administrative costs associated with Deephaven providing Public Works services for Greenwood and agrees to discuss sharing a portion of Deephaven's administrative costs if Greenwood's use of Deephaven's Public Works services results in significant additional administrative costs for Deephaven. Greenwood shall pay the estimated annual service costs to the City of Deephaven in monthly installments upon receipt of an appropriate invoice from Deephaven. After

Deephaven has closed its books for a calendar year Deephaven will invoice or issue a credit to Greenwood for the difference between Deephaven's actual Public Works and Capital Improvement costs and the budgeted costs after subtracting offsetting payments from other cities or entities and expenses related to services that in not included in the scope of services provided by Deephaven to Greenwood in Exhibit A.

5. Insurance.

Greenwood shall be named as an additional insured party on the Deephaven public liability policy.

6. Employees of Deephaven.

Deephaven Public Works employees and other Deephaven employees providing services to Greenwood under this Agreement will at all time be employees of Deephaven. All obligations with regard to workers compensation, PERA, withholding tax, insurance and similar personnel and employment matters will be the obligation of Deephaven. Greenwood will not be required to furnish any fringe benefits or assume any other liability of employment to any Deephaven Public Works employee and other Deephaven employees providing services to Greenwood under this Agreement.

7. Indemnification.

Deephaven agrees to indemnify and defend Greenwood, its Councilmember's, officers and employees and to save and keep them harmless from all claims, losses and expenses incurred or alleged as a result of any claim, demand, action or cause of action arising out of Deephaven's performance or failure to perform the work covered by this agreement and to be performed within Greenwood or for its benefit by Deephaven or its employees, or otherwise arising in connection with this agreement, including reasonable attorneys' fees, subject to the limits of liability under Minnesota Statutes, Chapter 466. This Agreement does not constitute a waiver on the limitations of liability available to the parties under Minnesota Statutes, Chapter 466 and Deephaven shall not be required to pay on behalf of itself and other parties any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. Activities engaged in or performed under this agreement and shall be construed as a "cooperative activity" and the parties deemed a "single governmental unit" for purposes of liability as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a). This Section shall survive termination of this agreement.

8. Assignment.

The rights and obligations of the Parties under this Agreement will not be assigned, and Deephaven will not subcontract for any services to be furnished to Greenwood (except as otherwise provided in this Agreement), without the prior written consent of the other party.

IN WITNESS WHEREOF, the Parties have executed this agreement in duplicate as of this day and year first above written.

CITY OF DEEPHAVEN

BY _____
Kent M. Carlson, Mayor

DATE: August 7, 2023

ATTEST: _____
Dana H. Young, Administrator

CITY OF GREENWOOD

BY _____
Deb Kind, Mayor

DATE: 08.09.23

ATTEST: Shanda Wilhelmy
Greenwood Clerk

Exhibit A

Greenwood Public Works Scope of Service

Spring

- Street sweeping provided by City contractor with debris removal, storage and disposal provided by City
- City ROW trash pickup.
- Trail and sidewalk sweeping and cleaning.
- Storm drain inspection, grate cleaning, flushing as needed. Jetting by contractor.
- City ROW plow damage repair, repair all grass, curbing damaged by plowing operations.
- City park clean up. Debris removal, leaf clean up. Tennis court pressure washing, net install, screening repair.
- Mailbox repair. Repair any and all mailboxes damaged by accidental direct contact.
- Bollard removal and storage for Meadville fire lane.
- Professional lift station inspections to be done thru city contractor including recommended repairs.
- Road restriction sign flagging.

Summer

- Street sign repair and replacement.
- Weekly mowing of city property.
- Weed whipping of city property including guard rails, guard posts.
- Spot cleaning of streets due to storm washouts.
- Monthly playground equipment inspection.
- Tree trimming as needed in city ROW including brush removal, storage and disposal.
- Large, hazardous and diseased tree removal to be done thru contractor.
- Sanitary sewer inspections and problem area flushing.
- City dock minor repairs such as power washing and dock pin repairs.
- Roadside flail mowing of ditches done at least twice per season.
- Street patching, addition of needed asphalt curbing.
- City sidewalk asphalt repairs.
- Storm drain cleaning after heavy rains.
- Lake weed removal from Meadville fire lane/ launch.
- Watering of newly planted trees and shrubs.

Fall

- Leaf grinding, blowing, removal from city parks and city property.
- Tennis court net removal and storage.
- Road edge marking in trouble areas for winter plowing operations.
- Street sweeping provided by City contractor with debris removal, storage and disposal provided by City.

Winter

- Full city plowing. Plows out in conjunction with Deephaven plowing operations.
- Street salt and sand application as needed.
- Snow removal as needed, snow storage.
- Lift station snow removal.
- Street widening during heavy snow seasons with Cat loader wing plow.
- Frozen storm drains and culvert steaming, flushing.
- Sidewalk snow removal.
- LRT trail plowing with truck/ full width.

Year Round

- Monthly lift station inspections.
- Lift station flushing as needed.
- Lift station vac cleaning to be done by contractor.
- Gopher state locates, emergency locates 24 hrs. a day.
- Regular City inspections for repairs/ maintenance.
- 24 hours a day emergency on call service. Response times usually within 30 mins.
- Storm response with heavy equipment for removal of large trees, storm debris.
- Emergency lift station response and daily monitoring of general operation.
- Fully staffed 5-man crew with MPCA licensed wastewater technicians.
- Removal of large roadkill.
- All specialized lift station repairs including electrical components, gate valves, check valves, and pump repairs/ replacements to be done thru contractor. Lift station panels are approaching the end of useful life. Recommended replacement is 20 years after installation.

EXHIBIT B

Public Works Service Cost Analysis
Total Actual Costs

General Fund Expenses	2024 Street Budget	2024 Sewer Budget	2024 PW Budget	2024 Total Budget
Salaries	0	101,634	329,272	430,906
Seasonal	0	0	19,240	19,240
Pera	0	7,623	24,695	32,318
Fica	0	6,301	21,608	27,909
Medicare	0	1,474	5,053	6,527
Health Insurance	0	27,335	96,779	124,114
Office Supplies	0	0	100	100
Uniforms	0	0	3,810	3,810
Petroleum Products	0	2,600	28,000	30,600
Vehicle Maintenance	0	1,000	34,000	35,000
R & M Supplies	62,000	0	4,000	66,000
Minor Equipment	0	0	5,000	5,000
Professional Service	0	0	1,400	1,400
Communications	0	5,500	4,500	10,000
Training Expenses	0	800	3,300	4,100
Dues/Subscriptions	0	2,500	300	2,800
Total General Fund Expenses	**62,000**	**156,767**	**581,057**	**799,824**
Capital Fund Expenses	**Total Actual Cost**	**Depreciation**	**Replacement Cost**	**Annual Cost**
1995 Skidsteer Trailer	17,514	30 years	2025	585
2004 Roller	20,734	20 years	2024	1,040
2022 Blacktop Trailer	32,744	15 years	2037	2,185
2007 Freightliner Water Truck	138,174	15 years	2034	9,215
2006 Tractor / Flail Side Arm	89,373	20 years	2028	4,470
2011 Cat Loader	206,154	15 years	2026	13,745
2013 Ford F150 Pickup Truck	29,585	10 years	2023	2,960
2013 Ford F350 Pickup Truck	75,838	10 years	2023	7,585
2014 PowerTrac Mower / Blower	40,720	10 years	2024	410
2015 Freightliner Plow Truck	222,837	15 years	2030	14,855
2015 Ford F350 Sewer Truck	76,856	15 years	2030	5,125
2016 Freightliner Plow Truck	227,973	15 years	2032	15,200
2017 Bobcat 650 / Bucket Sweeper	45,464	10 years	2027	4,545
2017 Snow Blower Attachment	2,844	13 years	2030	220
2018 Roller Trailer	5,078	15 years	2038	340
2019 Toro Groundsmaster 7200	48,413	10 years	2029	4,840
2019 Ford F450 Super Duty Pickup	102,292	10 years	2029	10,230
2020 Air Compressor	8,697	15 years	2035	580
2024 Freightliner Plow Truck	340,200	15 years	2024	22,680
Public Works Shop	2,340,362	50 years	2040	46,800
Sand/Salt Shed	591,410	40 years	2043	14,785
Maintenance Shed Heating Unit	5,714	15 years	2037	380

Annual Levy Requirements				182,775
Total Public Works Expenses				982,599
	Street			
	Miles	Percentage		Total
Greenwood	5.35	14.78%		145,228
Deephaven	30.85	85.22%		837,371
Total	36.20	100.00%		982,599
	Tax			
	Capacity	Percentage		Total
Greenwood	6,238,508	22.29%		219,021
Deephaven	21,749,955	77.71%		763,578
Total	27,988,463	100.00%		982,599
	Street Mile	Tax Cap		
	Percentage	Percentage	Average	Total
Greenwood	14.78%	22.29%	18.54%	182,174
Deephaven	85.22%	77.71%	81.46%	800,425
Total	100.00%	100.00%	100.00%	982,599

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

	Vendor SearchName / Comments	Invoice	Check	Refer	PO	Batch Name	Debit	Credit
2025-01 January							Begin	**$0.00**
2025-01 JE						2024AuditJEReve	$0.00	$1,067.00
	Reverse Record 2025 payments as			6	0			
2025-01 Pay	LANO EQUIPMENT I	011128652	041066	1/27/2025		PAY250127	$1,092.22	$0.00
	Bobcat sweeper brushes			0	0			
2025-01 Pay	ZIEGLER INC	N001756855	041084	1/27/2025		PAY250127	$666.89	$0.00
	Loader parts/oil			0	0			
2025-01 Pay	AMAZON CAPITAL S	113-76616	041085	1/30/2025		PAY250130	$39.99	$0.00
	Deoderizer			0	0			
2025-01 Pay	AMAZON CAPITAL S	113-13324	041085	1/30/2025		PAY250130	$297.00	$0.00
	Drill bits			0	0			
2025-01 Pay	LANO EQUIPMENT I	011131284	041092	1/30/2025		PAY250130	$130.95	$0.00
	Chainsaw parts			0	0			
2025-01 Pay	LANO EQUIPMENT I	011131283	041092	1/30/2025		PAY250130	$478.60	$0.00
	Skidsteer control handle			0	0			
2025-01 Pay	SAMARITAN TIRE P	143535	041098	1/30/2025		PAY250130	$400.00	$0.00
	Tire Repair #5			0	0			
	Total 2025-01 January						$3,105.65	$1,067.00
							Ending	$2,038.65
	Vendor SearchName / Comments	**Invoice**	**Check**	**Refer**	**PO**	**Batch Name**	**Debit**	**Credit**
2025-02 February							Begin	**$2,038.65**
2025-02 Pay	ELAN FINANCIAL SE	Jan 2025	001338	2/24/2025		022025ACH	$62.31	$0.00
	Registration for new PW Freightliner			197				
	Total 2025-02 February						$62.31	$0.00
							Ending	$2,100.96
	Vendor SearchName / Comments	**Invoice**	**Check**	**Refer**	**PO**	**Batch Name**	**Debit**	**Credit**
2025-03 March							Begin	**$2,100.96**
2025-03 Pay	NORTHERN TOOL & I	1027258883	001347	3/11/2025		032025ACH	$88.95	$0.00
	Hose couplers			216				
2025-03 Pay	NORTHERN TOOL & I	1050250261	001347	3/11/2025		032025ACH	$9.99	$0.00
	Drain Valve			216				
2025-03 Pay	ASPEN EQUIPMENT	SO0857601	041155	3/13/2025		PAY250313	$503.94	$0.00
	spreader control			0	0			
2025-03 Pay	METROPOLITAN FO	535245	041180	3/13/2025		PAY250313	$125.50	$0.00
	Hose/clamps #8			0	0			
2025-03 Pay	METROPOLITAN FO	535026	041180	3/13/2025		PAY250313	$1,212.87	$0.00
	Brake/engine parts #4			0	0			
2025-03 Pay	METROPOLITAN FO	535188	041180	3/13/2025		PAY250313	$339.37	$0.00
	Coolant tank/bracket #8			0	0			
2025-03 Pay	METROPOLITAN FO	535244	041180	3/13/2025		PAY250313	$548.40	$0.00
	plugs/coils/wires #4			0	0			
2025-03 Pay	METROPOLITAN FO	53518	041180	3/13/2025		PAY250313	$68.26	$0.00
	#8 hoses			0	0			
2025-03 Pay	OREILLY AUTOMOT	3251413296	041184	3/13/2025		PAY250313	$19.30	$0.00
	Filters. pins			0	0			
2025-03 Pay	OREILLY AUTOMOT	3251419022	041184	3/13/2025		PAY250313	$208.84	$0.00
	oil/ chemicals			0	0			

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

		Vendor SearchName	Invoice	Check	Refer	Batch Name	Debit	Credit
		Comments			PO			
2025-03	Pay	OREILLY AUTOMOT	3251417712	041184	3/13/2025	PAY250313	$52.98	$0.00
		oil pump/ nozzle			0	0		
2025-03	Pay	OREILLY AUTOMOT	325141902	041184	3/13/2025	PAY250313	$38.35	$0.00
		oil filters			0	0		
2025-03	Pay	OREILLY AUTOMOT	3251422562	041184	3/13/2025	PAY250313	$511.86	$0.00
		Battery/ cables/ coolant #8			0	0		
2025-03	Pay	OREILLY AUTOMOT	3251416386	041184	3/13/2025	PAY250313	$508.15	$0.00
		Mechanic shop supplies			0	0		
2025-03	Pay	OREILLY AUTOMOT	3251418107	041184	3/13/2025	PAY250313	$12.79	$0.00
		Wiper blades			0	0		
		Total 2025-03 March					$4,249.55	$0.00
							Ending	$6,350.51
2025-04 April		**Vendor SearchName**	**Invoice**	**Check**	**Refer**	**Batch Name**	**Debit**	**Credit**
		Comments			**PO**		Begin	**$6,350.51**
2025-04	Pay	LANO EQUIPMENT I	011139531	041228	4/3/2025	PAY250403	$0.00	$113.15
		Cutting edge/bolts - return			0	0		
2025-04	Pay	LANO EQUIPMENT I	01-1139307	041228	4/3/2025	PAY250403	$295.16	$0.00
		toolcat cutting edge			0	0		
2025-04	Pay	LANO EQUIPMENT I	01-1139308	041228	4/3/2025	PAY250403	$117.02	$0.00
		Bobcat parts			0	0		
2025-04	Pay	ASPEN EQUIPMENT	SO0933191	041259	4/17/2025	PAY250417	$150.91	$0.00
		plow harness #8			0	0		
2025-04	Pay	ASPEN EQUIPMENT	SO0931841	041259	4/17/2025	PAY250417	$272.15	$0.00
		headlamp #8			0	0		
2025-04	Pay	ASPEN EQUIPMENT	SO0932331	041259	4/17/2025	PAY250417	$1,022.99	$0.00
		lift motor #8			0	0		
2025-04	Pay	OREILLY AUTOMOT	3251423453	041277	4/17/2025	PAY250417	$378.00	$0.00
		diesel exhaust fluid			0	0		
2025-04	Pay	OREILLY AUTOMOT	3251423235	041277	4/17/2025	PAY250417	$71.25	$0.00
		air filters			0	0		
2025-04	Pay	OREILLY AUTOMOT	3251419023	041277	4/17/2025	PAY250417	$187.97	$0.00
		battery			0	0		
2025-04	Pay	OREILLY AUTOMOT	3251422782	041277	4/17/2025	PAY250417	$22.00	$0.00
		core return			0	0		
		Total 2025-04 April					$2,517.45	$113.15
							Ending	$8,754.81
2025-05 May		**Vendor SearchName**	**Invoice**	**Check**	**Refer**	**Batch Name**	**Debit**	**Credit**
		Comments			**PO**		Begin	**$8,754.81**
2025-05	Pay	MTI DISTRIBUTING I	146894000	041303	5/1/2025	PAY250501	$1,815.84	$0.00
		Toro groundsmaster parts			0	0		
2025-05	Pay	MTI DISTRIBUTING I	146894001	041303	5/1/2025	PAY250501	$224.98	$0.00
		Toro groundsmaster parts			0	0		
2025-05	Pay	LANO EQUIPMENT I	011150621	041347	5/15/2025	PAY250515	$20.22	$0.00
		bobcat adapter			0	0		
2025-05	Pay	OREILLY AUTOMOT	3251427390	041354	5/15/2025	PAY250515	$90.50	$0.00
		oil filters/ washer fluid			0	0		
2025-05	Pay	OREILLY AUTOMOT	3251428552	041354	5/15/2025	PAY250515	$139.92	$0.00
		Gloves/ car wash soap			0	0		

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

		Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
		Comments	Refer	PO		Begin	
2025-05	Pay	AMAZON CAPITAL S	3r 113-03405	041367	5/29/2025 PAY250529	$175.12	$0.00
		Truck light beacon - PW		0	0		
2025-05	Pay	MTI DISTRIBUTING I	147361800	041384	5/29/2025 PAY250529	$337.86	$0.00
		Toro belts/blades		0	0		
		Total 2025-05 May				$2,804.44	$0.00
						Ending	$11,559.25
2025-06	**June**						**$11,559.25**
2025-06	Pay	OREILLY AUTOMOT	3251430611	041464	6/20/2025 PAY250620	$79.90	$0.00
		Motor oil		0	0		
2025-06	Pay	OREILLY AUTOMOT	3251424589	041464	6/20/2025 PAY250620	$92.96	$0.00
		auto cleaner/ battery tender		0	0		
2025-06	Pay	AMAZON CAPITAL S	3r 113-61436	041471	6/27/2025 PAY250627	$49.88	$0.00
		pole saw driver		0	0		
2025-06	Pay	LANO EQUIPMENT I	031155548	041481	6/27/2025 PAY250627	$542.63	$0.00
		Tree spade rental		0	0		
2025-06	Pay	LANO EQUIPMENT I	031155769	041481	6/27/2025 PAY250627	$0.00	$135.66
		Credit on tree spade rental		0	0		
2025-06	Pay	MTI DISTRIBUTING I	147843100	041484	6/27/2025 PAY250627	$259.59	$0.00
		Toro tires		0	0		
2025-06	Pay	OREILLY AUTOMOT	3251433310	041486	6/27/2025 PAY250627	$17.78	$0.00
		filters		0	0		
2025-06	Pay	SAMARITAN TIRE P	150447	041487	6/27/2025 PAY250627	$65.00	$0.00
		Tire repair		0	0		
		Total 2025-06 June				$1,107.74	$135.66
						Ending	$12,531.33
2025-07	**July**						**$12,531.33**
2025-07	Pay	MTI DISTRIBUTING I	148359700	041529	7/17/2025 PAY250717	$112.72	$0.00
		toro parts		0	0		
2025-07	Pay	GARYS DIESEL SH	'O # 1-52141	041571	7/31/2025 PAY250731	$149.00	$0.00
		dot inspection		0	0		
2025-07	Pay	I-STATE TRUCK CE	C242933181	041573	7/31/2025 PAY250731	$358.29	$0.00
		#7 brake parts		0	0		
2025-07	Pay	I-STATE TRUCK CE	C241474327	041573	7/31/2025 PAY250731	$135.25	$0.00
		#7 brake chamber		0	0		
2025-07	Pay	I-STATE TRUCK CE	C242933915	041573	7/31/2025 PAY250731	$0.00	$94.95
		Brake Chamber Return		0	0		
2025-07	Pay	I-STATE TRUCK CE	C242933916	041573	7/31/2025 PAY250731	$0.00	$94.95
		Brake Chamber Return		0	0		
2025-07	Pay	MTI DISTRIBUTING I	148359701	041579	7/31/2025 PAY250731	$229.61	$0.00
		Toro parts		0	0		
2025-07	Pay	OREILLY AUTOMOT	3251437277	041581	7/31/2025 PAY250731	$250.16	$0.00
		Filters/ shop supplies		0	0		
2025-07	Pay	OREILLY AUTOMOT	3251437334	041581	7/31/2025 PAY250731	$346.32	$0.00
		filters/ shop chemicals		0	0		
2025-07	Pay	UNITED LABORATO	INV440012	041586	7/31/2025 PAY250731	$342.24	$0.00
		Degreaser		0	0		

CITY OF DEEPHAVEN

Revenue/Expenditure
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Audit 2025

Fund 101 GENERAL FUND
Expenditure
E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

				Total 2025-07 July			$1,923.59		$189.90
							Ending		$14,265.02
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**		**Credit**
2025-08 August	**Comments**		**Refer**		**PO**		Begin		**$14,265.02**
2025-08 Pay	GARYS DIESEL SH	152172	041599	8/13/2025	PAY250813		$149.00		$0.00
	dot inspection			0	0				
2025-08 Pay	MTI DISTRIBUTING I	148849200	041612	8/13/2025	PAY250813		$201.74		$0.00
	tire/ toro			0	0				
2025-08 Pay	DEAKYNES TRUE V	B432469	041629	8/28/2025	PAY250828		$13.19		$0.00
	hardware			0	0				
2025-08 Pay	DEAKYNES TRUE V	A463757	041629	8/28/2025	PAY250828		$129.24		$0.00
	Chainsaw parts			0	0				
2025-08 Pay	GARYS DIESEL SH	152195	041632	8/28/2025	PAY250828		$1,019.09		$0.00
	#5 dot inspection/ repairs			0	0				
				Total 2025-08 August			$1,512.26		$0.00
							Ending		$15,777.28
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**		**Credit**
2025-09 September	**Comments**		**Refer**		**PO**		Begin		**$15,777.28**
2025-09 Pay	OREILLY AUTOMOT	3251441769	041671	9/11/2025	PAY250911		$213.89		$0.00
	sockets, oil, solvents			0	0				
2025-09 Pay	OREILLY AUTOMOT	3251442474	041671	9/11/2025	PAY250911		$125.48		$0.00
	oil filters, cleaners			0	0				
2025-09 Pay	OREILLY AUTOMOT	3251443505	041671	9/11/2025	PAY250911		$200.83		$0.00
	Grease, trailer bearings			0	0				
2025-09 Pay	OREILLY AUTOMOT	3251440009	041671	9/11/2025	PAY250911		$118.90		$0.00
	tools, oil			0	0				
2025-09 Pay	ZIEGLER INC	SI000687579	041683	9/11/2025	PAY250911		$7,568.74		$0.00
	Loader bucket repair, loader parts, c			0	0				
				Total 2025-09 September			$8,227.84		$0.00
							Ending		$24,005.12
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**		**Credit**
2025-10 October	**Comments**		**Refer**		**PO**		Begin		**$24,005.12**
2025-10 Pay	ASPEN EQUIPMENT	SO1077181	041686	10/1/2025	PAY251001		$328.21		$0.00
	plow bracket #8			0	0				
2025-10 Pay	DEAKYNES TRUE V	B435242	041691	10/1/2025	PAY251001		$52.96		$0.00
	Supplies/oil			0	0				
2025-10 Pay	DEAKYNES TRUE V	B434561	041691	10/1/2025	PAY251001		$44.65		$0.00
	Hardware			0	0				
2025-10 Pay	FURY FORD WACO	20004	041696	10/1/2025	PAY251001		$2,145.98		$0.00
	Tires/alignment/ repair #1			0	0				
2025-10 Pay	LANO EQUIPMENT I	011182799	041701	10/1/2025	PAY251001		$237.33		$0.00
	Wire harness			0	0				
2025-10 Pay	LANO EQUIPMENT I	011184453	041701	10/1/2025	PAY251001		$1,129.35		$0.00
	Bucket broom brushes/ repair			0	0				
2025-10 Pay	OREILLY AUTOMOT	3251445024	041706	10/1/2025	PAY251001		$39.99		$0.00
	a/c Gauge			0	0				
2025-10 Pay	OREILLY AUTOMOT	3251445073	041706	10/1/2025	PAY251001		$54.13		$0.00
	Oil Filters			0	0				

CITY OF DEEPHAVEN

Revenue/Expenditure
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Fund 101 GENERAL FUND
Expenditure

E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

		Vendor SearchName	Invoice	Check		Batch Name	Debit	Credit
		Comments		Refer		PO		
2025-10	Pay	OREILLY AUTOMOT	3251445142	041706	10/1/2025	PAY251001	$239.43	$0.00
		motor oil, oil filters, antifreeze, carb		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251445984	041706	10/1/2025	PAY251001	$53.96	$0.00
		Cleaner, tire repair		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251446453	041706	10/1/2025	PAY251001	$127.54	$0.00
		Antifreze/ Wiperblades/ tools		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251446439	041727	10/2/2025	PAY251002	$6.49	$0.00
		Fuses		0	0			
2025-10	Pay	MTI DISTRIBUTING I	149649600	041742	10/16/2025	PAY251016	$257.95	$0.00
		Toro steer tire/ bearings		0	0			
2025-10	Pay	ELAN FINANCIAL SE	Oct 2025	001488	10/24/2025	102025ACH	$14.81	$0.00
		PW trailer registration		489				
2025-10	Pay	GARYS DIESEL SH	152316	041762	10/29/2025	PAY251029	$3,202.09	$0.00
		#steering gear repair		0	0			
2025-10	Pay	LANO EQUIPMENT I	031190736	041768	10/29/2025	PAY251029	$320.00	$0.00
		tool cat hoses/ fittings		0	0			
2025-10	Pay	MTI DISTRIBUTING I	149649601	041771	10/29/2025	PAY251029	$27.43	$0.00
		Wheel bearings, switch		0	0			
2025-10	Pay	MTI DISTRIBUTING I	149649603	041771	10/29/2025	PAY251029	$30.77	$0.00
		bearing		0	0			
2025-10	Pay	MTI DISTRIBUTING I	149649602	041771	10/29/2025	PAY251029	$110.27	$0.00
		bearing, switch. toro		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251446939	041774	10/29/2025	PAY251029	$78.99	$0.00
		Air filter #1		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251-44S074	041774	10/29/2025	PAY251029	$0.00	$49.88
		oil filter & oil return		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251445164	041774	10/29/2025	PAY251029	$48.60	$0.00
		Oil filters, battery core returns		0	0			
2025-10	Pay	OREILLY AUTOMOT	3251446942	041774	10/29/2025	PAY251029	$14.99	$0.00
		coolant		0	0			
		Total 2025-10 October					$8,565.92	$49.88
							Ending	$32,521.16
2025-11 November							Begin	**$32,521.16**
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH	$24.99	$0.00
		PW truck light bulbs		520				
2025-11	Pay	ELAN FINANCIAL SE	Oct 2025	001538	11/24/2025	112025ACH	$15.99	$0.00
		PW work light		520				
2025-11	Pay	MTI DISTRIBUTING I	149947900	041846	11/25/2025	PAY251125	$322.78	$0.00
		toro parts		0	0			
2025-11	Pay	MTI DISTRIBUTING I	149990900	041846	11/25/2025	PAY251125	$180.90	$0.00
		Toro mulch blades		0	0			
2025-11	Pay	MTI DISTRIBUTING I	149979300	041846	11/25/2025	PAY251125	$249.43	$0.00
		mower blades, bearings		0	0			
2025-11	Pay	MTI DISTRIBUTING I	149980100	041846	11/25/2025	PAY251125	$0.00	$209.58
		blade returns		0	0			
2025-11	Pay	MTI DISTRIBUTING I	149990500	041846	11/25/2025	PAY251125	$0.00	$192.82
		Blade & blade kit return		0	0			

CITY OF DEEPHAVEN

Revenue/Expenditure
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Fund 101 GENERAL FUND
Expenditure

E 101-43900-221 EQUIP/VEHICLE SUPPLIES **Budget** $34,000.00 **Total** $38,961.75 **Balance** -$4,961.75

		Vendor SearchName	Invoice	------Check------	Batch Name	Debit	Credit
		Comments	Refer	PO		Begin	$36,266.78
2025-11	Pay	OREILLY AUTOMOT	3251449296	041849 11/25/2025	PAY251125	$169.76	$0.00
		oil filters, cleaner		0 0			
2025-11	Pay	OREILLY AUTOMOT	3251450075	041849 11/25/2025	PAY251125	$31.12	$0.00
		Mud flaps		0 0			
2025-11	Pay	OREILLY AUTOMOT	3251450015	041849 11/25/2025	PAY251125	$203.93	$0.00
		oil, wrenches, adapter		0 0			
2025-11	Pay	OREILLY AUTOMOT	3251449985	041849 11/25/2025	PAY251125	$101.58	$0.00
		floor dry		0 0			
2025-11	Pay	SAMARITAN TIRE P	155635	041851 11/25/2025	PAY251125	$2,708.64	$0.00
		#8 tires		0 0			
2025-11	Pay	LANO EQUIPMENT I	011184931	041860 11/25/2025	PAY251125	$95.55	$0.00
		Toolcat Repair		0 0			
2025-11	Pay	LANO EQUIPMENT I	011180188	041860 11/25/2025	PAY251125	$43.35	$0.00
		Broom Repair		0 0			
		Total 2025-11 November				$4,148.02	$402.40
						Ending	$36,266.78
2025-12 December							**$36,266.78**
2025-12	Pay	LANO EQUIPMENT I	011203802	041888 12/19/2025	PAY251219	$375.78	$0.00
		Bobcat wire harness, filters		0 0			
2025-12	Pay	MTI DISTRIBUTING I	150225000	041898 12/19/2025	PAY251219	$124.51	$0.00
		Cutting edge, tire toro		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251453083	041901 12/19/2025	PAY251219	$77.88	$0.00
		washer fluid		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251453898	041901 12/19/2025	PAY251219	$0.00	$40.00
		Core return		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251453900	041901 12/19/2025	PAY251219	$274.69	$0.00
		Battery, wiper blades		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251454637	041901 12/19/2025	PAY251219	$301.62	$0.00
		Loader battery		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251452411	041901 12/19/2025	PAY251219	$46.61	$0.00
		Light bulb		0 0			
2025-12	Pay	SAMARITAN TIRE P	156396	041906 12/19/2025	PAY251219	$90.00	$0.00
		Toro tire		0 0			
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547 12/24/2025	122025ACH	$217.86	$0.00
		PW Tools for snow plow repairs		532			
2025-12	Pay	ELAN FINANCIAL SE	Nov 2025	001547 12/24/2025	122025ACH	$45.97	$0.00
		PW Casters for snow blowers		532			
2025-12	Pay	OREILLY AUTOMOT	3251455980	041932 12/30/2025	PAY251230	$167.94	$0.00
		ATF		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251455031	041932 12/30/2025	PAY251230	$278.87	$0.00
		transmission fluid, wrench, antifreez		0 0			
2025-12	Pay	OREILLY AUTOMOT	3251455425	041932 12/30/2025	PAY251230	$16.20	$0.00
		filters		0 0			
2025-12	Pay	ZIEGLER INC	N002208231	041941 12/30/2025	PAY251230	$60.00	$0.00
		loader hose		0 0			
2025-12	Pay	ZIEGLER INC	N002209040	041941 12/30/2025	PAY251230	$134.04	$0.00
		Loader hoses		0 0			

CITY OF DEEPHAVEN

Revenue/Expenditure
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Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-221	EQUIP/VEHICLE SUPPLIES	**Budget**	$34,000.00	**Total**	$38,961.75	**Balance**	-$4,961.75
2025-12 JE				2025AuditJEs	$523.00		$0.00
	Record CY accounts payable		1029	0			
		Total	**2025-12 December**		$2,734.97		$40.00
					Ending		$38,961.75
Control Act	101-25300 DESIG	**Total**	E 101-43900-221 EQUIP/VEHICLE SUPPLIES		$40,959.74		$1,997.99
		In Balance	**Total Year**	**$38,961.75**	**Ending**		**$38,961.75**
Total	Expenditure				$40,959.74		$1,997.99
		Fund	101		$40,959.74		$1,997.99

CITY OF DEEPHAVEN

Revenue/Expenditure
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Removed #348.76 of beach patrol cell expenses miscoded

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-321 COMMUNICATIONS-TELEPHON **Budget** $4,500.00 **Total** $6,083.13 **Balance** -$1,583.13

	Vendor SearchName / Comments	Invoice / Refer	Check / PO	Batch Name	Debit	Credit
2025-01 January					Begin	**$0.00**
2025-01 JE				2024AuditJEReve	$0.00	$70.00
	Reverse Record 2025 payments as		6 0			
2025-01 Pay	CHRIS BENNIS	2025 Q1 Cell 041039	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		111			
2025-01 Pay	JEFF KASK	2025 Q1 Cell 041040	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		114 0			
2025-01 Pay	MARK DUFFY	2025 Q1 Cell 041041	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		110			
2025-01 Pay	MARK JOHNSON	2025 Q1 Cell 041042	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		112			
2025-01 Pay	MATT MORRIS	2025 Q1 Cell 041043	1/17/2025	011725PAY	$225.00	$0.00
	2025 Q1 Cell Phone Reimbursemen		113			
2025-01 Pay	VERIZON WIRELES	6101013822 041082	1/27/2025	PAY250127	$70.43	$0.00
	11/13 - 12/12 PW cell		0 0			
2025-01 Pay	VERIZON WIRELES	6103456411 041101	1/30/2025	PAY250130	$70.43	$0.00
	PW Cell 12/13 - 1/12		0 0			
	Total 2025-01 January				$1,265.86	$70.00
					Ending	$1,195.86
	Vendor SearchName / Comments	**Invoice / Refer**	**Check / PO**	**Batch Name**	**Debit**	**Credit**
2025-02 February					Begin	**$1,195.86**
2025-02 Pay	VERIZON WIRELES	6105902802 041153	2/27/2025	PAY250227	$70.43	$0.00
	PW Cell 1/13 - 2/12		0 0			
	Total 2025-02 February				$70.43	$0.00
					Ending	$1,266.29
	Vendor SearchName / Comments	**Invoice / Refer**	**Check / PO**	**Batch Name**	**Debit**	**Credit**
2025-04 April					Begin	**$1,266.29**
2025-04 Pay	VERIZON WIRELES	6108376067 041245	4/3/2025	PAY250403	$190.43	$0.00
	PW Cell/Tablet 2/13 - 3/12		0 0			
2025-04 Pay	CHRIS BENNIS	2025 Q2 Cell 041253	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		201			
2025-04 Pay	JEFF KASK	2025 Q2 Cell 041254	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		204 0			
2025-04 Pay	MARK DUFFY	2025 Q2 Cell 041255	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		200			
2025-04 Pay	MARK JOHNSON	2025 Q2 Cell 041256	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		202			
2025-04 Pay	MATT MORRIS	2025 Q2 Cell 041257	4/11/2025	041125PAY	$225.00	$0.00
	2025 Q2 Cell Phone Reimbursemen		203			
2025-04 Pay	HENNEPIN COUNTY	1000244232 041267	4/17/2025	PAY250417	$139.16	$0.00
	PW radio fees		0 0			
	Total 2025-04 April				$1,454.59	$0.00
					Ending	$2,720.88
	Vendor SearchName / Comments	**Invoice / Refer**	**Check / PO**	**Batch Name**	**Debit**	**Credit**
2025-05 May					Begin	**$2,720.88**
2025-05 Pay	VERIZON WIRELES	6110873007 041317	5/1/2025	PAY250501	$123.13	$0.00
	PW Cell/Ipads 3/13 - 4/12		0 0			

CITY OF DEEPHAVEN

Revenue/Expenditure
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Fund 101 GENERAL FUND
Expenditure

E 101-43900-321 COMMUNICATIONS-TELEPHON **Budget** $4,500.00 **Total** $6,083.13 **Balance** -$1,583.13

2025-05	Pay	VERIZON WIRELES	6113373204	041393	5/29/2025	PAY250529		$80.04	$0.00
		PW cell phone/tablets			0	0			
				Total	**2025-05 May**			$203.17	$0.00
								Ending	$2,924.05
		Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-06 June		**Comments**		**Refer**	**PO**			Begin	**$2,924.05**
2025-06	Pay	VERIZON WIRELES	6115883505	041492	6/27/2025	PAY250627		$177.20	$0.00
		PW Ipads and beach patrol phones			0	0			
				Total	**2025-06 June**			$177.20	$0.00
								Ending	$3,101.25
		Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-07 July		**Comments**		**Refer**	**PO**			Begin	**$3,101.25**
2025-07	Pay	CHRIS BENNIS	2025 Q3 Cell	041509	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			408				
2025-07	Pay	JEFF KASK	2025 Q3 Cell	041510	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			411	0			
2025-07	Pay	MARK DUFFY	2025 Q3 Cell	041511	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			409				
2025-07	Pay	MARK JOHNSON	2025 Q3 Cell	041512	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			410				
2025-07	Pay	MATT MORRIS	2025 Q3 Cell	041513	7/3/2025	070325PAY		$225.00	$0.00
		2025 Q3 Cell Phone Reimbursemen			412				
2025-07	Pay	VERIZON WIRELES	6118395764	041587	7/31/2025	PAY250731		$177.24	$0.00
		PW Ipads & beach patrol phones			0	0			
				Total	**2025-07 July**			$1,302.24	$0.00
								Ending	$4,403.49
		Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-08 August		**Comments**		**Refer**	**PO**			Begin	**$4,403.49**
2025-08	Pay	VERIZON WIRELES	6120896707	041647	8/28/2025	PAY250828		$177.24	$0.00
		PW Ipads & beach patrol phones			0	0			
				Total	**2025-08 August**			$177.24	$0.00
								Ending	$4,580.73
		Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-10 October		**Comments**		**Refer**	**PO**			Begin	**$4,580.73**
2025-10	Pay	VERIZON WIRELES	6123380903	041712	10/1/2025	PAY251001		$177.36	$0.00
		PW Ipads & Beach Patrol phones			0	0			
2025-10	Pay	CHRIS BENNIS	Q4 2025	041715	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			444				
2025-10	Pay	JEFF KASK	Q4 2025	041720	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			447	0			
2025-10	Pay	MARK DUFFY	Q4 2025	041722	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			445				
2025-10	Pay	MARK JOHNSON	Q4 2025	041723	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			446				
2025-10	Pay	MATT MORRIS	Q4 2025	041724	10/2/2025	PAY251002		$225.00	$0.00
		Q4 2025 PW Cell Reimbursement			448				

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-321 COMMUNICATIONS-TELEPHON **Budget** $4,500.00 **Total** $6,083.13 **Balance** -$1,583.13

2025-10 Pay	VERIZON WIRELES	6125865815	041780	10/29/2025	PAY251029		$39.96	$0.00
	PW Ipads		0	0				
			Total 2025-10 October				$1,342.32	$0.00
							Ending	$5,923.05
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-11 November	**Comments**		**Refer**	**PO**			Begin	**$5,923.05**
2025-11 Pay	VERIZON WIRELES	6128358836	041855	11/25/2025	PAY251125		$80.04	$0.00
	PW iPads service		0	0				
			Total 2025-11 November				$80.04	$0.00
							Ending	$6,003.09
	Vendor SearchName	**Invoice**	**------Check------**		**Batch Name**		**Debit**	**Credit**
2025-12 December	**Comments**		**Refer**	**PO**			Begin	**$6,003.09**
2025-12 Pay	VERIZON WIRELES	6130872189	041938	12/30/2025	PAY251230		$80.04	$0.00
	PW iPads wireless service		0	0				
			Total 2025-12 December				$80.04	$0.00
							Ending	$6,083.13
Control Act	101-25300 DESIG		**Total**	E 101-43900-321 COMMUNICATIONS-TELEPHONE			$6,153.13	$70.00
		In Balance	**Total Year**		**$6,083.13**		**Ending**	**$6,083.13**
Total	Expenditure						$6,153.13	$70.00
		Fund	101				$6,153.13	$70.00

CITY OF DEEPHAVEN

Revenue/Expenditure
Audit Detail Full

Audit 2025

Fund 101 GENERAL FUND
Expenditure

E 101-43900-331 TRAINING EXPENSES **Budget** $3,300.00 **Total** $4,201.14 **Balance** -$901.14

	Vendor SearchName / Comments	Invoice / Refer	------Check------ / PO	Batch Name	Debit	Credit
2025-03 March					Begin	**$0.00**
2025-03 Pay	MATT MORRIS	3/18/2025 041207	3/24/2025	PAY250324	$273.00	$0.00
	Mileage reimbursement for MRWA		0	0		
		Total 2025-03 March			$273.00	$0.00
					Ending	$273.00
2025-04 April					Begin	**$273.00**
2025-04 Pay	SAFEASSURE CON	3791 041281	4/17/2025	PAY250417	$3,379.14	$0.00
	Safety training contract		0	0		
		Total 2025-04 April			$3,379.14	$0.00
					Ending	$3,652.14
2025-12 December					Begin	**$3,652.14**
2025-12 Pay	ELAN FINANCIAL SE	Nov 2025 001547	12/24/2025	122025ACH	$549.00	$0.00
	PW Management course - Kask		532			
		Total 2025-12 December			$549.00	$0.00
					Ending	$4,201.14
Control Act	101-25300 DESIG	**Total**	E 101-43900-331 TRAINING EXPENSES		$4,201.14	$0.00
		In Balance	**Total Year**	**$4,201.14**	**Ending**	**$4,201.14**
Total	Expenditure				$4,201.14	$0.00
		Fund 101			$4,201.14	$0.00

Hakanson Anderson

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763-427-5860
www.haa-inc.com

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Steven Hegland, City Engineer

DATE: June 22, 2026

RE: Request to approve Pay Request #2 – Final for Village Park Hockey Rink

---

Purpose

The purpose of this item is to request City Council review and approval of the second and final pay request on the Village Park Hockey Rink project to Greystone Construction in the amount of $17,905.00.

Background

Last fall, Greystone Construction completed site improvements for the Village Park hockey rink. This spring, they finalized minor touch-up work and completed site restoration. With vegetation now well established across most of the rink area, the project is considered complete.

Based on this progress, we recommend approval of the second and final payment to Greystone Construction in the amount of $17,905.00, along with final acceptance of the project, subject to the terms of the warranty period.

As part of their work on the rink surface completed last fall, Greystone Construction has provided a five-year warranty covering the improvements and concrete slab. Additionally, all required lien waivers for the project have been submitted.

Attached to this memo is the second and final pay application for your review and approval.

Recommendation

We would recommend the City Council approve the second and final payment application to Greystone Construction in the amount of $17,905.00 as the final acceptance of the park improvements.

SECTION 00 62 76
APPLICATION FOR PAYMENT FORM

OWNER: City of Deephaven
PROJECT: Village Park Hockey Rink
CONTRACTOR: Greystone Construction

PAY ESTIMATE NO. 2 & Final

Original Contract Amount	$255,640.00
Contract Changes approved to Date (CO 1)	$16,675.00
Revised Contract Price	$272,315.00
Work Completed to Date (attached)	$272,315.00
Retainage to Date, 0%	$272,315.00
Work Completed to Date Less Retainage to Date	$254,410.00
Total Amount Previously Certified	$254,410.00
Payment Request This Estimate	$17,905.00

I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

Landon Karst

Digitally signed by Landon Karst
DN: C=US, E=lkarst@greystoneconstruction.com, O=Greystone Construction Company, CN=Landon Karst
Reason: I am approving this document
Date: 2026.06.22 14:53:52-05'00'

CONTRACTOR

CERTIFICATE OF CONTRACTOR

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contract dated

August 17th, 2025 between the City of Deephaven (OWNER)

and Greystone Construction (CONTRACTOR) and all authorized changes thereto.

Approval:

(CONTRACTOR) Landon Karst Digitally signed by Landon Karst DN: C=US, E=lkarst@greystoneconstruction.com, O=Greystone Construction Company, CN=Landon Karst Reason: I am approving this document Date: 2026.06.22 14:54:13-05'00' Date _____

(ENGINEER) _____ Date 6/22/2026

Steve Hegland, P.E.

END OF SECTION

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-687-533-584
Submitted Date and Time:	11-Jun-2026 9:27:17 AM
Legal Name:	GREYSTONE CONSTRUCTION CO
Federal Employer ID:	41-1585072
User Who Submitted:	BThurow
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**405516288**
Minnesota ID:	3949507
Project Owner:	CITY OF DEEPHAVEN
Project Number:	SM25-5830
Project Begin Date:	01-Sep-2025
Project End Date:	30-Nov-2025
Project Location:	DEEPHAVEN MN
Project Amount:	$272,315.00

Subcontractor Summary

Name	ID	Affidavit Number
SCHNEIDER EXCAVATING & GRADING INC	5444012	1936961536

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

DEEPHAVEN CITY COUNCIL MEETING MEMORANDUM
20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6th, 2026
7:00 p.m. Council Meeting
Kickball Tournament Fundraiser for Children's Cancer Research at Thorpe Park

Dear Mayor Carlson and Councilmembers,

The City has received a Special Event Permit application from Lauren Dooley on behalf of a group of Minnetonka middle and high school students, supervised by their parents, requesting approval to host the 2nd Annual Kickball Tournament Fundraiser for Children's Cancer Research at Thorpe Park on Sunday, September 20, 2026, from 10:00 a.m. to 4:00 p.m.
The event will feature a family-friendly kickball tournament, silent auction, and food truck, with all proceeds benefiting Children's Cancer Research. Organizers anticipate approximately 12 teams, 120 participants, 35 spectators, and 10 event staff members. The tournament will utilize the two existing baseball fields, along with two temporary kickball fields in the open park area, as shown on the attached site map.

To help minimize traffic and parking impacts on the surrounding neighborhood, organizers will encourage participants to carpool, with an estimated 25 to 30 vehicles expected. Parking will be available in the warming house parking lot and along one side of the street. Participants will also have access to the public restrooms located in the warming house.
I have discussed the proposed event with Police Chief Cory Johnson and Jeff Kask with Public Works, and both have reviewed the application and indicated they have no concerns with the event. They are supportive of the proposed parking plan and request that the organizers ensure the park is cleaned and restored to its original condition following the event.

The applicant plans to secure a licensed food truck and will provide the required permits, licenses, and proof of insurance to the City prior to the event. No alcohol will be served.

Staff Recommendation:
Staff recommends approval of the Special Event Permit for the 2nd Annual Kickball Tournament Fundraiser for Children's Cancer Research at Thorpe Park on September 20, 2026, subject to the applicant providing all required food vendor permits, licenses, and proof of insurance prior to the event.

Sincerely,
Kimberly
City Clerk
Deephaven, Minnesota

SPECIAL EVENT PERMIT APPLICATION

CITY OF DEEPHAVEN
20225 COTTAGEWOOD ROAD
DEEPHAVEN, MN 55331
952-474-4755

Filing Fee
$50.00

Name of Sponsoring Entity: Fundraiser on behalf of Children's Cancer Research Fund

Contact Person: Lauren Dooley Phone Number: 612-709-8998

Address: 4815 Fairhills Rd. E., Minnetonka, MN 55345 Email: Laurendooley04@gmail.com

Date and Time of the Special Event: 9/20/26 10 am-4 pm

Describe and List all Activities at the Special Event: We aim to host a family-friendly kickball tournament with games, a silent auction and a food truck to raise funds for childhood cancer research. This event is being organized by a group of 10 middle school and high school girls from the Minnetonka community and supervised by their parents.

Proposed Location of the Special Event, please attach a map of the proposed area to be used which shows any barricades, street route plans or perimeter/security fencing.

Estimated number of: Staff 10 Participants 120 Spectators 35

List All Special Considerations: Parking, Security Plans, Fire & Emergency Medical Services, Safety Provisions, Traffic Control, Pedestrian Access, Garbage Collection, Water Service, Electric Service, Public Restrooms: (Please list on separate sheet, if necessary)

Many of our participants will be families (1 car) & we will encourage carpooling. Anticipate 25-30 cars. Will park in the warming house lot and on 1 side of the street. Would like to use public bathroom.

Please list the admission fee, donation or other consideration to be charged or requested for admission to the special event, if applicable: $350 per registered kickball team (goal of 12 teams)

Will food or alcohol be served or sold at the special event: Aim to secure a food truck and will provide a copy of the company's license and insurance once booked. No alcohol will be served.

Applicant's Signature: Lauren J. Dooley Date: 6/16/26

CC


Thorpe Park
1
2
3
4

DEEPHAVEN CITY COUNCIL MEETING MEMORANDUM
20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6th, 2026
Consent Agenda
Resolution 26-26 Appointing 2026 Absentee Ballot Board Election Judges

Minnesota Statutes 204B.21 requires the appointment of an Absentee Ballot Board for the Primary Election and the General Election to examine return absentee envelopes and mark them "accepted" or rejected" within three days of receipt if there are more than 14 days before election day, or within five days of receipt if there are more than 14 days before election day.

Staff recommend approval of Resolution 26-26.

Thank you, and as always, please send any questions, comments, concerns or requests for additional information you may have prior to the meeting.

Kimberly Lenarz-Greenwaldt
City Clerk
Deephaven, Minnesota

CITY OF DEEPHAVEN, MINNESOTA

A Regular meeting of the City Council of the City of Deephaven, Minnesota was called to order by Mayor Carlson on Monday, July 6th, 2026 at 7:00 p.m. in the Council Chambers of City Hall, 20225 Cottagewood Road, Deephaven, Minnesota, 55331. The following council members were present: Carlson, Erdmann, Jewett, Studer and Scherschligt. The following members were absent: None. A motion to adopt the following resolution was made by XX, seconded by XX

RESOLUTION NO. 26-26
APPOINTING ABSENTEE BALLOT BOARD ELECTION JUDGES
FOR THE PRIMARY, AND GENERAL ELECTIONS

WHEREAS, Minnesota Statutes 204B.21 requires the appointment of an Absentee Ballot Board for the State Primary Election and General Election to examine return absentee envelopes and mark them "accepted" or rejected" within three days of receipt if there are less than 14 days before election day, or within five days of receipt if there are more than 14 days before election day; and,

WHEREAS, the Absentee Ballot Board may consist of City Staff trained as election judges.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DEEPHAVEN:

The Deephaven City Council hereby appoints the following individuals to serve members of the Deephaven Absentee Ballot Board for the Primary Election and General Election to be held on August 11, 2026 and November 3, 2026.

Absentee Ballot Board
Dan Madsen
Kimberly Lenarz-Greenwaldt
Pat Smith
Madison Fiecke
Maria Borell
Andrew Keller

BE IT FURTHER RESOLVED that the Deephaven City Council also appoints other individuals and all members appointed to the Hennepin County Absentee Ballot Board as authorized under Minnesota Statutes 204B.21, subd. 2, under the direction of the Election Manager to serve as members of the Deephaven Absentee Ballot Board; and,

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized to make any substitutions or additions to the Deephaven Absentee Ballot Board as deemed necessary.

Adopted by the City Council of the City of Deephaven, Minnesota on Monday, July 6th, 2026. The following council members voted in favor: Carlson, Erdmann, Jewett, Scherschligt and Studer. The following members voted against or abstained: None. Where upon the motion was declared passed and executed.

CITY OF DEEPHAVEN

_____
Mayor, Kent Carlson

ATTEST:

_____
City Clerk, Kimberly Lenarz-Greenwaldt

DEEPHAVEN CITY COUNCIL MEETING MEMORANDUM
20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6th, 2026
Consent Agenda
Resolution 27-26 Appointing 2026 Election Judges

Minnesota Election Laws require the governing body of the municipality to appoint Election Judges for the Elections by July 17th, 2026. Resolution 27-26 will satisfy the appointment of Election Judges for the Primary Election on August 11, 2026, and the General Election on November 3rd, 2026

Staff recommend approval of Resolution 27-26.

Thank you, and as always, please send any questions, comments, concerns or requests for additional information you may have prior to the meeting.

Kimberly Lenarz-Greenwaldt
City Clerk
Deephaven, Minnesota

CITY OF DEEPHAVEN, MINNESOTA

A Regular meeting of the City Council of the City of Deephaven, Minnesota was called to order by Mayor Carlson on Monday, July 6th, 2026 at 7:00 p.m. in the Council Chambers of City Hall, 20225 Cottagewood Road, Deephaven, Minnesota, 55331. The following council members were present: Carlson, Erdmann, Jewett, Studer and Scherschligt. The following members were absent: None. A motion to adopt the following resolution was made by XX, seconded by XX

Resolution 27-26
APPOINTING ELECTION JUDGES
FOR THE 2026 PRIMARY ELECTION AND GENERAL ELECTION

WHEREAS, Minnesota Election Laws require the governing body of the municipality to appoint Election Judges for the Primary Election by July 17, 2026;

AND WHEREAS, the City Clerk has the authority to add additional Election Judges, if needed to conduct the 2026 Primary and General Election

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DEEPHAVEN:

The Deephaven City Council hereby appoints the following attached list of individuals to serve as election judges for the Primary Election on August 11, 2026, and the General Election on November 3rd, 2026, with the understanding that amendments to list of appointments may be necessary in order to fill vacancies or meet party affiliation requirements. In addition, the Council hereby approves payment to the Head Election Judges of an hourly wage of $21.00 per hour and to regular Election Judges of an hourly wage of $19.00 per hour for required election judge training and time served on Election Day.

Adopted by the City Council of the City of Deephaven, Minnesota on Monday, July 6th, 2026. The following council members voted in favor: Carlson, Erdmann, Jewett, Scherschligt and Studer. The following members voted against or abstained: None. Where upon the motion was declared passed and executed.

CITY OF DEEPHAVEN

_____
Mayor, Kent Carlson

_____
ATTEST: City Clerk, Kimberly Lenarz-Greenwaldt

Exhibit A

2026 PRIMARY & GENERAL ELECTION JUDGES

PRECINCT #1 AND PRECINCT #2

Bryce Baker
David Irwin
Diane Foote
Gabrielle Rohde
Greg Averill
Jaime Shepheard
Janine Pellizzer
Jessica Loftus
Jim Shipstad
Jodie Metcalf
John Dupont
Joshua Lindgren
Judy Greshowak
Judy Kim
Kristina Woodburn
Mary Ahern
Molly Jo Sikorski
Nicole Walesch
Sharon Garber
Shelley Duoos
Stacey Volkrot-Mello
Tom Madden
Vangie Nicklow
Wiley Sharp III
Rod Kern

Item 7A

STAFF REPORT
Pat Smith, Planning Director

Deephaven City Council
July 6, 2026

APPLICATION INFORMATION

APPLICANT: Paul Trieu, Sustainable 9 Design + Build

PROPERTY OWNER(S): Robert and Amy Dircks

LOCATION: 3645 Parkway (please see attached Location Map)

ZONING: R-3, Residential

SYSNOPSIS: An addition is proposed that would decrease the hardcover from 33.77% to 32.14%, but still exceed the 25% hardcover limit (please see attached narrative)

PLANNING COMMISSION RECOMMENDATION: Recommended Approval

STAFF RECOMMENDATION: Approval

60/120-DAY REVIEW DEADLINE: July 17, 2026/September 15, 2026

BACKGROUND/REQUEST

The house was built in 1915 according to Hennepin County property records. The existing hardcover is 33.77%. The applicant is proposing to remove the existing sun porch and add a 256-square-foot new entry to the front of the house that would decrease the hardcover to 32.14%. The 115-square-foot concrete walkway in front of the house is proposed to be removed.

Zoning Analysis

The property is 13,260 square feet in area and zoned R-3, Single Family Residential. The table below compares the required, existing and proposed setbacks and hardcover.

	Permitted/ Required	Existing	Proposed
Front Yard Setback	35 feet	**27.6 feet**	**27.6 feet**
Side Yard Setback - north	15 feet	20.4 feet	20.4 feet
Side Yard Setback – south	10 feet	16.8 feet	16.8 feet
Rear Yard Setback	15 feet	21.1 feet	21.1 feet
Building Height (max.)	32 feet	24 feet	24 feet
Hardcover (max.)	25%	**33.77%**	**32.14%**
Building Coverage (max.)	2,989 SF	2,354 SF	2,365 SF

CONDITIONAL USE PERMIT

Section 1302.05(2) of the zoning ordinance limits the maximum allowable impervious surface area on the property to 25%, but allows properties to exceed the limit with a Conditional Use Permit if the following conditions are met:

(i) Stormwater runoff does not negatively impact adjacent properties; and
(ii) Effective hardcover is mitigated to below 25%; and
(iii) The proposed stormwater management facilities shall retain one inch of runoff of that portion of the hardcover that exceeds 25%. Performance credit given for stormwater mitigation practices shall be 75% of the calculated volume retained; and
(iv) The property owner enters into a maintenance agreement with inspections performed by the City at a minimum every five years. The property owner shall reimburse the City for stormwater facility inspections. The maintenance agreement shall be executed and recorded against the parcel.

To mitigate the hardcover over the 25% maximum hardcover limit, the applicant is proposing an infiltration trench in front of the house and has indicated that stormwater runoff from the roof of the house will be directed to the infiltration trench. The project exceeds the 25% hardcover limit by 947 square feet, which requires 79 cubic feet of stormwater mitigation. The infiltration trench is sized to provide 79.5 cubic feet of stormwater mitigation (after applying the City's 25% reduction). The resulting effective hardcover is 24.9%.

The attached Drainage Map shows the existing and proposed drainage patterns. The small addition does not change the drainage patterns, but the proposed infiltration trench will capture the stormwater runoff from the roof of the house. The City Engineer has reviewed and approved the grading and stormwater management plans (please see attached letter).

PUBLIC COMMENT

Staff sent a public notice to all property owners within 350 feet of the subject site prior to the Planning Commission meeting of June 16, 2026. To date, no public comments have been received.

STAFF RECOMMENDATION

Staff recommends approval of a Conditional Use Permit to exceed the hardcover limit by 7.14% for an addition to the house located at 3645 Parkway, as it has been determined that the stormwater from the proposed addition will not negatively impact neighboring properties, subject to the following conditions:

1. The proposed additions be developed in substantial conformance with the plans as approved and as conditionally revised by the City Council.

2. Prior to issuance of a building permit, the property owner enters into a stormwater maintenance agreement with the City.

3. The applicant shall comply with all requirements of City Engineer letter dated June 9, 2026.

4. All applicable permits are applied for by the applicants with all supporting documentation and issued prior to the start of construction.

PLANNING COMMISSION ACTION TAKEN ON 6/16/26 (on a 7-0 vote)

Moved to accept the recommendation and findings of staff and recommend the City Council **approve** a conditional use permit to exceed the hardcover limit by 7.14% for an addition to the house located at 3645 Parkway, as presented.

CITY COUNCIL ACTION REQUESTED

Possible motions include:

1) I move the City Council accept the recommendation and findings of staff and the Planning Commission and **approve** a conditional use permit to exceed the hardcover limit by 7.14% for an addition to the house located at 3645 Parkway, as presented.

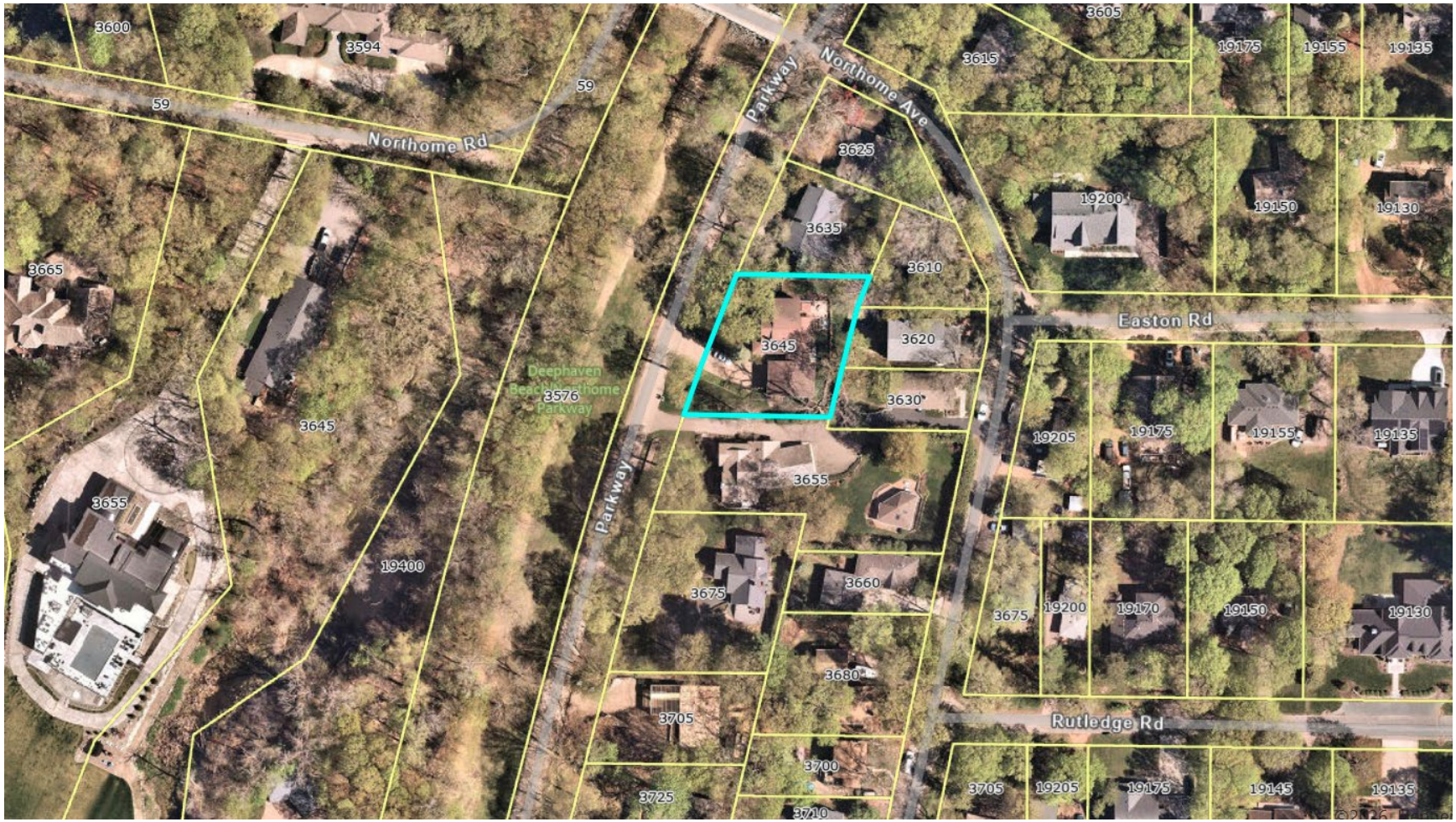
OR

2) I move the City Council **deny** the conditional use permit to exceed the hardcover limit by 7.14% for an addition to the house located at 3645 Parkway. The motion is based on the following findings: _____.

Attachments:

1) Location Map
2) Photos of Existing House
3) Applicant's Narrative
4) Proposed Survey
5) Existing and Proposed Drainage Maps
6) Proposed Elevations
7) Engineering Comments
8) Draft Resolution

LOCATION MAP
3645 Parkway



SUSTAINABLE NINE
DESIGN + BUILD

Sustainable 9 Design + Build
MN License # BC653457
3511 W 44th St
Minneapolis, MN 55410
(612) 234-4194

May 14th, 2026

RE: 3645 Parkway St, PID: 1311723440091 – Conditional Use Permit Written Statement

SPECIFIC CONDITIONAL USE PERMIT REQUESTS

1) To exceed the 25% maximum hardcover requirement by 947 square feet and offset that overage by constructing a 107 cubic foot French drain in the front yard of the lot, reducing the effective hardcover to 25%

WRITTEN STATEMENT

1. The use is or will be compatible with present and future land uses of the area.

The remodel plan includes a small addition to create a new interior staircase adjacent to a new front door, dramatically improving accessibility into the home. By removing other existing hard surface areas, net square footage of existing hard surface vs proposed is actually decreasing lightly. In conclusion, the present use of this land is a single family home and will continue to be the same single family home with improved accessibility and slightly less net hard surfaces.

2. The use or structure housing the use will be compatible in appearance with the existing or intended character of the general vicinity and will not change the essential character of that area.

The proposed remodel will unify the existing mismatching siding types across the home with a new cohesive LP lap siding, in keeping with several of the newer homes in the neighborhood. A new asphalt roof will also be installed, so the entire exterior will now be of the same look, age, and quality.

3. The use will not have an undue, adverse impact on the health, safety and welfare of occupants of surrounding lands.

The existing hardcover on the property is 33.77% (above the present day maximum 25% allowed) and the net proposed hardcover is actually slightly less at 32.14%. Therefore, before any mitigation the net result of this project in terms of hard surfaces will be neutral to the current existing conditions. With that said, we will also mitigate the hardcover overage of 947 square feet via a newly constructed French drain in the front yard of the lot per the new regulations, bringing the effective hardcover of the lot down to the required 25%.

4. Traffic generated by the proposed use is within capabilities of streets serving the property.

Given our remodel context and no changes to the driveway or garage, we believe there will be no net change to the traffic on this street.

Thank you for your time and consideration.

Sincerely,



Ryan Hanson
Sustainable 9 Design + Build
Partner / Owner




36

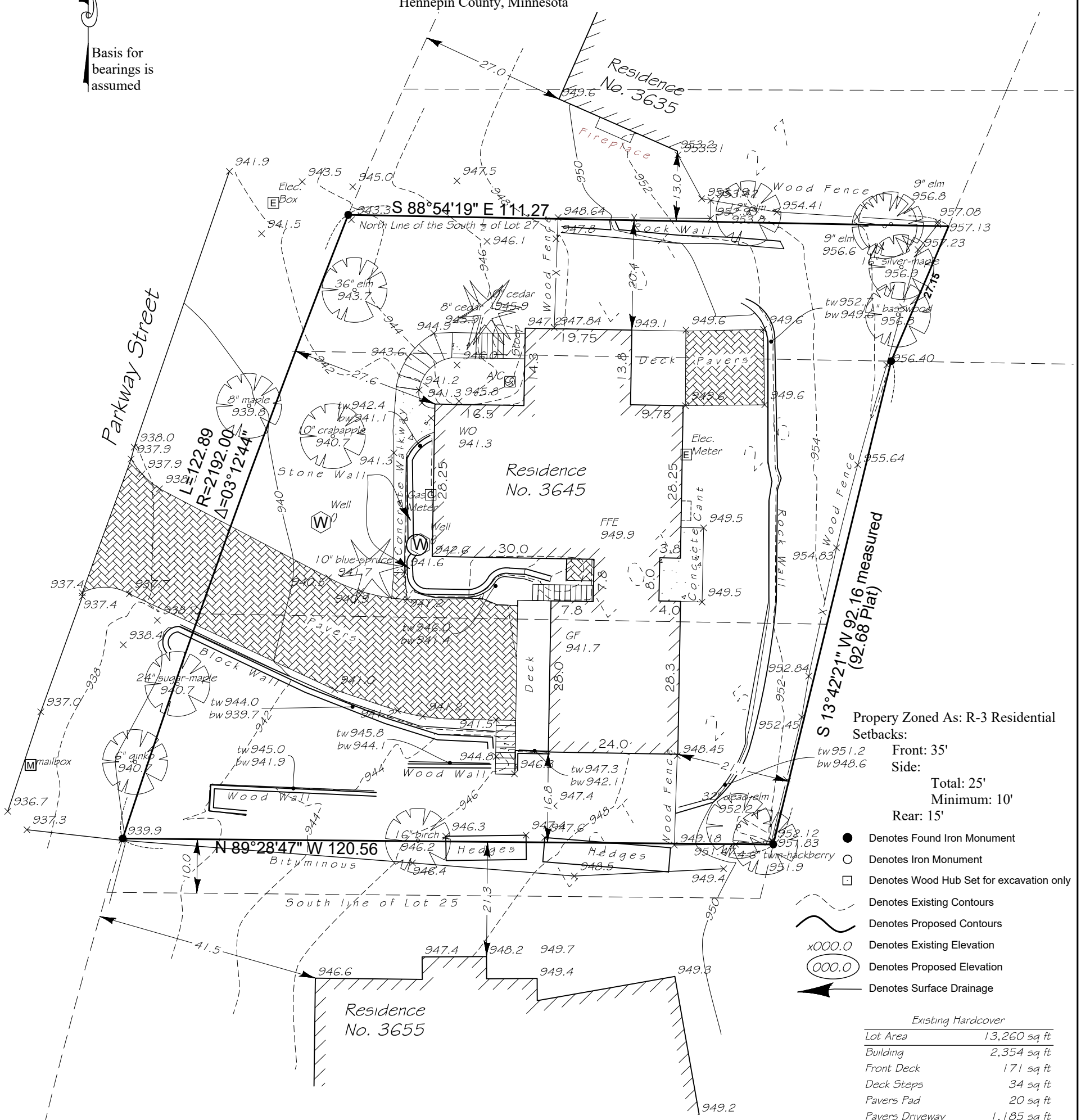
Surveyors Certificate

Existing Conditions Survey For:

SUSTAINABLE 9 DESIGN AND BUILD

Property located in Section
13, Township 117, Range 23,
Hennepin County, Minnesota

Basis for bearings is assumed



Propery Zoned As: R-3 Residential
Setbacks:
Front: 35'
Side:
Total: 25'
Minimum: 10'
Rear: 15'

- ● Denotes Found Iron Monument
- ○ Denotes Iron Monument
- ⊡ Denotes Wood Hub Set for excavation only
- Denotes Existing Contours
- Denotes Proposed Contours
- x000.0 Denotes Existing Elevation
- (000.0) Denotes Proposed Elevation
- Denotes Surface Drainage

Existing Hardcover

Lot Area	13,260 sq ft
Building	2,354 sq ft
Front Deck	171 sq ft
Deck Steps	34 sq ft
Pavers Pad	20 sq ft
Pavers Driveway	1,185 sq ft
Pavers	12 sq ft
Concrete Walk	115 sq ft
Steps	58 sq ft
Concrete	21 sq ft
Front Steps	23 sq ft
Front Stoop	19 sq ft
Rear Deck	140 sq ft
Pavers Patio	202 sq ft
Concrete	88 sq ft
Steps	36 sq ft
Total	4,478 sq ft
Percentage	33.77%

NOTE: The only easements shown are from plats of record or information provided by client.

Legal Description
All of Lot 26, the South half of Lot 27, and that part of Lot 25 lying North of the South 10 feet thereof, all in Block 9, DEEPHAVEN PARK SUBDIVISION NO. 3
Hennepin County, Minnesota

Project No. 91266 | Scale: 1" = 20'
F.B.No. - | Drawn By RJR
Address: 3645 Parkway Street
Deephaven, MN

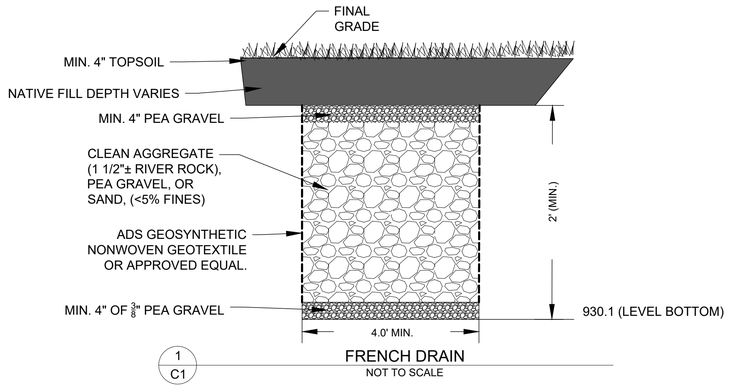
rev

I 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
Surveyed this 16th day of January 2026.

Signed
Gregory R. Prasch, Minn. Reg. No. 24992

DEMARC
LAND SURVEYING & ENGINEERING
7601 73rd Avenue North
Minneapolis, Minnesota 55428
(763) 560-3093
DemarcInc.com

F:\survey\deephaven park subdivision no 3 - hennepin\25-26-27-9 deephaven park subdivision no 3\01 Surveying - 91266\01 CAD\01 Source\01 Survey Base.dwg



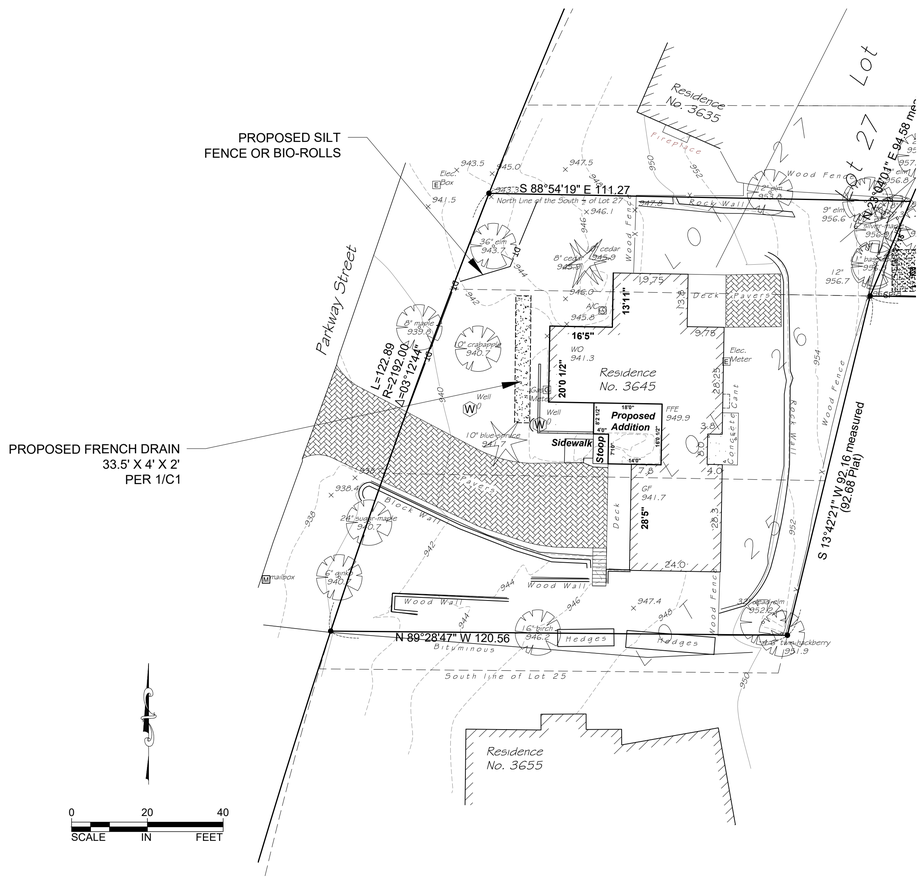
1
C1

FRENCH DRAIN

NOT TO SCALE

Existing Hardcover	
Lot Area	*13,260 sq ft*
Building	*2,354 sq ft*
Front Deck	*171 sq ft*
Deck Steps	*34 sq ft*
Pavers Pad	*20 sq ft*
Pavers Driveway	*1,185 sq ft*
Pavers	*12 sq ft*
Concrete Walk	*115 sq ft*
Steps	*58 sq ft*
Concrete	*21 sq ft*
Front Steps	*23 sq ft*
Front Stoop	*19 sq ft*
Rear Deck	*140 sq ft*
Pavers Patio	*202 sq ft*
Concrete	*88 sq ft*
Steps	*36 sq ft*
Total	*4,478 sq ft*
Percentage	*33.77%*

Proposed Hardcover	
Lot Area	*13,260 sq ft*
Building	***2,365 sq ft***
Stoop	***31 sq ft***
Sidewalk	***44 sq ft***
Front Deck	*171 sq ft*
Pavers Driveway	*1,185 sq ft*
Rear Deck	*140 sq ft*
Pavers Patio	*202 sq ft*
Concrete	*88 sq ft*
Steps	*36 sq ft*
Total	***4,262 sq ft***
Percentage	***32.14%***



STORMWATER MANAGEMENT REQUIREMENTS:

ONSITE RETENTION REQUIREMENT: 1.0-INCH STORM EVENT OVER NEW IMPERVIOUS AREA:

PERCENTAGE OF PURPOSED IMPERVIOUS AREA OVER 25.0%: 32.14% - 25.0% = 7.14%

7.14% = 947 SF NEW IMPERVIOUS AREA

REQUIRED STORAGE FOR 1.0-INCH STORM EVENT:
947 SF X (1.0/12) FT = 79 CF

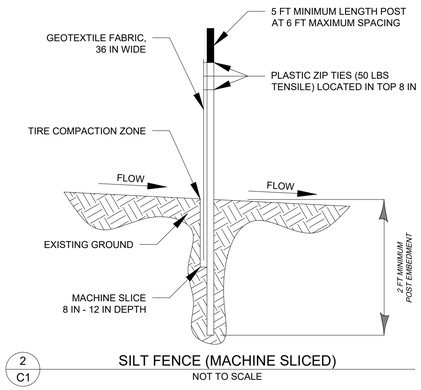
75% REDUCTION PER CITY CREDIT:
79 CF / 0.75 = 106 CF

INFILTRATION WILL PROVIDE ONSITE RETENTION IN PROPOSED FRENCH DRAIN:

33.5 FT X 4.0 FT X 2.0 FT X 0.40 (40% VOIDS) = 107 CF

EROSION CONTROL NOTES:

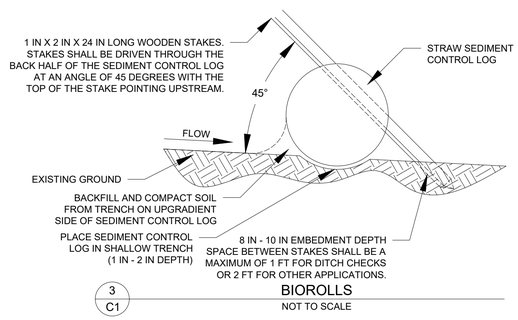
1. ALL EROSION AND SEDIMENT CONTROL BMP'S (I.E. SILT FENCE, BIO-ROLLS, ROCK CONSTRUCTION EXIT, INLET PROTECTION, ETC.) SHALL BE INSTALLED PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION ACTIVITY.
2. INLET PROTECTION SHALL BE INSTALLED AT ANY INLET THAT MAY RECEIVE RUNOFF FROM THE DISTURBED AREAS OF THE PROJECT. INLET PROTECTION MAY BE REMOVED FOR A PARTICULAR INLET IF A SPECIFIC SAFETY CONCERN (FLOODING / FREEZING) HAS BEEN IDENTIFIED. THE PERMITTED MUST RECEIVE WRITTEN CORRESPONDENCE FROM THE CITY ENGINEER VERIFYING THE NEED FOR REMOVAL.
3. INSTALL SEDIMENT CONTROL BMP'S, SUCH AS SILT FENCE, AROUND ALL STOCKPILES.
4. RETAIN AND PROTECT AS MUCH NATURAL VEGETATION AS FEASIBLE. WHEN VEGETATION IS REMOVED DURING DEVELOPMENT, THE EXPOSED CONDITION OF LAND SHALL BE KEPT TO THE SHORTEST PRACTICAL PERIOD OF TIME, BUT NOT LONGER THAN 60 DAYS. ANY EXPOSED AREAS EXCEEDING THIS TIME-FRAME SHALL BE TEMPORARILY STABILIZED (STRAW MULCH, WOODCHIPS, ROCK). AREAS BEING USED FOR MATERIAL STORAGE AND AREAS UNDER CONSTRUCTION ARE EXEMPT FROM TEMPORARY STABILIZATION.
5. ANY STEEP SLOPES (3H : 1V OR STEEPER) EXPOSED DURING CONSTRUCTION SHALL BE PROTECTED WITH TEMPORARY VEGETATION, MULCHING OR BY OTHER MEANS ACCEPTABLE TO THE BUILDING OFFICIAL WITHIN 14 DAYS OF CEASING LAND DISTURBING ACTIVITIES ON THE STEEP SLOPES. STOCKPILES MAY BE PROTECTED BY AN ANCHORED TARP OR PLASTIC SHEET.
6. PROVIDE DUST CONTROL AS NECESSARY. DUST CONTROL CAN INCLUDE WATER.
7. REMOVE ALL SOILS AND SEDIMENTS TRACKED OR OTHERWISE DEPOSITED ONTO PUBLIC PAVEMENT AREAS ON A DAILY BASIS OR AS NEEDED.
8. ALL EROSION AND SEDIMENT CONTROL BMP'S SHALL BE INSPECTED EVERY 7 DAYS, OR WITHIN 24 HOURS OF ALL RAIN EVENTS GREATER THAN 1.0" IN 24 HOURS. CORRECTIVE ACTION REQUIRED SHALL BE INITIATED WITHIN 24 HOURS.
9. SILT FENCE, BIO-ROLLS AND INLET PROTECTION DEVICES MUST BE REPAIRED, REPLACED OR SUPPLEMENTED WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/3 THE HEIGHT OF THE DEVICE. THESE REPAIRS MUST BE MADE WITHIN 24 HOURS OF DISCOVERY, OR AS SOON AS FIELD CONDITIONS ALLOW.
10. AFTER FINAL GRADING HAS BEEN COMPLETED, EXPOSED SOILS MUST BE PERMANENTLY STABILIZED AS SOON AS POSSIBLE. PERMANENT STABILIZATION SHALL CONSIST OF 4 INCHES TOPSOIL, AND SEED, MULCH AND FERTILIZER APPLIED BY METHODS AND RATES RECOMMENDED IN MN/DOT SPECIFICATION 2575 AND MN/DOT SEEDING MANUAL, OR SOD. THE SEED MIX SHALL BE MN/DOT 25-151.
11. NO CONCRETE WASHOUT ALLOWED ON SITE, TRUCK BASED SELF CONTAINMENT WASHOUT DEVICES REQUIRED.
12. OIL STAINS ON CITY STREETS SHALL BE CLEANED UP WITH FLOOR DRY, AND DISPOSED OF AS A HAZARDOUS WASTE MATERIAL.
13. ALL HAZARDOUS WASTE SHALL BE STORED CLEANED UP AND DISPOSED OF PER EPA STANDARDS.
14. ALL EROSION AND SEDIMENT CONTROL DEVICES SHALL BE MAINTAINED UNTIL ALL DISTURBED AREAS HAVE BEEN PERMANENTLY STABILIZED.
15. ALL EROSION AND SEDIMENT CONTROL DEVICES SHALL BE REMOVED FROM THE SITE AFTER PERMANENT STABILIZATION HAS BEEN ESTABLISHED.
16. TEMPORARY PUMPED DISCHARGE POLLUTION PREVENTION TECHNIQUES: "DANDY DEWATERING BAG" BROCK WHITE CO. USA.



2
C1

SILT FENCE (MACHINE SLICED)

NOT TO SCALE



3
C1

BIOROLLS

NOT TO SCALE

F:\survey\deephaven park subdivision no 3 - hennepin\25-26-27-9 deephaven park subdivision no 3\01 Surveying - 91266\01 CAD\01 Source\01 Survey Base.dwg

DESIGNED BY: JAP	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.	REVISIONS	DEMARC LAND SURVEYING & ENGINEERING 7601 73rd Avenue North, Minneapolis, Minnesota 55428 (763) 560-3093, Demarclnc.com
DRAWN BY: ABL	JEFFREY A. PRASCH, P.E.		SUSTAINABLE 9 DESIGN & BUILD 3511 W 44TH STREET MINNEAPOLIS, MINNESOTA 55410
CHECKED BY: GRP	DATE: 05.13.26 LIC. NO.: 52706		**LOTS 25, 26, 27, BLOCK 9, DEEPHAVEN PARK SUBDIVISION NO. 3** 3645 PARKWAY STREET DEEPHAVEN, MN 55391

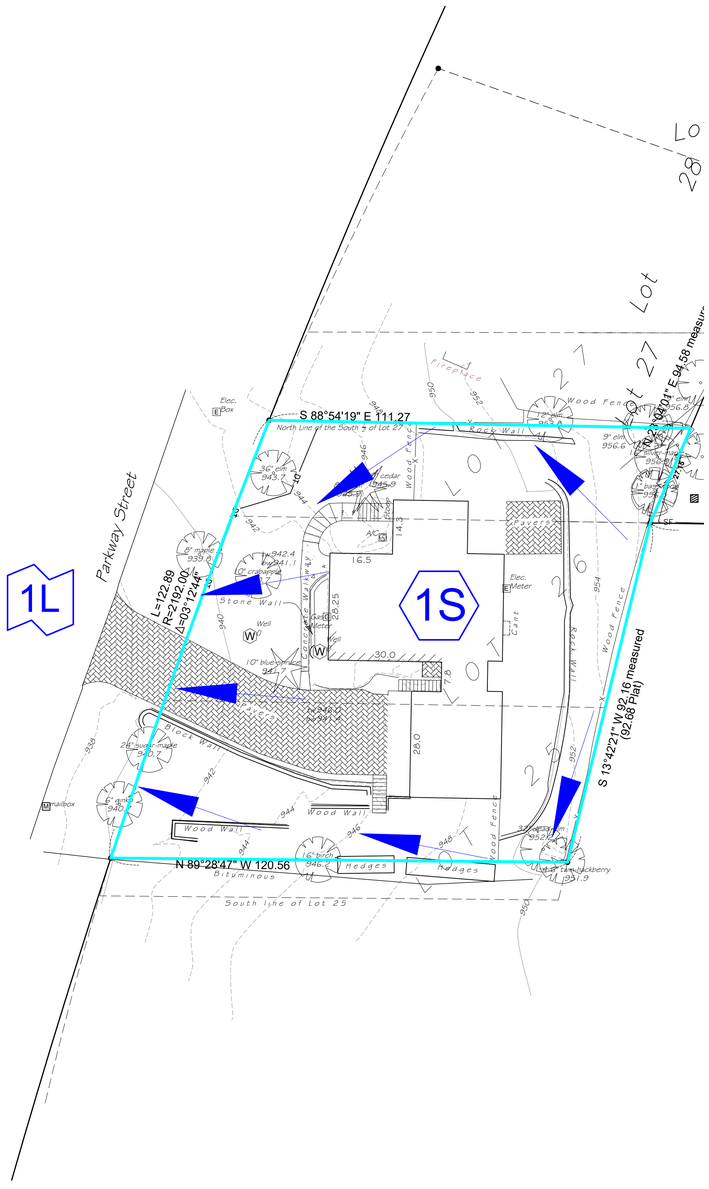
STORMWATER AND EROSION CONTROL PLAN

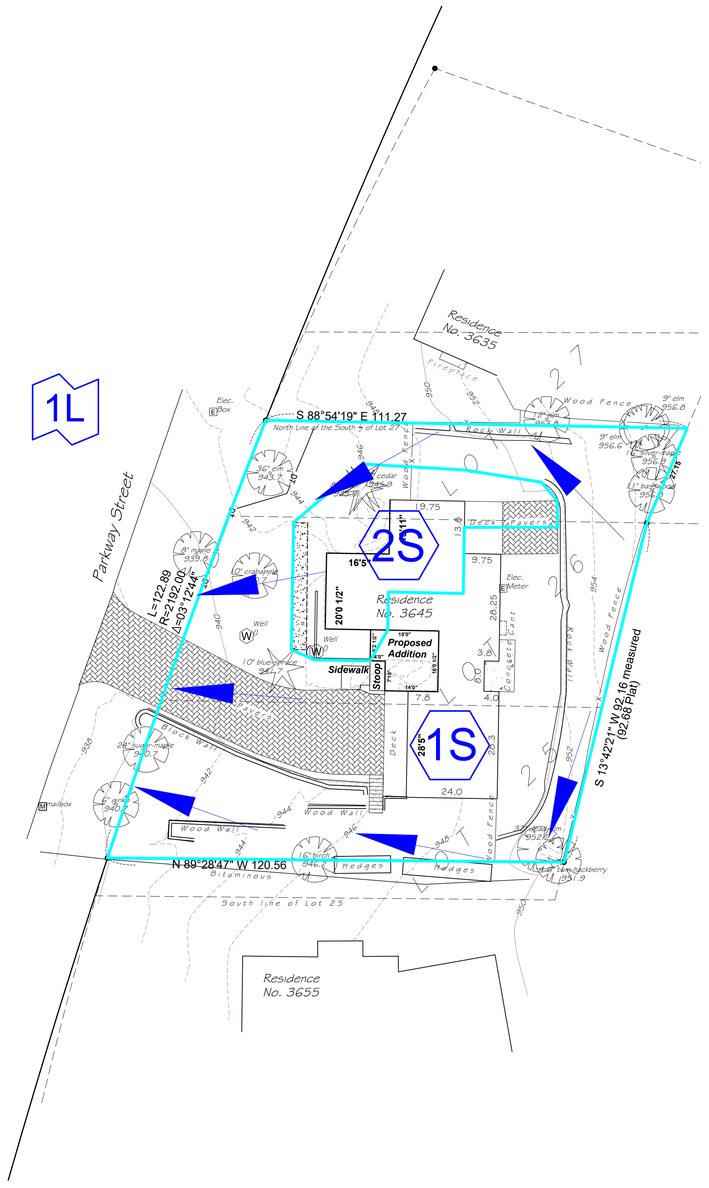
PROJECT: 91266

SHEET NO. C1 OF C1

LEGEND

- 1S — SUBCATCHMENT NUMBER
- 1P — POND/CATCH BASIN NUMBER
- 1L — LINK NUMBER
- 1R — REACH NUMBER
- DRAINAGE ARROW





0 20 40
SCALE IN FEET

DEMARC LAND SURVEYING & ENGINEERING	EXISTING DRAINAGE AREAS (LEFT) AND PROPOSED DRAINAGE AREAS (RIGHT)	**LOTS 25, 26, 27, BLOCK 9, DEEPHAVEN PARK SUBDIVISION NO. 3** 3645 PARKWAY STREET DEEPHAVEN, MN 55391	FIGURE 1	06.15.2026

DIRCKS RESIDENCE

3645 Parkway St, Deephaven MN 55391

PRICING DRAWINGS REV 5-13-26

SHEET INDEX

A0.0 COVER SHEET

A1.0 EXISTING PLANS & ELEVATIONS

A2.0 PROPOSED LOWER LEVEL & FOUNDATION PLAN
A2.1 PROPOSED MAIN & UPPER LEVEL PLAN
A2.2 PROPOSED ROOF PLAN
A3.0 EXTERIOR ELEVATIONS & SECTIONS
A3.1 SECTIONS & ELEVATIONS

E2.0 ELECTRICAL PLANS

STRUCTURAL DRAWINGS BY OTHERS
CIVIL DRAWINGS BY OTHERS
INTERIOR DESIGN BY OTHERS

PROJECT DIRECTORY

CONTRACTOR:
Vince Birdsley
Sustainable 9
952.250.8869
vince@sustainable9.com

ARCHITECT:
Andy Campbell Design Company
Andy Campbell
612-432-1891
andy@acdcstudio.com

ENGINEER:
Trevor Axner
The Hanson Group
(612) 859-8849
(613) trevor.axner@hansongroupmn.com

GENERAL NOTES

1. All dimensions shall be field verified prior to construction. Do not scale drawings.
2. Perimeter dimensions are to face of concrete or ext. face of wall sheathing. Interior dimensions are to centerline of stud or door/window.
3. Contractor is responsible for verifying all existing conditions in the field. Any discrepancies with architectural drawings shall be reported immediately to the architect.
4. All structural members to be sized accordingly by structural engineer. Do not substitute structural members without engineer signoff.
5. Contractor is responsible for design & implementation of mechanical system to serve the project described herein. HVAC system to satisfy occupant comfort and applicable codes. HVAC design/build contractor to submit mechanical duct layout for approval prior to installation.
6. Contractor is responsible for design & implementation of electrical system to serve the project described herein. Electrical system to satisfy occupant comfort and applicable codes. Contractor to submit electrical & switching layout to owner for approval prior to installation.
7. All truss and framing designs shall be performed by the respective subcontractor and/or supplier of those systems. Information shown is to convey design intent only.
8. General contractor to obtain building permit and all other required permits for project and carry required insurance, licenses and certificates.
9. Concrete / masonry is shown per code and standard industry practice. It is the subcontractor's responsibility to determine if additional concrete / reinforcing is needed based on actual field conditions during construction.
10. Contractor is responsible for obtaining soils report and verifying soil condition is adequate for proposed project.
11. All bedrooms must have hard-wired smoke detector. Bedroom door must be located within 10' of carbon monoxide detector.
12. Contractor to install passive radon system per 2020 MNRC 1303.2402 or active radon system per 2020 MNRC 1303.2403 requirements.
13. Always provide floor drain or pan under washer / dryer.
14. Contractor to provide blocking & bracing in walls for cabinetry, bath accessories, hooks, TVs, and other wall-mounted furnishings shown on plan.
15. Contractor to install approved tile backer board in all wet locations.
16. Slope grade away from building perimeter at ½" per foot for minimum distance of 3'.





PROJECT RENDERINGS

ACDC architects

Dircks Residence
3645 Parkway St.
Deephaven, MN 55391

Signature
I hereby certify that this plan, specification or report as prepared by me or under my direct supervision and that I am a duly registered architect under the laws of the State of Minnesota

Signature

Andrew Campbell
Name

May 13, 2026
Date

49948
Registration Number

Architect
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Minneapolis MN 55404

612-354-7064
andy@acdcstudio.com

Current Issue
PRICING DRAWINGS
rev 5-13-26

Revision History

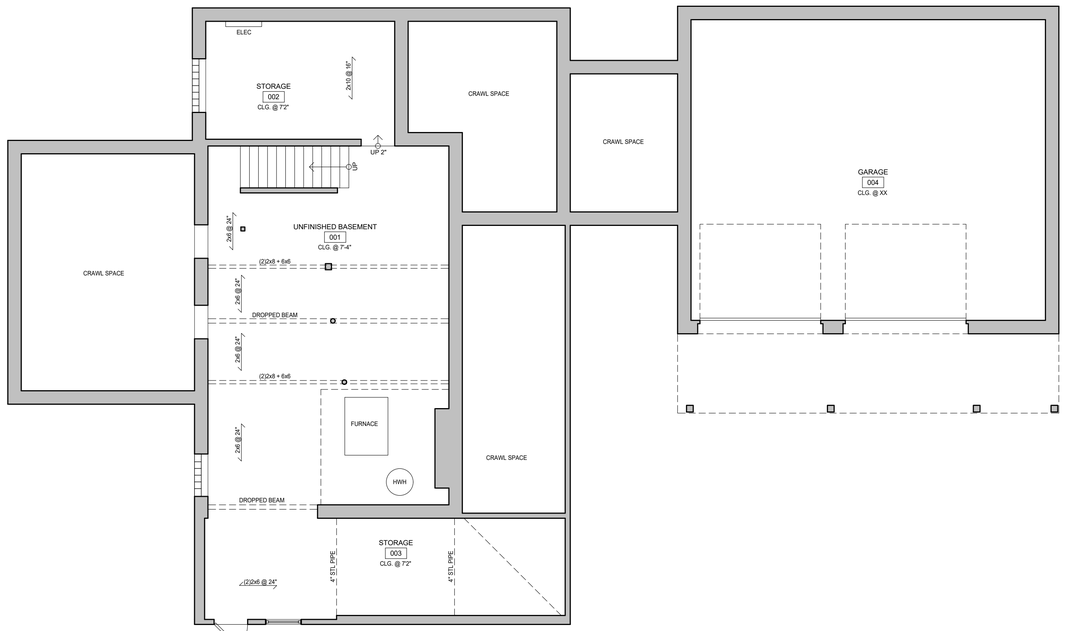
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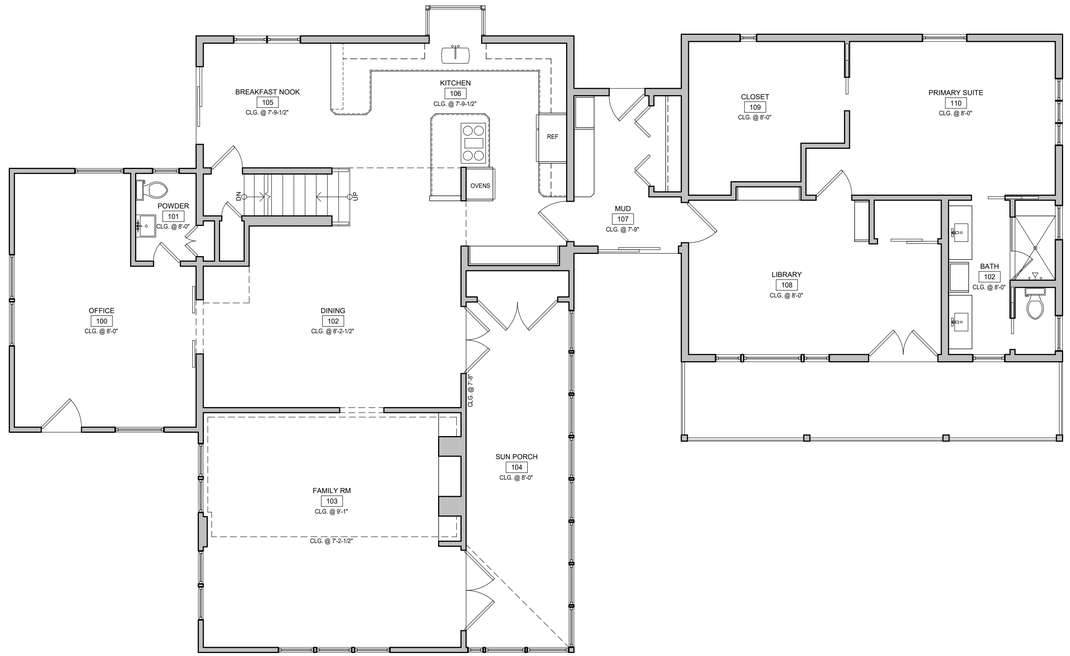
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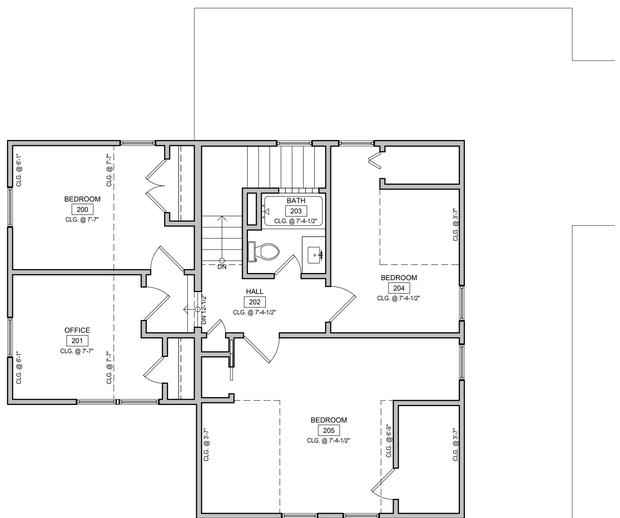
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1 A1.0 EXISTING LOWER LEVEL PLAN
3/16" = 1'-0"



2 A1.0 EXISTING MAIN LEVEL PLAN
3/16" = 1'-0"



3 A1.0 EXISTING UPPER LEVEL PLAN
3/16" = 1'-0"



4 A1.0 EXISTING ELEVATIONS
3/16" = 1'-0"

Dircks Residence

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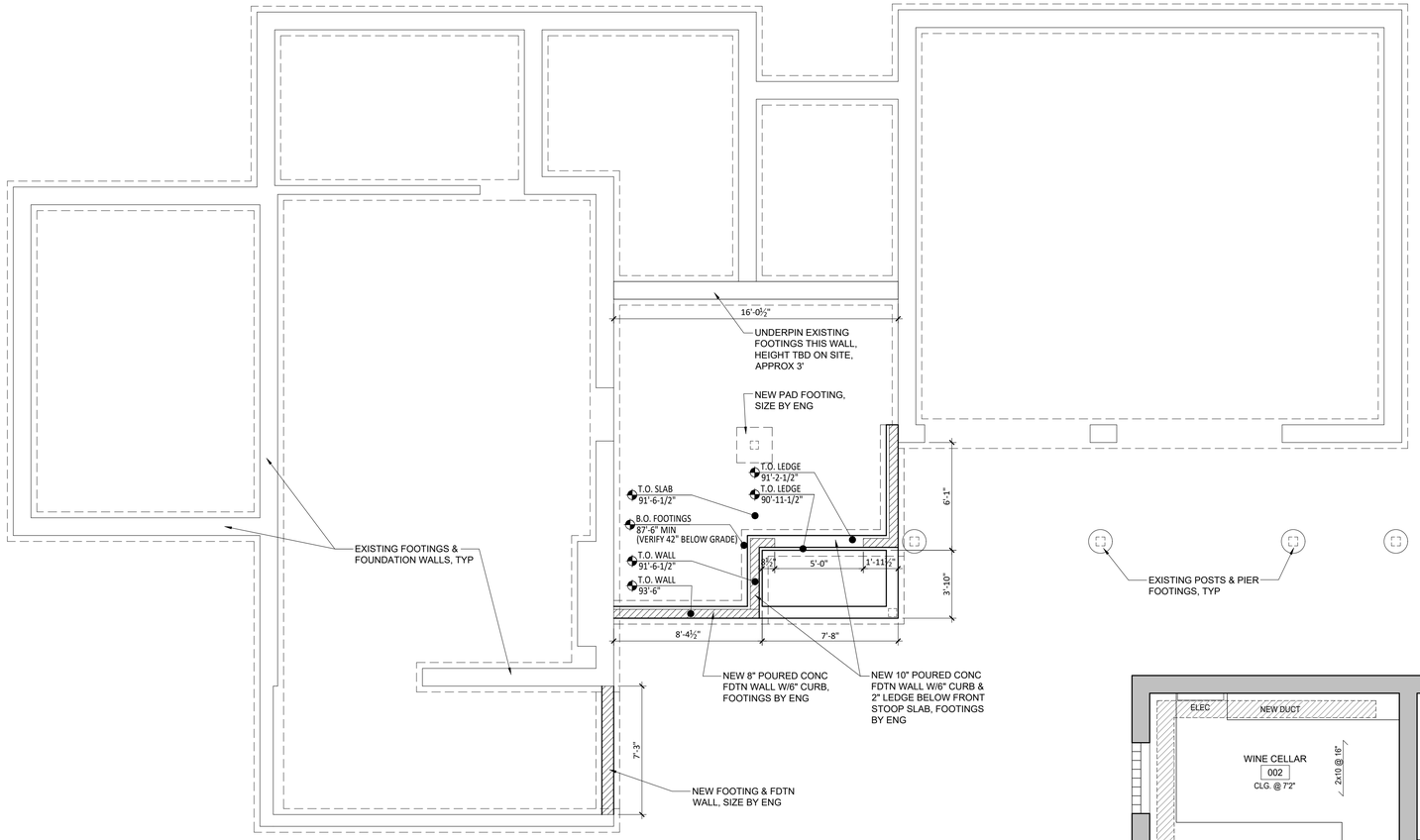
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EXISTING DRAWINGS

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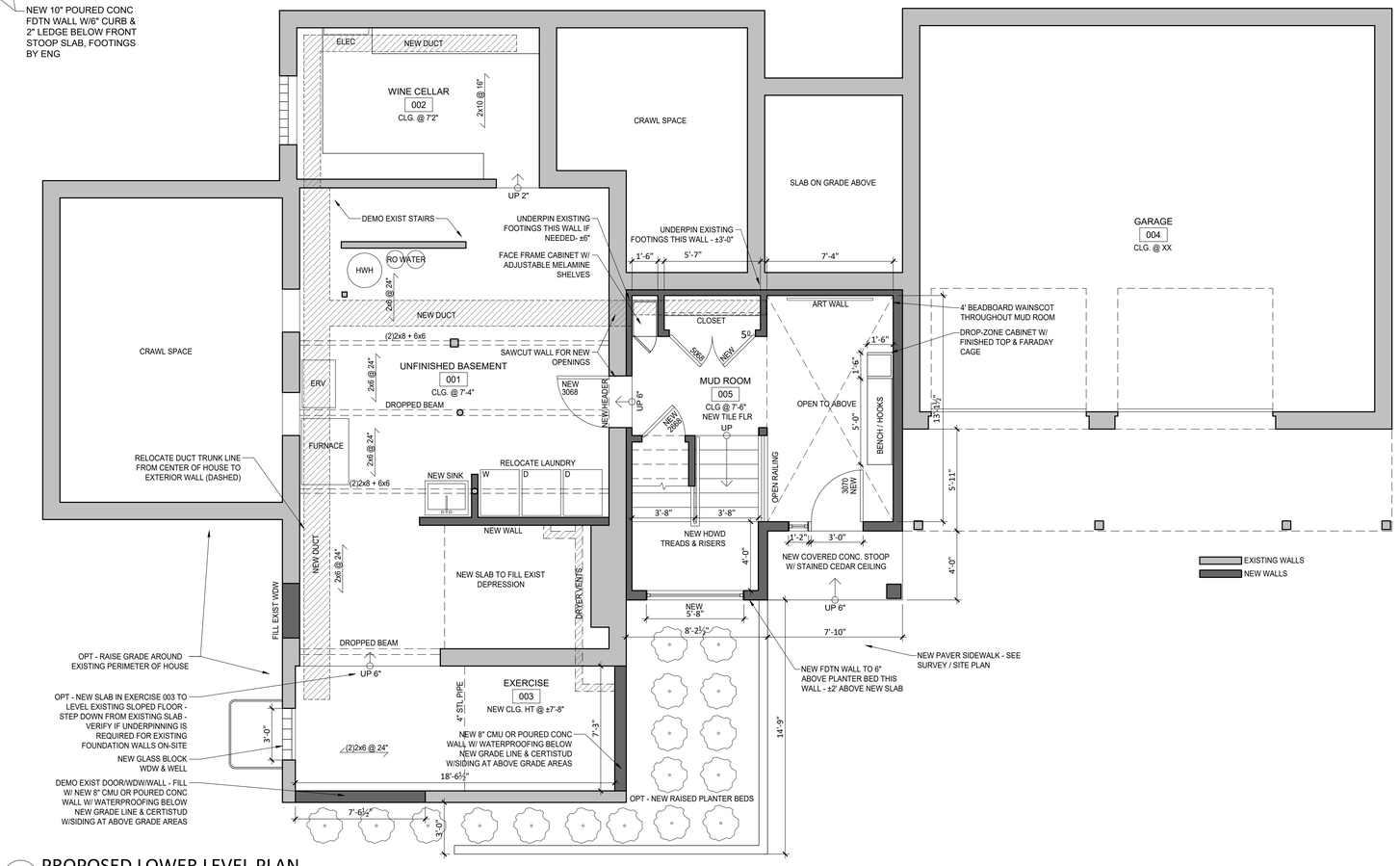
A1.0

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2 A2.0 PROPOSED FOUNDATION PLAN

1/4" = 1'-0"



1 A2.0 PROPOSED LOWER LEVEL PLAN

1/4" = 1'-0"

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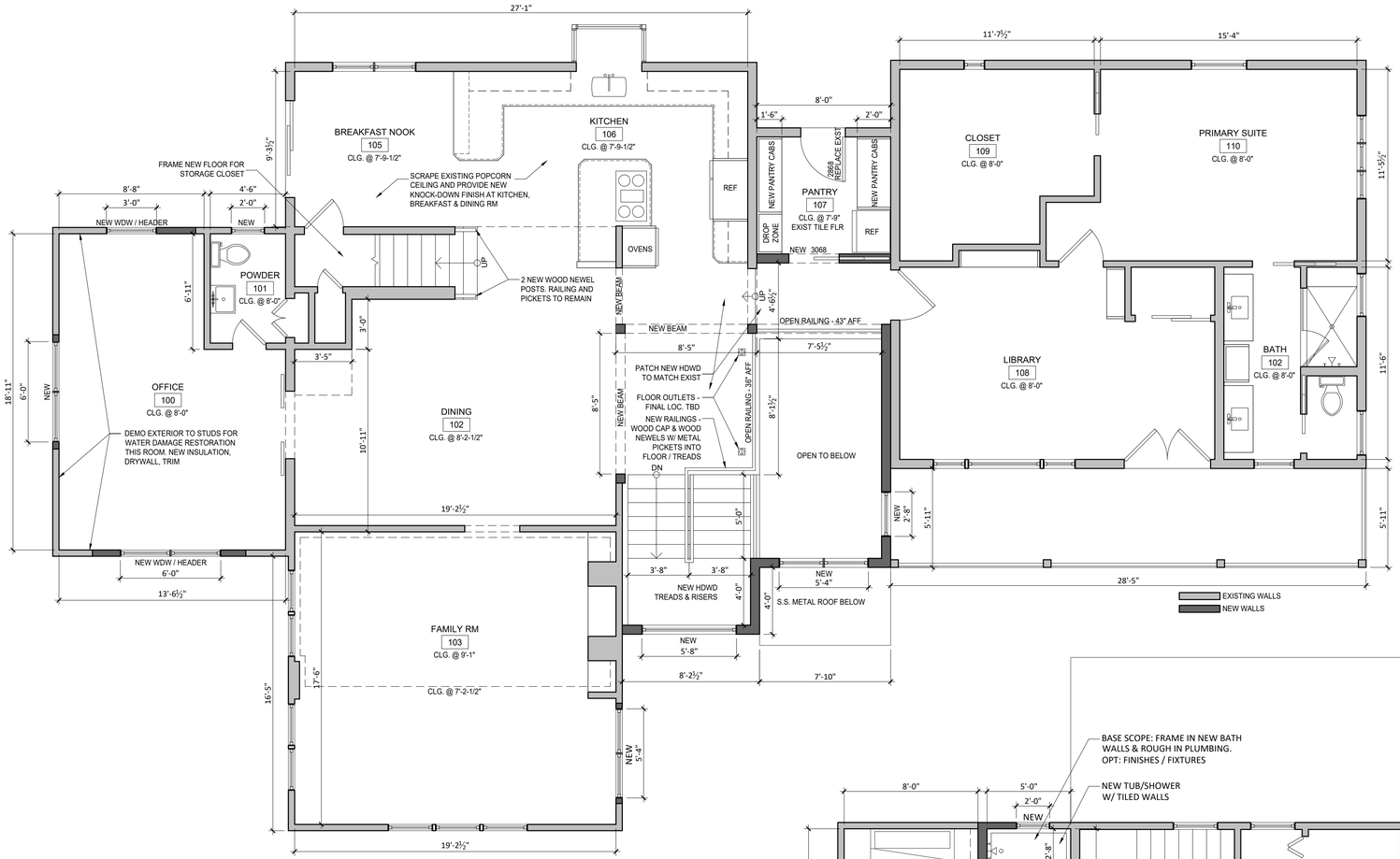
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PROPOSED LOWER LEVEL & FDTN PLAN

Sheet Number

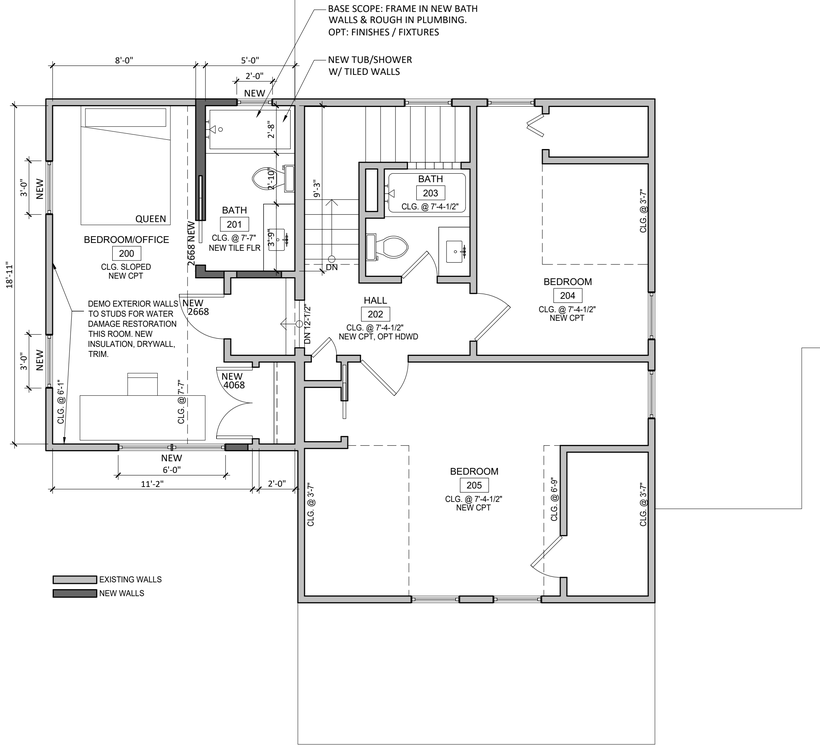
A2.0

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1 A2.1 PROPOSED MAIN LEVEL PLAN

1/4" - 1'-0"



2 A2.1 PROPOSED UPPER LEVEL PLAN

1/4" - 1'-0"

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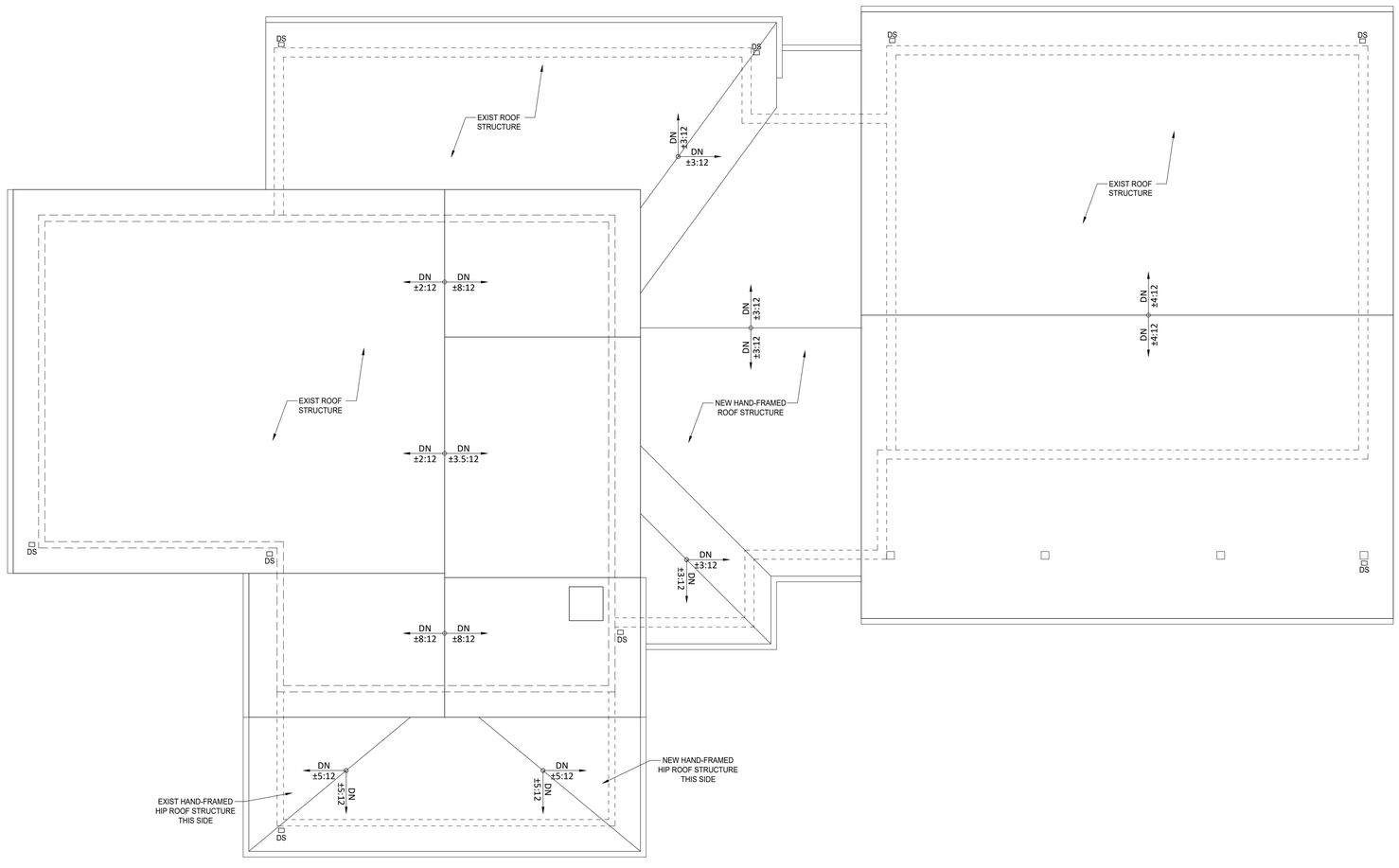
Sheet Title

PROPOSED MAIN & UPPER LEVEL PLAN

Sheet Number

A2.1

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2 A2.2 PROPOSED ROOF PLAN

1/4" - 1'-0"

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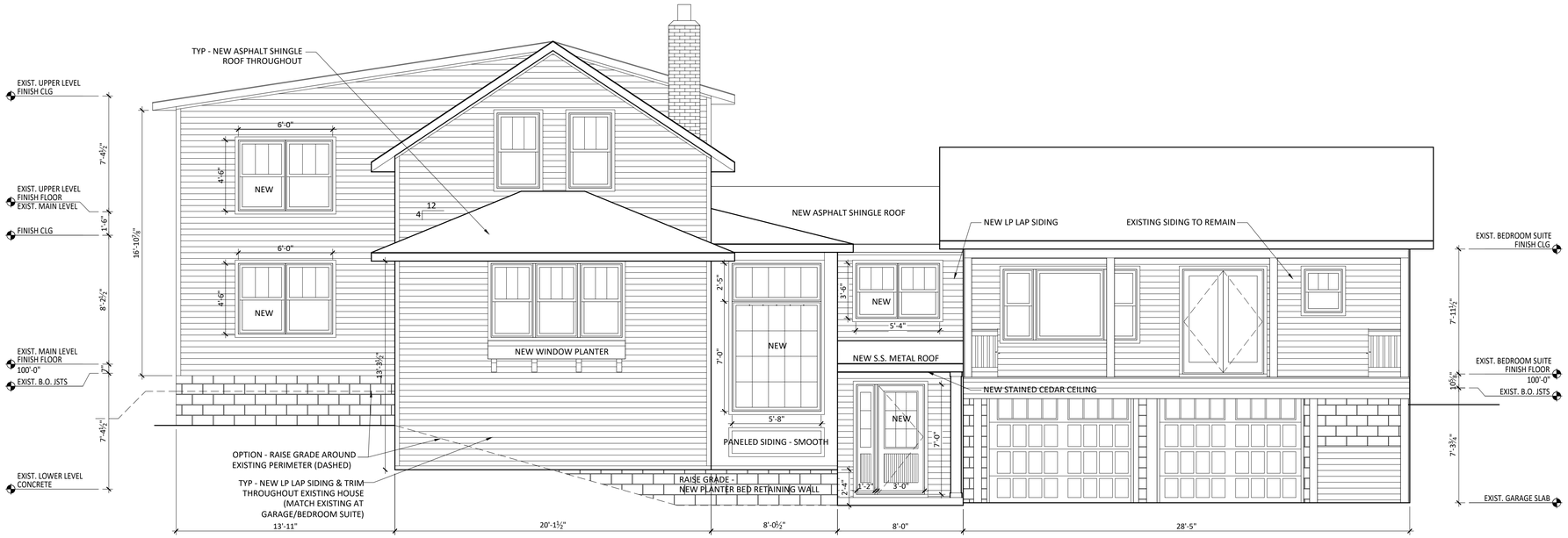
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PROPOSED ROOF PLAN

Sheet Number

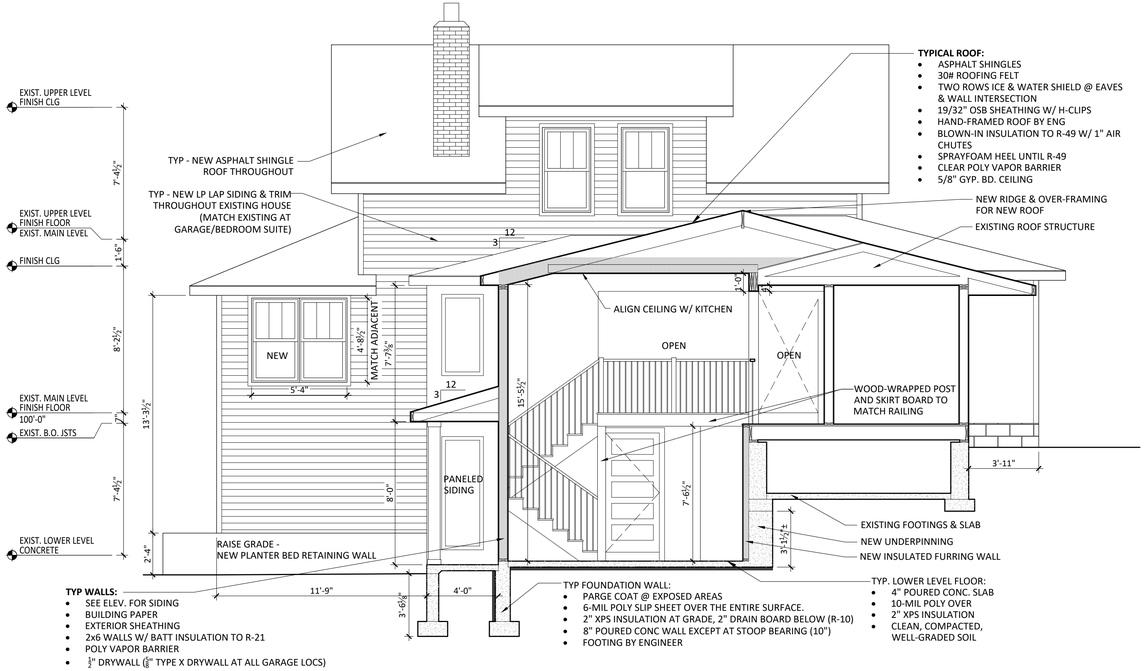
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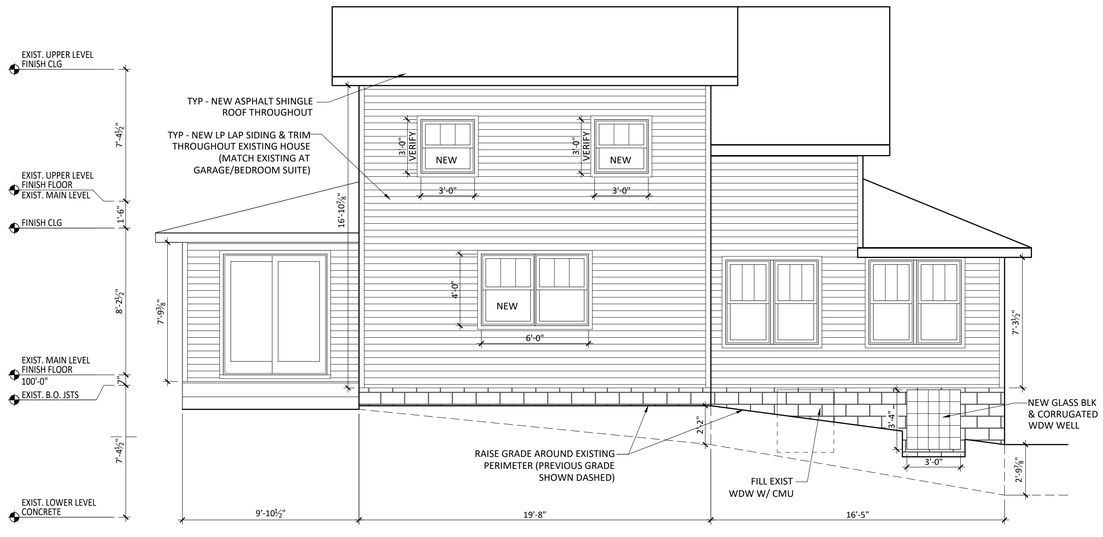
1 A3.0 PROPOSED NORTH ELEVATION

1/4" - 1'-0"



2 A3.0 PROPOSED ELEVATION / SECTION

1/4" - 1'-0"



3 A3.0 PROPOSED SIDE ELEVATION

1/4" - 1'-0"

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Dircks Residence

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Deephaven, MN 55391

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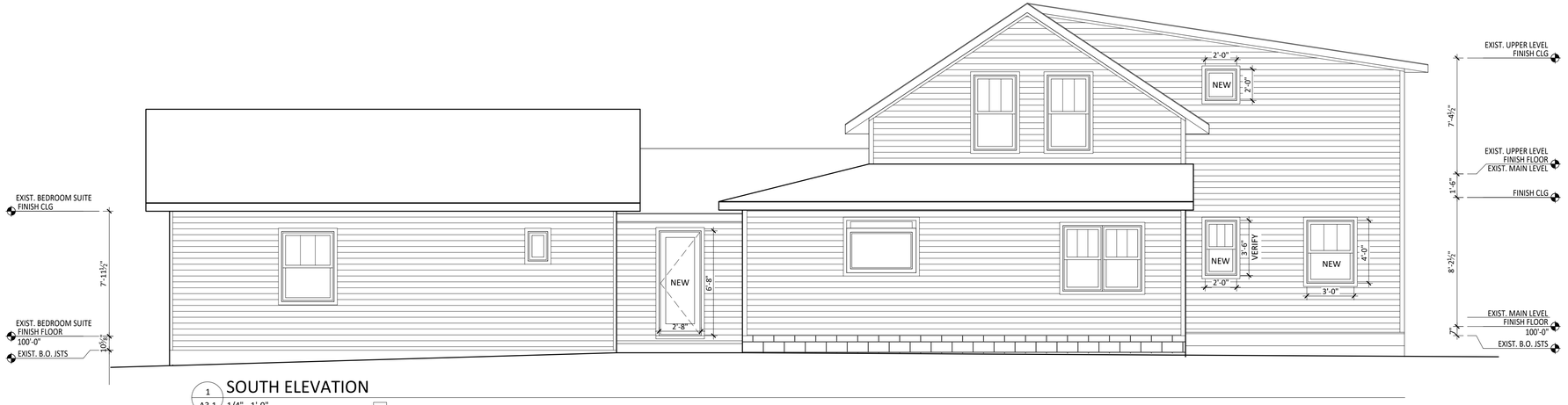
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EXTERIOR ELEVATIONS

Sheet Number

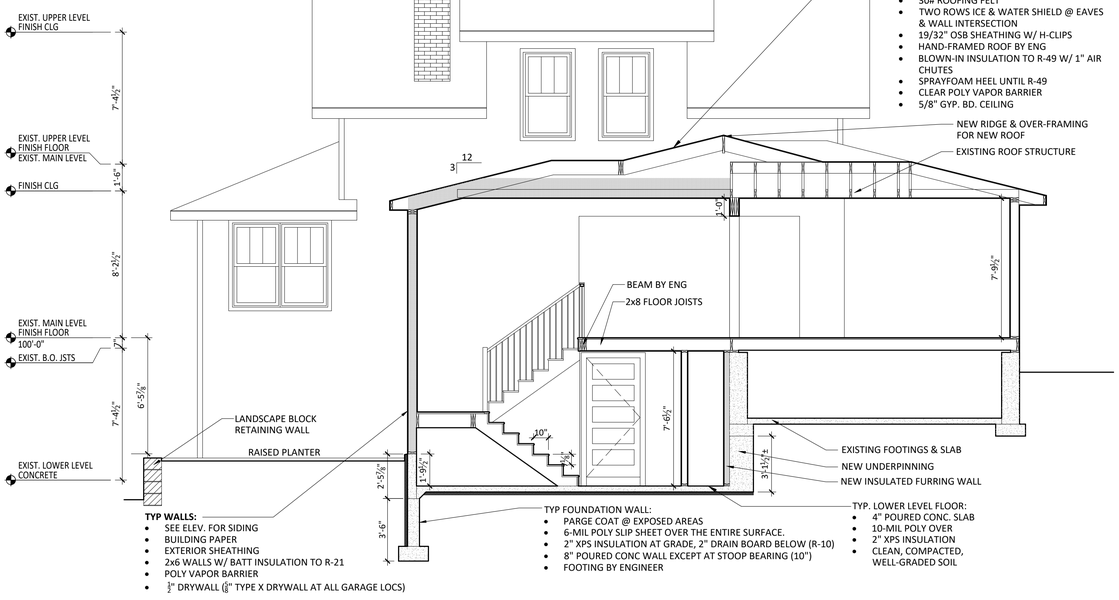
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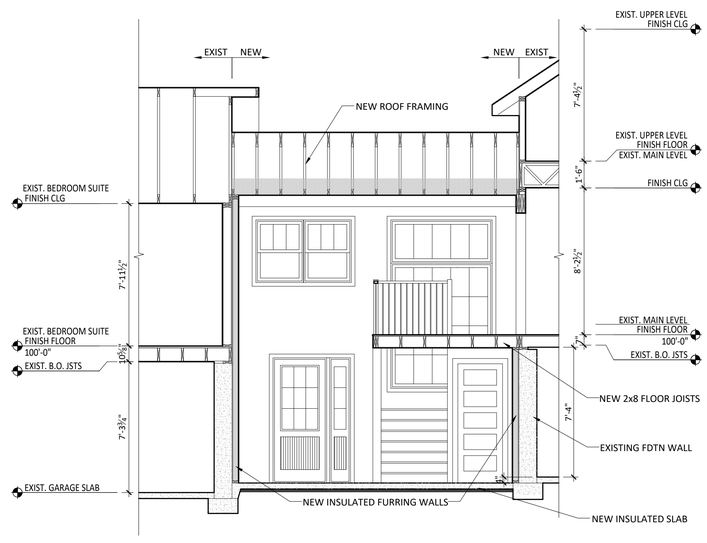
1 A3.1 **SOUTH ELEVATION**

1/4" - 1'-0"



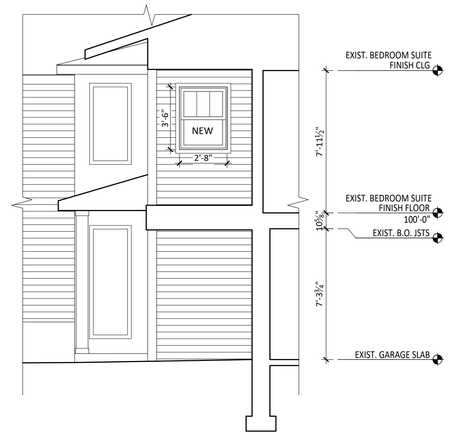
4 A3.1 **BUILDING SECTION**

1/4" - 1'-0"



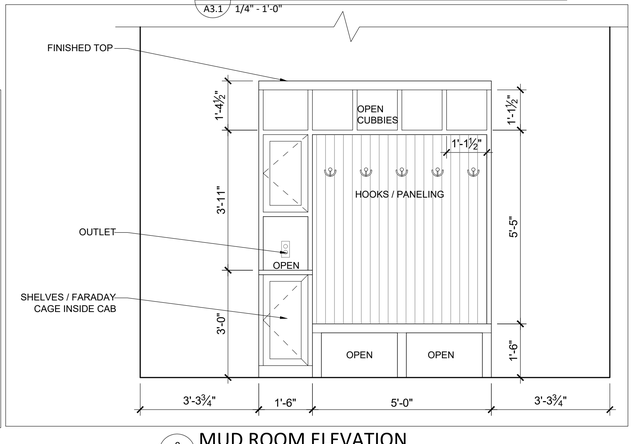
5 A3.0 **BUILDING SECTION**

1/4" - 1'-0"



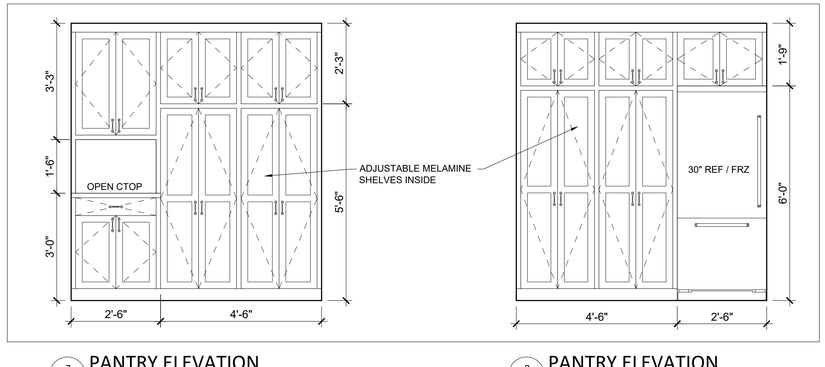
2 A3.1 **PARTIAL NORTH ELEVATION**

1/4" - 1'-0"



9 A3.1 **MUD ROOM ELEVATION**

1/2" - 1'-0"

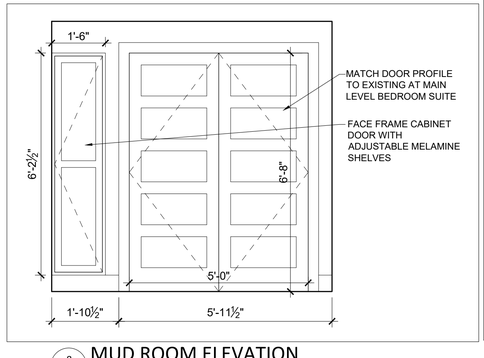


7 A3.1 **PANTRY ELEVATION**

1/2" - 1'-0"

8 A3.1 **PANTRY ELEVATION**

1/2" - 1'-0"



8 A3.1 **MUD ROOM ELEVATION**

1/2" - 1'-0"

ACDC architects

Dircks Residence
3645 Parkway St.
Deephaven, MN 55391

Signature
I hereby certify that this plan, specification or report as prepared by me or under my direct supervision and that I am a duly registered architect under the laws of the State of Minnesota

Signature
Andrew Campbell
Name
May 13, 2026
Date
49948
Registration Number

Architect
Andy Campbell Design Company
111 E 26th St, Suite B
Minneapolis MN 55404
612-354-7064
andy@acdcstudio.com

Current Issue
PRICING DRAWINGS
rev 5-13-26

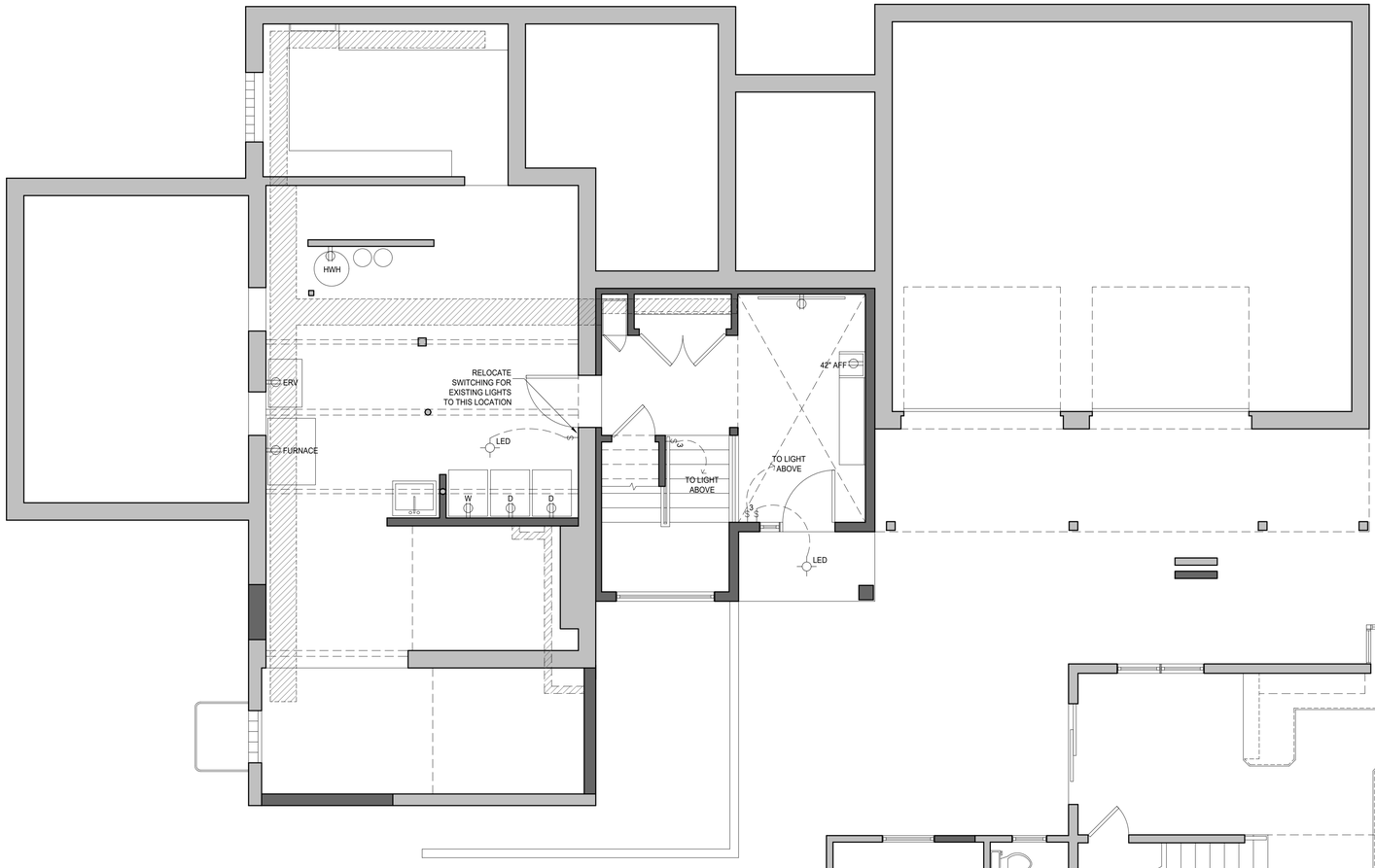
Revision History

Date	Issued For

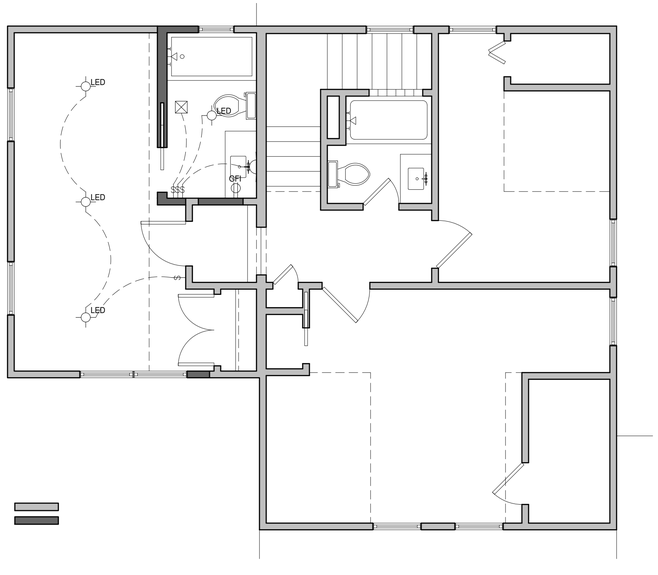
Sheet Title
SECTIONS & ELEVATIONS

Sheet Number
A3.1

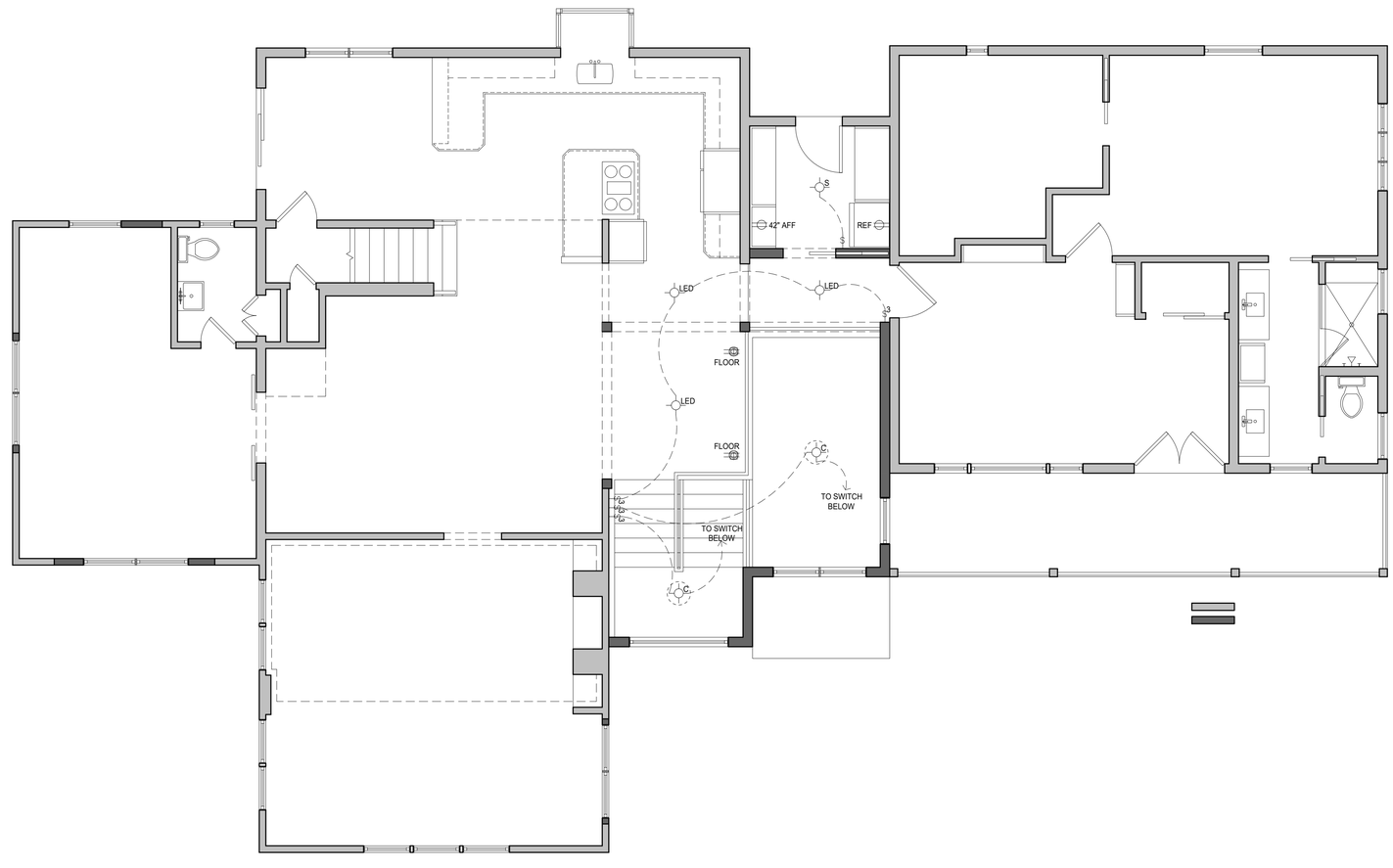
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1 E2.0 LOWER LEVEL ELECTRICAL PLAN
SCALE: 1/4" = 1'-0"



3 E2.0 UPPER LEVEL ELEC PLAN
SCALE: 1/4" = 1'-0"



2 E2.0 MAIN LEVEL ELEC PLAN
SCALE: 1/4" = 1'-0"

ELECTRICAL SYMBOLS

- CABLE AND CATV INTERNET DATA JACK
- REGULAR LIGHT SWITCH
- DIMMER LIGHT SWITCH
- 3-WAY LIGHT SWITCH
- DUPLEX OUTLET (SEE PLANS FOR GFI LOCS)
- (S) SMOKE DETECTOR-HARDWIRED
- (C) CARBON MONOXIDE DETECTOR
- LED ULTRA THIN LED CAN (WARM)
- C CHANDELIER
- P PENDANT
- S SURFACE MOUNT FIXTURE
- ES EXTERIOR SURFACE MOUNT FIXTURE
- LED WET ULTRA THIN WET CONDITION LED
- EX EXTERIOR SCONCE
- BA BATHROOM SCONCE
- FAN BATH FAN: MOUNTED ON CEILING.
- LED STRIP LIGHT

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Deephaven, MN 55391

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Revision History

Date	Issued For

Sheet Title
ELECTRICAL PLANS

Sheet Number
E2.0

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Hakanson Anderson

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763-427-5860
www.haa-inc.com

June 9, 2026

Steven Hegland, City Engineer
City of Deephaven
3601 Thurston Ave
Anoka, MN 55303

RE: 3645 Parkway Street Site Plan Review

We have reviewed the site plan documents as noted below for general conformance with the City of Deephaven's engineering and stormwater management standards as it relates to the zoning code. Additional comments may be provided on future submittals:

1. Existing Conditions Survey by Demarc Land Surveying & Engineering dated 1/16/2026
2. Stormwater and Erosion Control Plan by Demarc Land Surveying & Engineering dated 5/13/2026

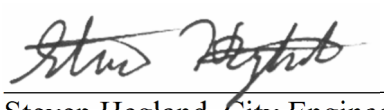
We offer the following comments:

1. The existing drainage from the property drains from the east to west across the property with the runoff draining across Parkway Street to the west. The drainage after the proposed improvements is maintained to drain in the same manner.
2. The applicant is proposing to decrease the impervious surface of the lot from 4,478 sf to 4,262 sf. The proposed total impervious coverage is in excess of the 25% as allowed by section 1302.05 of the City Zoning ordinance and stormwater mitigation is required. The applicant is proposing to mitigate the additional hardcover with a french drain (infiltration trench) located to the west of the house.
3. The proposed site plan is providing treatment for the 947 sf of hardcover over the 25% threshold. One inch of stormwater storage over this additional impervious surface equates to approximately 79 cubic feet of storage being required of the property. Applying the 75 percent stormwater BMP credit, the minimum required stormwater storage volume is 106 cubic feet. The proposed BMP provides a storage capacity of approximately 107 cubic feet, which exceeds the minimum requirement.
4. The infiltration trench is proposed adjacent to the well. The applicant shall confirm with the Minnesota Department of Health for any setback from the well for the BMP and BMP location accordingly.
5. The plans do not indicate how water will be routed to the french drain. At the time of building permit, that plans should include details on how surface water will be routed and captured in the BMP or if roof runoff will be routed to the BMP.
6. The applicant will be required to obtain the necessary watershed permits for the proposed

improvements. A copy of the permit approval shall be provided to the City upon final approval.

7. The proposed grading does not appear to alter the elevations of the site by more than three feet.
8. The applicant shall provide a maintenance agreement for the proposed BMP's which defines the maintenance responsibilities, maintenance activities and reporting requirements.
9. The applicant shall coordinate with the City Engineer to observe the construction of the BMP to ensure compliance with the approved plans.

Sincerely,
Hakanson Anderson



Steven Hegland, City Engineer

RESOLUTION NO. XX-26
Motion by Member: _____
Seconded by Member: _____

A Resolution Approving a Conditional Use Permit to Exceed the Hardcover Limit at 3645 Parkway

WHEREAS, Paul Trieu, Sustainable 9 Design + Build ("Applicant") is representing property owners Robert and Amy Dircks; and

WHEREAS, the Applicant is seeking a conditional use permit to exceed the hardcover limit at 3645 Parkway, Deephaven, Minnesota, PID 13-117-23-44-0091; and

WHEREAS, the Applicant submitted an application on May 11, 2026; and

WHEREAS, the Planning Commission held a Public Hearing on the conditional use permit request on June 16, 2026 and voted to accept the recommendation and findings of staff and recommended the City Council approve the conditional use permit to exceed the hardcover limit by 7.14%; and

WHEREAS, the City Council has received the staff report at its meeting on July 6, 2026 and considered testimony and other evidence submitted by the public, the Applicant, and the recommendations of staff and the Planning Commission.

NOW, THEREFORE, IT IS RESOLVED, the City Council of the City of Deephaven, Minnesota does hereby make the following:

FINDINGS OF FACT

1. That the real property located at 3645 Parkway, Deephaven, Minnesota, is a single lot of record located within the R-3 District. This property is used for single family residential purposes.

2. The Applicant has made application for a Conditional Use Permit to exceed the hardcover limit by 7.14%.

3. The City has found that it has been determined that the stormwater from the proposal will not negatively impact neighbors and the effective hardcover has been mitigated to below 25%.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Deephaven, Minnesota, hereby approves the conditional use permit to exceed the hardcover limit by 7.14% at 3645 Parkway, subject to the following condition:

1. The proposed house addition shall be developed in substantial conformance with the plans as approved and as conditionally revised by the City Council.

2. Prior to issuance of a building permit, the property owner enters into a stormwater maintenance agreement with the City.

3. The applicant shall comply with all requirements of City Engineer letter dated June 9, 2026.

4. All applicable permits are applied for by the applicants with all supporting documentation and issued prior to the start of construction.

ADOPTED THIS 6th DAY OF JULY, 2026 BY THE CITY COUNCIL OF DEEPHAVEN, MINNESOTA.

Councilmember	Aye	Nay	Abstain	Absent
Kent Carlson				
Tony Jewett				
John Studer				
Emily Scherschligt				
Tom Erdmann				

CITY OF DEEPHAVEN

_____
Kent M. Carlson, Mayor

ATTEST:

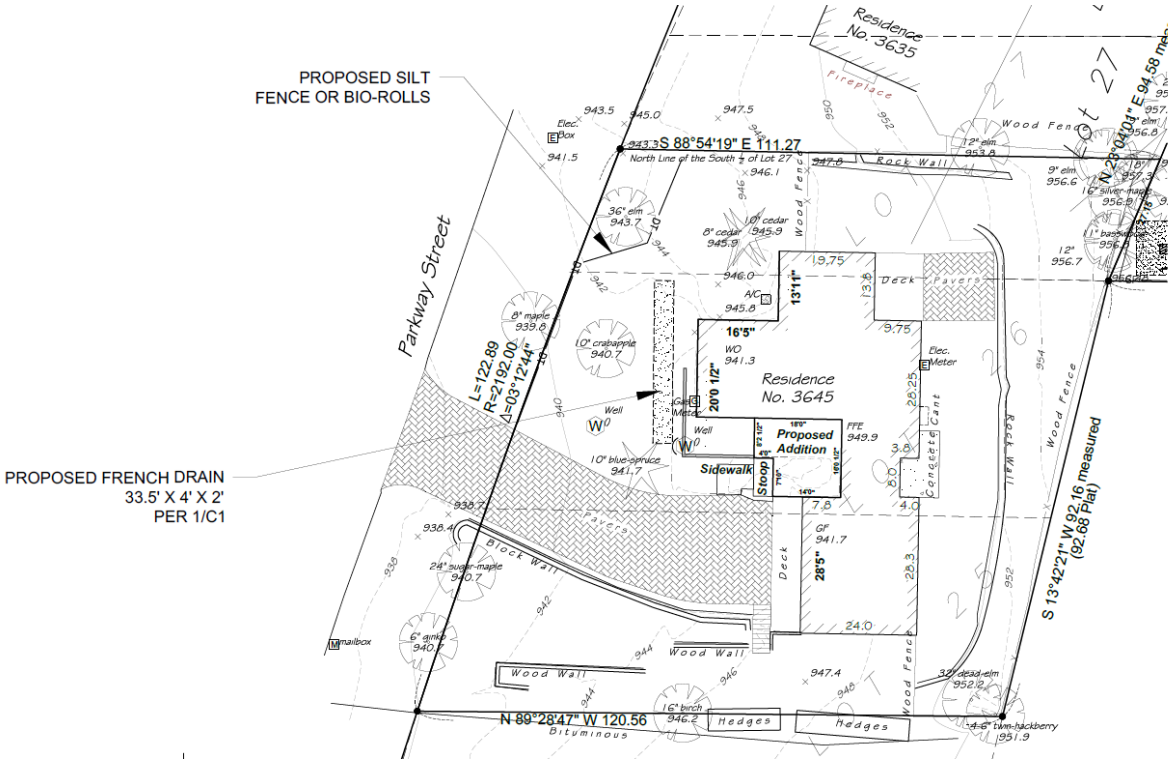
_____
Dan Madsen, City Administrator

EXHIBIT A

Legal Description

All of Lot 26, the South half of Lot 27, and that part of Lot 25 lying North of the South 10 feet thereof, all in Block 9, DEEPHAVEN PARK SUBDIVISION NO. 3, Hennepin County, Minnesota

EXIBIT B
STORMWATER MANAGEMENT



Item 7B

STAFF REPORT
Pat Smith, Planning Director

Deephaven City Council
July 6, 2026

APPLICATION INFORMATION

APPLICANT: John Daly, Revision

PROPERTY OWNER(S): Patrick and Perris Deppa

LOCATION: 20240 Cottagewood Ave (please see attached Location Map)

ZONING: R-3, Residential

SYSNOPSIS: An addition is proposed that would increase the hardcover from 32.42% to 33.1%, exceeding the 25% hardcover limit (please see attached narrative)

PLANNING COMMISSION RECOMMENDATION: Recommended Approval

STAFF RECOMMENDATION: Approval

60/120-DAY REVIEW DEADLINE: July 17, 2026/September 15, 2026

BACKGROUND/REQUEST

The house was built in 1958 according to Hennepin County property records. The existing hardcover is 32.42%. The applicants are proposing a 254-square-foot addition to the rear of the house that would increase the hardcover to 33.1%.

Zoning Analysis

The property is 12,152 square feet in area and zoned R-3, Single Family Residential. The table below compares the required, existing and proposed setbacks and hardcover.

	Permitted/ Required	Existing	Proposed
Front Yard Setback (Cottagewood Ave)	35 feet	37.9 feet	37.9 feet
Exterior Side Yard Setback (Northern Road)	25 feet	31 feet	31 feet
Side Yard Setback – east	10 feet	**9.2 feet**	**9.2 feet**
Rear Yard Setback	15 feet	20.8 feet	16.6 feet
Building Height (max.)	32 feet	24.5 feet	24 feet (addition)
Hardcover (max.)	25%	**32.42%**	**33.1%**
Building Coverage (max.)	2,823 SF	2,215 SF	2,469 SF

CONDITIONAL USE PERMIT

Section 1302.05(2) of the zoning ordinance limits the maximum allowable impervious surface area on the property to 25%, but allows properties to exceed the limit with a Conditional Use Permit if the following conditions are met:

(i) Stormwater runoff does not negatively impact adjacent properties; and
(ii) Effective hardcover is mitigated to below 25%; and
(iii) The proposed stormwater management facilities shall retain one inch of runoff of that portion of the hardcover that exceeds 25%. Performance credit given for stormwater mitigation practices shall be 75% of the calculated volume retained; and
(iv) The property owner enters into a maintenance agreement with inspections performed by the City at a minimum every five years. The property owner shall reimburse the City for stormwater facility inspections. The maintenance agreement shall be executed and recorded against the parcel.

To mitigate the hardcover over the 25% maximum hardcover limit, the applicant is proposing an infiltration trench in the southeast corner of the site. The project exceeds the 25% hardcover limit by 984 square feet, which requires 82 cubic feet of stormwater mitigation. The infiltration trench is sized to provide 86.4 cubic feet of stormwater mitigation (after applying the City's 25% reduction). The resulting effective hardcover is 24.57%.

The attached Drainage Map shows the existing and proposed drainage patterns. The small addition does not change the drainage patterns, but the proposed infiltration trench will capture the stormwater runoff from the south area. The City Engineer has reviewed and approved the grading and stormwater management plans (please see attached letter).

PUBLIC COMMENT

Staff sent a public notice to all property owners within 350 feet of the subject site prior to the Planning Commission meeting of June 16, 2026. To date, no public comments have been received.

STAFF RECOMMENDATION

Staff recommends approval of a Conditional Use Permit to exceed the hardcover limit by 8.1% for an addition to the house located at 20240 Cottagewood Avenue, as it has been determined that the stormwater from the proposed addition will not negatively impact neighboring properties, subject to the following conditions:

1. The proposed additions be developed in substantial conformance with the plans as approved and as conditionally revised by the City Council.

2. Prior to issuance of a building permit, the property owner enters into a stormwater maintenance agreement with the City.

3. The applicant shall comply with all requirements of City Engineer letter dated June 5, 2026.

4. All applicable permits are applied for by the applicants with all supporting documentation and issued prior to the start of construction.

PLANNING COMMISSION ACTION TAKEN ON 6/16/26 (on a 7-0 vote)

Moved to accept the recommendation and findings of staff and recommend the City Council **approve** a conditional use permit to increase the hardcover to 33.1% for an addition to the house located at 20240 Cottagewood Avenue, as presented.

CITY COUNCIL ACTION REQUESTED

Possible motions include:

1) I move the City Council accept the recommendation and findings of staff and the Planning Commission and **approve** a conditional use permit to increase the hardcover to 33.1% for an addition to the house located at 20240 Cottagewood Avenue, as presented.

OR

2) I move the City Council **deny** the conditional use permit to increase the hardcover to 33.1% for an addition to the house located at 20240 Cottagewood Avenue. The motion is based on the following findings: _____.

Attachments:

1) Location Map
2) Photo of Existing House
3) Applicant's Narrative
4) Proposed Survey
5) Existing and Proposed Drainage Maps
6) Proposed Elevations
7) Engineering Comments
8) Draft Resolution

LOCATION MAP
20240 Cottagewood Avenue



N

WRITTEN STATEMENT IN SUPPORT OF CONDITIONAL USE PERMIT APPLICATION

To Exceed the 25% Maximum Hardcover – Deephaven Zoning Ordinance §1302.03(3)

Submitted to: City of Deephaven – Planning Commission & City Council
Property Address: 20240 Cottagewood Avenue, Deephaven, MN 55331
Property Owner(s): Patrick and Perris Deppa
Zoning District: R-1 Single-Family Residential (Shoreland Overlay District – Lake Minnetonka)
Architect / Designer: Lake Street Design Co., 153 Lake Street East, Wayzata, MN 55391

Introduction and Request

The Deppa's of 20240 Cottagewood Avenue respectfully apply for a Conditional Use Permit (CUP) under Deephaven Zoning Ordinance Section 1302.03(3) to allow the total impervious surface (hardcover) on the property to exceed the 25% maximum permitted in the R-3 Residential District. The property lies within the Shoreland Overlay District of Lake Minnetonka. The owners propose a modest rear addition to the existing single-family home of a new Lounge/Living Room over an existing patio space, extend the existing patio with landscaping improvements and modification to hardcover on the property, and add a shed together with on-site stormwater best-management practices designed to satisfy each of the four conditions enumerated in Section 1302.03(3)(i)–(iv).

Existing Property and Conditions

The property is an established single-family parcel located along Cottagewood Avenue in the heart of the Cottagewood neighborhood. The existing split-level home (with finished lower level) was constructed prior to the current zoning standards and the lot size is below the zoning requirement of 20,000 sqft

Existing site data:

- Total lot area: 12,152 sq ft
- Existing impervious surface area: 3,940 sq ft (32.42%)
- Maximum permitted at 25%: 3,038 sq ft
- Existing overage above the 25% maximum: 984 sq ft

Because the property already exceeds 25 percent hardcover from previously constructed, lawfully existing improvements, any addition triggers the CUP process under §1302.03(3), even though the proposed expansion is small in scale.

Description of the Proposed Addition

A. Proposed Project

A new Lounge is added at the north (rear) of the home, in line with the existing Owner's Bedroom and Owner's Bath. The Lounge is designed as a single, vaulted-ceiling room with an 8′-0″ plate height and an interior ridge that follows a 6:12 roof pitch matching the existing home. The new addition is constructed over an existing patio space. A new patio space is added off the new Lounge space and a shed in the backyard and with a stone pathway.

Hardcover Calculations

The following figures are taken from the certified survey submitted with this application..

- Total lot area: 12,152 sq ft
- Existing impervious surface: 3940 sq ft (32.42%)
- New impervious surface added by the addition and the improvements: 82 sq ft
- Proposed total impervious surface: 4,022 sq ft (33.10%)
- Change in hardcover percentage: +0.7%
- Amount above the 25% maximum: 8.1%

The proposed total hardcover represents an increase of .7% over existing conditions. As described in the following section, the stormwater mitigation proposed for this project is designed to bring the property's effective hardcover — taking into account the stormwater best-management practices — to below 25%, consistent with §1302.03(3)(ii).

Findings Required Under Zoning Ordinance §1302.03(3)

Section 1302.03(3) of the Deephaven Zoning Ordinance provides that hardcover on R-3 residential lots may exceed 25% with a Conditional Use Permit if the following four conditions are met. The owners address each condition below.

(i) Stormwater runoff shall not negatively impact adjacent properties.

The proposed addition is located at the rear (north side) of the existing home. New roof runoff from the addition will be captured by gutters and downspouts and routed to a rain garden / infiltration basin located on the subject property at the location shown on the Survey. Existing grades will be maintained or improved to drain runoff away from the adjacent property lines. The new impervious surface does not direct runoff toward any neighboring property. Existing patterns of overland flow are preserved, and infiltration capacity on-site is increased relative to existing conditions. The project will therefore not negatively impact adjacent properties; if anything, runoff conditions will be improved compared with the current uncontrolled discharge from the existing roof.

(ii) Effective hardcover shall be mitigated to below 25%.

After application of the 75 percent performance credit allowed by §1302.03(3)(iii) for the stormwater retention volume provided by the proposed rain garden, the property's effective

hardcover will be reduced to 21.48%, which is below the 25 percent threshold. Effective hardcover is computed as follows.

- Proposed gross hardcover: 4,022 sq ft
- Hardcover above 25%: 984 sq ft
- Required retention (1″ over the over-25% portion): 82 cu ft
- Volume provided by rain garden / infiltration basin: 115.2 cu ft
- Performance credit (75% of provided volume): 28.8 cu ft → equivalent hardcover offset
- Total Proposed hardcover – infiltration storage area: 2,985.2 sq ft (24.57%)

(iii) Stormwater management facilities shall retain one inch of runoff over the portion of hardcover exceeding 25%, with 75% performance credit.

A rain garden / infiltration basin will be installed on the subject property and sized to retain one inch of runoff over the entire portion of hardcover that exceeds the 25 percent maximum. The system will be designed in accordance with City and Minnehaha Creek Watershed District standards, including (a) verification of in-situ soil infiltration rates, (b) provision of a pretreatment buffer of native, deep-rooted vegetation, (c) overflow control to a stable outlet, and (d) a minimum two-foot vertical separation from the seasonally high groundwater elevation. Required and provided retention volumes are shown in Section V(ii) above and on Sheet A10.

Compliance with General Conditional Use Permit Standards

In addition to the specific §1302.03(3) findings above, the proposal also satisfies the general standards applicable to issuance of a Conditional Use Permit under Section 1320 of the Deephaven Zoning Ordinance.

A. Consistent with the Comprehensive Plan and the R-3 District.

Single-family residential is the principal permitted use in R-3 and is consistent with the Deephaven 2040 Comprehensive Plan's Low Density Residential designation for the Cottagewood area. The proposed addition continues that established use.

B. Will not be detrimental to public health, safety, or general welfare.

The addition is a modest expansion of an existing single-family home. It generates no noise, vibration, glare, odor, or traffic beyond what is typical of residential occupancy. Construction will comply with the State Building Code and applicable City erosion-control requirements.

C. Compatible with surrounding properties and neighborhood character.

The proposed exterior elevations (Sheet A6) carry through the existing home's materials, window proportions, and 6:12 roof pitch. Building height does not increase and existing setbacks are preserved. The architectural character of the Cottagewood neighborhood is maintained.

D. Adequate public facilities.

The property is served by existing public utilities, streets, and emergency services. No new curb cuts, driveway expansions, or street access changes are proposed. The addition imposes no meaningful new burden on public infrastructure.

E. Protective of the Shoreland Overlay and Lake Minnetonka water quality.

Although gross hardcover exceeds the numerical 25 percent threshold, the proposed rain garden treats runoff that is presently uncontrolled and introduces new infiltration capacity where none currently exists. The intent of the Shoreland Overlay — protection of Lake Minnetonka water quality — is therefore advanced, not diminished, by the project.

F. Reasonable use of the property.

A modest rear addition to a long-established single-family residence is a reasonable use of the property, and the CUP process is the proper mechanism for the City to authorize the project subject to appropriate conditions.

Conclusion

The proposed Lounge/Living Room, patio, and shed and Kitchen at 20240 Cottagewood Avenue is a thoughtful, small-scale improvement to a long-standing single-family home. It maintains the architectural character of the residence, preserves existing setbacks and building height, and is designed in concert with on-site stormwater mitigation that satisfies each of the four conditions of Deephaven Zoning Ordinance §1302.03(3). The owners respectfully request that the Planning Commission recommend, and the City Council approve, the requested Conditional Use Permit to exceed the 25 percent maximum hardcover, subject to the conditions described above.



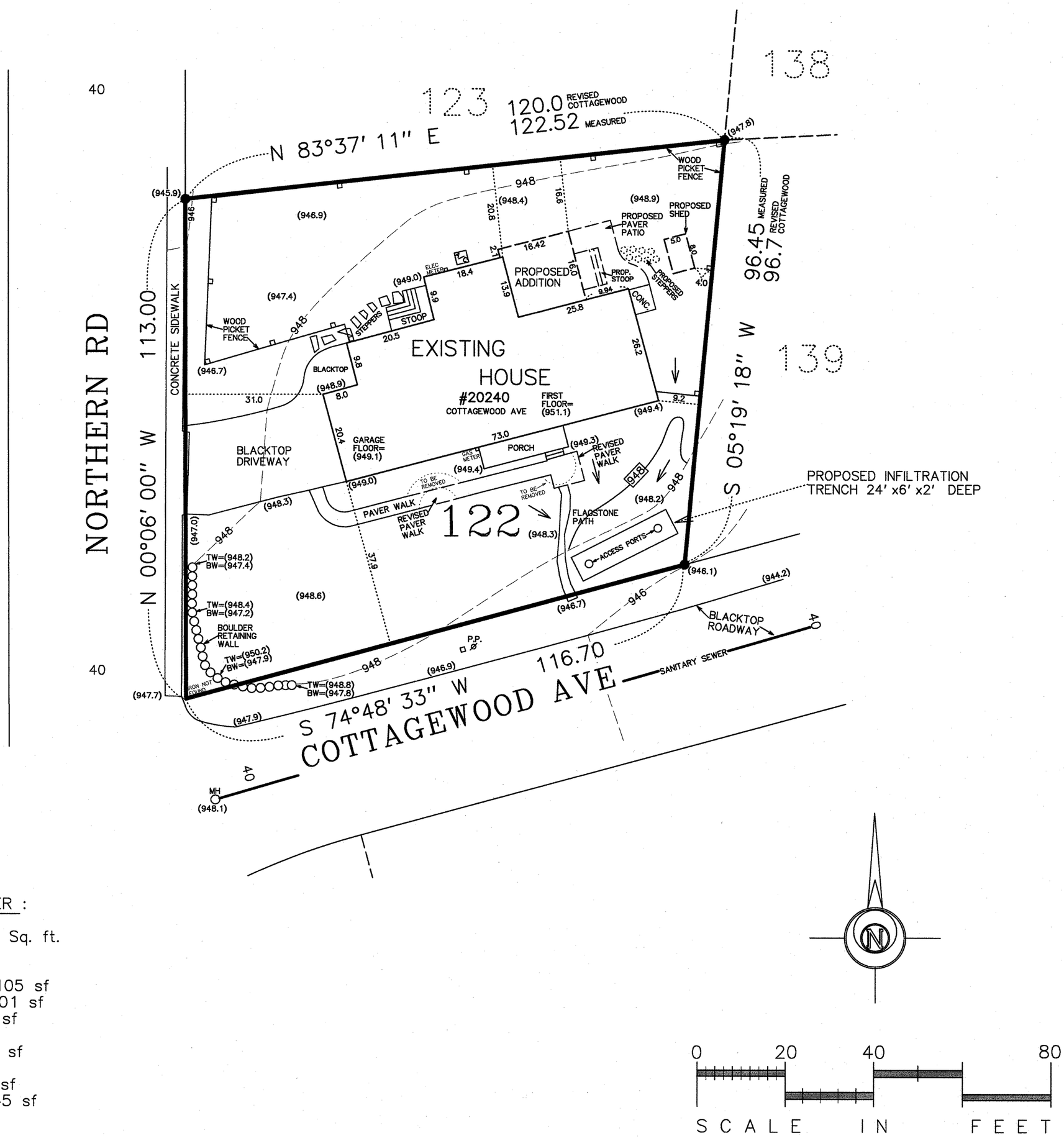

20240



CERTIFICATE OF SURVEY FOR

PERRIS DEPPA

OF LOT 122, REVISED COTTAGEWOOD
HENNEPIN COUNTY, MINNESOTA



EXISTING HARDCOVER :

Lot area = 12,152 Sq. ft.

House = 2215 sf
Porch & steps = 105 sf
Blacktop drive = 801 sf
Stoop/steps = 68 sf
Steppers = 28 sf
Paver patio = 410 sf
Conc. pad = 28 sf
Paver walk = 233 sf
Flagstone path = 45 sf
A/C pad = 7 sf

Total = 3940 Sq. ft.

3940 / 12,152 x 100 = 32.42%

PROPOSED HARDCOVER :

Lot area = 12,152 Sq. ft.

Remove paver patio = −410sf

Proposed addition = +254 sf
Proposed stoop = +47 sf
Proposed patio = +137 sf
Proposed steppers = +12 sf
Revised paver walk = +2 sf
Proposed shed = +40 sf

Net gain = +82 sf

3940 + 82 = 4022 Sq. ft.

4022 / 12,152 x 100 = 33.10%

LEGAL DESCRIPTION OF PREMISES :

Lot 122, REVISED COTTAGEWOOD

● : denotes iron marker found

(908.3) : denotes existing spot elevation, mean sea level datum

--917-- : denotes existing contour line, mean sea level datum

—[930]— : denotes proposed contour line

Bearings shown are based upon an assumed datum.

This survey intends to show the boundaries of the above described property, and the location of an existing house, spot elevations, topography and all visible "hardcover", and the proposed location of a proposed addition, shed, patio, stoop/steps, revised paver walk and infiltration trench thereon. It does not purport to show any other improvements or encroachments.

26063REVISED2.SCJ

DATE	REVISION
3–19–26	PROPOSED ADDITION ADDED
5–1–26	PROPOSED INFILTRATION TRENCH ADDED
5–13–26	

GRONBERG AND ASSOCIATES, INC.
CONSULTING ENGINEERS, LAND SURVEYORS, & SITE PLANNERS
445 NORTH WILLOW DRIVE
LONG LAKE, MN. 55356
952–473–4141

I hereby certify that this plan, specification, 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.

Mark S. Gronberg

Mark S. Gronberg Minnesota License Number 12755

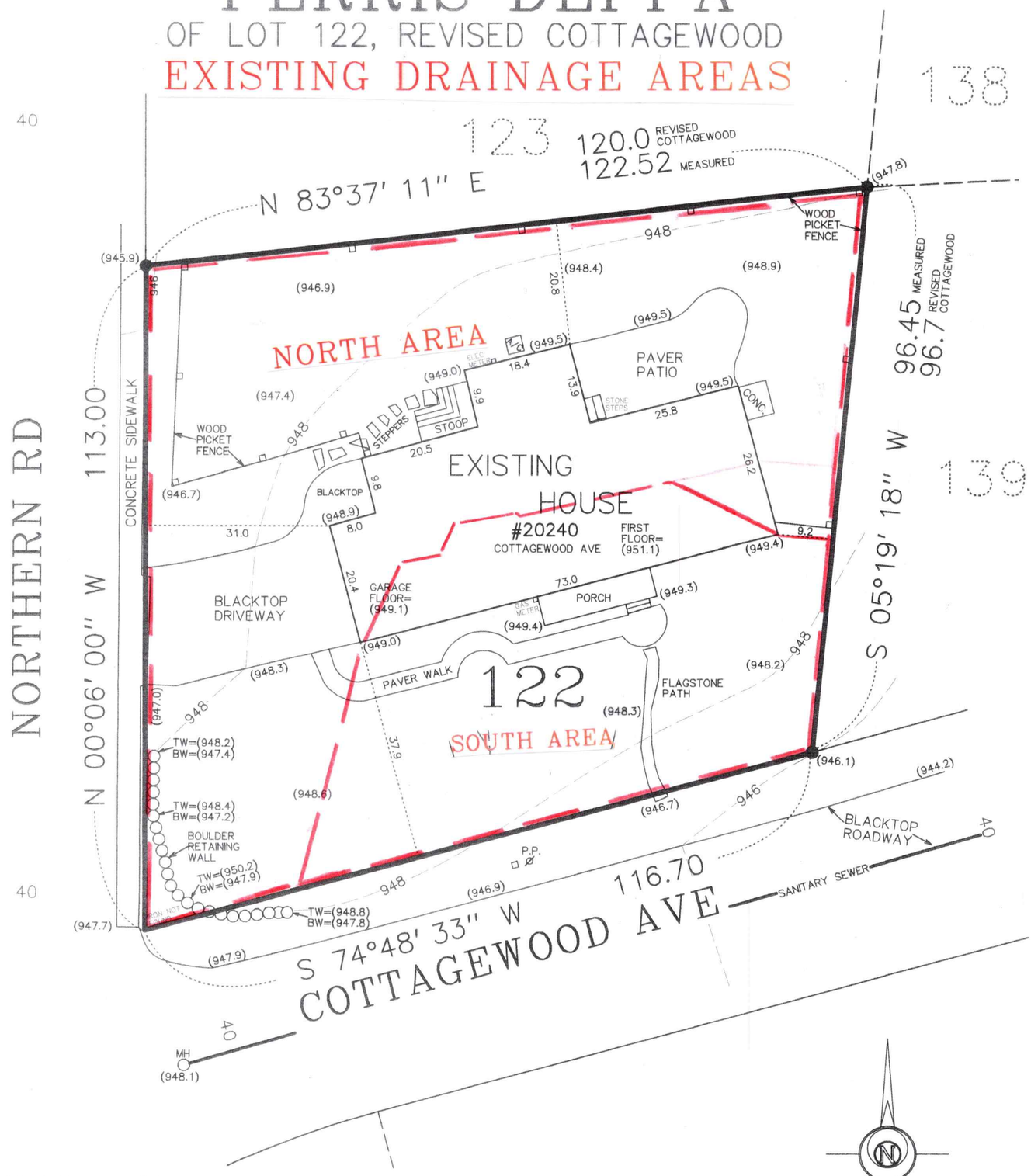
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DATE 10–13–25

JOB NO. 26–063

26–063

CERTIFICATE OF SURVEY FOR
PERRIS DEPPA
OF LOT 122, REVISED COTTAGEWOOD
EXISTING DRAINAGE AREAS



HARDCOVER CALCULATIONS :

Lot area = 12,152 Sq. ft.

House = 2215 sf
Porch & steps = 105 sf
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Lot 122, REVISED COTTAGEWOOD

● : denotes iron marker found

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GRONBERG AND ASSOCIATES, INC.
CONSULTING ENGINEERS, LAND SURVEYORS, & SITE PLANNERS
445 NORTH WILLOW DRIVE LONG LAKE, MN. 55356
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Mark S. Gronberg

Mark S. Gronberg Minnesota License Number 12755

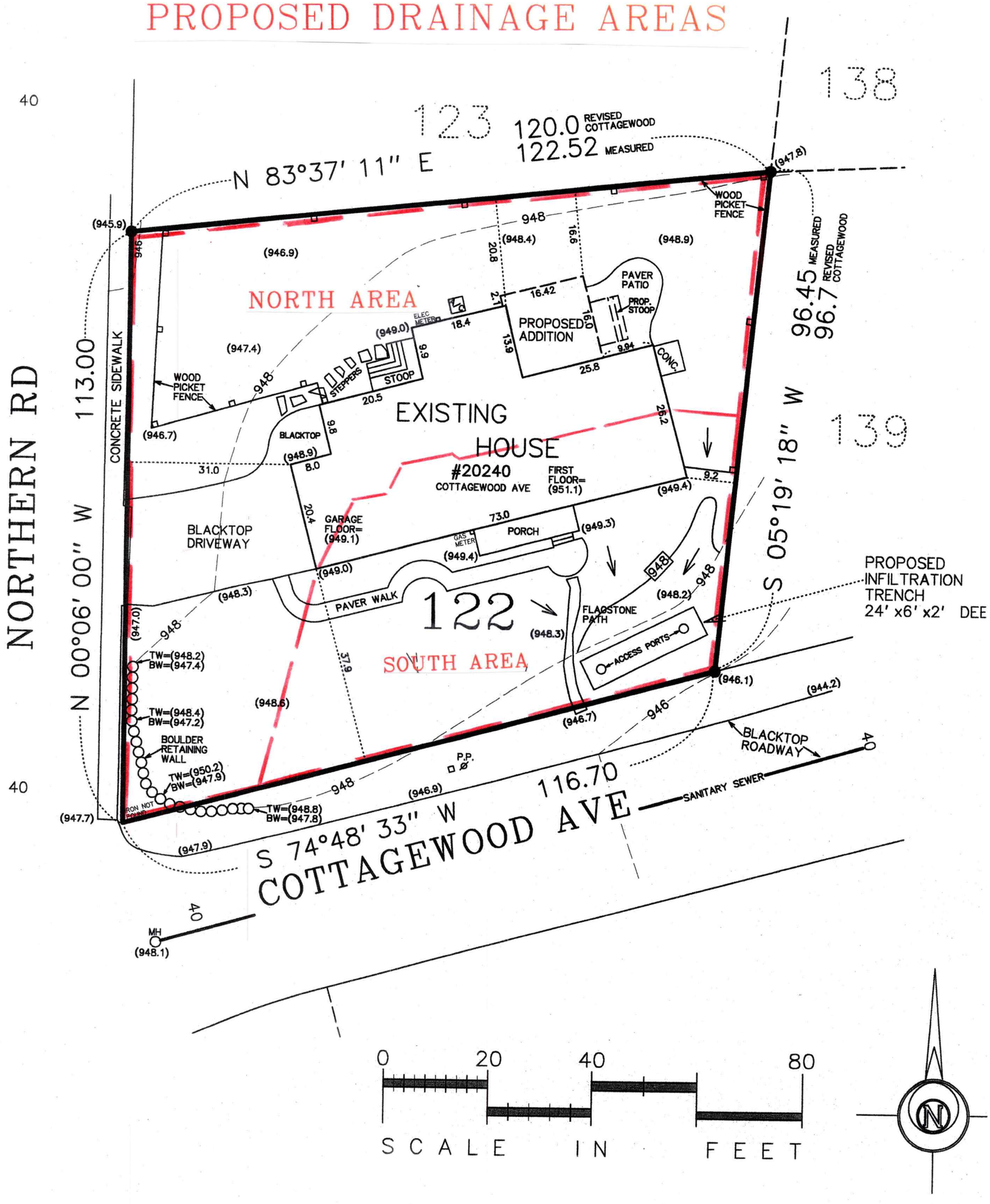
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DATE 10-13-25

JOB NO. 25-213

CERTIFICATE OF SURVEY FOR
PERRIS DEPPA
OF LOT 122, REVISED COTTAGEWOOD
HENNEPIN COUNTY, MINNESOTA

PROPOSED DRAINAGE AREAS



GRONBERG AND ASSOCIATES, INC.
CONSULTING ENGINEERS, LAND SURVEYORS, & SITE PLANNERS
445 NORTH WILLOW DRIVE
LONG LAKE, MN. 55356
952-473-4141

I hereby certify that this plan, specification, 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.

Mark S. Gronberg

Mark S. Gronberg Minnesota License Number 12755

PERRIS DEPPA
20240 COTTAGEWOOD AVENUE, DEEPHAVEN
STORMWATER MANAGEMENT CALCULATIONS
5-1-26
Rev. 5-13-26

LOT AREA = 12,152 SF

MAXIMUM HARDCOVER = 25% = 3038 SF

PROPOSED HARDCOVER = 4022 SF

OVERAGE = 984 SF

REQUIRED STORAGE = 984 x 1" x 1/12 = 82 CF

INFILTRATION TRENCH = 24' LONG x 6' WIDE x 2' DEEP = 288 CF

288 CF x 40% VOIDS IN ROCK TRENCH = 115.2 CF

115.2 CF x 75% (CITY CREDIT REDUCTION) = 86.4 CF

EFFECTIVE HARDCOVER = 21.48%

$$= \frac{\text{TOTAL PROPOSED HARDCOVER AREA} - \text{INFILTRATION STORAGE AREA}}{\text{TOTAL AREA}}$$

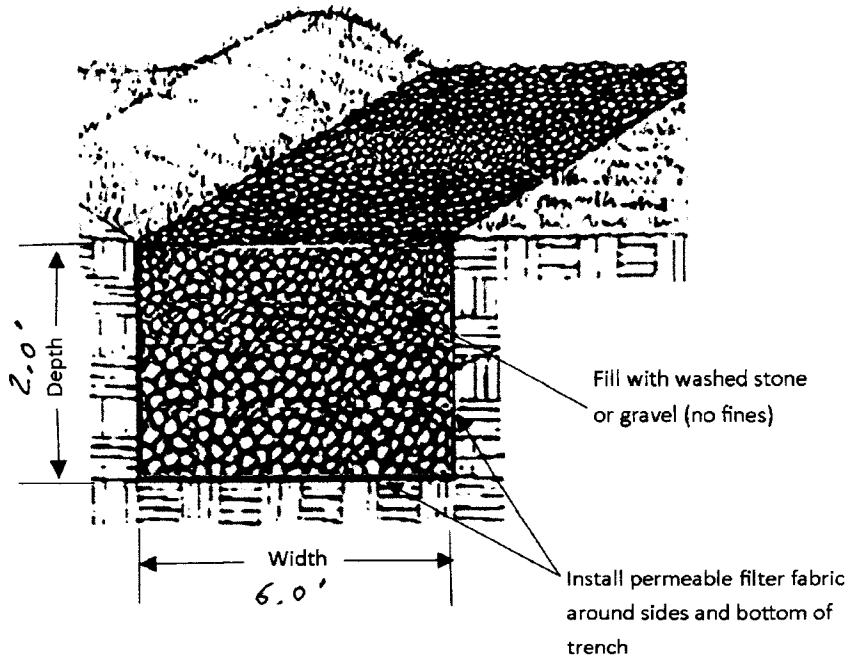
= 4022 SF – 1036.8 (86.4 / 1/12) = 2985.2/ 12,152 = 24.57%

I hereby certify that this plan, specification, or report was prepared by me, or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Mark S. Gronberg

Mark S. Gronberg Minnesota License Number 12755

GRONBERG & ASSOCIATES. INC.
445 N. WILLOW DR.
LONG LAKE, MN 55356





INFILTRATION TRENCH CROSS SECTION

I hereby certify that this plan, specification, or report was prepared by me, or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Mark S. Gronberg

Mark S. Gronberg Minnesota License Number 12755

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A2	EXIST. ROOF PLAN
A3	EXIST. EXTERIOR ELEV.
A4	PROP. MAIN LEVEL PLAN
A5	PROP. ROOF PLAN
A6	PROP. EXTERIOR ELEV.
A7	PROP. INTERIOR ELEV.
A8	PROP. SECTION
A9	3D VIEWS
E1	ELECRICAL PLANS
A10	PROP. SITE PLAN

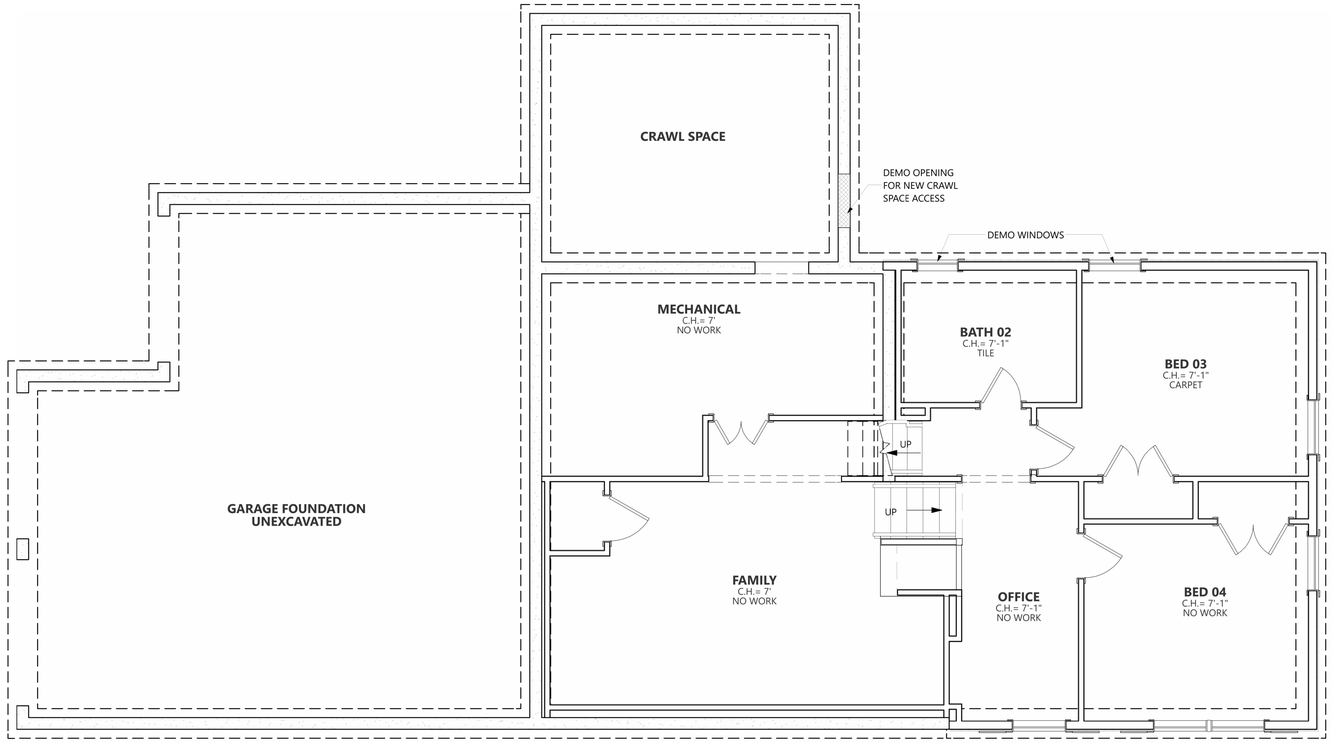
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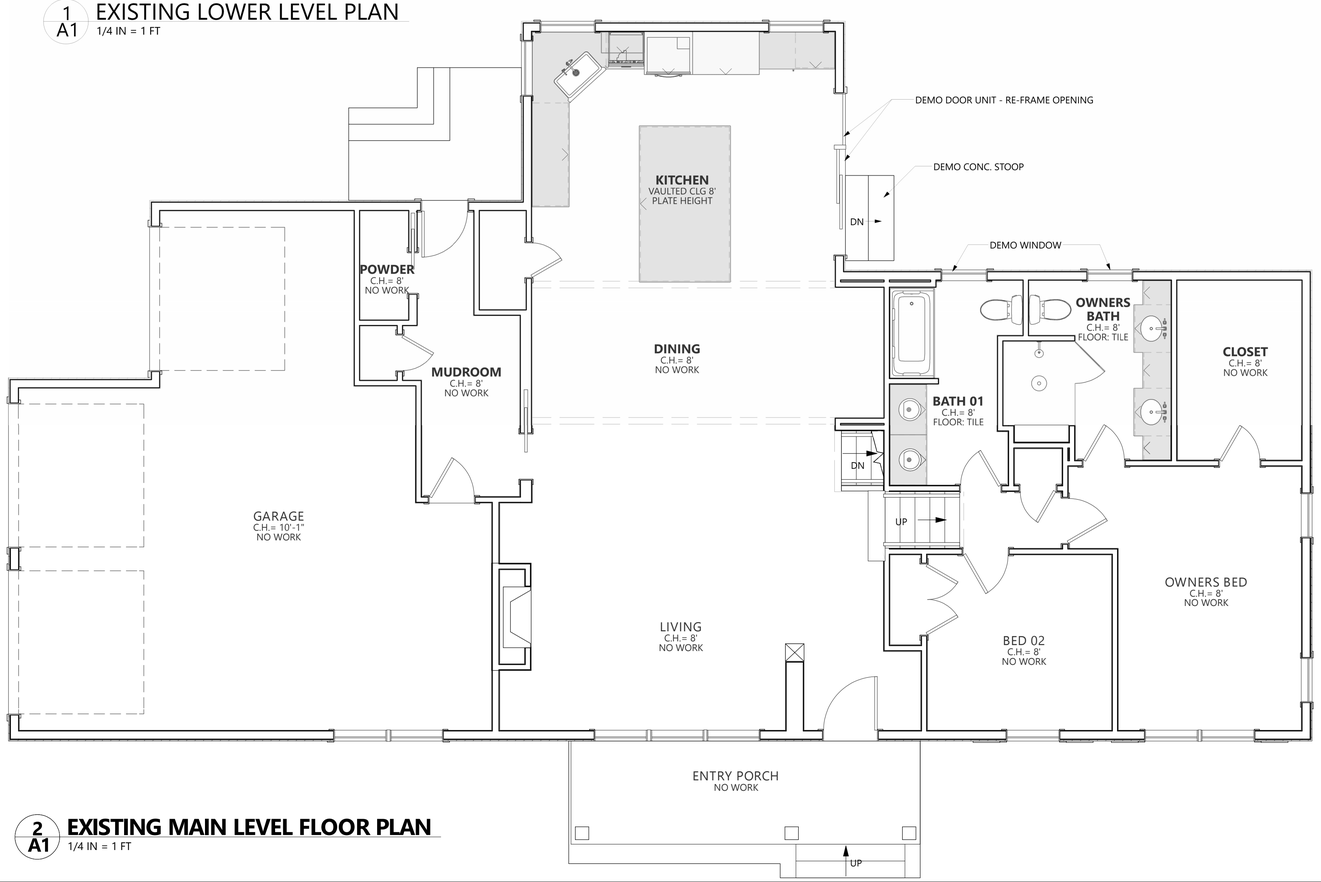
TITLE SHEET

SHEET NO.
T1
DEPPA

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1 A1 EXISTING LOWER LEVEL PLAN
1/4 IN = 1 FT



2 A1 **EXISTING MAIN LEVEL FLOOR PLAN**
1/4 IN = 1 FT

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A5	PROP. ROOF PLAN
A6	PROP. EXTERIOR ELEV.
A7	PROP. INTERIOR ELEV.
A8	PROP. SECTION
A9	3D VIEWS
E1	ELECRICAL PLANS
A10	PROP. SITE PLAN

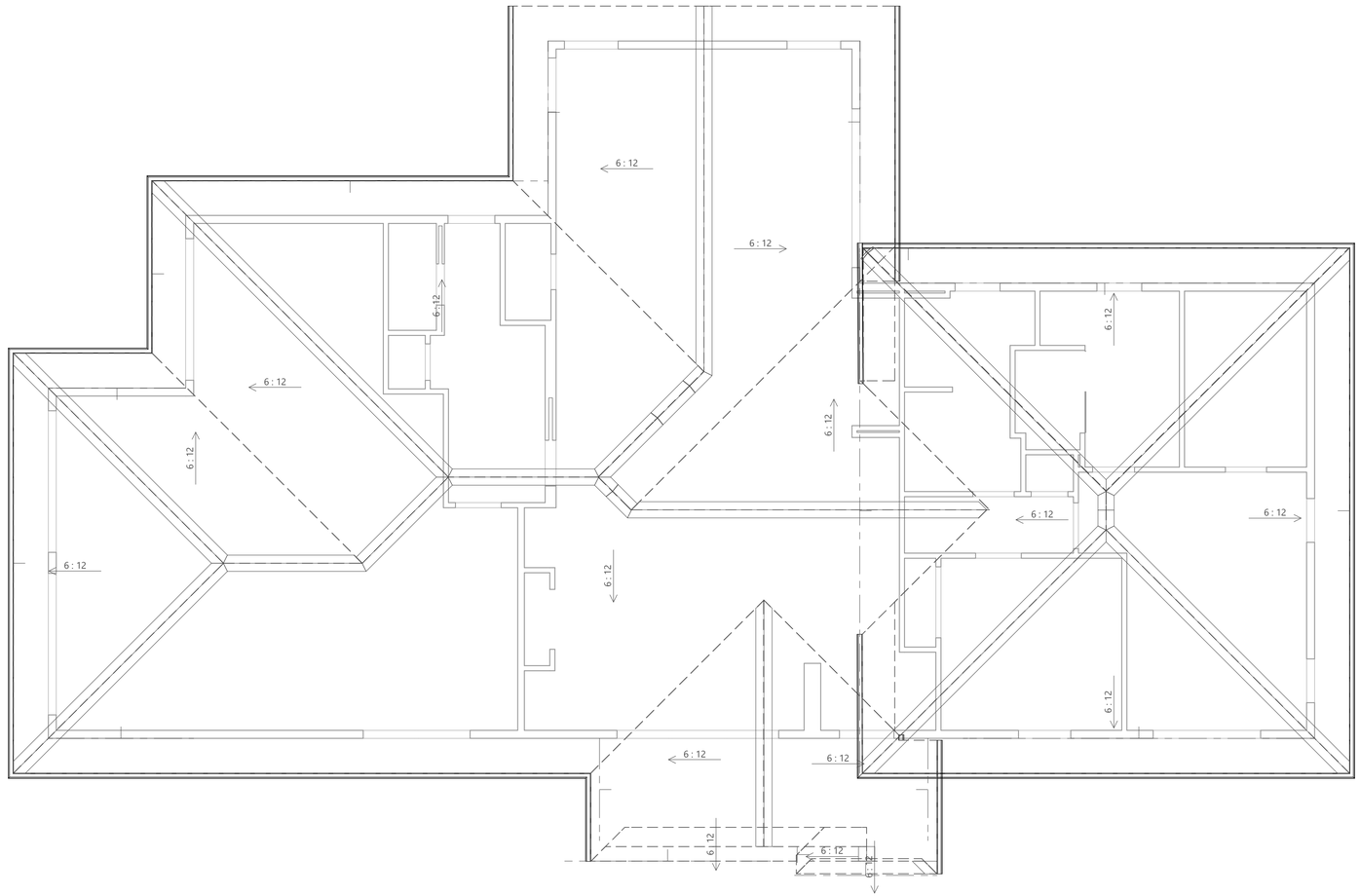
ORIGINATION DATE
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EXIST. MAIN LEVEL PLAN

SHEET NO.
A1
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1 / A2 EXISTING ROOF PLAN
1/4 IN = 1 FT

NORTH

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A8	PROP. SECTION
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E1	ELECRICAL PLANS
A10	PROP. SITE PLAN

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EXIST. ROOF PLAN

SHEET NO.
A2
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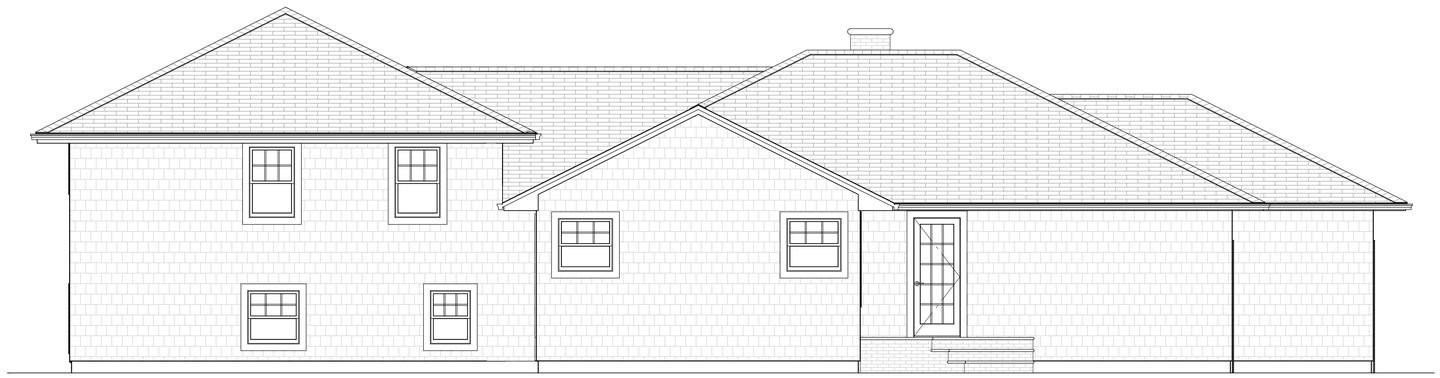
1 A3 **EXISTING SOUTH EXTERIOR ELEVATION**
1/4 IN = 1 FT



2 A3 **EXISTING WEST EXTERIOR ELEVATION**
1/4 IN = 1 FT



3 A3 **EXISTING EAST EXTERIOR ELEVATION**
1/4 IN = 1 FT



4 A3 **EXISTING NORTH EXTERIOR ELEVATION**
1/4 IN = 1 FT

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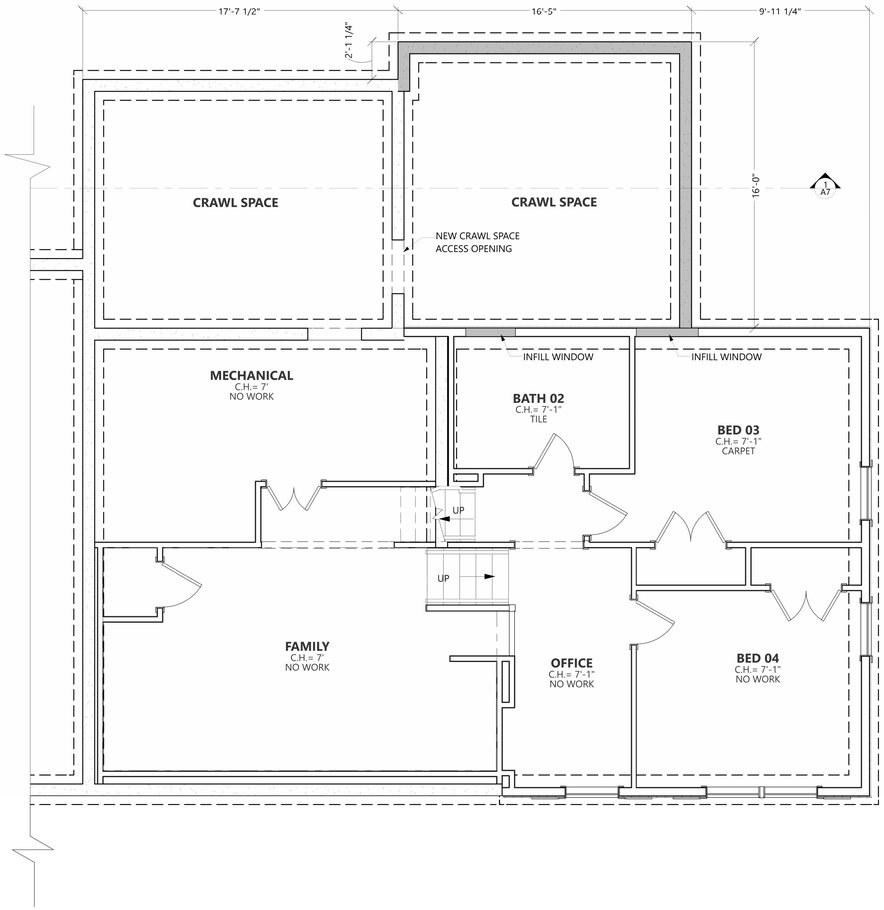
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REVISION DATE

EXIST. EXTERIOR ELEV.

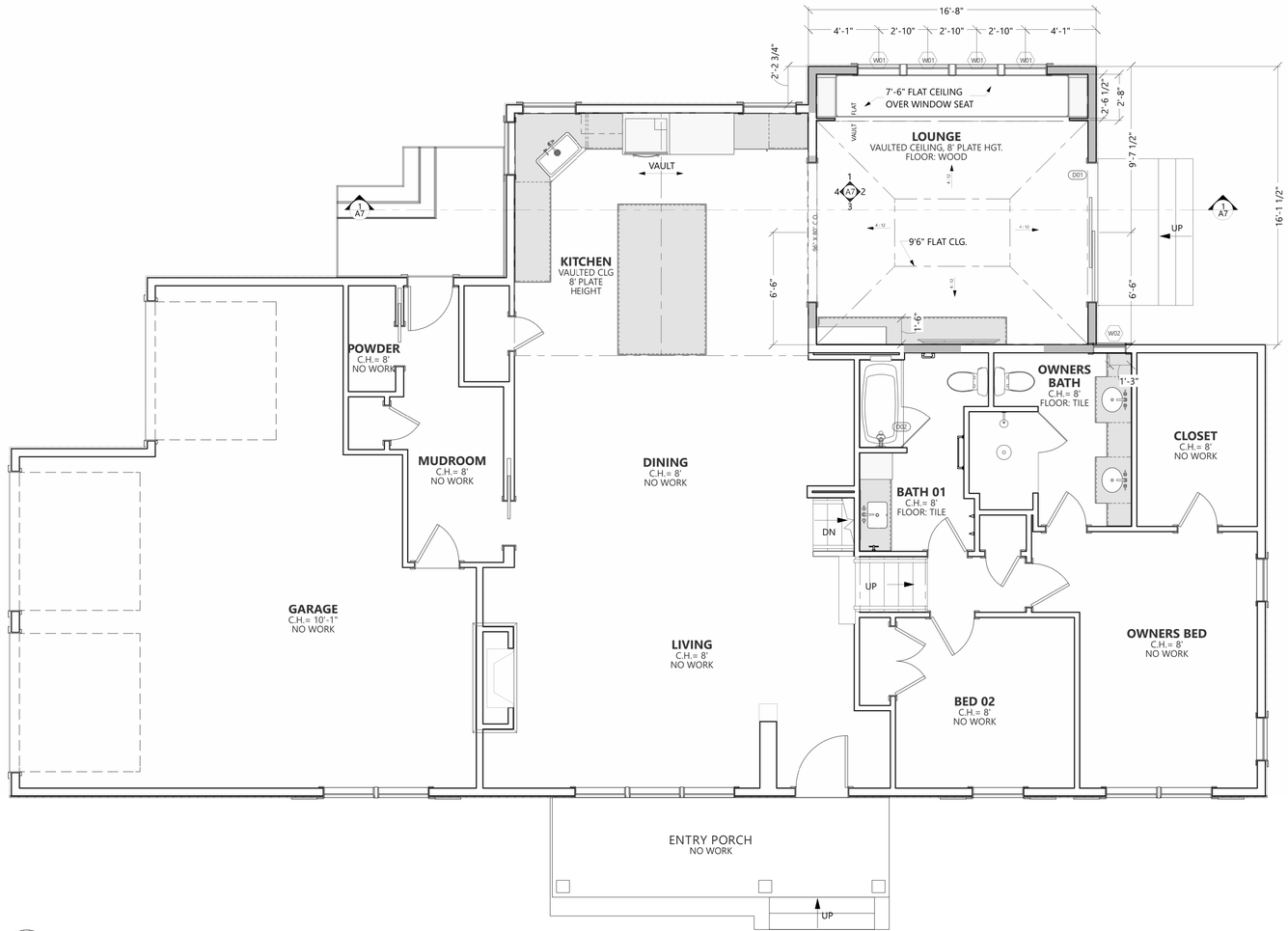
SHEET NO.
A3
DEPPA

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1 A4 PROPOSED LOWER LEVEL

1/4 IN = 1 FT



2 A4 PROPOSED MAIN LEVEL

1/4 IN = 1 FT

NORTH

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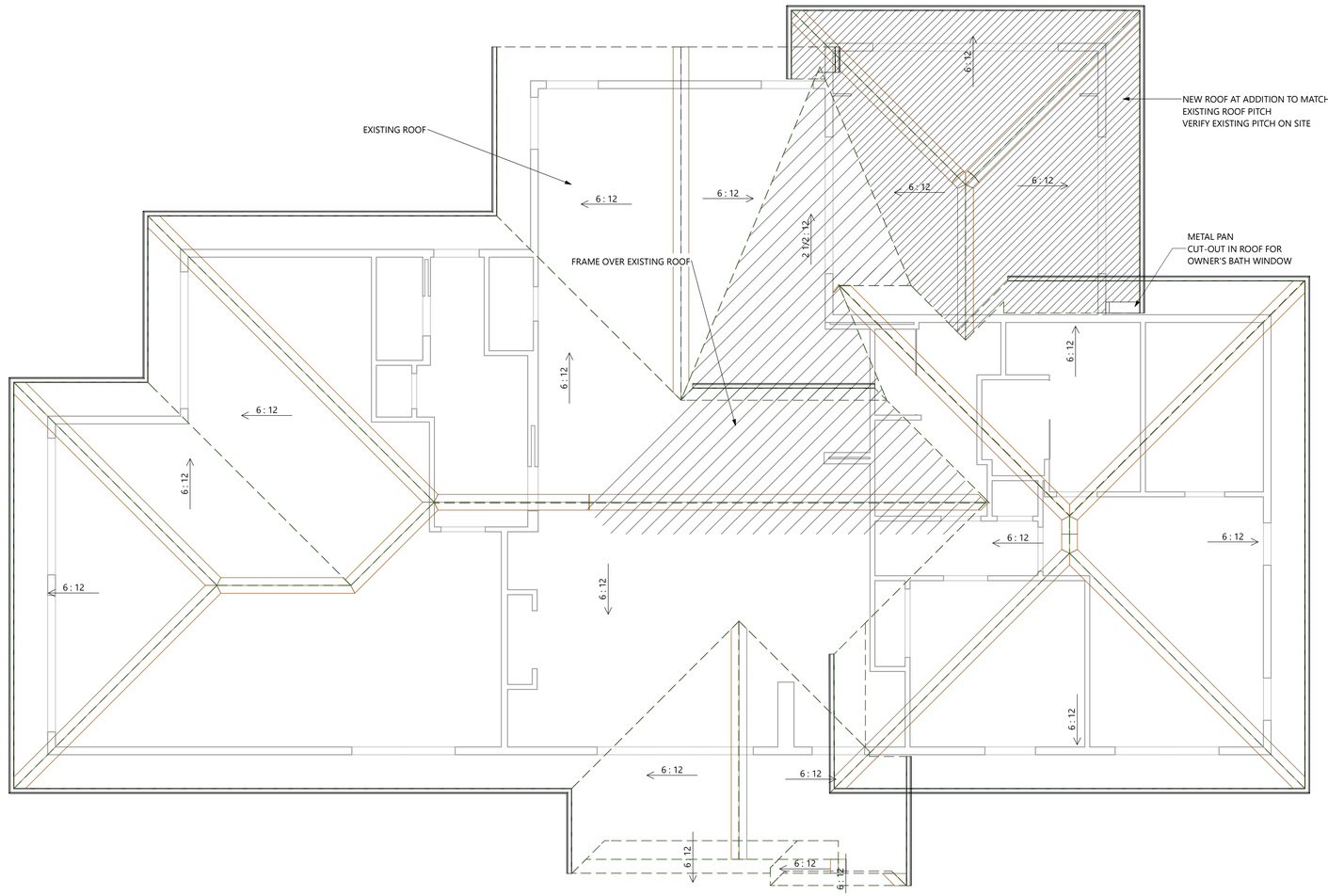
ORIGINATION DATE
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REVISION DATE

PROP. MAIN LEVEL PLAN

SHEET NO.
A4
DEPPA

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1 A5 PROPOSED ROOF PLAN

1/4 IN = 1 FT

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E1	ELECRICAL PLANS
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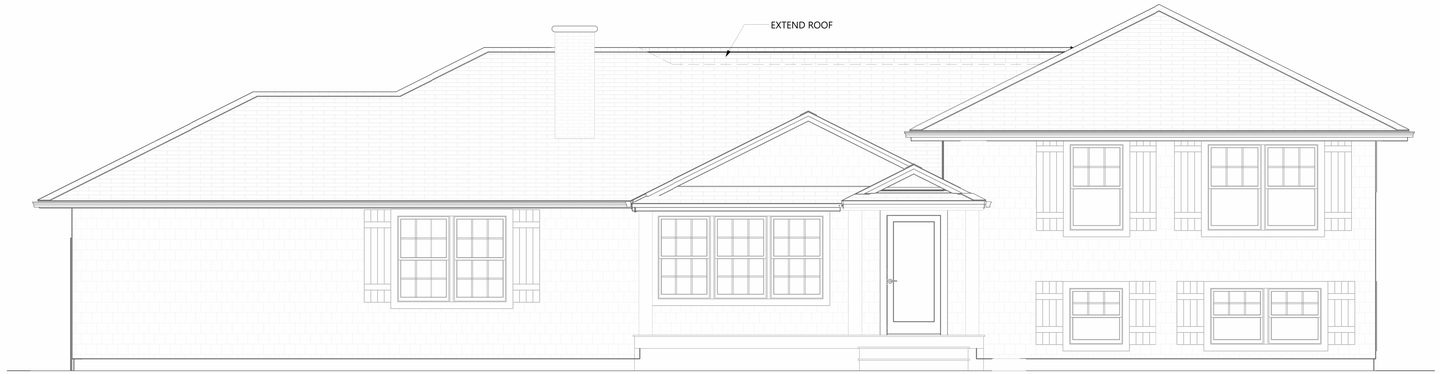
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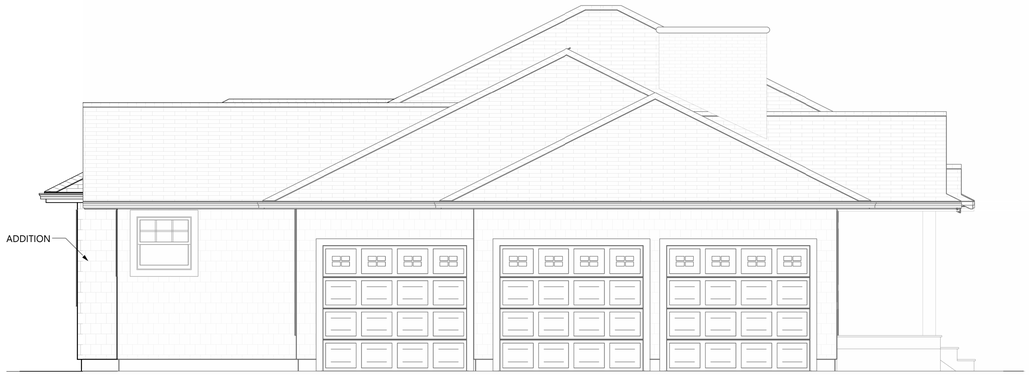
PROP. ROOF PLAN

SHEET NO.
A5
DEPPA

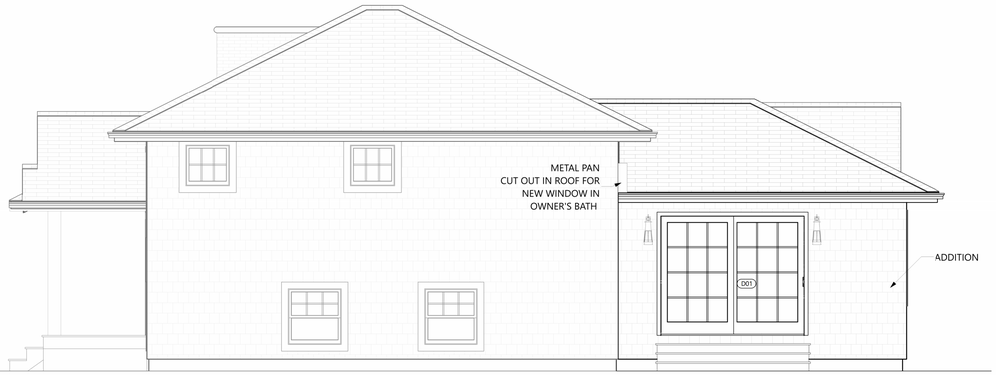
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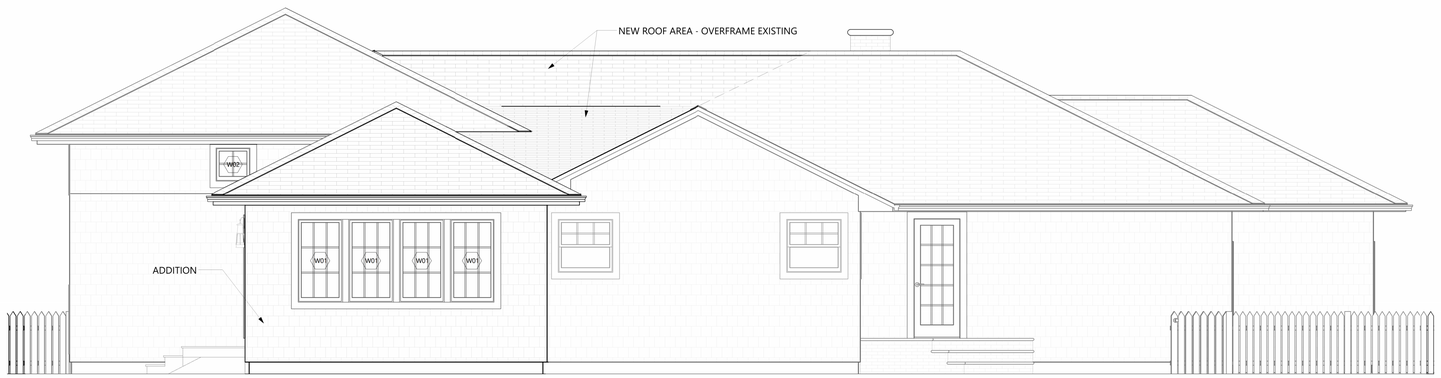
1 A6 PROPOSED SOUTH EXTERIOR ELEVATION
1/4 IN = 1 FT



2 A6 PROPOSED WEST EXTERIOR ELEVATION
1/4 IN = 1 FT



3 A6 PROPOSED EAST EXTERIOR ELEVATION
1/4 IN = 1 FT



4 A6 PROPOSED NORTH EXTERIOR ELEVATION
1/4 IN = 1 FT

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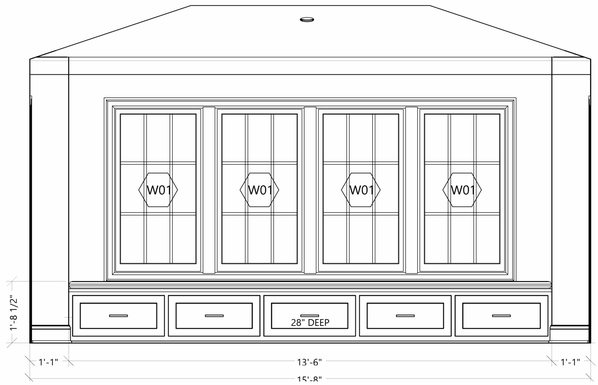
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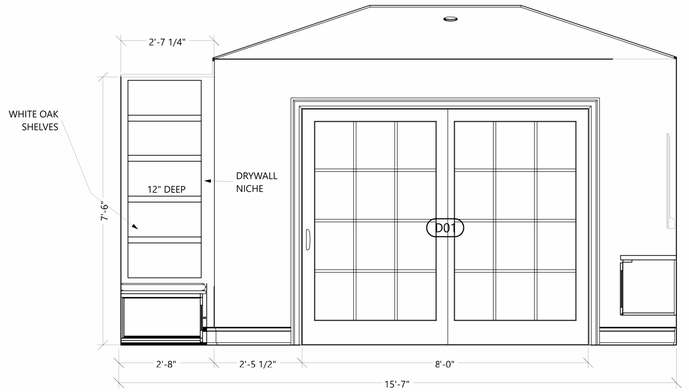
PROP. EXTERIOR ELEV.

SHEET NO.
A6
DEPPA

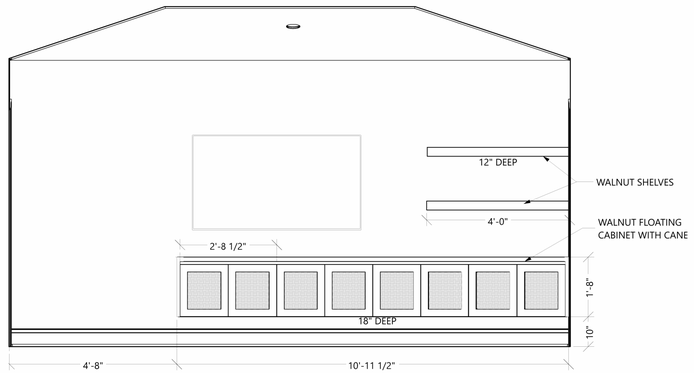
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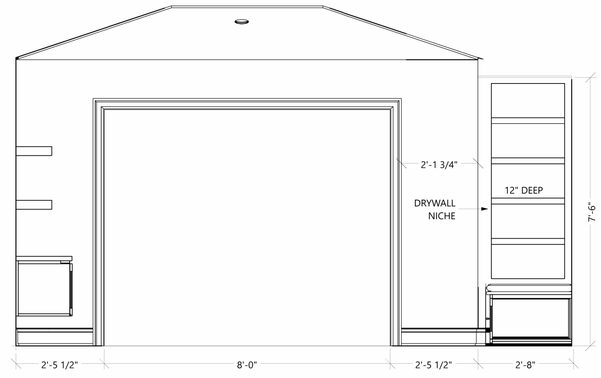
1 A7 NEW LIVING ROOM NORTH
1/2 IN = 1 FT



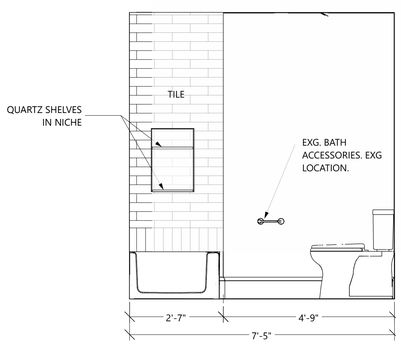
2 A7 NEW LIVING ROOM EAST
1/2 IN = 1 FT



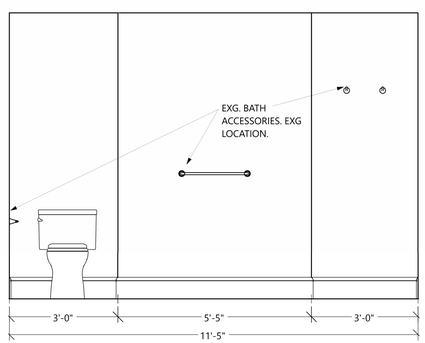
3 A7 NEW LIVING ROOM SOUTH
1/2 IN = 1 FT



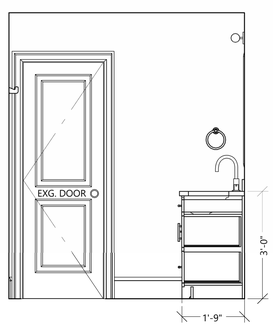
4 A7 NEW LIVING ROOM WEST
1/2 IN = 1 FT



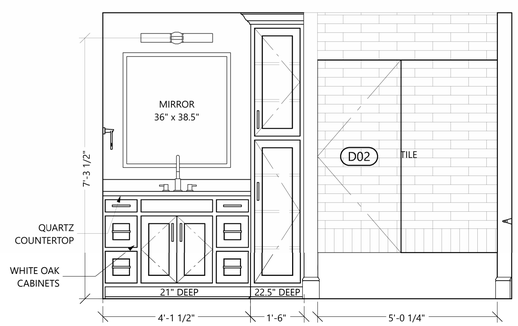
5 A7 BATH NORTH
1/2 IN = 1 FT



6 A7 BATH EAST
1/2 IN = 1 FT



7 A7 BATH SOUTH
1/2 IN = 1 FT



8 A7 BATH WEST
1/2 IN = 1 FT

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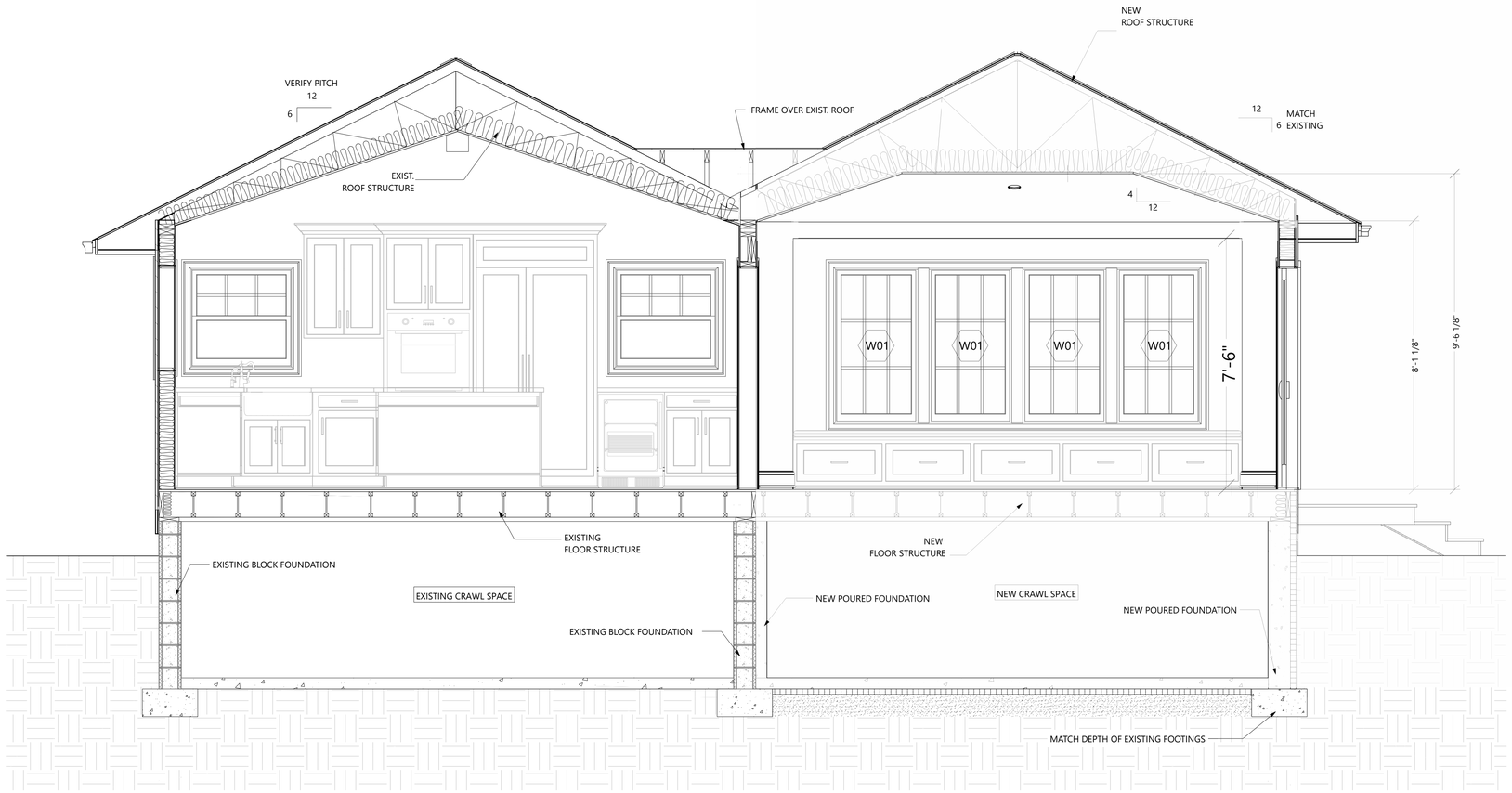
ORIGINATION DATE
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REVISION DATE

PROP. INTERIOR ELEV.

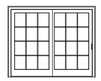
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1 / A8 PROPOSED BUILDING SECTION

1/2 IN = 1 FT

DOOR SCHEDULE										
3D EXT ELEV	NUMBER	QTY	FLOOR	WIDTH	HEIGHT	THICKNESS	TYPE	HINGE SIDE	DESCRIPTION	COMMENTS
	D01	1	1	96"	80"	1 3/4"	SLIDER	R		
	D02	1	1	28"	64 11/16"	1/2"	SHOWER	R	SHOWER-GLASS SLAB	

WINDOW SCHEDULE									
3D EXT ELEV	NUMBER	QTY	FLOOR	ROOM NAME	WIDTH	HEIGHT	DESCRIPTION	TEMPERED	COMMENTS
	W01	4	1	LOUNGE	30"	56"	SINGLE CASEMENT-HR		
	W02	1	1	OWNERS BATH	23 1/4"	22 5/8"	SINGLE CASEMENT-HR		

LAKE STREET
DESIGN CO.

153 Lake Street East
Wayzata, MN 55391
O: 612.4000
www.lakestreet.design

TEAM:
Arch. Designer:
Int. Designer: xx
PM: xx

CONTRACTOR:

REVISION
BY STONEWOOD

153 Lake Street East
Wayzata, MN 55391
O: 612.462.4000
www.revision.com

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CLIENT:

DEPPA

ADDRESS:
20240 COTTAGEWOOD AVE DEEPHAVEN, MN 55331

SHEET LIST

A1	EXIST. MAIN LEVEL PLAN
A2	EXIST. ROOF PLAN
A3	EXIST. EXTERIOR ELEV.
A4	PROP. MAIN LEVEL PLAN
A5	PROP. ROOF PLAN
A6	PROP. EXTERIOR ELEV.
A7	PROP. INTERIOR ELEV.
A8	PROP. SECTION
A9	3D VIEWS
E1	ELECRICAL PLANS
A10	PROP. SITE PLAN

ORIGINATION DATE
3/9/2026

REVISION DATE

PROP. SECTION

SHEET NO.
A8
DEPPA

DUE TO UNFORESEEN CONDITIONS OF REMODELS & ADDITIONS, DISCREPANCIES MAY OCCUR BETWEEN INFORMATION CONTAINED ON THESE DRAWINGS AND EXISTING CONSTRUCTION DETAILS. MODIFICATIONS TO APPROVED DESIGN MAY BE REQUIRED WITHOUT SIGN-OFF TO MAINTAIN CONSTRUCTION SCHEDULE. SHOULD MODIFICATIONS RESULT IN INCREASED COST TO PROJECT, CUSTOMER WILL BE NOTIFIED.



1 A9 3D VIEW 1



2 A9 3D VIEW 2

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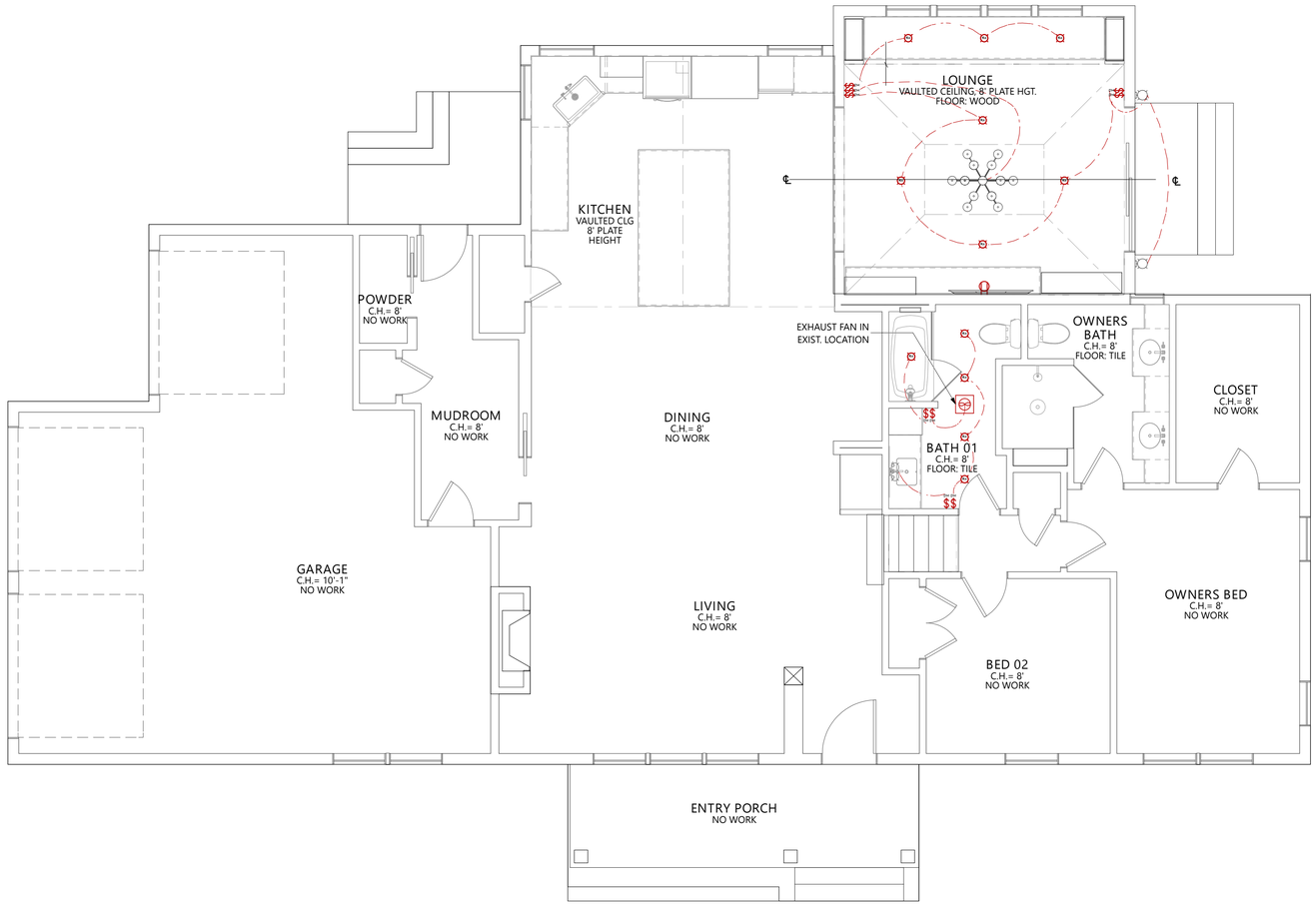
ORIGINATION DATE
3/9/2026

REVISION DATE

3D VIEWS

SHEET NO.
A9
DEPPA

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1 / E1 ELECTRICAL PLAN

1/4 IN = 1 FT

NORTH

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A8	PROP. SECTION
A9	3D VIEWS
E1	ELECRICAL PLANS
A10	PROP. SITE PLAN

ORIGINATION DATE
3/9/2026

REVISION DATE

ELECRICAL PLANS

SHEET NO.
E1
DEPPA

Hakanson Anderson

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763-427-5860
www.haa-inc.com

June 5, 2026

Steven Hegland, City Engineer
City of Deephaven
3601 Thurston Ave
Anoka, MN 55303

RE: 20240 Cottagewood Avenue Site Plan Review

We have reviewed the site plan documents as noted below for general conformance with the City of Deephaven's engineering and stormwater management standards as it relates to the zoning code. Additional comments may be provided on future submittals:

1. Certificate of Survey for Perris Deppa by Gronberg and Associates, Inc dated 5/1/2026
2. Stormwater Management Calculations by Gronberg & Associates revision dated 5/13/2026
3. Existing Drainage Areas Map by Gronberg & Associates dated 10/13/2026

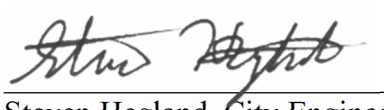
We offer the following comments:

1. The drainage from the property as it exists is split with the rear of the home draining north onto the adjacent properties and the front of the property draining south onto Cottagewood Ave. The proposed site plan includes installation of an infiltration trench in the southeast corner of the lot.
2. The proposed development is proposing to increase the impervious surface of the lot from 3,940 sf to 4,022 sf. The proposed total impervious coverage is in excess of the 25% as allowed by section 1302.05 of the City Zoning ordinance and stormwater mitigation is required. The applicant is proposing to mitigate the additional hardcover with an infiltration trench located in the southeast corner of the house.
3. The existing lot hardcover of 3,940 sf is in excess of the allowable hardcover by 902 sf which the proposed improvements adding 82 sf of additional hardcover to bring the total hardcover over the 25% threshold by 984 sf.
4. The proposed site plan is providing treatment for the 984 sf of hardcover over the 25% threshold. One inch of stormwater storage over this additional impervious surface equates to approximately 82 cubic feet of storage being required of the property. Applying the 75 percent stormwater BMP credit, the minimum required stormwater storage volume is 110 cubic feet. The proposed BMP provides a storage capacity of approximately 115 cubic feet, which exceeds the minimum requirement.
5. The narrative indicates that the roof runoff will be captured and routed to the BMP. At the time of building permit, downspout locations and pipes should be shown on the site plan.
6. The applicant will be required to obtain the necessary watershed permits for the proposed

improvements. A copy of the permit approval shall be provided to the City upon final approval.

7. The proposed grading does not appear to alter the elevations of the site by more than three feet.
8. The applicant shall provide a maintenance agreement for the proposed BMP's which defines the maintenance responsibilities, maintenance activities and reporting requirements.
9. The applicant shall coordinate with the City Engineer to observe the construction of the BMP to ensure compliance with the approved plans.

Sincerely,
Hakanson Anderson



Steven Hegland, City Engineer

RESOLUTION NO. XX-26

Motion by Member: _____

Seconded by Member: _____

A Resolution Approving a Conditional Use Permit to Exceed the Hardcover Limit at 20240 Cottagewood Avenue

WHEREAS, John Daly, Revision ("Applicant") is representing property owners Patrick and Perris Deppa; and

WHEREAS, the Applicant is seeking a conditional use permit to exceed the hardcover limit at 20240 Cottagewood Avenue, Deephaven, Minnesota, PID 24-117-23-31-0024; and

WHEREAS, the Applicant submitted an application on June 16, 2026; and

WHEREAS, the Planning Commission held a Public Hearing on the conditional use permit request on June 16, 2026 and voted to accept the recommendation and findings of staff and recommended the City Council approve the conditional use permit to exceed the hardcover limit by 8.1%; and

WHEREAS, the City Council has received the staff report at its meeting on July 6, 2026 and considered testimony and other evidence submitted by the public, the Applicant, and the recommendations of staff and the Planning Commission.

NOW, THEREFORE, IT IS RESOLVED, the City Council of the City of Deephaven, Minnesota does hereby make the following:

FINDINGS OF FACT

1. That the real property located at 20240 Cottagewood Avenue, Deephaven, Minnesota, is a single lot of record located within the R-3 District. This property is used for single family residential purposes.

2. The Applicant has made application for a Conditional Use Permit to exceed the hardcover limit by 8.1%.

3. The City has found that it has been determined that the stormwater from the proposal will not negatively impact neighbors and the effective hardcover has been mitigated to below 25%.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Deephaven, Minnesota, hereby approves the conditional use permit to exceed the hardcover limit by 8.1% at 20240 Cottagewood Avenue, subject to the following condition:

1. The proposed house addition shall be developed in substantial conformance with the plans as approved and as conditionally revised by the City Council.

2. Prior to issuance of a building permit, the property owner enters into a stormwater maintenance agreement with the City.

3. The applicant shall comply with all requirements of City Engineer letter dated June 5, 2026.

4. All applicable permits are applied for by the applicants with all supporting documentation and issued prior to the start of construction.

ADOPTED THIS 6th DAY OF JULY, 2026 BY THE CITY COUNCIL OF DEEPHAVEN, MINNESOTA.

Councilmember	Aye	Nay	Abstain	Absent
Kent Carlson				
Tony Jewett				
John Studer				
Emily Scherschligt				
Tom Erdmann				

CITY OF DEEPHAVEN

_____
Kent M. Carlson, Mayor

ATTEST:

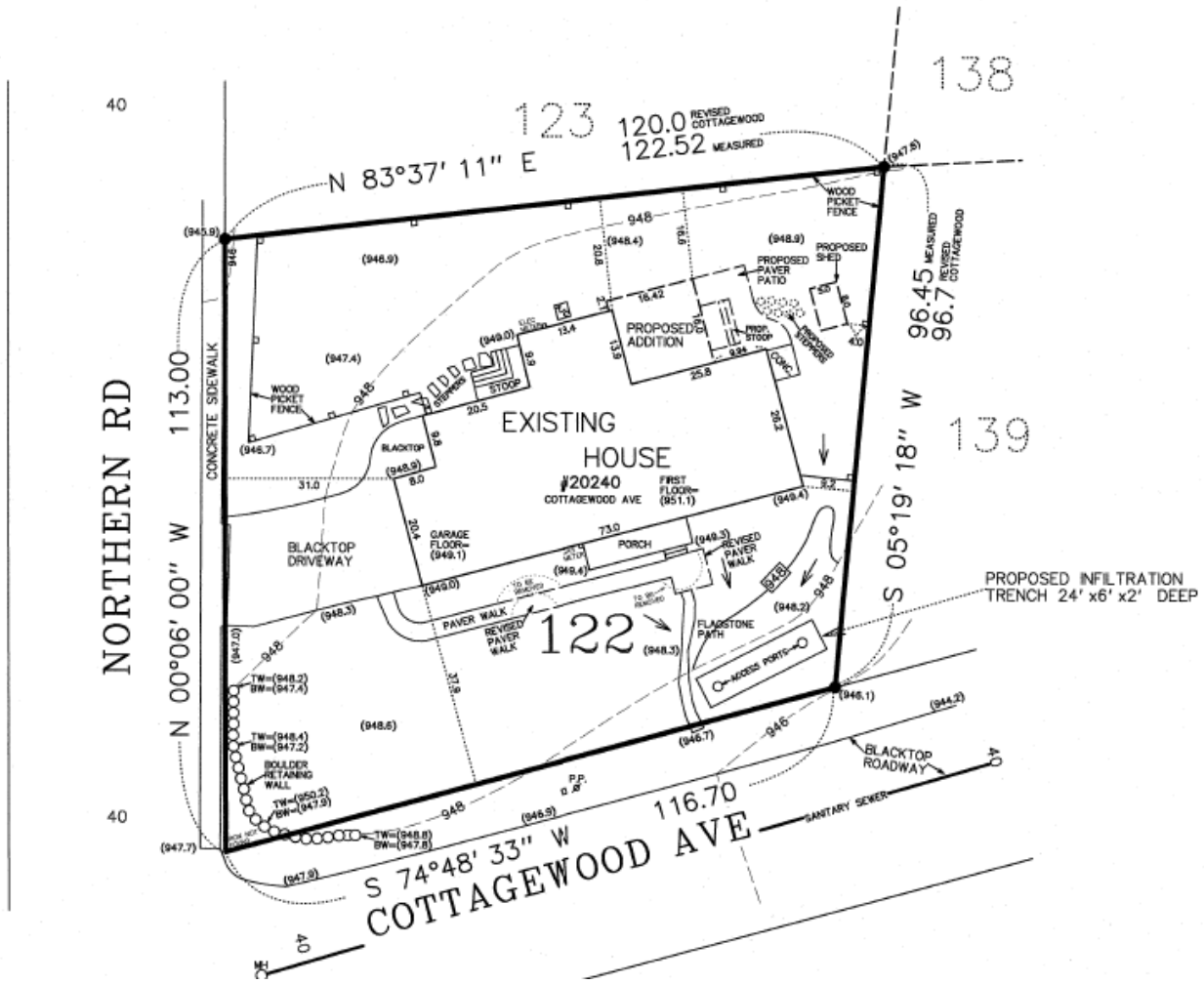
_____
Dan Madsen, City Administrator

EXHIBIT A

Legal Description

Lot 122, Revised Cottagewood, Hennepin County, Minnesota

EXIBIT B
STORMWATER MANAGEMENT



Item 7C

STAFF REPORT
Pat Smith, Planning Director

Deephaven City Council
July 6, 2026

BACKGROUND

Section 1310.09 of the Zoning Ordinance outlines the process for reviewing site plans in commercial districts. Because staff is recommending establishing Public and Institutional zoning districts, the site plan section should be amended to include building and site plan review of new buildings and significant expansions in the Public and Institutional zoning districts as well.

The existing ordinance states, "No building permit will be issued for improvements on land in a commercial district until the site plan has been reviewed by the Planning Commission and City Council." Staff does not believe it is the intent for all building permits (e.g. building permits for new roofs, windows, interior improvements) to require a site plan review by the Planning Commission and City Council.

The proposed ordinance is more specific in what triggers a building and site plan review by the Planning Commission and City Council:

- Constructing a new building in the commercial, public or PUD zoning districts.
- Expanding an existing building in the commercial, public or PUD zoning districts.
- Changing the use of a building in a commercial, public or PUD zoning district that results in more parking spaces being required.

Staff is recommending the building and site plan review process be moved next to the variance and conditional use permit review process so all land use review processes are in one location in the Zoning Ordinance.

Staff used the City of Minnetonka's building and site plan review process as a template and included provisions of Deephaven's zoning ordinance where needed.

AMOUNT OF LANDSCAPING REQUIRED

Staff and the Planning Commission are recommending updating the landscaping requirements for commercial, institutional and PUD developments. Currently, the ordinance states,

> *All required yards in a commercial district not occupied by structures, parking areas, driveways or sidewalks must be landscaped with living greenery such as grass, shrubs, trees or other plantings, which must be kept neat, clean and uncluttered. At least 15% of the total area of a site in a commercial district must be landscaped.*

The City of Minnetonka uses a valuation of the development project to determine the amount of landscaping required to be installed (1%-2% of the value of the

development). A benefit of this method is that building additions would require less landscaping than new buildings. Staff and the Planning Commission recommends the landscaping value to be 2% of the total development costs.

PLANNING COMMISSION ACTION TAKEN ON 6/16/26 (on a 7-0 vote)

Recommended the City Council replace section 1310.09 with section 1323 with parking lots with 10 or more stalls requiring interior landscaping of 5% of the parking lot, a minimum of 50% of tree diversity, and the amount of required landscaping shall be a minimum of 2% of the value of the development.

CITY COUNCIL ACTION REQUESTED

The City Council should provide comments and waive the first reading of the maximum building footprint ordinance and schedule a second reading for July 20, 2026.

Attachments:
1) Existing Site Plan Ordinance
2) Draft Building and Site Plan Review Ordinance

Existing Ordinance

SECTION 1310 DIMENSIONS AND DESIGN STANDARDS

1310.01 Scope. The "Schedule of Dimensional Requirements" and the other requirements set forth in this Section 1310 will apply to every structure, except to the extent provided under Section 1310.11 or Section 1315 of this Code relating to variances. No new structure in any district may be built nor may any existing structure in any district be altered, extended, restored or enlarged in such a way that it does not conform to the dimensional or design requirements, except as otherwise provided in this Section and Section 1315 of this Code relating to variances.

1310.02 Non-Encroachments:

Subd. 1. The following shall not be considered as encroachments on yard setback requirements:

(a) Roof overhangs will be permitted up to a distance of 3 feet measured on a horizontal line.

(b) Belt courses, sills, pilasters, lintels, ornamental features, cornices, eaves, gutters, window boxes, and similar building elements will be permitted up to a distance of 2 feet.

(c) Chimneys, flues, and utility chases will be permitted up to a distance of 2 feet, with a limit of one each per yard.

(d) Steps, and landings not wider than associated steps, that lead directly into the primary structure and limited to the height of the ground floor level will be permitted up to a distance of 5 feet for front and rear yards, and up to a distance of 3 feet for side yards.

(e) Exterior cladding and insulation extending beyond the outside of foundation wall will be permitted up to a distance of 4 inches.

(f) Egress window wells will be permitted to the minimum extent required by building code.

Subd. 2. In no case shall any encroachment permitted by Subd. 1. of this ordinance be allowed to encroach such that the setback from property line is less than three feet.

1310.03 Single Family Residential Requirements.

Subd. 1. Width. A single family residential dwelling must be a minimum of 25 feet wide at its narrowest dimension. This shall not be construed to prohibit smaller individual room projections from the main dwelling or to restrict architectural design flexibility or integrity.

Subd. 2. Permanent Foundation. A single family residential dwelling must be placed on a permanent foundation which complies with the Uniform Building Code as adopted in Minnesota and which is solid for the complete circumference of the dwelling.

Subd. 3. Short-term Rentals Prohibited. Short-term rental of any dwelling to third parties for less than 30 consecutive calendar days or to more than 2 tenant- occupant groups in any 12-month period is prohibited.

1310.04 Off-Street Parking Requirements.

Subd. 1. Basic Requirement. In any district where otherwise permitted, no use of premises may be authorized or extended, and no building or structure may be erected or enlarged, unless there is provided for such erection, extension, or enlargement, off- street automobile parking space within 300 feet of the principal building, structure, or use of the premises, in accordance with the following schedule of off-street parking requirements. An area of 300 square feet, 200 square feet of which may be parking stall, of appropriate dimensions for the parking of an automobile, including maneuvering area and aisles will be considered as one off-street parking space.

Subd. 2. Construction and Design. Off-street parking areas must be designed so that vehicles can be parked in a convenient and orderly fashion. Commercial, institutional and multiple family residential parking areas must be surfaced and maintained with an all weather durable, dust-free surfacing material and shall be properly drained. Each parking space must be clearly outlined or otherwise marked and must have a minimum width of nine feet and a length of 20 feet exclusive of aisles and maneuvering space but with access to an aisle. The wall or fence may not be used for advertising purposes.
Any lighting used to illuminate off-street parking areas must be so arranged as to deflect the light away from adjacent property. A screen planting approved by the Council may be substituted for the required wall or fence.

Subd. 3. Schedule of Minimum Off-Street Parking Requirements.

Permitted Use At least one *parking space for each * Where computation results in a fraction of a parking space, only fractions of 1/2 or more will be counted as one.		
(a)	Single family residence	½ dwelling unit
(b)	Multiple family residence	½ dwelling unit, each which must be enclosed. Additional spaces shall be required for visitor parking based upon the specific characteristics of the residential development as determined by the City Council.
(c)	Churches, libraries, and such public buildings	3 seats in main seating area or 300 square feet of gross floor area, whichever is greater
(d)	Schools	12 students or seats
(e)	Retail goods or services	150 square feet of gross establishment floor area
(f)	Offices	330 square feet of gross floor area, excluding storage area
(g)	Restaurants and places of assembly	3 employees and for each 3 seats in main seating area or 300 square feet of gross floor area, whichever is greater
(h)	Restaurants, including the sale of intoxicating beverage	1 space per 74 square feet of gross floor area and 1 space per 80 square feet of kitchen area
(i)	Automobile Service Stations	1/3 service bay and employee on-shift and service vehicle
(j)	Light industry and warehousing	750 square feet of gross floor area

(k)	Other commercial	300 square feet of gross floor area
(l)	Off-sale liquor store	1 space per 300 square feet of gross floor area

1310.05 Off-Street Loading Requirements.

Subd. 1. Basic Requirement. In any district where commercial or light industrial use of premises is authorized or extended, no building or structure may be erected or enlarged, unless there is provided for such extension, erection, or enlargement off- street loading facilities located entirely on the same lot as the building or use to be served, and with immediate and direct ingress to the building to be served in accordance with the following minimum specifications. An area of at least 400 square feet of appropriate dimensions, exclusive of drives and maneuvering space, will be considered one off-street loading bay.

Subd. 2. Minimum Standards. One loading bay for each 5,000 square feet or portion thereof in excess of one-half of gross floor area for any retail goods, wholesale, storage, distribution, manufacturing, public utility, or like establishment. One loading bay for each 10,000 square feet or portion thereof in excess of one-half of gross floor area of any consumer service establishment, office building, or school.

1310.06 Corner Lots. A corner lot must maintain a front yard requirement for one street and a side yard of not less than 25 feet for the other street; at least one of the remaining yards must be a rear yard.

1310.07 Visual Corner Clearance. No structure, fence, planting or off-street parking (except a transparent fence in which the solid area is not more than 5% of the total area) may be maintained between horizontal parallel planes 2 1/2 feet and 7 feet above street level, within the triangular area prescribed by the two street lines and a straight line connecting points on such lines 25 feet distant from the point of intersection.

1310.08 Fences and Walls. No fence or wall may be constructed or erected in violation of any of the following restrictions, unless a variance is obtained as provided in Section 1315. Any fence or wall existing on the date of adoption of this Section contrary to the following restrictions but in compliance with former regulations will be permitted to remain as a non-conforming use, but will not be extended or replaced contrary to the following restrictions. Fences and walls shall comply with the following requirements:

(a) Shall not be higher than 6’ unless it is a chain link or wire mesh fence used for athletic purposes such as tennis courts, racquetball courts and similar type of facilities.

(b) Fences and walls over 3 - 1/2 feet in height shall be setback from the lot line a distance equal to two-thirds of the height, unless the owner of the adjoining property agrees in writing to a lesser setback. The agreement from the adjacent property owner must be submitted to the City prior to fence construction.

(c) There shall be no storage of any type between a fence and the property line abutting the fence. Any such storage in place at the time of the adoption of this ordinance must be removed so as to be in compliance with the ordinance.

(d) Except in cases of fences with identical appearance on both sides, all fences shall be

constructed so that the side containing the framing, supports and crosspieces face the owner's lot interior and that the finished side or "face" is viewed by the abutting property.

(e) Fencing typically used on a temporary basis shall not be permitted for use as permanent fencing. Temporary fencing shall include, but is not limited to, silt fencing and snow type fences.

(f) All temporary fencing shall be removed after one year or upon completion of the construction project for which the fence was placed, whichever comes first. Snow fences must be removed no later than May 1st. Failure to do so within ten (10) day of written notice of the City will result in the removal of the fence by the City and the cost to do so shall be the responsibility of the property owner.

(g) Shall comply with the visual clearance requirements of Section 1310.07.

(h) Shall not be constructed in the lakeshore setbacks described in this section.

1310.09 Additional Requirements in Commercial Districts.

Subd. 1. Landscaping. All required yards in a commercial district not occupied by structures, parking areas, driveways or sidewalks must be landscaped with living greenery such as grass, shrubs, trees or other plantings, which must be kept neat, clean and uncluttered. At least 15% of the total area of a site in a commercial district must be landscaped. No landscaped area may be used for parking of vehicles or the storage or display of materials, supplies or merchandise.

Subd. 2. Screening. If land in a commercial district abuts land in a residential district, or is within 20 feet from land in a residential district, no building permit will be issued for improvements on the land in the commercial district unless:

(a) Provision is made for a fence or dense evergreen hedge, or a combination of the two, not less than 50% closed and at least 6 feet in height, to be erected along each property line abutting the land in the residential district.

(b) A minimum of 20 feet adjoining the land in the residential district will be landscaped and will not be used for parking, storage or other purposes.

(c) The fence or hedge will be installed as part of the initial construction.

(d) All required screening will be designed to be architecturally harmonious with the principal structures on the site and with the adjacent residential property.

(e) All screening will be properly maintained so as not to become unsightly, hazardous or less opaque than when originally installed. No fence used for such screening will be used for advertising purposes. For purposes of this section, property separated by a public street or road will not be considered abutting.

Subd. 3. Review of Site Plan. No building permit will be issued for improvements on land in a commercial district until the site plan has been reviewed by the Planning Commission and approved by the Council. The notices and procedures for such review and approval will be the same as those for consideration of an application for a Conditional Use permit. The site plan to be submitted must contain complete and detailed information as to the following:

(a) Proposed site development, including identification signs, location (and intended use, if known) of buildings, and location of driveways, walkways and parking spaces, lot dimensions and area, and yard dimensions.

(b) Landscaping plans, including species and showing planting size and mature size of trees and shrubs proposed.

(c) Storm water drainage systems sufficient to drain and dispose of all surface water accumulations within the area.

(d) Plans and specifications for exterior wall finishes proposed for all principal and accessory buildings.

(e) Storage areas for waste and garbage.

(f) Exterior lighting.

(g) Screening, where the property abuts a residential district.

(h) Building plans, including elevations of all sides.

Subd. 4. Security for Performance. No structure may be constructed until the screening and landscaping requirements of this Section have either been met or an agreement to meet such requirements has been entered into by the owner of the property with the performance of the agreement secured by a deposit, letter of credit or bond, acceptable to the City.

Subd. 5. Building Exteriors. The exterior of a building to be constructed, or to be remodeled with a new exterior, within a commercial district must be one of, or a combination of, the following:

(a) Face brick.
(b) Natural stone.
(c) Specially designed precast concrete units, if the surfaces have been integrally treated with an applied decorative material or texture.
(d) Approved wood which meets appropriate fire codes.
(e) Any other exterior wall finish reviewed by the Planning Commission and approved by the Council.

Subd. 6. Architectural Compatibility. Building structure, design and exterior finish will be reviewed by the Planning Commission and the Council to determine architectural compatibility with the commercial district in which the site is located and to determine whether such items are in keeping with the predominantly residential character of the City. Building appearance will be considered from a 360 degree perspective.

Section 1310.10 Accessory Structures and Swimming Pools: No accessory structure or swimming pool may be constructed or erected prior to construction or erection of the main building or structure to which it is accessory. Outdoor play structures as defined by Section 1345(46) shall not be deemed as an accessory structure for the purposes of this Section.

Subd. 1. Accessory Structure Standards. The following standards shall apply to all accessory structures:

(a) The height of a detached garage may not exceed 23 feet and be higher than the principal structure. The height of all other accessory structures may not exceed 15 feet.

(a) No accessory structure may be closer to any principal structure, than a distance equal to the height of the accessory structure.

(b) All accessory structures over 120 square feet in area must comply with the setbacks of the principal structure of the zoning district the structure is located within.

(d) An accessory structure shall be considered as part of the principle structure if the connection between the accessory and principle structure is above grade, fully enclosed with a full frost footing and has a minimum width equal to twenty five percent of the longest dimension of the accessory structure to be attached. In no case shall the length of the connection exceed fifty percent of the longest dimension of the accessory structure to be attached.

(e) All accessory structures under 120 square feet and containing walls and/or a roof must comply with the setback standards of the zoning district in which it is located except that one structure may be constructed with the setback modifications noted below:

Zoning District	Side and Rear Yard Setbacks
R-1	10 feet
R-2	10 feet
R-3	4 feet

(f) The total number of accessory structures that contain walls and/or a roof on a property shall not exceed 1,000 square feet on property zoned R-1 or R-2, and 700 square feet on property zoned R-3.

(g) All accessory structures shall be architecturally compatible with the principal structure on the property and maintained in a manner that complies with Section 1100 of this Code.

(h) Storage containers, storage pods, shipping containers, and other similar type of storage units shall not be deemed accessory structures, and shall be regulated by Chapter 5. Public Health and Safety of the City Code of Ordinances.

Subd. 2. Swimming Pool Standards. The following standards shall apply to all swimming pools, spas and hot tubs:

(a) All swimming pools, spas and hot tubs must comply with the setback standards of the zoning district in which they are located as measured to the outside edge of the pool decking. In no instance shall the setback be less than fifteen feet.

(b) No swimming pool, spa or hot tub shall be visible from any adjacent street.

(c) All equipment related to the operation or maintenance of a swimming pool, spa or hot tub must comply with the setback standards of the zoning district. In no instance shall the setback be less than fifteen feet.

(d) Any application for a swimming pool, spa or hot tub must include provisions for screening in the form of a fence or other natural screening, or a combination of the two, not less than

50% closed and at least six feet in height, to be erected along each property line abutting adjacent residential properties and/or adjacent streets and extending a minimum distance equal to the length of the pool decking or the length of the pool itself if no decking will be installed.

1310.11 RESERVED FOR FUTURE USE

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City of Deephaven
Hennepin County, Minnesota

ORDINANCE NO. 13-XX

AMENDING SECTIONS 1310.09 and 1323 OF THE DEEPHAVEN ZONING ORDINANCE, LANDSCAPING AND SITE AND BUILDING PLAN REVIEW

THE CITY COUNCIL OF THE CITY OF DEEPHAVEN HEREBY ORDAINS:

SECTION ONE: Amendment. That Section 1310.09 be amended as follows:

~~1310.09 Additional Requirements in Commercial Districts~~.

1310.09 Landscaping and Screening in Commercial, Institutional and PUD Districts

~~Subd. 1. Landscaping. All required yards in a commercial district not occupied by structures, parking areas, driveways or sidewalks must be landscaped with living greenery such as grass, shrubs, trees or other plantings, which must be kept neat, clean and uncluttered. At least 15% of the total area of a site in a commercial district must be landscaped. No landscaped area may be used for parking of vehicles or the storage or display of materials, supplies or merchandise.~~

Subd. 1. Purpose. The purpose of this section is to enhance the visual appeal of new development and redevelopment projects and to protect and preserve the natural beauty of Deephaven. Landscaping improves air quality, complements the appearance of buildings, buffers potentially incompatible neighboring land uses, mitigates the environmental and visual impacts of surface parking areas, and conserves residential and commercial property values.

Subd. 2 Landscape Plans Required

In every case where landscaping is required by provision of this Ordinance or by an approval granted by the City, for a building or structure to be constructed on any property, the applicant for a building permit shall submit a landscape plan prepared by a landscape architect or nursery designer. The Landscape Plan shall include the following information:

(a) Property:

1) lot lines with accurate dimensions;

2) locations of existing and proposed buildings, parking lots, roads and other improvements;

3) existing and proposed easements;

4) proposed grading plan with two-foot contour intervals;

(b) Existing Vegetation:

1) All trees that will be removed, relocated, or preserved;

2) Any shrubs or planting beds that will be removed or modified;

3) Tree protection measures for tress to be saved;

4) Any other vegetation identified as significant by city staff.

(c) New Plantings:

1) A planting plan with the location of each new plant with the species and size labeled;

2) A plant schedule with symbols, quantities, common and botanical names, size, container/root type, and any details or remarks summarizing the plant material to be used;

3) Planting details for planting trees and shrubs.

4) Areas to be seeded or sodded, or otherwise established with groundcover. Note, gravel or landscape rock does not, by itself, constitute landscaping.

(d) Other landscape elements:

1) Fences, retaining walls, patios, and other similar features, and associated construction details.

2) Berms and associated grading details.

3) Lighting and associated details.

4) Irrigation systems and associated details.

Subd. 2. Minimum Landscaping Requirements.

(a) A reasonable attempt must be made to preserve as much existing vegetation as is practicable and to incorporate it into the landscape plan.

(b) All open areas of a lot which are not used or improved for required parking areas, drives or storage must be landscaped with a combination of overstory trees, understory trees, shrubs, flowers and ground cover materials. The plan for landscaping must include ground cover, bushes, shrubbery, trees, sculpture, foundations, decorative walks or other similar site design features or materials in a quantity having a minimum value of 2% of the project value including building construction, site preparation and site improvements.

(c) In instances where native or significant plant materials exist on a site prior to its development, the application of the standards in this subdivision may be adjusted by the city to allow credit for such material, provided that such adjustment is consistent with the intent of this ordinance. The city may permit the seeding of areas reserved for future expansion of the development if consistent with the intent of this ordinance.

Subd. 3. Species.

(a) Not more than 50 percent of the required number of trees may be composed of any one species unless approved by the city.

(b) Invasive or diseased-prone trees are not allowed as new plantings, including but not limited to the following:

1) a species of the genus Ulmus (elm), except those elms bred to be immune to Dutch elm disease;

2) box-elder;

3) ash;

4) Silver Maple;

5) All species of the genus Populous (including cottonwood);

6) female ginkgo; or

7) Colorado spruce.

Subd. 4 Size and Method of Planting.

All new landscape trees and shrubs must meet the American Standard for Nursery Stock and American National Standard relating to planting guidelines, quality of stock and appropriate sizing of the root ball. Landscape trees must be balled and burlapped or moved from the growing site by tree spade. Deciduous trees will be not less than one and one quarter inches but not more than three inches caliper for balled and burlapped trees, and not less than three inches but not more than six inches caliper for spade-moved trees. Coniferous trees will not be less than six feet in height but no more than eight feet for balled and burlapped trees, and not less than eight feet in height but not more than fourteen feet for spade-moved coniferous trees.

The city may allow larger balled and burlapped or spade moved trees if these trees are accompanied with a three year guarantee.

Subd. 5. Interior Parking Lot Landscaping.

(a) All parking lots containing over 10 stalls shall be designed to provide a landscaped area equal to 10 percent of the total paved parking area.

(b) All landscape islands shall contain a minimum of 180 square feet.

(c) Parking lot landscape areas, including landscape islands, shall be reasonably distributed throughout the parking lot area so as to break up expanses of paved areas. Parking lot landscape areas shall be provided with deciduous shade trees, ornamental or evergreen trees, plus ground cover, mulch and shrubbery as determined appropriate by the City Council. Parking lot landscape trees shall be provided at the rate of one tree for each 10 surface parking spaces provided, or major fraction thereof. Parking lot landscaping shall be contained in planting beds bordered by a raised concrete curb or equivalent approved by the City Council.

Subd. 6. Screening.

(a) The following uses shall be screened or buffered in accordance with the requirements of this subdivision.

1) Buildings and parking areas located in any commercial, institutional or planned unit development district containing non-residential uses shall be buffered from lots used for any residential purpose with a fence or dense evergreen hedge, or a combination of the two, not less than 75% closed and at least six (6) feet in height.

2) Off-street parking facilities containing 10 or more spaces shall be screened from streets.

3) Loading docks shall be screened from all lot lines and public roads.

4) Trash storage facilities shall be screened from all lot lines and public roads.

5) Outside storage in business and industrial districts which is allowed by other provisions of this ordinance shall be screened from all public views.

(b) Required screening may be achieved with fences, walls, earth berms, hedges or other landscape materials. All walls and fences shall be architecturally harmonious with the principal building. Earth berms shall not exceed a slope of 3:1. The screen shall be designed to employ materials which provide an effective visual barrier during all seasons.

(c) Screening required by this section shall be of a height needed to accomplish the goals of this section. Height of plantings required under this section shall be measured at the time of installation.

Subd. 7. Placement of Plant Material

No trees or shrubs shall be allowed within any drainage utility easements, street right-of-way, or immediately adjacent to any driveway or street intersection when it would interfere with motorist's views of the street at maturity. Plant material centers shall be located at least three feet from fences and property lines.

Subd. 8. Irrigation.

In order to provide for adequate maintenance of landscaped areas, an irrigation system must be provided as part of each new development, except additions to existing structures that do not at least equal the floor area of the existing structure. The irrigation system must include a properly installed and operating rain sensor or other smart irrigation controller, and must be installed in all landscaped areas except areas to be preserved in a natural state.

Subd. 11. Installation and Maintenance.

(a) The Developer shall be responsible for installation of required trees and plant materials unless there is no Developer involved in which case the property owner shall be responsible.
(b) Landscape areas shall be covered with at least two (2) inches of mulch to minimize evaporation. Mulch shall consist of organic materials such as bark chips and wood grindings.
(c) The property owner shall be responsible for replacement of any dead trees, shrubs, ground cover and sod required by this Chapter and shall replace any dead landscaping, within six (6) months of notification by the City, with plants indicated on the approved landscape plan.

The Zoning Administrator may approve alternative materials if they would be more suitable than the originally approved plant materials.

(d) The property owner shall maintain all materials in a slightly and healthy growing condition without cost to the City.

Subd. 11. Timing and Landscaping Security.

In order to guarantee the installation of vigorous growing conditioning of all landscape elements and screening required herein, a performance security must be supplied by the owner in an amount equal to at least one and one-half times the value of such improvements. Said security shall remain in effect for two full growing seasons. The two year guarantee for plant material installed after June 1 shall commence the following year. Lots provided with an irrigation system covering 100% of the area improved with landscaping need provide security for only one growing season.

The city may allow an extended period of time for completion of all landscaping if the delay is due to conditions which are reasonably beyond the control of the developer. Extensions which may not exceed nine months, may be granted due to seasonal or weather conditions. When an extension is granted, the city may require such additional security as it deems appropriate.

~~Subd. 2. Screening. If land in a commercial district abuts land in a residential district, or is within 20 feet from land in a residential district, no building permit will be issued for improvements on the land in the commercial district unless:~~

~~(a) Provision is made for a fence or dense evergreen hedge, or a combination of the two, not less than 50% closed and at least 6 feet in height, to be erected along each property line abutting the land in the residential district.~~

~~(b) A minimum of 20 feet adjoining the land in the residential district will be landscaped and will not be used for parking, storage or other purposes.~~

~~(c) The fence or hedge will be installed as part of the initial construction.~~

~~(d) All required screening will be designed to be architecturally harmonious with the principal structures on the site and with the adjacent residential property.~~

~~(e) All screening will be properly maintained so as not to become unsightly, hazardous or less opaque than when originally installed. No fence used for such screening will be used for advertising purposes. For purposes of this section, property separated by a public street or road will not be considered abutting.~~

~~Subd. 3. Review of Site Plan. No building permit will be issued for improvements on land in a commercial district until the site plan has been reviewed by the Planning Commission and approved by the Council. The notices and procedures for such review and approval will be the same as those for consideration of an application for a Conditional Use permit. The site plan to be submitted must contain complete and detailed information as to the following:~~

~~(a) Proposed site development, including identification signs, location (and intended use, if~~

~~known) of buildings, and location of driveways, walkways and parking spaces, lot dimensions and area, and yard dimensions.~~

~~(b) Landscaping plans, including species and showing planting size and mature size of trees and shrubs proposed.~~

~~(c) Storm water drainage systems sufficient to drain and dispose of all surface water accumulations within the area.~~

~~(d) Plans and specifications for exterior wall finishes proposed for all principal and accessory buildings.~~

~~(e) Storage areas for waste and garbage.~~

~~(f) Exterior lighting.~~

~~(g) Screening, where the property abuts a residential district.~~

~~(h) Building plans, including elevations of all sides.~~

~~Subd. 4. Security for Performance. No structure may be constructed until the screening and landscaping requirements of this Section have either been met or an agreement to meet such requirements has been entered into by the owner of the property with the performance of the agreement secured by a deposit, letter of credit or bond, acceptable to the City.~~

1310.10 Building Design/Materials in Commercial, Institutional and PUD Districts.
The purpose of this Section is to assure that buildings in more intensely developed areas of Deephaven will be of high quality in both visual and functional terms. To that end, this Section identifies permitted building materials which are durable and long-lasting and which generally present a more attractive visual appearance than less durable materials.

Subd. 1. Application. The provisions of this section shall apply to all new structures including additions or remodelings and to all new developments within areas zoned commercial, institutional and Planned Unit Developments.

Subd. 2. Required Exhibits. Architectural plans shall be prepared by an architect or other qualified person acceptable to the Zoning Administrator and shall show the following:

1) elevations of all sides of the building;

2) type and color of exterior building materials;

3) a typical floor plan;

4) dimensions of all structures; and

5) the location of trash and recycling containers and of heating, ventilation and air conditioning equipment.

Subd. 4 Architectural Compatibility.
The exterior architectural appearance of the proposed structure shall be compatible with the predominantly residential character of the City and shall not be so at variance with the exterior architectural appearance of existing structures within the immediate area, taking into

consideration building materials, size, shape and heights, so as to cause an adverse impact u8pon property values in the immediate area, or the City as a whole, or adversely affect the public health, safety and general welfare of the portion of the City in which the property is located, or the City as a whole.

Subd. 5 Permitted Materials

The exterior of a building to be constructed, or to be remodeled with a new exterior, within a commercial or institutional district must be one of, or a combination of, the following:

(a) Face brick.
(b) Natural stone.
(c) Specially designed precast concrete units, if the surfaces have been integrally treated with an applied decorative material or texture.
~~(d) Approved wood which meets appropriate fire codes.~~ Wood, provided surfaces are finished for exterior use and only woods of proven exterior durability are used such as cedar, redwood, and cypress.
(e) Any other exterior wall finish reviewed by the Planning Commission and approved by the Council.

Subd. 6 Screening of Mechanical Equipment. All rooftop or ground mounted mechanical equipment and exterior trash and recycling storage areas shall be enclosed with materials compatible with the principal structure. Low profile, self-contained mechanical units which blend in with the building architecture are exempt from the screening requirement.

Subd. 7 Utilities. Underground utilities shall be provided for all new and substantially renovated structures.

~~Subd. 6. Architectural Compatibility. Building structure, design and exterior finish will be reviewed by the Planning Commission and the Council to determine architectural compatibility with the commercial district in which the site is located and to determine whether such items are in keeping with the predominantly residential character of the City. Building appearance will be considered from a 360 degree perspective.~~

SECTION TWO: Addition. That Section 1323 be created to read as follows:

SECTION 1323 SITE AND BUILDING PLAN REVIEW

1323.01 Purpose.
It is the intent of this section to serve the public interest by promoting a high standard of development within the city. Through a comprehensive review of both functional and aesthetic aspects of new or intensified development, the city seeks to accomplish the following:

(a) implement the comprehensive plan;

(b) maintain and improve the city's tax base;

(c) mitigate to the extent feasible adverse impacts of one land use upon another;

(d) promote the orderly and safe flow of vehicular and pedestrian traffic; and

(e) preserve and enhance the natural and built environment.

1323.02 Approval required.

Subd. 1 Without first obtaining site and building plan approval it shall be unlawful to do any of the following within commercial, public or Planned Unit Development zoning districts:

(a) construct a building;

(b) expand or change the use of a building or parcel of land or modify a building that results in a different intensity of use, including the requirement for additional parking;

(c) grade or take other actions to prepare a site for development, except in conformance with a permit or an approved plan; or

(d) remove earth, soils, gravel or other natural material from or place the same on a site, except in conformance with a permit or an approved plan.

1323.03 Procedure.

Subd. 1 Application. Application for a site and building plan review shall be made to the zoning administrator on forms provided by the city and shall be accompanied by the following:

(a) evidence of ownership or an interest in the property;

(b) the fee required by Section 4 of the code of city ordinances;

(c) a survey prepared by a registered surveyor indicating location, size and placement of proposed structures and yards, parking and loading facilities, vehicular ingress and egress, pedestrian walkways, utilities and grading, if pertinent;

(d) exterior elevation drawings of the proposed structure which will accurately indicate the height, size, design, and appearance of all elevations of the proposed structure and a description of the construction and materials to be used;

(e) a landscaping plan consistent with section 1310.09; and

e) such other information as may be required by the city.

Subd. 2. Notice.
The Clerk will mail notice of the variance application to all persons who own property within 350 feet of the perimeter of the parcel in question, at least ten days prior to the Planning Commission hearing. Failure of a property owner to receive notice shall not invalidate any proceedings on a variance request provided a bonafide attempt has been made to comply with the notice requirements of this ordinance.

Subd. 3. Planning Commission Consideration and Recommendation. The Planning Commission will consider the application and hold a public hearing at their next regularly monthly meeting. The Planning Commission will make a recommendation to the Council as follows:

Recommend that the building and site plan review application be granted because the evidence considered at the meeting supports each of the findings required under Section 1323.06. Recommend that the building and site plan review application be denied because the applicant did not present sufficient evidence for the Planning Commission to make all the findings required under Section 1323.06.

Subd. 4. Council Consideration. The City Council shall act on the application within 45 days after receiving the recommendation of the Planning Commission.

1323.04. Multiple Applications.
Any building and site plan application which is accompanied by a request for a variance, conditional use permit or for a zoning map amendment to this ordinance shall be considered by the Planning Commission and City Council concurrently with the variance, conditional use permit, or rezoning application.

1323.05. Administrative Approvals.
Site and building plans which do not involve a variance and which are not accompanied by other matters requiring consideration by the planning commission or city council may be approved by the zoning administrator. If any application is processed administratively, the zoning administrator shall render a decision within 30 days and shall serve a copy of the decision upon the applicant by mail.

Any person aggrieved by a decision of the zoning administrator may appeal the decision to the planning commission in the manner specified in section 300.04 of this ordinance.

1323.06. Standards.
In evaluating a building and site plan, the Planning Commission and City Council shall consider its compliance with the following:

(a) consistency with the elements and objectives of the city's development guides, including the comprehensive plan and water resources management plan;

(b) consistency with this ordinance;

(c) preservation of the site in its natural state to the extent practicable by minimizing tree and soil removal and designing grade changes to be in keeping with the general appearance of neighboring developed or developing areas;

(d) creation of a harmonious relationship of buildings and open spaces with natural site features and with existing and future buildings having a visual relationship to the development;

(e) creation of a functional and harmonious design for structures and site features, with special attention to the following:
   1) an internal sense of order for the buildings and uses on the site and provision of a desirable environment for occupants, visitors and the general community;
   2) the amount and location of open space and landscaping;
   3) materials, textures, colors and details of construction as an expression of the design concept and the compatibility of the same with the adjacent and neighboring structures and uses; and
   4) vehicular and pedestrian circulation, including walkways, interior drives and parking in terms of location and number of access points to the public streets, width of interior

drives and access points, general interior circulation, separation of pedestrian and vehicular traffic and arrangement and amount of parking.

f) promotion of energy conservation through design, location, orientation and elevation of structures, the use and location of glass in structures and the use of landscape materials and site grading; and

g) protection of adjacent and neighboring properties through reasonable provision for surface water drainage, sound and sight buffers, preservation of views, light and air and those aspects of design not adequately covered by other regulations which may have substantial effects on neighboring land uses.

1323.07. Term of Approval.
Construction of the building or initiation of the use shall begin no later than December 31 of the year following the year in which building and site plan approval is granted. After the expiration of such period the approval shall be null and void unless the planning commission grants an extension of time or a building permit has been issued and substantial work performed on the project. Upon request by the applicant, the City Council may grant a one-year extension of time for a building and site plan approval following compliance with the notice and public hearing requirements of this section. The City Council may decline to grant an extension if there has been a change in circumstances affecting the property or if there are other reasons to justify the denial. A change in circumstance may be an approved modification to the comprehensive guide plan, substantial changes to the surrounding development pattern or other items as determined by the city. Three consecutive one-year extensions shall be conclusive proof that the development has not made adequate progress toward completion, and no further extensions shall be granted, except upon a variance from this provision.

1323.08. Conditions.
The Planning Commission, City Council or zoning administrator may impose conditions in granting approval to building and site plans to promote the intent of this section or to protect adjacent properties.

1323.09. Specific Project.
Building and site plans shall be valid only for the project for which approval is granted. Construction of all site elements shall be in substantial compliance with the plans and specifications approved by the Planning Commission, City Council or zoning administrator.

SECTION THREE: The City Clerk is hereby directed to make the changes required by this Ordinance as part of the Official Deephaven City Code and to renumber the tables and chapters accordingly as necessary to provide the intended effect of this Ordinance. The City Clerk is further directed to make necessary corrections to any internal citations that result from said renumbering process, provided that such changes retain the purpose and intent of the Zoning Ordinance as has been adopted.

SECTION FOUR: Effective Date. This Ordinance shall be effective as of its date of publication.

Adopted by the Deephaven City Council on July 20, 2026, and published in the paper of Sun Sailor on July 30, 2026.

_____
Kent M. Carlson, Mayor

ATTEST:

_____
Dan Madsen, City Administrator

Item 7D

STAFF REPORT
Pat Smith, Planning Director

Deephaven City Council
July 6, 2026

BACKGROUND

On June 7, 2004, the City Council first adopted Ordinance No. 13-27 that prohibited the increase in grade by more than one foot unless a Special Use Permit was granted by the City Council. The Planning Commission briefly discussed the item on March 16, 2004 (minutes attached).

On July 1, 2013, the City Council adopted Ordinance No. 13-62 that established the three-foot grading limit. Staff and the Planning Commission thought the one-foot grading limit established in 2004 was too onerous. The Planning Commission recommended a limit of three feet, which was approved by the City Council. The Planning Commission minutes from February and March 2013 (attached) suggest that the two main reason for the grading limit is to ensure significant grade changes do not impact neighboring properties or the height of a new house is not artificially increased simply by increasing the grade around the new house.

On April 4, 2022, the City Council adopted Ordinance No. 13-83 that removed the provision that lowering the grade by more than three feet requires a variance.

Deephaven and Woodland are the only communities that staff is aware of that requires a variance when changing grade by more than three feet. Minnetonka and Chaska require a Conditional Use Permit when excavating or importing a certain amount of fill onto a site.

PROPOSED ORDINANCE

Importing Fill

The proposed ordinance amendment would require a Conditional Use Permit if importing more than 300 cubic yards of fill per acre. For a typical 20,000-square-foot lot, that would be about 15 dump trucks delivering fill to a site. The table below highlights how much the grade would need to be raised on a site before a Conditional Use Permit is required.

Percent of Lot with Fill				
30%	40%	50%	60%	70%
0.62	0.46	0.37	0.31	0.27

Final Grade Limits
The proposed ordinance limits the slope of the final grade to 33 percent (3:1). Staff is also recommending adding a standard that any proposed grade changes do not adversely affect adjacent or nearby property.

Building Height Definition
The existing definition of Building Height is confusing because there are three alternatives and no specific place for measurement.
"the vertical distance between the highest existing or proposed grade elevation at the foundation of a structure or five feet above the lowest adjoining grade elevation for structures with an exposed look-out or walk-out, whichever is lower, and the highest point of any roof."

Staff recommends clarifying that the building height is based on the existing grade (this is the same as the City of Edina) with the exceptions added.
"the distance measured from the average existing ground elevation adjoining the building at the front building line to the highest point of any roof. No grade adjoining any portion of the building shall be more than 12 feet lower than the average existing ground elevation adjoining the building at the front building line. Chimneys may not exceed the building height by more than five feet. In non-residential districts, antennas, chimneys and spires are excluded from the building height."

Maximum Height of Single-Family Residences with Flat Roofs
Staff recommends a lower maximum height for single-family residences with flat roofs to reduce the possible massing that a three-story house with a flat roof would create.

PLANNING COMMISSION ACTION TAKEN ON 12/16/25 (on a 6-0 vote)

Motioned to recommend the City Council amend the zoning ordinance regarding the definition of "building height" and grading requirements with the maximum height for flat roof homes being 25 feet for lots under 14,000 square feet.

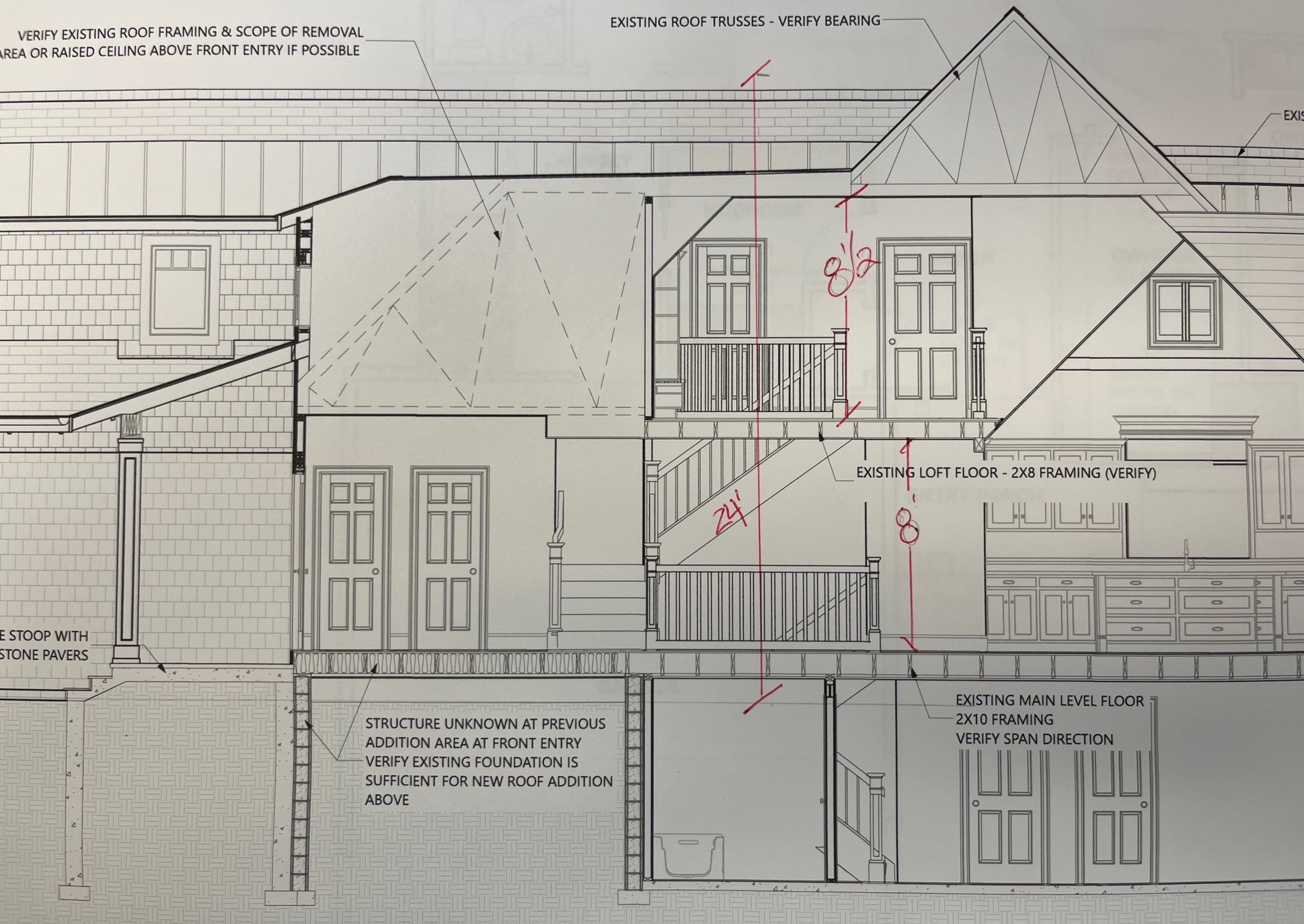
CITY COUNCIL ACTION REQUESTED

Move the City Council waive the second reading of Ordinance No. 13-XX, and approve said ordinance with or without changes.

Attachments:
1) Ordinance No. 13-27
2) March 16, 2004 Planning Commission Minutes
3) February 19, 2013 Planning Commission Minutes
4) March 19, 2013 Planning Commission Minutes
5) Ordinance No. 13-83
6) Cross-Sections of Single-Family Homes
7) Proposed Ordinance

TRUSS DESIGN
BY MANUF.

3 / A3.0 Building Section @ Elevator
1/4" = 1'-0"


VERIFY EXISTING ROOF FRAMING & SCOPE OF REMOVAL
AREA OR RAISED CEILING ABOVE FRONT ENTRY IF POSSIBLE
EXISTING ROOF TRUSSES - VERIFY BEARING
EXIS
8'1/2
24'
8'
EXISTING LOFT FLOOR - 2X8 FRAMING (VERIFY)
E STOOP WITH
STONE PAVERS
STRUCTURE UNKNOWN AT PREVIOUS
ADDITION AREA AT FRONT ENTRY
VERIFY EXISTING FOUNDATION IS
SUFFICIENT FOR NEW ROOF ADDITION
ABOVE
EXISTING MAIN LEVEL FLOOR
2X10 FRAMING
VERIFY SPAN DIRECTION

Zoning Coordinator Karpas said the city also has a minimum floor height requirement and that the Commission could approve the proposed ordinance subject to language being added, exempting those situations where the structure elevation would need to be adjusted.

Commissioners agreed that language should be added for the exception.

Hearing no further public comment, Chairman Kask closed the Public Hearing.

ACTION: Commissioner Kask made a motion to recommend the City Council approve the proposed ordinance amendments to create subdivision three, regulating height and subdivision four, requiring a setback for driveways in Section 1310.10 of the Zoning Ordinance and renumber the existing subdivision three to subdivision five. The motion is subject to language being added to the height ordinance addressing the floodplain elevation. Commissioner Dyb seconded the motion. The motion carried 4-0. Upon roll call vote Commissioners Daly, Dyb, Kask and McKinney voted aye. There were no nay votes.

ORDINANCE AMENDMENT – Finished Grade – Amend the Zoning Ordinance to add a definition for Finished Grade.

Zoning Coordinator Karpas explained the addition to the height requirement would limit the increase in the construction grade for new structures. He said that concerns have been raised with the increase in construction grade and how it affects the drainage pattern.

Commissioner Dyb asked if the proposed change would affect those desiring to build a walkout home.

Karpas said it would not, it would only limit the finished grade of a project. Walkouts could still be built.

Commissioners Daly and McKinney supported the proposed amendment.

Karpas suggested that language be added to account for potential conflict with the floodplain requirements.

Chairman Kask opened the Public Hearing. Hearing no public comment, the Public Hearing was closed.

ACTION: Commissioner Kask made a motion to recommend the City Council approve the proposed ordinance amendment to create a definition of finished grade in Section 1345 of the Zoning Ordinance and to renumber subdivisions twenty-six through seventy-three to reflect the amendment. Commissioner McKinney seconded the motion. The motion is subject to language

CALL TO ORDER: Chairman Werneiwski called the meeting to order at 7:05 p.m.

PRESENT: Chairman Bob Werneiwski and Commissioners Barbarajean Brandt, Kent Carlson, Scott Hemink, John McGary and Pete Onstad

ABSENT: Commissioner Walter Linder and Council Liaison Darel Gustafson

OTHERS PRESENT: Mayor Paul Skrede and Zoning Coordinator Karpas

MINUTES OF January 15, 2013 Worksession
Minor spelling changes suggested. Motion by Commissioner Carlson, seconded by Commissioner Brandt, to approve the minutes of January 15, 2013 Worksession as amended. Motion carried 4-0-2. Commissioners Hemink and Werneiwski abstained.

MINUTES OF January 15, 2013 Regular Meeting
Motion by Commissioner Onstad, seconded by Commissioner McGary, to approve the regular meeting minutes of January 15, 2013 as presented. Motion carried 4-0-2. Commissioners Hemink and Werneiwski abstained.

PUBLIC HEARINGS

Variance – Scott and Jo Ellen Hemink, 4080 Sibley Avenue - request to construct a new front entry and screened porch on the northwest side of their home which would exceed the maximum permitted impervious surface area.

Section 1350.06(2)(a) permits a maximum impervious surface area of 25%. The proposed impervious surface area on the property would be 25.2%. A variance to exceed the maximum impervious surface area by .2% is sought. The proposed addition would be built over existing impervious surface area and the overall impervious surface on the property is being reduced by 1.3%.

Commissioner Hemink recused himself from the Commission.

Zoning Coordinator Karpas presented his staff report. He said the proposal was to remove an existing one hundred and twenty-eight square foot porch and five hundred and eighty-two square feet of the existing deck and construct a new eighty-five foot front entry and three hundred and thirty-five square foot screened porch. The applicants indicate this would allow them to more efficiently use their property by creating a bone fide front entry area which their home currently does not have. The project would exceed the maximum permitted impervious surface area .25 or 27 ½ square feet, but would be reducing the overall impervious surface area on the property by 1.3%. Karpas said he recommended approval of the request stating the purpose and intent of the ordinance is to allow the orderly development and redevelopment within the city and when these standards cannot be met, it outlines the procedures to vary from these standards. In this instance, the applicant is seeking to vary from the stated dimensional requirements of the ordinance and is following the stated process outlined in the ordinance. The request is consistent with the Comprehensive Plan's Housing Elements Goals and Policies which promotes the development and redevelopment of residential property within the city. He felt the proposed addition of a protected front entryway and screened porch was reasonable and combined with the reduction of impervious surface on the property beneficial to the neighborhood. He believes there are circumstances causing the need for the variance which are not caused by the property owner including the location of the lot along a curve in Minnetonka Boulevard requiring driveway access off Sibley Avenue, the placement of the home towards the rear of the lot and the length of the driveway. He noted the driveway comprises 11.8% of the impervious surface area on the property. Karpas said the lot area creates a practical difficult in that it is just over one half the minimum required lot area for the zoning district. Even so, the applicant is reducing the overall impervious surface area on the property by 290 square feet and

proposing to exceed the required impervious surface area by only 27 ½ square feet. The proposed alterations would not alter the essential character of the neighborhood since they would comply with the required setbacks and the overall impervious surface on the property will be reduced.

Scott Hemink, 4080 Sibley Avenue said the property has been a challenge since before they owned it. He said previous owners constructed an addition along Sibley Avenue, essentially removing the front door, leaving the home with no discernible front entryway. He said the intent of the alteration would create a front entry along Ramsey Avenue and included as part of this proposal is a change of address. He said the proposed addition would be constructed entirely within the footprint of an existing deck and would comply with the required setbacks. He noted the impervious surface on the property was being reduced and the proposal would only exceed the maximum allowed square footage by 27 ½ square feet. He worked with staff to find any possible way to comply with the ordinance and they could not find any additional impervious surface that could be reasonably removed.

Chairman Werneiwski opened the public hearing. Hearing no comments the hearing was closed.

Commissioner Brandt asked if the property was included in a homeowner association. Mr. Hemink said it was not.

Chairman Werneiwski said he appreciated the reduction in impervious surface area and said he could see the issue regarding no apparent front entry to the home when he visited the site earlier.

Commissioner Carlson supported the request. Commission Onstad had no concerns with the proposal and Commissioner McGary felt there were practical difficulties and was supportive of the request.

Motion by Commissioner Werneiwski to recommend the City Council accept the recommendation of staff and approve the variance request to exceed the maximum permitted impervious surface area by .2% for the proposed new front entry and screened porch on the northwest side of the home which would exceed the maximum permitted impervious surface area as presented at 4080 Sibley Avenue based on the following findings; (a) the purpose and intent of the ordinance is to allow the orderly development and redevelopment within the city and when these standards cannot be met, it outlines the procedures to vary from these standards. In this instance, the applicants are seeking to vary from the impervious surface standards of the Shoreland Management Ordinance and are following the stated process outlined in the ordinance; (b) the request is consistent with the Comprehensive Plan's Housing Elements Goals and Policies which promotes the development and redevelopment of residential property within the city. The applicants seek to expand an existing home to make it more compatible with the lot. The current deck is unusable due to environmental conditions with the area being more suitable for a screened porch than an open deck given the wooded and wet conditions of the immediate area. The home also does not have a defined front entryway; (c) the proposed addition of a protected front entryway and screened porch is a reasonable use of the property since it allows the home to function more consistently with the conditions of the property. The proposal reduces the overall impervious surface on the property; (d) the circumstances causing the need for the variance are not caused by the property owner. The location of the lot along a curve in Minnetonka Boulevard requires driveway access off Sibley Avenue and due to the placement of the home towards the rear of the lot a long driveway is required to access the detached garage that serves the property. The driveway comprises 11.8% of the impervious surface area on the property. The lot area creates a practical difficult in that it is just over one half the minimum required lot area for the zoning district. Even so, the applicant is reducing the overall impervious surface area on the property by 290 square feet and proposing to exceed the required impervious surface area by only 27 ½ square feet; and (e) the proposed alterations would not alter the essential character of the neighborhood since they would comply with the required setbacks and the overall impervious surface on the property will be reduced. Commissioner Carlson seconded the motion. Motion carried 5-0.

Ordinance 13-63 - Amending Chapter 13 of the City Code - Ordinance amendment which would remove any reference in the current zoning ordinance to Special Use Permit or Special Permit and

replace both with the term Conditional Use Permit. This amendment is necessary to bring the ordinance in compliance with State Statutes, which does not include language that references Special Use Permits.

The proposed ordinance amendment would remove any reference in the current zoning ordinance to Special Use Permit or Special Permit and replace both with the term Conditional Use Permit. He reiterated the amendment was necessary to bring the ordinance in compliance with State Statutes, which does not include language that references Special Use Permits.

State Statutes permits the regulation of Conditional Use Permits and Interim Use Permits. Interim Use Permits are uses that the city can review on an annual basis and "sunset" after a period of time. The City Attorney recommended against the city using Interim Use Permits due to the nature of uses the city would permit as conditional uses.

The process for the issuance of a Conditional Use Permit will not change and the criteria will remain the same.

The Commission discussed the concept of using an interim use permit for showcase events. Karpas said showcase events are a different type of permit that still uses the criteria for a special use permit in the review process. He said the ordinance has a built-in prohibition on the number of times a property may be shown in an event so an interim use permit process may not be necessary.

Chairman Werneiwski opened the public hearing. Hearing no comments the hearing was closed.

Motion by Chairman Werneiwski to recommend the City Council approve Ordinance 13-63, amending Chapter 13 of the City Code removing any reference in the current zoning ordinance to Special Use Permit or Special Permit and replace both with the term Conditional Use Permit. Commissioner Carlson seconded the motion. Motion carried 6-0.

NEW BUSINESS

Discuss - Ordinance 13-64, Amendment of Section 1305.02 – Schedule of Uses - amend ordinance which would permit the manufacture and sale of firearms in the C-1 and C-2 Commercial Districts as a Conditional Use Permit.

Zoning Coordinator Karpas read his staff memo into the record. He said the proposed ordinance amendment would permit the limited manufacture and sale of firearms in the C-1 and C-2 Commercial Districts as a Conditional Use Permit.

He said a resident approached the City Council at their February 5th meeting to obtain their feedback on an ordinance amendment to permit him to operate a business in the C-1, Commercial District that would permit the limited assembly of firearms. He said the nature of the business was to travel to various law enforcement agencies throughout the state and market his weapons. He said there would be no sale to the general public. He said he has applied for a Federal Firearms License, but in order to obtain one to operate his business he must receive city approval.

After some discussion, the Council felt it was best that that the process begin with the Planning Commission.

Karpas noted the attached ordinance language for the Planning Commission's consideration. He said one of the ramifications of approving an amendment to the ordinance and the issuance of a Federal Firearms Permit is that all firearm sales must be conducted at the licensee's place of business. So even though the applicant may bring his product elsewhere to display, they must be sold on site in the city's commercial district, meaning there is no control over who is actually purchasing firearms and whether they are actually law enforcement officials. This may not be an issue with the Planning Commission, but

staff is concerned about the prospects of permitting, even by conditional use, a gun shop in the city which is out of character with the existing uses in the area.

There was a general feeling of opposition from the Commission.

Commissioner Hemink referenced the letter from the Police Chief included in the Planning Commission packet outlining his concerns. He agreed the proposal was out of character with the commercial uses in the area. Commissioner Carlson added the proposed space that would be leased backs up directly against a residential district. He feels the Planning Commission should take action to let the Council know its feelings about any proposed ordinance amendment. Commissioner Brandt agrees quick action is warranted. Hemink suggested a motion to the Council indicating they received direction from the Council to consider the request from the resident for the proposed amendment but they feel no change to the current ordinance should be made.

Council Liaison Skrede suggested, even though ordinance language has been prepared, the Commission send a motion to the Council outlining to points on why they feel the request should not be considered and the ordinance should not be amended.

The Commission discussed a number of issues they felt should be included in a motion to the Council.

Motion by Commissioner Onstad that the Council maintains the current permitted and conditional uses within the C-1 and C-2 Commercial Districts and not consider any amendment that would permit the limited manufacture or sale of firearms. Having discussed the resident request brought before the City Council on February 5th as they were directed by the Council and after consideration of the comments included in the Police Chief's letter dated February 15th, 2013 and discussion amongst the Commission, the Commission agrees that a) the city's commercial districts are located too close to schools, parks and residential districts and thus are not appropriate locations for businesses that deal in firearms; b) the city lacks the appropriate oversight ability for customer verification and in the case of the resident request, cannot verify that sales are actually being conducted between himself and law enforcement personnel as has been represented to the city; and c) the nature of any business which involves the manufacture and sale of firearms is out of character with the existing commercial uses within the city which are currently limited retail and office uses. Commissioner Hemink seconded the motion. Motion carried 6-0.

OLD BUSINESS

Discuss – Ordinance 13-62, Creating Section 1312 – Construction Regulation – amend proposed ordinance which would realign existing construction regulations within the existing city codes, amend the existing grade ordinance and create additional survey requirements. Direct Staff to schedule public hearing.

Zoning Coordinator Karpas asked the Commission if they had any further changes to the ordinance or if they felt it was ready to be scheduled for a public hearing.

Commissioner McGary said the Commission asked him to bring the ordinance to his surveyor for his comments and the one thing that stuck out to him was the requirement for wetland delineation. His surveyor said this was expensive and unnecessary for the majority of projects. Zoning Coordinator Karpas said what he was looking for was the approximate boundary of the wetland to be shown and if the actual edge of the wetland was necessary that direction would come from the Minnehaha Creek Watershed District. Karpas noted that further in the survey requirements list it asks for wetland boundary which is different than delineation and suggested removing the wetland delineation portion of that requirement but keeping the delineation of the Ordinary High Water Level of lakes and easements. The Commission agreed.

Commissioner McGary commented he was surprised how expensive the additional surveys turned out to be from what he anticipated, stating it almost doubled in cost. He said this was rather insignificant in the construction of a new home, but in terms of a small addition or deck it becomes unreasonable. Zoning Coordinator Karpas said the ordinance permits him to waive the additional survey requirements which he said he would if he could verification on-site using the survey submitted with the building permit. He said with an addition or a deck, the existing home gives him a fixed point to start his measurements from where a new home does not.

Commissioner Brandt asked if a survey should show the location of underground cisterns. Commissioner Carlson also suggested including the location of all above ground storm water management improvements required by the city such as rain gardens. Zoning Coordinator Karpas noted there is some mention of underground type structures in the survey requirements for location. Chairman Werneiwski suggested the list be expanded to include a generic term "underground structures" to catch all known below grade structures of significant size. Commissioner McGary, commenting on locating above ground storm water management improvements, stating they may be hard to survey because they become overgrown and unrecognizable over time. Carlson agreed, especially if they are not properly maintained.

Commissioner Hemink asked why the threshold was set at three feet and why exceeding whatever the limitation is becomes a variance rather that a conditional use permit. Zoning Coordinator Karpas said the proposal for three feet was a starting point and could be modified by the Commission as they see fit. Staff feels any alteration greater than three feet either way starts to have a negative visual and drainage impact and should be reviewed by the Planning Commission and City Council. The decision to require a variance rather than a conditional use permit was to give the city the ability to justify denial. As it stands now, it is very difficult to deny a conditional use permit since it is difficult to prove a clear and present danger to health, safety and public welfare. With a variance, the applicant would need to indicate what practical difficulty exists that requires them to add, for example, seven feet of fill to their lot to build a new home.

Commissioner Brandt believed the grade alteration issue always revolved around water and the impact runoff had on adjacent properties. Zoning Coordinator Karpas said the proposed ordinance would have the engineer sign off on the drainage of any project that alters the grade up to three feet and any increase over that would be reviewed by the city. Brandt feels the grade restriction should apply to the whole property and not just the area the home is being constructed. Karpas said the new ordinance would apply to the entire lot regardless of the type of project, essentially requiring review on any grading alteration. Commissioner Hemink felt this was too restrictive. Commissioner Carlson noted the ordinance allowed the Zoning Coordinator and City Engineer to waive the requirement.

Commissioner McGary doesn't understand why excavation is included, especially in combination with the addition of fill since the visual impact would be minimal. Commissioner Carlson noted that excavations can also create drainage issues. Council Liaison Skrede discussed the limitation a three foot maximum excavation puts on the ability to construct a walkout structure without going through the variance process, which he feels may be unreasonable. Zoning Coordinator Karpas said his intent was not to limit the ability to construct any type of home, rather to address drainage and massing concerns.

The Commissioner summarized their discussion and the changes to be made. It was agreed the ordinance would be brought back one more time prior to a public hearing being scheduled.

Discuss – Discuss massing issues on non-conforming lots in the R-3 zoning district.

Zoning Coordinator Karpas said the Planning Commission held a joint work session with the Council to hear their comments on the Commission's work thus far on the massing issue and the comments were mostly positive. He said he distributed a copy of the City of Greenwood's massing ordinance which regulates the mass of a structure based solely on its lot area along with a list of homes that had been built

under these criteria for the Commission to look at for comment at tonight's meeting. He asked if the Commission had an opportunity to take a look at the ordinance and the properties.

Commissioner Brandt said after looking at the structures built under the ordinance she's come to the conclusion that it comes down to what appeals to you and you can't regulate that. She feels the Greenwood ordinance is reasonable provided the existing Deephaven grade ordinance is not altered.

The Commission discussed the impact of the ordinance on a five thousand square foot lot and the ability to still construct a reasonable two story structure on a lot that size. The formula was also applied to a twenty thousand square foot lot. In both cases the result provided structures the Commission felt were reasonable. Zoning Coordinator Karpas said the Commission had to keep in mind there were other zoning factors that would come into play, most importantly, impervious surface area which would limit the footprint area of homes, so even though a lot may be permitted a certain above grade structure volume, other zoning provision may keep the actual structure below that allowance. He said the numbers may be adjusted to apply to the lot areas in Deephaven and should only be applied to lots in the R-3 District.

Zoning Coordinator Karpas said he would take measurements of four specific homes that did not require variances to see what their above grade structure volume would be and if it would have complied with Greenwood's ordinance.

LIAISON REPORT

Council Liaison Skrede said the Council unanimously approved the impervious surface variance request submitted by the Minnetonka School District for their kitchen addition at Deephaven Elementary School.

ADJOURNMENT

Motion by Werneiwski to adjourn the meeting. Commissioner Carlson seconded. The meeting adjourned at 9:35 p.m.

Respectfully submitted,
Gus Karpas
Zoning Coordinator

CALL TO ORDER: Chairman Werneiwski called the meeting to order at 7:00 p.m.

PRESENT: Chairman Bob Werneiwski and Commissioners Barbarajean Brandt, Kent Carlson, Scott Hemink, John McGary (7:07) and Walter Linder

ABSENT: Commissioner Pete Onstad

OTHERS PRESENT: Council Liaison Darel Gustafson and Zoning Coordinator Karpas

MINUTES OF February 19, 2013
Motion by Commissioner Carlson, seconded by Commissioner Werneiwski, to approve the minutes of February 19, 2013 as submitted. Motion carried 4-0-1. Commissioner Linder abstained.

PUBLIC HEARINGS

Variance - Revision, LLC, 20050 Lakeview Avenue - request to remove an existing lakeside deck and construct a new four hundred and ninety (490) square foot lakeside deck which would encroach into the required lake yard setback and exceed the maximum permitted impervious surface area in Shoreland District.

Section 1310.02 of the Zoning Ordinance requires a minimum lake yard setback of one hundred feet. The proposed deck would be setback fifty feet from the Ordinary High Water Level. A variance of fifty feet of the required lake yard setback is being sought.

Section 1350.06(2)(a) permits a maximum impervious surface area of 25%. The proposed impervious surface area on the property would be 32.7%. A variance to exceed the maximum impervious surface area by 7.7% is sought.

Zoning Coordinator Karpas presented his staff report. He said the applicants are proposing to remove the existing lakeside deck and stairs, which is primarily located on the east side of the home and construct a new four hundred and ninety (490) square foot deck that would span the majority of the lake side of the home. The proposed deck would be elevated and no longer have access to grade.

He said the point at which the deck would be expanded would be the greatest degree of encroachment. The encroachment decreases from fifty (50) feet to thirty-seven (37) feet as the deck moves east to west along the home due to the angle of the shoreline. He said the proposed deck complies with the other required yard setbacks.

Karpas said the applicants are also seeking a variance to exceed the maximum impervious surface area by 2.7%, but as part of the project are reducing the overall impervious surface area on the property by 2.5%, or six hundred and eighty-one (681) square feet.

Karpas noted the City Council approved the location of the existing home in 1988, permitting a fifty foot setback from the OHWL. In 1991 the City Council reaffirmed the deck setback by its approval of a variance to permit the reconstruction of the lakeside deck.

Karpas said he recommended approval of the request stating the purpose and intent of the ordinance is to allow the orderly development and redevelopment of property within the city and when the ordinance standards cannot be met, it outlines the procedures to vary from these standards. In this instance, the applicant is seeking to vary from the stated dimensional requirements and impervious surface standards of the ordinance. The request is consistent with the Comprehensive Plan's Housing Elements Goals and Policies which promotes the development of residential property within the city. He felt the reconstruction and expansion of the existing is a reasonable use of the property in that is takes advantage of the natural

architecture of home. The footprint of the proposed deck will not extend any closer to the lake that the existing deck and the actual encroachment decreases on the new portion of the deck as it runs from the east to the west to the angle of the lot line. The placement of the home and the existing deck were approved by the City Council in 1988 and the placement of the deck was reaffirmed in 1991 when the previous homeowner was granted a variance to replace the deck. The findings for approval of the home included that it was in character with the placement of other homes in the neighborhood in terms of lake setback. There was no mention of a variance granted for impervious surface, though at the time of the home's construction, the Shoreland Management Ordinance regulating impervious surface was not in effect; and the proposal would not alter the essential character of the locality since it would have no additional visual impact above and beyond the additional deck from adjacent neighbors.

John Daly, Revision, LLC said concurred the existing steps to the grade would be removed and the encroachment would be decreased on the new portion of the deck.

Chairman Werneiwski opened the public hearing. Hearing no comments the hearing was closed.

Commissioner Brandt asked for clarification on the impervious surface area. Mr. Daly said the actual amount of impervious surface would be reduced.

Commissioner Hemink liked the reduction in impervious surface area and given the architecture of the lakeside of the home he's surprised the deck wasn't originally designed as proposed. Commissioner McGary agreed and also had no issues with the request.

Commissioner Carlson said he was supportive of the request but felt it would be helpful for the survey to more clearly identify those areas of rock and plastic to be removed. He would personally remove all of the rock and plastic to get closer to the percentage and go with a pervious material. Chairman Werneiwski agreed with Commissioner Carlson and would also like to see all the landscape plastic removed.

Commissioner Linder was supportive of the request.

Commissioner Brandt said she was supportive of the request, though she would not have been previously when it was originally approved by the city.

Motion by Commissioner Werneiwski to recommend the City Council conditionally accept the recommendation of staff and approve the variance requests as presented by Julie Brown and Sarah Buxton to encroach fifty (50) feet into the required one hundred (100) foot lake yard setback and to exceed the maximum permitted impervious surface area by 7.7% for the proposed deck alteration at 20050 Lakeview Avenue. The motion is based on the following findings: (a) the purpose and intent of the ordinance is to allow the orderly development and redevelopment of property within the city and when the ordinance standards cannot be met, it outlines the procedures to vary from these standards. In this instance, the applicant is seeking to vary from the stated dimensional requirements and impervious surface standards of the ordinance; (b) the request is consistent with the Comprehensive Plan's Housing Elements Goals and Policies which promotes the development of residential property within the city; (c) the reconstruction and expansion of the existing is a reasonable use of the property in that is takes advantage of the natural architecture of home. The footprint of the proposed deck will not extend any closer to the lake that the existing deck and the actual encroachment decreases on the new portion of the deck as it runs from the east to the west to the angle of the lot line; (d) the placement of the home and the existing deck were approved by the City Council in 1988 and the placement of the deck was reaffirmed in 1991 when the previous homeowner was granted a variance to replace the deck. The findings for approval of the home included that it was in character with the placement of other homes in the neighborhood in terms of lake setback. There was no mention of a variance granted for impervious surface, though at the time of the home's construction, the Shoreland Management Ordinance regulating impervious surface was not in effect; and (e) the proposal would not alter the essential character of the

locality since it would have no additional visual impact above and beyond the additional deck from adjacent neighbors. Commissioner Brandt seconded the motion. The motion was conditioned that the applicant remove the remaining plastic landscaping material on the property and replace it with pervious material to further reduce the impervious surface percentage on the property. Motion carried 6-0.

Variance - David Garber, 18880 Ridgewood Road – request to construct a new one thousand, seven hundred and fifty (1,750) square foot detached garage which would exceed the maximum permitted accessory structure area in R-2 District and maximum permitted accessory structure height.

Section 1310.10(1)(f) of the Zoning Ordinance permits a total area of accessory structures that contain walls and/or a roof of 1,000 square feet on property zoned R-2. The aggregate total area of all accessory structures proposed on the property is three thousand, five hundred (3,500) square feet. The applicant is seeking a variance to exceed the maximum permitted accessory structure area by two thousand, five hundred (2,500) square feet.

Section 1310.10(1)(a) of the zoning ordinance permits a maximum accessory structure height of fifteen feet, as measured to the average of the highest peak. The applicant proposes an accessory structure height of seventeen (17) feet. The applicant is seeking a variance to exceed the permitted accessory structure height by two (2) feet.

Zoning Coordinator Karpas presented his staff report. He said the applicant is proposing to construct a detached storage building which would exceed the maximum permitted accessory structure area permitted on an R-2 single family lot and increase the existing accessory structure area non-conformity on his property. In addition the applicant is seeking to exceed the maximum permitted accessory structure height.

The property currently contains a one thousand, seven hundred and fifty (1,750) square detached garage. The proposal would add a detached storage building of a similar size, increasing the total accessory structure area by one thousand, seven hundred and fifty square (1,750) square feet for a total accessory structure area of three thousand, five hundred (3,500) square feet. The applicant is seeking a variance to exceed the permitted accessory structure area by two thousand, five hundred (2,500) square feet.

The zoning ordinance permits a maximum accessory structure height of fifteen (15) feet, as measured to the average of the highest peak. The proposed accessory structure would have an average height of seventeen (17) feet and an overall height of twenty-four (24) feet. The applicant is seeking a variance to exceed the permitted accessory structure height by two (2) feet.

Karpas said the proposed structure is being constructed to mimic the existing structure in terms of area and height. The existing detached structure was constructed on the property in 1996. Even though the structure exceeds the maximum permitted accessory structure area and accessory structure height, it was issued a building permit without the issuance of variances. The building permit information is clear and it should have been apparent at the time the proposed structure did not comply with the ordinance requirements.

Karpas said he recommended denial of the request stating the purpose and intent of the ordinance is to allow the orderly development of property within the city under set standards adopted by the city. When these standards cannot be met; it outlines the procedures to vary from these standards. In this instance, the applicant is seeking to vary from the stated structural area requirements of the ordinance. The request is not inconsistent with the Comprehensive Plan's Housing Elements Goals and Policies which does not specifically address accessory structures. He said though a detached storage building is not an unreasonable use for a single family property, the proposed structure doubles the existing detached structure area on the property, which already exceeds the permitted accessory structure area. The existing detached structure serves as a garage and contains over seventeen hundred square feet. The proposed storage would also serves as storage for a hobby the applicant has yet to begin, meaning other

arrangements could be made that would not require the city issuing a variance from its ordinance. He said the proposed use of the building, per the application, is to store classic cars which are not currently owned by the applicant. It can be argued the circumstances creating the need for the storage facility are created by the landowner. In terms of the height, the design of the building could be modified to comply with the required maximum height requirement since the proposed use of the building does not necessitate excess height. He said previous requests to exceed the maximum permitted accessory structure area were unique in that the requests were necessary to create primary garage space. The principal structure on this property contains an attached three stall garage in addition to the existing detached structure. The request before the city is for the creation of additional storage for hobby purposes which is a unique circumstance created by the homeowner and the structure itself may not be visible outside the subject property but the amount of detached accessory structure area is out of character for the neighborhood and will exceed that of the principal structure. The intent of accessory structures is to create uses subordinate to that of the principal use of the property which is single family residential.

David Garber, 18880 Ridgewood Road said he spoke with his neighbors and none of them had an issue with the request. He said lot is approximately one hundred and fifty thousand (150,000) square feet and with only twelve (12) percent impervious surface area. He doesn't feet what he's asking for is unreasonable and feels it is unobtrusive and not overstepping the bounds given the size of his lot. He noted he doesn't own any classic cars as of yet because he's not going to make that investment until he has someplace to store them.

Chairman Werneiwski opened the public hearing.

Bob Elwell, 4505 Chickadee Lane, said he had no issues with the request, noting it was buried enough into the hillside that it would not be visible. As a neighbor, he was supportive of the request.

Zoning Coordinator Karpas read Resident Comment Forms submitted by the residents from 18900 and 18955 Ridgewood Road in favor of the request into the public record.

Hearing no further public comment, the public hearing was closed.

Chairman Werneiwski said he originally thought the proposal was piling on a lot of structure onto a lot and was generally opposed to the request but now he would like to hear what other Commissioners have to say about the request. He noted it is situated where no one can see it and the neighbors are supportive, which makes the decision more difficult.

Commissioner Linder agreed it's tucked into the lot and the neighbors won't see it and there's certain logic for granting the request, but the reality is it's a big building and it's a "rule buster." He's thinking long term and the unknown future use of the structure and its impact on the adjacent properties. He's leaning towards being opposed to the request.

Commissioner Brandt said she tends to error on the side of the ordinance. She's definitely not in favor of the additional height. She asked about the number of permitted accessory structures on a lot. Zoning Coordinator Karpas said accessory structures are limited based on square foot area and not on number. She didn't feel that made much sense. She noted how it defies logic that the city approves variances to jam structures on small lots and in this case we have a lot that is oversized and underutilized and it may not be approved.

Commissioner Carlson said he struggles with the request and he too fears a future use. He said the intent of the accessory structure ordinance is to permit the storage of typical yard maintenance type equipment. He said larger buildings such as this lend themselves for potential business uses which are out of character with the surrounding residential uses.

Commissioner McGary agrees there is a lot of room on the property and the city does grant a lot of variance for small properties. He said the structure could be viewed as a principal use on the property. He asked about the footprint area.

Zoning Coordinator Karpas said, taken as a whole, the accessory structure footprint area exceeds that of the principal structure. He feels that takes away the intent of having accessory structures as a subordinate use on a lot. He also noted if the variance was approved by the Council, there would also have to grant approval for Mr. Garber to exceed the maximum permitted aggregate footprint area on an R-2. He noted this was not a Planning Commission issue, nor did it require public notifications.

Commissioner Hemink asked about the previous accessory structure request. Zoning Coordinator Karpas said that request was different in that the applicant was removing their existing primary garage and constructing a larger detached garage. It was the only garage that served the property and the excess accessory structure area was approximately nine hundred and fifty (950) square feet. The applicant before the Commission has a three-stall attached garage along with a detached garage. The proposed detached structure would be an additional storage structure.

Commissioner Hemink expressed concern about having multiple detached structures with multiple uses. Though he's not concerned with the current homeowner, he does have concern about future owners and the use of the structures. He agrees the proposal is a "rule buster" that takes the current ordinance and goes way past it. He said it's totally logical to approve the request, but to do so would be contrary to the intent of the ordinance.

Motion by Commissioner Linder to recommend the City Council accept the recommendation of staff and deny the variance requests as presented by David Garber to exceed the maximum permitted accessory structure area by two thousand, five hundred (2,500) square feet and the maximum permitted accessory structure height by two (2) feet in the R-2, Zoning District for the proposed construction of the detached storage structure as presented at 18880 Ridgewood Road. The motion is based on the following findings: (a) the purpose and intent of the ordinance is to allow the orderly development of property within the city under set standards adopted by the city. When these standards cannot be met; it outlines the procedures to vary from these standards. In this instance, the applicant is seeking to vary from the stated structural area requirements of the ordinance; (b) the request is not inconsistent with the Comprehensive Plan's Housing Elements Goals and Policies which does not specifically address accessory structures; (c) though a detached storage building is not an unreasonable use for a single family property, the proposed structure doubles the existing detached structure area on the property, which already exceeds the permitted accessory structure area. The existing detached structure serves as a garage and contains over seventeen hundred square feet. The proposed storage would also serves as storage for a hobby the applicant has yet to begin, meaning other arrangements could be made that would not require the city issuing a variance from its ordinance; (d) the proposed use of the building, per the application, is to store classic cars which are not currently owned by the applicant. It can be argued the circumstances creating the need for the storage facility are created by the landowner. In terms of the height, the design of the building could be modified to comply with the required maximum height requirement since the proposed use of the building does not necessitate excess height. Previous requests to exceed the maximum permitted accessory structure area were unique in that the requests were necessary to create primary garage space. The principal structure on this property contains an attached three stall garage in addition to the existing detached structure. The request before the city is for the creation of additional storage for hobby purposes which is a unique circumstance created by the homeowner; and (e) the structure itself may not be visible outside the subject property but the amount of detached accessory structure area is out of character for the neighborhood and will exceed that of the principal structure. The intent of accessory structures is to create uses subordinate to that of the principal use of the property which is single family residential. Commissioner Brandt seconded the motion. Motion carried 4-2. Commissioners McGary and Werneiwski voted against the motion.

OLD BUSINESS

Discuss – Ordinance 13-62, Creating Section 1312 – Construction Regulation – amend proposed ordinance which would realign existing construction regulations within the existing city codes, amend the existing grade ordinance and create additional survey requirements. Direct Staff to schedule public hearing.

Zoning Coordinator Karpas presented the proposed ordinance as it would be presented at the public hearing and asked the Commission if they had any further changes to the ordinance or if they felt it was ready to be scheduled for a public hearing.

Chairman Werneiwski suggested expanding the requirement under 1312.05(2)(a)(6) to include all erosion control measures. The Commission agreed to the change.

Commissioner McGary questioned the need for a permit for any grade alteration in the city, feeling it was a little heavy handed. Commissioner Hemink was under the impression that requirement was removed to prevent people to have to come to the city for trivial things such as gardens. Zoning Coordinator Karpas said the ordinance gave him some discretion on who required a permit and he also believed on those applying for a building permit required an engineer review. Commissioner Brandt noted the drainage issue is what prompted the grade change ordinance in the first place and now we're changing the ordinance to permit up to a three foot change without a permit. She feels that can have a real negative impact on drainage, especially in Cottagewood. Commissioner Linder noted Section 1312.04, as drafted, requires all grade alterations to receive written approval. Zoning Coordinator Karpas suggested changing the term permit to approval to loosen the regulation, but still require city review. The Commission agreed to the change.

Commissioner McGary asked if Section 1312.05(1)(i), requiring the use of temporary or permanent electrical hook up as the primary source of electrical power on a construction site could be removed. He said providing the service to the site adds expense and time, noting even with electrical service, air compressors would still be used which are just as loud, if not louder, than generators. Commissioner Carlson said the issue with generators is the impact they have on adjacent properties, especially during the summer hours when people are trying to enjoy their outside spaces. Commissioner Linder suggested a language change that would permit the use of generators until such time temporary or permanent service could be establish at a construction site. The Commission agreed to the change.

Motion by Commissioner Carlson that staff schedule a public hearing for Ordinance 13-62, as amended, to be held at the Planning Commission's April 16th meeting. Commissioner Werneiwski seconded the motion. Motion carried 6-0.

NEW BUSINESS

Appoint Chair and Vice-Chair for 2013 – Appoint Chair and Vice Chair to serve until April 2014

Motion by Commissioner Werneiwski that the Commission appoints Kent Carlson to serve as Chairman and John McGary to serve as Vice-Chair for 2013. Commissioner Hemink seconded the motion. Motion carried 6-0.

LIAISON REPORT

Council Liaison Gustafson said massing ordinance is of particular importance to the Council and there is some expectation that the Planning Commission is working based on a schedule to get something up to the Council for action sooner rather than later. Commissioner Carlson said the Commission was working on a schedule and confirmed with the Commissioners they were at a point to get an ordinance drafted at the next meeting and solicit the comments of architects. Zoning Coordinator Karpas said his intent was to keep the process moving so the Commission didn't get bogged down.

Zoning Coordinator Karpas said the Council addressed two other issues that were before the Commission last month. He said David Garber withdrew his request for an ordinance amendment to permit the operation of a firearms business in the C-1 Zoning District and the Council unanimously approved the variance request by the Hemink's to exceed the permitted impervious surface area.

ADJOURNMENT

Motion by Werneiwski to adjourn the meeting. Commissioner McGary seconded. The meeting adjourned at 8:45 p.m.

Respectfully submitted,
Gus Karpas
Zoning Coordinator

ORDINANCE NO. 13-27

AN ORDINANCE AMENDING SECTION 1345 OF THE DEEPHAVEN CODE

The City Council of the City of Deephaven, Minnesota, ordains:

Section 1. Section 1345, Subdivision 26 of the Deephaven Code is amended to read as follows:

Subd. 26. Finished Grade means the elevation of grade at the base of an existing structure or the existing grade of a vacant lot. Regulation of finished grade shall be as follows:

a) Finished grade of construction shall not increase more than one foot above the grade of an existing structure for structures to be removed or expanded unless a Special Use Permit is granted by the City in accordance with Section 1320 of this code.

b) Finished grade of construction on a vacant parcel shall not increase more than one foot of the existing elevations on the property unless a Special Use Permit is granted by the City in accordance with Section 1320 of this code.

Section 2. Section 1345, Subdivisions 26 through 73 will be renumbered to reflect the amendment.

Section 3. Effective Date. This Ordinance shall be effective as of its date of publication.

Adopted by the Deephaven City Council on June 7, 2004, and published in the paper of Weekly News, Inc. on June 15, 2004.

Tom L. Anderson, Mayor

ATTEST:

Mary Courtney - Deputy Clerk

City of Deephaven
Hennepin County, Minnesota

ORDINANCE NO. 13-83

AMENDING SECTIONS 1312.04 AND 1350.05 OF THE DEEPHAVEN ZONING ORDINANCE, GRADING, FILLING AND SHORELAND ALTERATIONS

THE CITY COUNCIL OF THE CITY OF DEEPHAVEN HEREBY ORDAINS:

SECTION ONE: Amendment. Section 1312.04 is hereby amended as follows:

1312.04 Grading and Filling. The purpose of this section is to establish reasonable limitations and controls for land alterations within the city. The regulations will allow the city to better manage stormwater discharge, ensuring drainage does not negatively impact neighboring properties, manage hauling traffic and noise, and prevent erosion issues onto adjacent properties, wetlands, lakes and roads. ~~No land in the City may be excavated, graded, or filled in an amount greater than fifty cubic yards without approval from the City Engineer and Zoning Coordinator. The applicant will provide a scalable survey for the proposed alteration, showing the present and proposed elevations or contours, the existing and proposed drainage and any other information requested by the City Engineer. The City Engineer and Zoning Coordinator will consider whether the alteration and any related structures will comply with the applicable provisions of this code, and the effects on drainage and destruction of ground cover and water holding areas.~~

~~Any alteration that would increase or decrease the finished grade by up to three feet in an area greater than three hundred square feet as it exists on July 1, 2013 or the date of the building permit application, whichever ground elevation is lower, requires approval from the City Engineer and Zoning Coordinator. Any such land increase or decrease of more than three feet at any point requires a variance.~~

Subd. 1. Grading Prohibited. Unless approved by a variance as outlined in Section 1315, the following shall be prohibited:

(a) any grading or filling in the bluff impact zone.

(b) any land increase of more than three feet at any point.

Subd. 2. Permit Required. Unless approved as part of a project in which a permit has been issued, a separate grading permit shall be required for the following:

(a) movement of more than 50 cubic yards

(b) movement of more than 10 cubic yards on steep slopes inside the Shoreland Overlay District.

Subd. 3. Information Required. Required information for review includes, but not limited to, a scalable survey for the proposed alteration, showing the present and proposed elevations or contours, the existing and proposed drainage and watershed district comments.

Subd. 4. Review. The City Engineer and Zoning Coordinator will consider whether the alteration and any related structures will comply with the applicable provisions of this code, and the effects on drainage and destruction of ground cover, water holding areas and adjacent properties. The permit may be granted subject to the following:

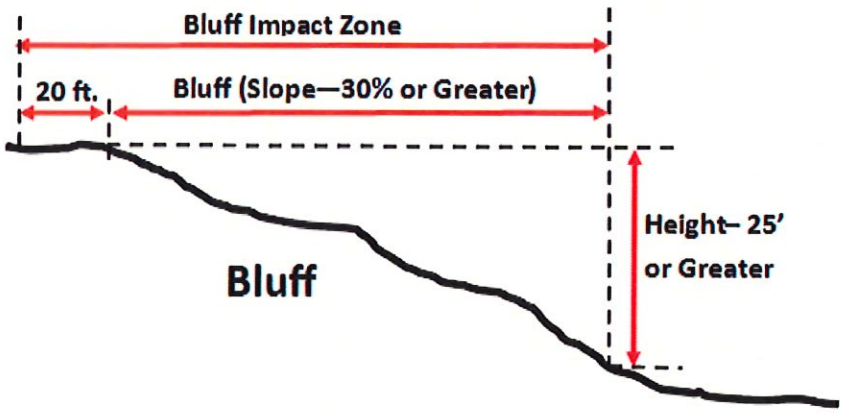
a) The smallest amount of bare ground is exposed for as short a time as feasible.
b) Temporary ground cover, such as mulch, is used and permanent ground cover, such as sod, is established.
c) Methods to prevent erosion and trap sediment are employed.
d) Fill is stabilized to accepted engineering standards.

SECTION TWO: Amendment. Section 1345.69 is herby amended as follows:

1345.03 "Bluff" means a topographic feature such as a hill, cliff, or embankment having the following characteristics:

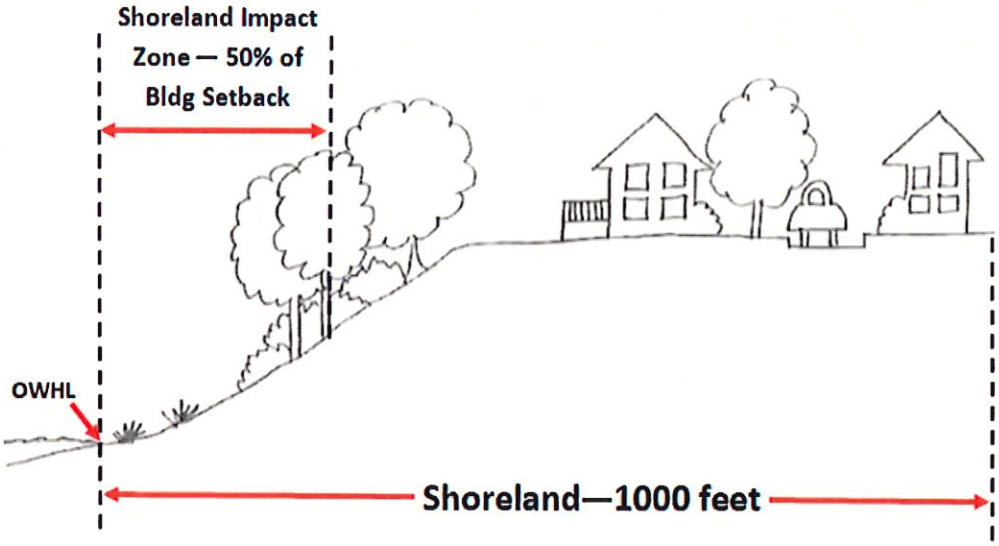
(1) Part or all of the feature is located in a shoreland area;
(2) The slope rises at least 25 feet above the ordinary high water level of the waterbody;
(3) The grade of the slope from the toe of the bluff to a point 25 feet or more above the ordinary high water level averages 30 percent or greater, and
(4) The slope must drain toward the waterbody.

An area with an average slope of less than 18 percent over a distance of 50 feet or more shall not be considered a part of the bluff.



1345.04 "Bluff Impact Zone" means a bluff and land located within 20 feet from the top of a bluff.

1345.63 "Shoreland Impact Zone" means land located between the ordinary high water level of a public water and a line parallel to it at a setback of 50 percent of the structure setback.



1345.64 "Shoreland" means land located within the following distances from public waters; 1,000 feet from the normal high water mark of a lake, pond or flowage; and 300 feet from a river or stream, or the landward extent a flood plain designated by ordinance of such a river or stream, whichever is greater. The practical limits of shorelands may be less than statutory limits where such limits are designated by natural drainage divide lesser distances, shown on the official zoning map.

1345.69 "Steep Slope" means land within the shoreland overlay district ~~where development is either not recommended or described as poorly suited due to slope steepness and the site's soil characteristics, as mapped and described in available county soil surveys or other technical reports, unless appropriate design and construction techniques and farming practices are used in accordance with the provisions of this ordinance. Where specific information is not available, steep slopes are lands~~ having average slopes over 12 percent, as measured over horizontal distances of 50 feet or more, which are not bluffs.

SECTION THREE: Amendment. Section 1350.05 is hereby amended as follows:

1350.05. Shoreland Alterations.

Subd. 1. Removal of Natural Vegetation. The removal of natural vegetation shall be restricted to prevent erosion into protected waters, to consume nutrients in the soil and to preserve shoreland aesthetics. Removal of natural vegetation in the shoreland overlay district shall be

subject to the following provisions:

(a) Selective removal of natural vegetation is allowed, provided that sufficient vegetation cover remains to screen cars, dwellings and other structures when viewed from the water.
(b) Clear cutting of natural vegetation is prohibited.
(c) Natural vegetation shall be restored insofar as feasible after any construction project is completed to retard surface runoff and soil erosion.
(d) The provisions of this section shall not apply to permitted uses which normally require the removal of natural vegetation.
(e) Use of fertilizer and pesticides in the shoreland management district must be done in such a way as to minimize runoff into the shore impact zone or public water by the use of earth, vegetation, or both.

Subd. 2. Grading and Filling. ~~Grading and filling in shoreland areas or any alteration of natural topography where the slope of the land is towards a protected water or a watercourse leading to a protected water must be authorized by a permit. A permit will also be required before grading or filling on steep slopes or within shore or bluff impact zones involving the movement of more than ten cubic yards of material or anywhere else in shoreland area involving movement of more than 50 cubic yards of material.~~
~~The permit may be granted subject to the following:~~

~~e) The smallest amount of base ground is exposed for as short a time as feasible.~~
~~f) Temporary ground cover, such as mulch, is used and permanent ground cover, such as sod, is established.~~
~~g) Methods to prevent erosion and trap sediment are employed.~~
~~h) Fill is stabilized to accepted engineering standards.~~

A permit is required for grading and filling activities as regulated in Section 1312.04.

Subd. 3. Excavations. Excavations on shorelands where the intended purpose is connection to a public water shall require a permit from the Zoning Administrator before construction is begun. Such permits may be obtained only after the Commissioner of Natural Resources has issued a permit for work on the beds of public waters.

(a) Any work which will change or diminish the course, current or cross sections of a protected water or wetland shall be approved by the Commissioner of Natural Resources, and such approval shall be construed to mean the issuance by the Commissioner of Natural Resources of a permit under the procedures of Minnesota Statutes, 103G.245 and other related statutes.

(b) Excavations made with the intention of establishing connection to public waters, such as boat slips, canals, lagoons, and harbors are prohibited above the ordinary high water level.

SECTION FOUR: Effective Date. This Ordinance shall be effective as of its date of publication.

Adopted by the Deephaven City Council on April 4, 2022, and published in the paper of Sun Sailor on April 14, 2022.

Melissa McNeill, Mayor

ATTEST: Dana H. Young
Dana H. Young, Clerk Administrator

City of Deephaven
Hennepin County, Minnesota

ORDINANCE NO. 13-XX

AMENDING SECTIONS 1312, 1302 AND 1345 OF THE DEEPHAVEN ZONING ORDINANCE, CONSTRUCTION REGULATIONS, MAXIMUM BUILDING HEIGHT AND DEFINITIONS

THE CITY COUNCIL OF THE CITY OF DEEPHAVEN HEREBY ORDAINS:

SECTION ONE: Amendment. That Section 1312.04 be amended as follows:

1312.04 Grading or Filling. The purpose of this section is to establish reasonable limitations and controls for land alterations within the city. The regulations will allow the city to better manage stormwater discharge, ensuring drainage does not negatively impact neighboring properties, manage hauling traffic and noise, and prevent erosion issues onto adjacent properties, wetlands, lakes and roads. It is the intent that development conform to the character of the land wherever practical, and the reconfiguration of the land necessary to support development be minimized.

Subd. 1. Grading Prohibited.

(a) Unless approved by a variance as outlined in Section 1315, any grading or filling in the bluff impact zone is ~~the following shall be~~ prohibited.

(b) Unless approved through a Conditional Use Permit, importing or exporting more than 300 cubic yards of fill per acre of the lot area is prohibited.

~~(a) any grading or filling in the bluff impact zone.~~

~~(b) any land increase of more than three feet at any point.~~

Subd. 2. Permit Required. Unless approved as part of a project in which a permit has been issued, a separate grading permit shall be required for the following:

(a) movement of more than 50 cubic yards

(b) movement of more than 10 cubic yards on steep slopes inside the Shoreland Overlay District.

Subd. 3. Information Required. Required information for review includes, but not limited to, a scalable survey for the proposed alteration, showing the present and proposed elevations or contours, the existing and proposed drainage and watershed district comments.

Subd. 4. ~~Review~~ Standards for Issuance. The City Engineer and Zoning Coordinator will consider whether the alteration and any related structures will comply with the applicable provisions of this code, and the effects on drainage and destruction of ground cover, water holding areas and adjacent properties. The permit may be granted subject to the following:

a) The smallest amount of bare ground is exposed for as short a time as feasible.
b) Temporary ground cover, such as mulch, is used and permanent ground cover, such as sod, is established.
c) Methods to prevent erosion and trap sediment before they cross a property line or reach any surface water must be used ~~are employed~~.
d) Fill or excavated material must not be placed in a manner that creates an unstable slope. ~~is stabilized to accepted engineering standards~~.
e) Plans to place fill or excavated material on steep slopes must be reviewed by the city engineer for continued slope stability.
f) Finished grades shall not exceed 33 percent.
g) Any alterations below the ordinary high-water level of public waters must first be authorized by the commissioner of the Department of National Resources.
h) Alterations of topography may only be permitted if they do not adversely affect adjacent or nearby property.

SECTION THREE: Amendment. That Section 1302.05 be amended as follows:

1312.05 ~~Steep~~ Slopes Prone to Severe Erosion. No structure, including driveways, retaining walls and support systems shall be allowed on natural slopes of more than 33 percent. ~~prone to severe erosion~~. These slopes shall be maintained in a natural state with additional vegetative cover as needed to minimize erosion. ~~Development controls shall be required to minimize erosion on slopes between 12-30%.~~

SECTION FOUR: Amendment. That Section 1302.06 be amended as follows:

1312.06 Subd. 2(d) Prior to issuance of a building permit, the Zoning Administrator ~~applicant~~ will notify all property owners within three hundred fifty (350~~0~~) feet of the proposed project regarding the building time frame, proposed parking, building plans and contact information for the applicant, ~~along with an executed neighborhood acknowledgement form~~. A sign must also be posted on the project site at least five (5) days prior to issuance of a building permit identifying the permit holder, a contact name and phone number and the site address. The sign and the content of the sign must be visible from the street. The sign must be kept in place until the completion of the project.

Subd. 3. Stormwater and Construction Management Plan. The Stormwater and Construction Management Plan is a stand-alone document and shall include the following:

(a) A site plan showing:
1) Site Address.
2) Names, addresses and telephone numbers of persons responsible for preparing and implementing the construction site management plan.
3) Site property lines.
4) Location of proposed buildings and structures on site.
5) Identification and location of all significant natural boundaries/buffers to neighboring properties.
6) Best Management Practices (BMPs) to minimize erosion and discharge of sediment and other pollutants.
7) Location of silt fencing.
8) Location of soil stockpiling.

9) Locations of the temporary toilet, if required, and dumpster.
10) Site entrance and on-site parking areas, and/or proposed street parking plan.
11) Location of rock construction entrance, or other equivalent means of controlling sediment tracking.

SECTION FIVE: Amendment. That Section 1302.03(5) be amended as follows:

Section 1302.03(5) R-1 Height Requirements

Structure Height defined in the Definitions Section of this Ordinance	
	Maximum Permitted Height
Single Family Principal Structure – Sloping Roof	36’
Single Family Principal Structure – Top of Parapet, Flat Roof	28’
Detached Garages	23’
All Other Accessory Structures	15’

SECTION SIX: Amendment. That Section 1302.04(5) be amended as follows:

Section 1302.04(5) R-2 Height Requirements

Structure Height defined in the Definitions Section of this Ordinance	
	Maximum Permitted Height
Single Family Principal Structure - Sloping Roof	36’
Single Family Principal Structure – Top of Parapet, Flat Roof	28’
Detached Garages	23’
All Other Accessory Structures	15’

SECTION SEVEN: Amendment. That Section 1302.05(5) be amended as follows:

Section 1302.05(5) R-3 Height Requirements

Structure Height defined in the Definitions Section of this Ordinance			
	Maximum Permitted Height		
Principal Structures	Lot area	Permitted Height – Sloping Roof	Permitted Height – Top of Parapet, Flat Roof
	20,001+ sq.ft.	36’	28’
	18,001-20,000 sq.ft.	35’	27’
	16,001-18,000 sq.ft.	34’	26’
	14,001-16,000 sq.ft.	33’	25’
	12,001-14,000 sq.ft.	32’	24’
	10,001-12,000 sq.ft.	31’	24’
	Up to 10,000 sq.ft.	30’	24’
Detached Garages	23’		
All Other Accessory Structures	15’		

SECTION EIGHT: Amendment. That Section 1345.32 be amended as follows:

1345.32 “Height of Building” means the ~~vertical~~ distance measured from the average existing ground elevation adjoining the building at the front building line to ~~between the highest existing or proposed grade elevation at the foundation of a structure or five feet above the lowest adjoining grade elevation for structures with an exposed look-out or walk-out, whichever is lower, and~~ the highest point of any roof. No grade adjoining any portion of the building shall be more than 12 feet lower than the average existing ground elevation adjoining the building at the front building line. Solar panels and chimneys may not exceed the building height by more than five feet. In non-residential districts, spires and necessary mechanical appurtenances are excluded from the building height.



SECTION NINE: Effective Date. This Ordinance shall be effective as of its date of publication.

Adopted by the Deephaven City Council on July 6, 2026, and published in the paper of Sun Sailor on July 16, 2026.

_____
Kent M. Carlson, Mayor

ATTEST:

_____
Dan Madsen, Clerk Administrator

DEEPHAVEN CITY COUNCIL WORKSHOP MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, July 6, 2026
Workshop / New Business:
Defining Marina Residency Policy and Boating Season

Recommended Action: Marina Ordinance Amendment: defining residency requirement and boating season, no formal action is required as this matter is set on for discussion purposes only.

Potential Action: Waive First Reading of Marina Ordinance Amendment and Approve Ordinance Amendment as Presented.

Deephaven City Staff and Council reviewed a scenario that highlighted a lack of clarity in the Marina Dock Slip residency / property owner requirement and underscored an inconsistency between the residency requirement and the definition of "boating season" at the June 1st and June 15, 2026, Council Workshops.

Review of Discussions

Section 900 of the Deephaven City Code entitled "City Watercraft Spaces" sets forth the requirements and regulations for the permitted leases of municipal dock slips. Section 900.05 entitled "Mooring of Watercraft" prohibits the mooring, placement or storage of any watercraft at City dock slips without a permit. Properly issued permits authorize the owner of a watercraft to use a designated dock slip during the specified boating season. DEEPHAVEN CITY CODE, §900.06. The boating season for dock slips is defined as the period of time commencing "April 1 to November 1 of a given year…." DEEPHAVEN CITY CODE, §900, Subd. 5.

The renewal period for dock slip permits commences on October 15th of the year preceding the permitted season and ends November 30th of that same year. DEEPHAVEN CITY CODE, §900.06, Subd. 2(c). Permits for dock slips are only issued to "property owners," defined as the fee owner of land in the City who resides on the property from May 15th to October 1st, whose interest is primarily one of possession and enjoyment in contemplation of ownership. DEEPHAVEN CITY CODE, §900, Subd. 9.

The above provisions have been interpreted differently, highlighting ambiguity in the Ordinance that should be clarified. One reading of the Ordinance supports the notion that a resident / "property owner" of Deephaven between May 15 and October 1 of a given year qualifies them to receive a permit for dock space during the boating season of the following year. Alternatively, a contrary reading of the Ordinance supports the position that a person must be a resident / "property owner" of Deephaven from May 15 to October 1 of the current year to be able to use and maintain their dock slip permit that same year.

To resolve this inconsistency, Staff recommend making it clear in the language of the Ordinance that the permittee for dock space must be a "property owner" during the current "boating season"

to have the use and enjoyment of the dock slip. That language is redlined in the attached Amendment to Section 900, Subd. 9, and reads as follows:

Subd. 9. "Property Owner" means the fee owner of land in the City, or the beneficial owner of land in the City, who resides on the property during the permitted boating season. ~~from May 15th to October 1st, whose interest is primarily one of possession and enjoyment in contemplation of ownership~~.

Addressing Changes in Residency

As discussed in previous workshops, the current Ordinance and Marina Policy do not provide guidance on how Staff should handle situations where a boat slip leaseholder changes their residency outside of Deephaven city limits during a boating season. The unresolved question is at what date the property owner would not be refunded their boat slip fees and / or what should be done with the boat slip for the duration of the boating season after the resident leaves Deephaven.

Three options were presented in Workshop for Council consideration on how to resolve this question. The first option was to allow leaseholders to use the boat slip the entire boating season so long as they were a resident of Deephaven on the first day of that boating season. While this was the option most preferred by Staff, it does leave open the issues and concerns that may be raised by residents who have been waiting decades for dock space that see non-residents continue to enjoy dock slips after they move away from Deephaven.

The second option discussed was to determine a date, however arbitrary that may be, and allow refunds and re-lease dock space when residents move out of Deephaven before that date certain. Residents that move away after that date would either be allowed to keep their boat slip, or would lose the slip and the space could be left vacant or re-leased to a resident on the waiting list. This option was not favored by Staff or the Council.

The third option reviewed was maintaining the residency requirement as presented and refunding the prorated difference of time back to the leaseholder who moved out of Deephaven. The dock slip would then be leased to the next person on the waiting list interested in taking on the partial boating season. As discussed by the Council, the incoming leaseholder would pay the prorated fee for the remainder of the boating season. This partial season would not count against the ten-year limit for dock space leases. Residents in-line for dock space that opted not to accept the partial season would not lose their one-time ability to decline dock space and would retain their place on the dock space waiting list for future opportunities. This option was favored by the Council based upon the equity of refunding prorated dock slip fees to exiting leaseholders while providing the amenity of dock space sooner to residents on the waiting list. With the protections against a partial season counting against the ten-year limit, and the benefit of prorated lease fees, this option appeared to be the most beneficial to the community.

The following are edits to the existing Ordinance language, highlighting changes in red that illustrate the discussion and proposed changes:

§900.06 Permits. Permits issued under this Section become valid at the commencement of the boating season and will authorize an owner of the watercraft to whom the permit is issued to keep a specified watercraft at a specified space for the specified boating season as provided in this Section. In addition, a permit for a buoy will authorize the mooring of one auxiliary watercraft to the buoy at times when the primary watercraft is not moored to the buoy.

(a) Permits may be issued for partial boating seasons when spaces become available during a current boating season. When such vacancy occurs, the process provided in Section 900.06, Subd. 3, shall be used to fill the vacant permitted space.

(b) Partial boating season permit fees shall be calculated on a prorated per-day basis and billed for the remaining days in the boating season. People on the waiting list that opt not to accept vacant space shall maintain their position on the waitlist without penalty. People who accept the vacant space shall not have the partial boating season count against any durational permit lease terms or time limits.

§900.09 Revocation.

(a) The City may revoke a permit for any violation of the provisions of this Section or for failure of the permit holder to use a space during a boating season. A permit ~~also~~ may also be revoked for violation of the City's ordinances establishing harbor limits and prohibiting nuisances in the harbor limits. Permit fees for revocations based upon violations of the City Code shall not be refunded to the former permit holder.

(b) The City shall immediately revoke a permit of a permit holder who fails to maintain their status as, or otherwise no longer meets the definition of, a "Property Owner" as defined herein. Upon such occurrence, the remainder of the pro rata permit fees calculated on a per day basis shall be refunded to the former permit holder.

(c) In the event all Property Owners have permitted spaces or opt not to lease a permitted space, these same requirements and regulations shall apply to other residents or tenants as provided in Section 900.06, Subd. 2 or as otherwise set forth herein.

Attached for your review is a first official draft of this Ordinance Amendment that incorporates Staff recommendations as presented above. Members of the Staff and Council can discuss this in more detail and explore these, or other, options as we work to finalize these changes.

As always, send any questions, comments or requests for additional information you may have, and we will have that information available for review on Monday night.

Sincerely,

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

CITY OF DEEPHAVEN
Hennepin County, Minnesota

ORDINANCE NO: XX-26

An Ordinance Amending Chapter 9, Section 900 entitled "City Watercraft Spaces" Regarding Leased Space Permitting and the Definition of Property Owner

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NOTICE IS HEREBY GIVEN: that on June 16, 2026, Ordinance No. XX-26 was adopted by the Council of the City of Deephaven, Minnesota that amended Chapter 900, Section 900.01, Subd. 9 entitled "Property Owner," and Chapter 900, Section 900.06 entitled "Permits."

NOTICE IS FURTHER GIVEN: that, because of the lengthy nature of Ordinance Chapter 900, and the limited amendments thereto, the following is a summary of the ordinance that has been prepared for publication, and approved by the City Council, as authorized by state law:

CHAPTER 9. CITY WATERCRAFT SPACES

SECTION 900 CITY WATERCRAFT SPACES

900.01 Definitions. For purposes of this Section, the following terms will have the meanings ascribed to them in this Section:

Subd. 9. "Property Owner" means the fee owner of land in the City, or the beneficial owner of land in the City, who resides on the property during the permitted boating season.

900.06 Permits. Permits issued under this Section become valid at the commencement of the boating season and will authorize an owner of the watercraft to whom the permit is issued to keep a specified watercraft at a specified space for the specified boating season as provided in this Section. In addition, a permit for a buoy will authorize the mooring of one auxiliary watercraft to the buoy at times when the primary watercraft is not moored to the buoy.

(a) Permits may be issued for partial boating seasons when spaces become available during a current boating season. When such vacancy occurs, the process provided in Section 900.06, Subd. 3, shall be used to fill the vacant permitted space.

(b) Partial boating season permit fees shall be calculated on a prorated per-day basis and billed for the remaining days in the boating season. People on the waiting list that opt not to accept vacant space shall maintain their position on the waitlist without penalty. People who accept the vacant space shall not have the partial boating season count against any durational permit lease terms or time limits.

900.09 Revocation.

(a) The City may revoke a permit for any violation of the provisions of this Section or for failure of the permit holder to use a space during a boating season. A permit ~~also~~ may also be revoked for violation of the City's ordinances establishing harbor limits and prohibiting

nuisances in the harbor limits. Permit fees for revocations based upon violations of the City Code shall not be refunded to the former permit holder.

(b) The City shall immediately revoke a permit of a permit holder who fails to maintain their status as, or otherwise no longer meets the definition of, a "Property Owner" as defined herein. Upon such occurrence, the remainder of the pro rata permit fees calculated on a per day basis shall be refunded to the former permit holder.

(c) In the event all Property Owners have permitted spaces or opt not to lease a permitted space, these same requirements and regulations shall apply to other residents or tenants as provided in Section 900.06, Subd. 2 or as otherwise set forth herein.

A printed copy this Ordinance is available for inspection by any person during the City's regular office hours or on the City's website.

APPROVED for publication by the Council of the City of Deephaven, Minnesota, this 6th day of July, 2026.

CITY OF DEEPHAVEN

_____
Kent Carlson, Mayor

ATTEST:

_____
Kimberly Lenaz-Greenwaldt, City Clerk

Date Accepted _____

CITY OF DEEPHAVEN
RESIDENT MOORING LEASE AGREEMENT

THIS LEASE AGREEMENT ("Lease") is between the City of Deephaven ("City") and the following Deephaven resident(s) watercraft owner(s) ("Resident"):

WATERCRAFT OWNER/RESIDENT NAME(S): _____
Address: _____ ZIP CODE: _____
Home / Work / Cell Phone #'s: _____
Email Address(es): _____

JOINT LESSEE &/or JOINT OWNER NAME(S): _____
Address: _____ ZIP CODE: _____
Home / Work / Cell Phone #'s: _____
Email Address(es): _____

1. **AGREEMENT:** In consideration of the fees and terms set forth in this Lease, the City shall lease to the Resident the following Mooring site:

   _____ **("Mooring Site")**

2. **TERM:** The Boating Season is defined in Chapter 9 of the City Code as April 1 to November 1 for docks, buoys and shore spaces, and April 1 to November 15 for slides and canoe/paddleboard racks. Resident agrees to have the watercraft registered with the State of Minnesota and in seaworthy condition (as defined in the City Code) on the Mooring Site.

3. **RENTAL FEE:** _____

   The rental fee is due in full on or before November 15th of each year for the next upcoming boating season. If the rental fee is not received or postmarked on or before November 15th each year, the Resident will lose the Mooring Site, unless they pay an additional late fee equal to one-half (50%) of the permit fee for their type of permitted space by November 30th of that same year.

4. **DESCRIPTION OF WATERCRAFT:**

   Type of Craft:_____Make: _____Color:_____
   Model: _____Length & Width of Craft: _____

   Year: _____**MN DNR Registration #:** _____Expiration Date: _____

5. **INSURANCE AND TITLE**: Prior to the commencement of this Lease, Resident agrees to provide the City with a copy of certificate of insurance, DNR watercraft registration and a copy of the legal title to the watercraft. In the case of smaller craft such as canoes, the DNR watercraft registration is sufficient. **If joint owners of a watercraft, both Residents' names must be listed on the DNR registration card as well as the watercraft title as co-owners.**

6. **ASSIGNMENT OR SUBLET:** The Resident's rights under this Lease shall be non-assignable, non-transferable, and Resident shall not sublet the Mooring Site except as provided by Chapter 9 of the City Code.

7. **LIMITATIONS ON USE:** Resident may use the Mooring Site only during the term hereof and only for mooring the watercraft described above. Activities prohibited on or about the Mooring Site or City premises include but are not limited to: repair work on the watercraft; posting or advertising the watercraft for sale; auctions or other public sales of the watercraft; overnight occupancy of the watercraft; on-board parties or events occurring while the watercraft is moored at the Mooring Site; and any other acts prohibited by statutes, ordinances or rules.

8. **RISK OF LOSS:** This Lease constitutes merely a lease of the Mooring Site and does not create a bailment or other relationship under which the City undertakes any obligation to guard or protect the watercraft from theft, vandalism or damage by other persons or acts of God. Owner hereby assumes all risks associated with keeping the watercraft at the Mooring Site. Resident is responsible for properly insuring and caring for the watercraft.

9. **LIMITATION OF LIABILITY:** The City shall have no responsibility for: loss or damage to any of Resident's property including the watercraft or any property stored by Resident or those claiming by, through or under Resident, at Mooring Site, or on City premises in connection with this Lease by reason of fire, lightning, water, wind storm, tornado, hail, ice, other elements, explosion, theft, malicious mischief, vandalism, theft or otherwise; nor for any loss or injury to any person or persons in or about the Mooring Site, the City premises or the watercraft. Resident hereby releases the City from any liability or responsibility for same to the extent permitted by law and hereby agrees to indemnify and hold harmless from any claim, including reasonable attorney's fees and costs, by anyone for loss or injury to person or property arising out of or relating to the use by Resident of said Mooring Site, City premises or the watercraft. This release and indemnity from liability shall specifically include, but not be limited to, any loss or damage caused to Resident(s) or those claiming by or through Resident(s) by any obstructions in or under the surface of the water.

10. **CONDITION OF WATERCRAFT AND MOORING SITE:** The Resident shall keep the watercraft in seaworthy condition**. If the watercraft becomes unseaworthy during the term of the lease, Resident shall notify the City within 48 hours** of determining that the watercraft is not seaworthy and describe how the Resident plans to make the watercraft seaworthy.

11. **NO VIOLATION:** Resident agrees not to violate any statute, regulation or ordinance of the City or any other governmental body or otherwise do any act which will increase the insurance rates on City premises. Owner will not make any undue noise or do anything on or about the Mooring Site or the City premises that will be dangerous to life, limb or property. Minnesota law requires abatement of noise after 10:00 p.m. and Resident agrees to do so. Owner will not make any alterations, additions or improvements in or to the Mooring Site, City premises or the docks, or add, disturb or in any way change the Mooring Site or City premises without the prior written consent of the City.

12. **HOLDING OVER:** Resident shall remove the watercraft and any other equipment/personal property from the Mooring Site on or before the end of the Boating Season but no later than November 1st for docks, shore spaces and buoys, and November 15th for slides and canoes/paddleboards. By failing to do so, the City has the right to remove the watercraft and any other equipment/personal property in accordance with Section 14 hereof and Resident shall be liable for a per diem holdover fee as described in the Fee Schedule contained in Section 405.05 of the City Code.

13. **RULES:** The City reserves the right to enact, amend, and enforce such further reasonable rules as it deems suitable, and Resident agrees to comply with such rules. The location of the Mooring Site is determined at the sole discretion of the City. The Resident acknowledges that the renewal of this Lease is at the sole discretion of the City and that no commitment has been made to the Resident that this Lease will be extended or renewed.

14. **PENALTIES AND REMOVAL:** If any material representation by the Resident is false or if any part of this Lease is broken or if any rules, regulations or ordinances of the City are violated by any person operating the watercraft, the City is hereby authorized to remove the watercraft from the Mooring Site; and in the case of such removal, the Resident hereby agrees to pay the City the cost of removing and storing the watercraft and the City may retain possession of the watercraft until such costs are paid. If Resident's Permit for Mooring Site is revoked for any of the above reasons, there will be no refund of the permit fee.

AFFIDAVIT AND STATEMENT OF GOOD FAITH USE: I acknowledge and affirm that I have both read and understand the terms of this Lease Agreement and Chapter 9 of the Deephaven Code of Ordinances entitled "City Watercraft Spaces" (www.deephaven.gov/code-of-ordinances). I further acknowledge and affirm that I will follow and be bound by all of the terms and conditions as set forth in this Lease Agreement and as applicable in the Deephaven City Code. Except as permitted by this Lease Agreement or by City Code, I have not and will not sublease or otherwise arrange to assign or sell the rights and privileges hereunder to any other resident of Deephaven or to any non-resident of Deephaven (including family members whether they reside in Deephaven or elsewhere).

Resident Name (PLEASE SIGN HERE) **Date**

2nd Resident Name & / or Joint – Lessor (PLEASE SIGN HERE) **Date**

CITY OF DEEPHAVEN

Madison Fiecke, Marina Operations **Date**

Hakanson Anderson

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763-427-5860
www.haa-inc.com

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Steven Hegland, City Engineer

DATE: July 2, 2026

RE: Request to approve Cost Sharing Agreement with City of Shorewood for Minnetonka Boulevard

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Purpose

The purpose of this item is to request City Council review and approval of the cost share agreement with the City of Shorewood for the shared portion of Minnetonka Boulevard which is being improved with the 2026 Street Improvement Project.

Background

As part of the City of Deephaven's 2026 Street Improvement Project, approximately 850 feet of Minnetonka Boulevard will be reconstructed from Bayswater Road to the western loop of Spencer Lane at the City's western boundary. This roadway segment is jointly shared by the Cities of Deephaven and Shorewood.

City staff have coordinated with Shorewood throughout the project development and design process regarding the planned improvements and Shorewood's participation in the associated project costs. The proposed reconstruction will be completed as part of the 2026 Street Improvement Project.



Cost Share Portion of Minnetonka Boulevard

The total estimated cost for this shared roadway segment is $113,810.64, which includes construction, design, and construction administration expenses. As was done with the last shared roadway project between the

communities, the costs will be divided equally between the two communities, resulting in a contribution of $56,905.32 from each city.

Staff have prepared the attached Cost Sharing Agreement with the City of Shorewood. The agreement outlines each city's financial responsibilities and follows the same format used on the previous project.

Recommendation

We would recommend the City Council approve the attached Cost Sharing Agreement with the City of Shorewood.

Hakanson Anderson

COST-SHARING AGREEMENT

THIS COST-SHARING AGREEMENT (the "Agreement") is entered into this ____ day of _____, 2026 by and between the City of Shorewood, a municipal corporation under the laws of Minnesota ("Shorewood"), and City of Deephaven., a municipal corporation under the laws of Minnesota ("Deephaven"). That Shorewood and the Deephaven may hereinafter be referred to individually as a "Party" or, together, the "Parties."

RECITALS

A. Deephaven intends to undertake reclamation improvements to Minnetonka Boulevard, a local city street that extends across the municipal boundary of Shorewood and Deephaven as depicted in the attached Exhibit A (the "Project").

B. Deephaven has obtained Project bids and Shorewood's post-bid total Project cost of $56,905.32 ($49,482.89 plus 15% for design and construction administration) is based upon the bid submitted by the lowest responsible bidder, Asphalt Surface Technologies Corp. a/k/a ASTECH Corp, which is attached hereto as Exhibit B. The Post-Bid Estimate includes those elements that are within Shorewood's municipal boundary, which amount to 1.2% of the total Project.

C. The Parties wish to specify their respective responsibilities for Project costs as provided herein.

D. Minn. Stat. § 471.59 authorizes two or more governmental units to enter into agreements to jointly or cooperatively exercise any power common to the contracting parties or any similar power

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and obligations contained herein, the Parties agree as follows:

1. Cost-Sharing Obligation; Project Construction. For the purposes of carrying out the Project, Deephaven will be considered the "Project Owner" and therefore will be charged with entering a contract for the Project with a selected contractor and will also administer the Project contract.

2. The Parties agree that the Project Cost to be paid by Shorewood is equal to $56,905.32 ($49,482.89 plus 15% for design and construction administration) based upon the design costs and bid documents, subject to any modifications approved under Paragraph 4 of this Agreement.

3. Project Completion; Final Cost Determination. Shorewood will have the right to inspect, review and comment on construction of the Project throughout the term of this Agreement, Deephaven shall have oversight and final approval on administration of the contract documents for the Project and shall use its best efforts to ensure that the Project is completed reasonably within the timeframes and deadlines within such documents. Notwithstanding the foregoing, Deephaven shall not be responsible or liable for any delays in construction, Project failure, or failure of the Project to meet design or contract standards.

4. Change Orders and Supplemental Agreements. Any change orders or supplemental agreements that affect the project cost payable by Shorewood and changes to the plans for the Project must be approved by Shorewood prior to execution of work.

5. Upon completion of the Project, Deephaven shall invoice Shorewood for Shorewood's share of the Project Cost, and Shorewood shall pay the same within thirty (30) days of receipt. For budgetary purposes, and at its sole discretion, Shorewood may elect to make payment of its Project Cost under this Agreement in calendar year 2026. In this event, Shorewood shall incur interest in an amount equal to five percent (5%) of the outstanding Shorewood Project Cost. Shorewood shall then make payment of the outstanding Project Cost plus five percent (5%) interest to Deephaven by January 15, 2027. If any portion of the invoice is disputed, the Parties shall promptly meet to resolve the dispute.

6. Access to Shorewood Property; Communications. Shorewood hereby authorizes Deephaven, its agents, contractors, and employees to access Shorewood's right of way and any area contained thereon as it deems reasonably necessary to construct the Project. At Shorewood's request, Deephaven shall communicate Project plans and timelines with Shorewood and keep Shorewood informed as to the same.

7. Ownership. Each party shall own the portion of the Project located within its corporate boundaries and shall be solely responsible for all maintenance, repair and future replacement of the improvements

8. Termination. This Agreement shall terminate automatically upon the completion of the Project and satisfaction of all financial obligations contained herein.

9. Governing Law and Amendments. This Agreement shall be governed by the laws of the State of Minnesota and may only be modified or amended with the written consent of both Parties.

10. Binding Agreement. This Agreement constitutes the entire agreement between the Parties regarding this matter and is binding on the Parties until it expires or is terminated as provided herein.

11. Indemnification. Pursuant to Minn. Stat. §471.59, Subd. 1a(a), as amended, this agreement is intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of

liability; provided, however, that each party expressly declines responsibility for the acts or omissions of the other. Nothing in this Agreement shall be construed to waive or limit any immunity from, or limitation on, the liability of either party as provide by law. Under no circumstances shall a party be required to pay on behalf of itself and other parties, any amounts on excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The statutory limits of liability for the two parties may not be added together or stacked to increase the maximum amount of liability for any party.

12. Each Party agrees to indemnify and hold harmless the other from any claims, losses, costs, expenses or damages, including reasonable attorneys' fees, resulting from the acts or omissions of the respective officers, agents, or employees of the indemnifying Party, to the extent such acts or omissions are directly related to activities conducted by the indemnifying party under this Agreement. This section shall survive any termination or expiration of this Agreement and will also remain subject to the liability limitations as provided above.

13. Audits. Pursuant to Minnesota Statutes § 16C.05, Subd. 5, any books, records, documents, and accounting procedures and practices of Shorewood and Deephaven relevant to the Agreement are subject to examination by Shorewood, Deephaven, and either the Legislative Auditor or the State Auditor as appropriate. Shorewood and Deephaven agree to maintain these records for a period of seven years from the date of performance of all services covered under this agreement.

14. Not Construed Against Drafter. The language of this Agreement shall not be interpreted in favor of or against any Party as the drafter of this Agreement.

15. Incorporation. The recitals contained herein and the exhibits attached hereto are incorporated in and made part of this Agreement.

16. Representations. Each Party executing this Agreement represents to the other that those signing below on its behalf are authorized to enter into this Agreement and to bind its organization to its terms and conditions.

17. Counterparts. For the convenience of the parties, any number of counterparts hereof may be executed and each such executed counterpart shall be deemed an original, but all such counterparts together shall constitute one and the same Agreement.

[signature pages to follow]

IN WITNESS WHEREOF, the parties to this Cost-Sharing Agreement have caused these presents to be executed as of the day and year aforesaid.

CITY OF DEEPHAVEN

By: _____
Kent Carlson, Mayor

By: _____
Dan Madsen, City Administrator

CITY OF SHOREWOOD

By: _____
Jennifer Labadie, Mayor

By: _____
Marc Nevinski, City Administrator

EXHIBIT A

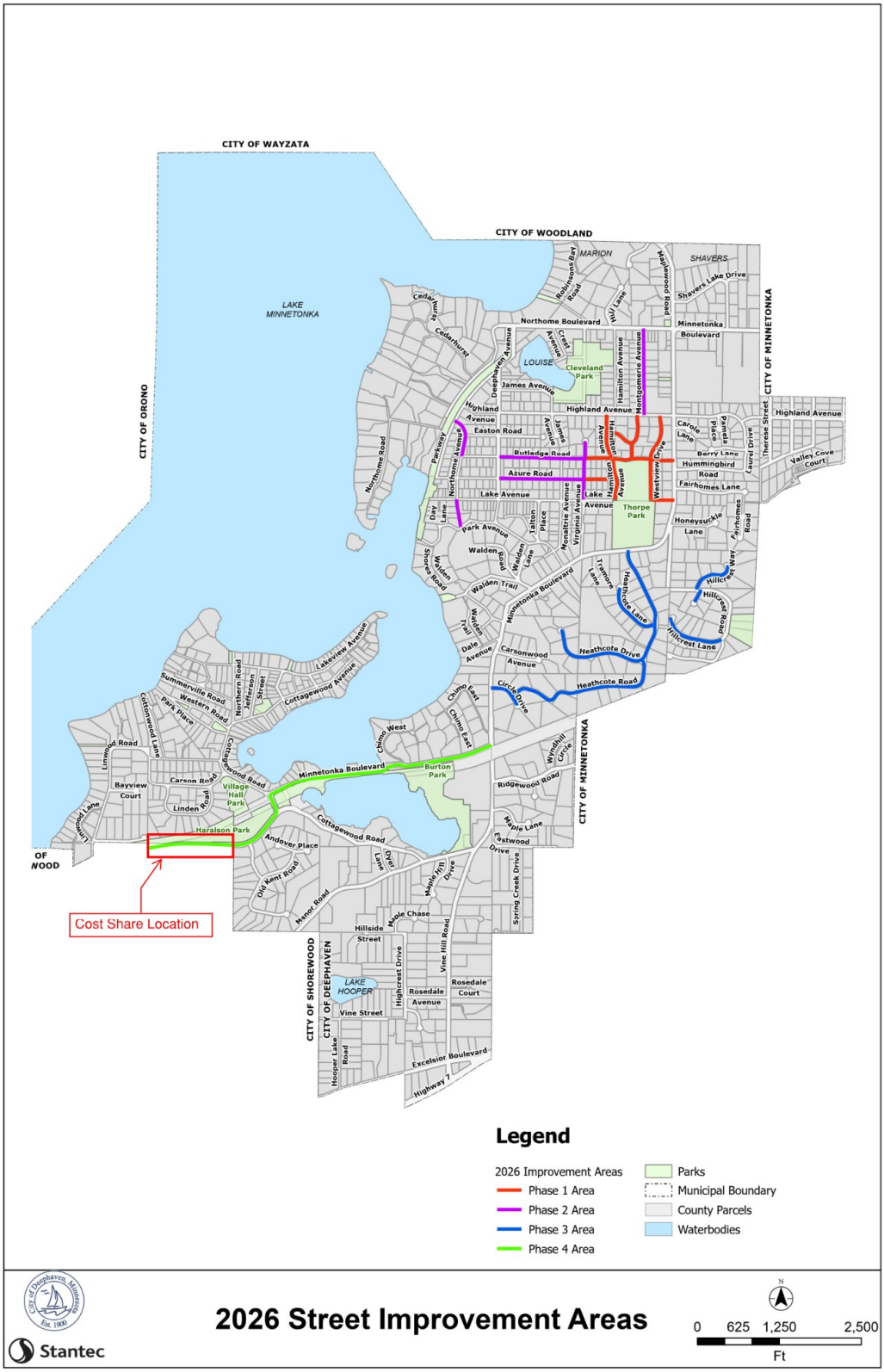

CITY OF WAYZATA
CITY OF WOODLAND
LAKE MINNETONKA
CITY OF ORONO
CITY OF MINNETONKA
MARION
SHAVERS
LOUISE
Cleveland Park
Thorpe Park
Burton Park
Village Hall Park
Haralson Park
LAKE HOOPER
CITY OF SHOREWOOD
CITY OF DEEPHAVEN
Cost Share Location
Legend
2026 Improvement Areas
Phase 1 Area
Phase 2 Area
Phase 3 Area
Phase 4 Area
Parks
Municipal Boundary
County Parcels
Waterbodies
2026 Street Improvement Areas
Stantec
0 625 1,250 2,500
Ft

EXHIBIT B

Project Name: **DEEPHAVEN 2026 STREET IMPROVEMENTS PROJECT**

City Project No.: _____ Stantec Project No.: 193807541

Bid Opening: Tuesday, February 10, 2026 at 10 Owner: **City of Deephaven**

I hereby certify that this is an exact reproduction of bids received.

Steve Hegland, PE
License No. 52243

	Bidder No. 1 Northwest	Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp	Bidder No. 3 Valley Paving, Inc.	Bidder No. 4 GMH Asphalt Corp.	Bidder No. 5 Wm. Mueller & Sons	Bidder No. 6 Bituminous Roadways, Inc.	Bidder No. 7 New Look Contracting, Inc.
BASE BID SUMMARY:							
TOTAL BASE BID: 2026 PROJECT AREA 1	**$2,402,567.09**	**$2,422,513.11**	**$2,488,365.77**	**$2,559,375.57**	**$2,745,131.26**	**$2,901,103.80**	**$3,094,016.95**
TOTAL BID ALTERNATE 1: 2026 ALTERNATE PROJECT AREA 2	**$773,762.55**	**$785,319.19**	**$879,350.20**	**$834,885.03**	**$840,002.79**	**$1,042,516.65**	**$978,554.10**
TOTAL BID ALTERNATE 2: 2026 ALTERNATE PROJECT AREA 3	**$521,438.71**	**$510,643.81**	**$520,302.66**	**$527,932.91**	**$512,712.36**	**$668,221.60**	**$685,896.85**
TOTAL BID ALTERNATE 3: 2026 ALTERNATE PROJECT AREA 4	**$383,485.03**	**$303,873.76**	**$410,206.44**	**$346,765.92**	**$360,511.80**	**$525,748.50**	**$416,381.80**

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CITY OF DEEPHAVEN

By: _____
Kent Carlson, Mayor

By: _____
Dan Madsen, City Administrator

CITY OF SHOREWOOD

By: _____
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By: _____
Marc Nevinski, City Administrator

EXHIBIT A

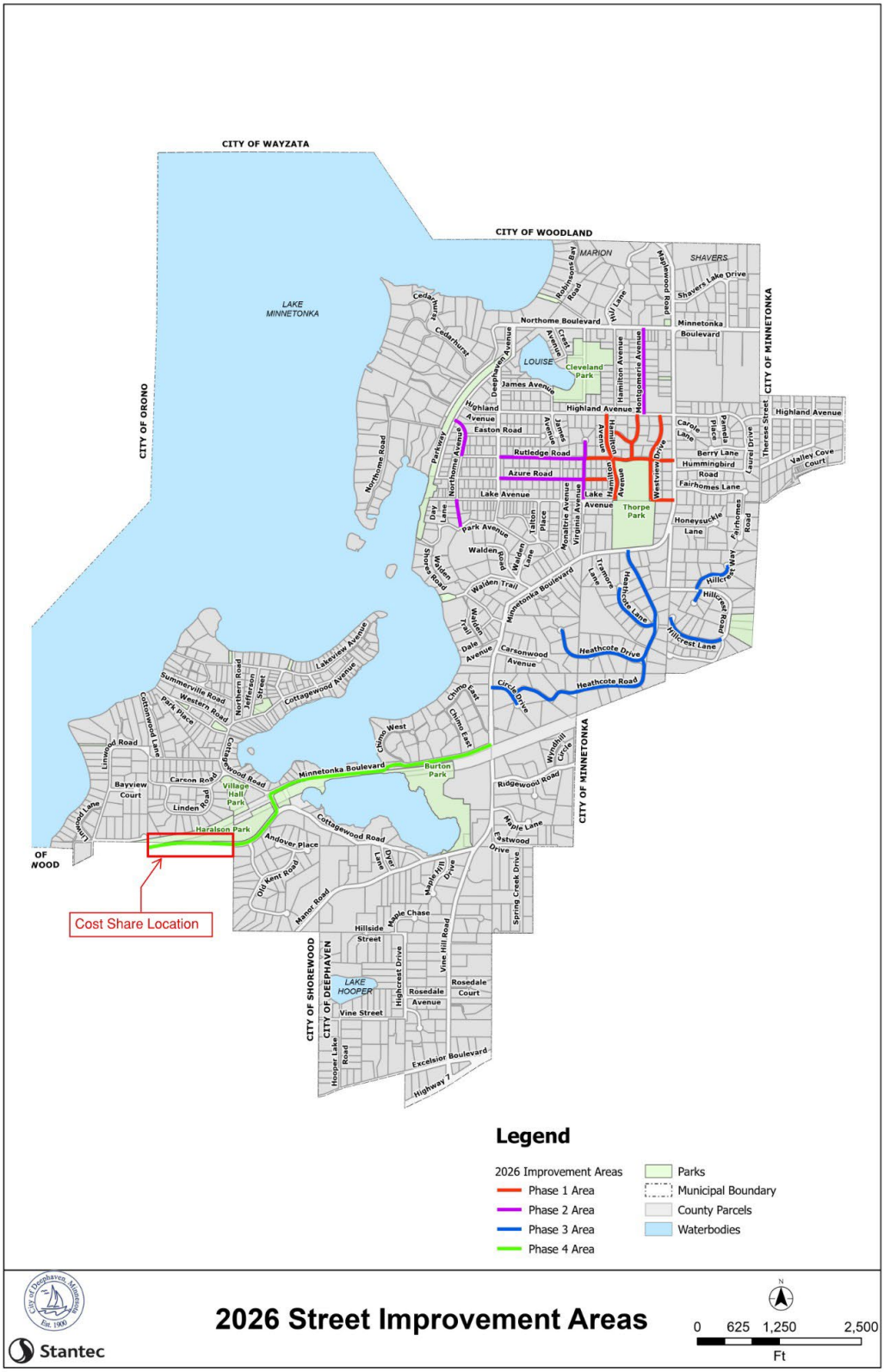

CITY OF WAYZATA
CITY OF WOODLAND
CITY OF ORONO
CITY OF MINNETONKA
CITY OF SHOREWOOD
CITY OF DEEPHAVEN
LAKE MINNETONKA
LAKE HOOPER
LOUISE
MARION
SHAVERS
Cleveland Park
Thorpe Park
Burton Park
Haralson Park
Village Hall Park
Cost Share Location
Legend
2026 Improvement Areas
Phase 1 Area
Phase 2 Area
Phase 3 Area
Phase 4 Area
Parks
Municipal Boundary
County Parcels
Waterbodies
2026 Street Improvement Areas
Stantec
0 625 1,250 2,500
Ft

EXHIBIT B

Stantec

Project Name: **DEEPHAVEN 2026 STREET IMPROVEMENTS PROJECT**

City Project No.:

Stantec Project No.: 193807541

Bid Opening: Tuesday, February 10, 2026 at 10:00 AM CST

Owner: **City of Deephaven**

I hereby certify that this is an exact reproduction of bids received.

Steve Hegland, PE

License No. 52243

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 1 Northwest		Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp		Bidder No. 3 Valley Paving, Inc.		Bidder No. 4 GMH Asphalt Corp.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
	BASE BID: 2026 PROJECT AREA 1										
1	MOBILIZATION AND DEMOBILIZATION	LS	1	$118,260.00	$118,260.00	$140,000.00	$140,000.00	$161,094.00	$161,094.00	$61,800.00	$61,800.00
2	TRAFFIC CONTROL	LS	1	$10,850.00	$10,850.00	$4,400.00	$4,400.00	$3,360.00	$3,360.00	$3,376.00	$3,376.00
3	REMOVE BITUMINOUS CURB	LF	3979	$1.00	$3,979.00	$4.84	$19,258.36	$1.16	$4,615.64	$0.01	$39.79
4	REMOVE CONCRETE DRIVEWAY	SY	275	$8.60	$2,365.00	$17.82	$4,900.50	$28.40	$7,810.00	$13.50	$3,712.50
5	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	1054	$3.15	$3,320.10	$11.22	$11,825.88	$13.00	$13,702.00	$6.00	$6,324.00
6	REMOVE BITUMINOUS TRAIL PAVEMENT	SY	24	$10.00	$240.00	$11.22	$269.28	$28.50	$684.00	$21.25	$510.00
7	REMOVE CASTING (SANITARY)	EA	38	$255.00	$9,690.00	$286.00	$10,868.00	$217.50	$8,265.00	$481.00	$18,278.00
8	SALVAGE AND REINSTALL DRIVEWAY PAVERS	SY	138	$261.30	$36,059.40	$79.20	$10,929.60	$168.00	$23,184.00	$45.00	$6,210.00
9	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	3442	$2.00	$6,884.00	$3.50	$12,047.00	$1.95	$6,711.90	$2.11	$7,262.62
10	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	398	$5.00	$1,990.00	$4.00	$1,592.00	$5.50	$2,189.00	$6.00	$2,388.00
11	REMOVE SEWER PIPE (STORM)	LF	784	$14.15	$11,093.60	$10.45	$8,192.80	$24.00	$18,816.00	$8.75	$6,860.00
12	REMOVE FLARED-END SECTION	EA	20	$250.00	$5,000.00	$125.40	$2,508.00	$165.50	$3,310.00	$87.55	$1,751.00
13	REMOVE STORM SEWER STRUCTURE	EA	14	$550.00	$7,700.00	$752.40	$10,533.60	$649.00	$9,086.00	$328.00	$4,592.00
14	ABANDON STORM SEWER PIPE	LF	428	$14.23	$6,090.44	$29.70	$12,711.60	$12.00	$5,136.00	$15.05	$6,441.40
15	CLEAR AND GRUB TREE	EA	39	$1,500.00	$58,500.00	$832.70	$32,475.30	$901.00	$35,139.00	$937.00	$36,543.00
16	CLEARING AND GRUBBING	SY	517	$22.00	$11,374.00	$11.55	$5,971.35	$15.23	$7,873.91	$15.85	$8,194.45
17	SALVAGE AND REINSTALL MAILBOX	EA	30	$210.00	$6,300.00	$220.00	$6,600.00	$210.00	$6,300.00	$485.00	$14,550.00
18	FULL DEPTH RECLAMATION (P)	SY	40202	$2.00	$80,404.00	$2.18	$87,640.36	$2.45	$98,494.90	$7.05	$283,424.10
19	MILL BITUMINOUS SURFACE (1.5") (P)	SY	1209	$5.72	$6,915.48	$3.85	$4,654.65	$6.45	$7,798.05	$10.00	$12,090.00
20	BITUMINOUS MATERIAL FOR TACK COAT	GAL	2143	$4.10	$8,786.30	$3.15	$6,750.45	$1.75	$3,750.25	$3.50	$7,500.50
21	PATCH BITUMINOUS PAVEMENT- DRIVEWAY	SY	1054	$39.61	$41,748.94	$35.97	$37,912.38	$48.75	$51,382.50	$41.50	$43,741.00
22	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	4855	$94.41	$458,360.55	$86.68	$420,831.40	$85.45	$414,859.75	$89.45	$434,279.75
23	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	5138	$85.56	$439,607.28	$95.04	$488,315.52	$91.00	$467,558.00	$101.20	$519,965.60
24	BITUMINOUS CURB	LF	750	$9.21	$6,907.50	$9.57	$7,177.50	$2.50	$1,875.00	$10.00	$7,500.00
25	BITUMINOUS DRAINAGE FLUME	SY	110	$45.20	$4,972.00	$39.60	$4,356.00	$44.20	$4,862.00	$35.00	$3,850.00
26	6" CONCRETE DRIVEWAY	SY	347	$87.52	$30,369.44	$110.33	$38,284.51	$126.50	$43,895.50	$106.00	$36,782.00
27	CONCRETE CURB & GUTTER DESIGN B412	LF	6884	$20.64	$142,085.76	$16.50	$113,586.00	$17.50	$120,470.00	$16.05	$110,488.20
28	CONCRETE CURB & GUTTER DESIGN B618	LF	241	$29.20	$7,037.20	$33.00	$7,953.00	$31.00	$7,471.00	$31.20	$7,519.20
29	7" CONCRETE VALLEY GUTTER	SY	103	$108.55	$11,180.65	$143.00	$14,729.00	$136.50	$14,059.50	$137.00	$14,111.00
30	CONCRETE DRAINAGE FLUME	EA	8	$985.00	$7,880.00	$533.50	$4,268.00	$509.25	$4,074.00	$512.00	$4,096.00
31	CONSTRUCT CONCRETE PEDESTRIAN CURB RAMP	EA	2	$785.00	$1,570.00	$1,870.00	$3,740.00	$1,785.00	$3,570.00	$1,794.00	$3,588.00
32	TRUNCATED DOMES	SF	40	$68.00	$2,720.00	$55.00	$2,200.00	$52.50	$2,100.00	$52.75	$2,110.00
33	AGGREGATE BASE CLASS 5, 80% CRUSHED (CV)	CY	140	$36.85	$5,159.00	$68.20	$9,548.00	$116.55	$16,317.00	$0.01	$1.40
34	DRIVEWAY AGGREGATE SPECIAL	CY	11	$65.20	$717.20	$77.00	$847.00	$187.50	$2,062.50	$43.70	$480.70
35	SANITARY SERVICE REPAIR SETUP	EA	6	$3,767.55	$22,605.30	$5,016.00	$30,096.00	$4,297.00	$25,782.00	$5,945.00	$35,670.00

BID TABULATION				Bidder No. 1 Northwest		Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp		Bidder No. 3 Valley Paving, Inc.		Bidder No. 4 GMH Asphalt Corp.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
36	SANITARY SEWER 6" PVC REPLACEMENT	LF	149	$45.88	$6,836.12	$50.16	$7,473.84	$77.85	$11,599.65	$76.35	$11,376.15
37	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	38	$1,295.00	$49,210.00	$1,375.00	$52,250.00	$1,626.25	$61,797.50	$1,545.00	$58,710.00
38	27" CATCH BASIN	EA	2	$2,546.83	$5,093.66	$1,502.60	$3,005.20	$3,213.00	$6,426.00	$3,531.00	$7,062.00
39	2'X3' CATCH BASIN	EA	6	$2,376.98	$14,261.88	$1,808.40	$10,850.40	$3,686.00	$22,116.00	$3,460.00	$20,760.00
40	4' DIA. PRECAST STORM STRUCTURE	EA	6	$2,835.79	$17,014.74	$2,934.80	$17,608.80	$5,466.50	$32,799.00	$4,702.00	$28,212.00
41	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	$850.00	$850.00	$940.50	$940.50	$1,357.50	$1,357.50	$4,377.00	$4,377.00
42	12" RC PIPE STORM SEWER CLASS V	LF	640	$50.65	$32,416.00	$47.30	$30,272.00	$72.85	$46,624.00	$77.60	$49,664.00
43	12" RC FLARED END SECTION W/ TRASH GUARD	EA	10	$1,909.86	$19,098.60	$1,536.70	$15,367.00	$1,475.75	$14,757.50	$2,650.00	$26,500.00
44	18" RC PIPE STORM SEWER CLASS V	LF	103	$57.95	$5,968.85	$56.10	$5,778.30	$105.25	$10,840.75	$88.10	$9,074.30
45	18" RC FLARED END SECTION W/ TRASH GUARD	EA	5	$2,031.90	$10,159.50	$1,733.60	$8,668.00	$1,845.25	$9,226.25	$2,331.00	$11,655.00
46	30" RC PIPE STORM SEWER CLASS V	LF	77	$146.31	$11,265.87	$151.80	$11,688.60	$166.00	$12,782.00	$209.00	$16,093.00
47	30" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$3,121.72	$6,243.44	$2,646.60	$5,293.20	$3,577.00	$7,154.00	$3,371.00	$6,742.00
48	36" RC PIPE STORM SEWER CLASS V	LF	83	$183.19	$15,204.77	$188.43	$15,639.69	$288.00	$23,904.00	$230.00	$19,090.00
49	36" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$3,999.33	$7,998.66	$3,410.00	$6,820.00	$4,625.50	$9,251.00	$4,114.00	$8,228.00
50	6" PERFORATED PVC SCH 40 DRAIN TILE PIPE	LF	583	$24.36	$14,201.88	$42.35	$24,690.05	$26.00	$15,158.00	$22.45	$13,088.35
51	6" PVC CLEANOUT W/THREADED CAP	EA	4	$885.00	$3,540.00	$495.00	$1,980.00	$1,469.20	$5,876.80	$1,056.00	$4,224.00
52	12" DIRECTIONALLY DRILLED HDPE PIPE	LF	491	$187.45	$92,037.95	$216.26	$106,183.66	$144.65	$71,023.15	$214.00	$105,074.00
53	12" METAL FLARE END SECTION	EA	3	$356.88	$1,070.64	$300.30	$900.90	$630.33	$1,890.99	$1,271.00	$3,813.00
54	CLASS 3 RIPRAP	TON	221	$59.37	$13,120.77	$138.05	$30,509.05	$153.00	$33,813.00	$137.00	$30,277.00
55	STABILIZED CONSTRUCTION EXIT	EA	11	$1,450.00	$15,950.00	$700.00	$7,700.00	$0.01	$0.11	$750.00	$8,250.00
56	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	14	$175.00	$2,450.00	$220.00	$3,080.00	$134.40	$1,881.60	$150.00	$2,100.00
57	CULVERT END CONTROLS - MAINTAINED	EA	14	$250.00	$3,500.00	$275.00	$3,850.00	$236.25	$3,307.50	$50.00	$700.00
58	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - I	LF	3960	$4.40	$17,424.00	$4.51	$17,859.60	$4.39	$17,384.40	$4.50	$17,820.00
59	EROSION CONTROL BLANKET CATEGORY 25	SY	500	$5.90	$2,950.00	$5.83	$2,915.00	$5.68	$2,840.00	$5.85	$2,925.00
60	COMMON TOPSOIL BORROW (LV)	CY	1166	$52.12	$60,771.92	$23.21	$27,062.86	$0.01	$11.66	$0.01	$11.66
61	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	1757	$43.25	$75,990.25	$30.47	$53,535.79	$70.15	$123,253.55	$73.25	$128,700.25
62	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	1071	$12.66	$13,558.86	$23.32	$24,975.72	$14.35	$15,368.85	$0.01	$10.71
63	SUBGRADE EXCAVATION	CY	824	$49.00	$40,376.00	$37.29	$30,726.96	$49.00	$40,376.00	$59.75	$49,234.00
64	HAUL AND DISPOSE FULL DEPTH RECLAIMATION (EV)	CY	4060	$14.00	$56,840.00	$25.96	$105,397.60	$22.00	$89,320.00	$0.01	$40.60
65	GEOTEXTILE FABRIC TYPE V NON-WOVEN	SY	667	$3.82	$2,547.94	$2.20	$1,467.40	$2.65	$1,767.55	$1.50	$1,000.50
66	STREET SWEEPING W/ PICKUP BROOM	HR	30	$190.00	$5,700.00	$220.00	$6,600.00	$185.00	$5,550.00	$195.00	$5,850.00
67	WATER FOR DUST CONTROL AND ROAD CONSTRUCTIO	MGAL	100	$48.00	$4,800.00	$49.50	$4,950.00	$47.25	$4,725.00	$75.00	$7,500.00
68	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	2609	$1.82	$4,748.38	$1.76	$4,591.84	$1.75	$4,565.75	$1.76	$4,591.84
69	MNDOT SEED MIX WET DITCH	SY	175	$4.55	$796.25	$4.51	$789.25	$4.34	$759.50	$4.45	$778.75
70	SODDING TYPE LAWN	SY	7825	$11.30	$88,422.50	$12.10	$94,682.50	$11.14	$87,170.50	$11.45	$89,596.25
71	FERTILIZER TYPE 3	LB	768	$0.99	$760.32	$1.00	$768.00	$0.98	$752.64	$1.00	$768.00
72	HYDROMULCHING (SFM)	SY	2784	$4.05	$11,275.20	$4.29	$11,943.36	$4.13	$11,497.92	$4.25	$11,832.00
73	PRUNE TREES	HR	100	$420.00	$42,000.00	$440.00	$44,000.00	$134.40	$13,440.00	$240.00	$24,000.00
74	IRRIGATION SYSTEM REPAIR	LOT	49	$300.00	$14,700.00	$275.00	$13,475.00	$558.00	$27,342.00	$500.00	$24,500.00
75	PET CONTAINMENT SYSTEM REPAIR	LOT	24	$350.00	$8,400.00	$165.00	$3,960.00	$279.00	$6,696.00	$200.00	$4,800.00
76	SALVAGE AND REINSTALL SIGN	EA	13	$330.00	$4,290.00	$330.00	$4,290.00	$330.75	$4,299.75	$332.00	$4,316.00
77	LANDSCAPING RESTORATION ($20,000 ALLOWANCE)	LS	1	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00
	TOTAL BASE BID: 2026 PROJECT AREA 1				**$2,402,567.09**		**$2,422,513.11**		**$2,488,365.77**		**$2,559,375.57**

Item Num	Item	Units	Qty	Bidder No. 1 Northwest Unit Price	Bidder No. 1 Northwest Total	Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp Unit Price	Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp Total	Bidder No. 3 Valley Paving, Inc. Unit Price	Bidder No. 3 Valley Paving, Inc. Total	Bidder No. 4 GMH Asphalt Corp. Unit Price	Bidder No. 4 GMH Asphalt Corp. Total
	BID ALTERNATE 1: 2026 ALTERNATE PROJECT AREA 2										
78	MOBILIZATION AND DEMOBILIZATION	LS	1	$26,600.00	$26,600.00	$47,000.00	$47,000.00	$38,388.00	$38,388.00	$26,500.00	$26,500.00
79	TRAFFIC CONTROL	LS	1	$4,650.00	$4,650.00	$4,400.00	$4,400.00	$3,150.00	$3,150.00	$3,165.00	$3,165.00
80	REMOVE BITUMINOUS CURB	LF	838	$2.00	$1,676.00	$4.84	$4,055.92	$4.15	$3,477.70	$0.01	$8.38
81	REMOVE CONCRETE DRIVEWAY	SY	250	$8.75	$2,187.50	$17.82	$4,455.00	$27.75	$6,937.50	$15.50	$3,875.00
82	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	2121	$4.22	$8,950.62	$11.22	$23,797.62	$14.65	$31,072.65	$6.00	$12,726.00
83	REMOVE CASTING (SANITARY)	EA	17	$255.00	$4,335.00	$286.00	$4,862.00	$217.50	$3,697.50	$481.00	$8,177.00
84	REMOVE STORM SEWER STRUCTURE	EA	2	$850.00	$1,700.00	$752.40	$1,504.80	$751.00	$1,502.00	$810.00	$1,620.00
85	REMOVE SEWER PIPE (STORM)	LF	27	$30.00	$810.00	$10.45	$282.15	$37.50	$1,012.50	$8.75	$236.25
86	CLEAR AND GRUB TREE	EA	1	$3,200.00	$3,200.00	$3,135.00	$3,135.00	$901.00	$901.00	$937.00	$937.00
87	SALVAGE AND REINSTALL DRIVEWAY PAVERS	SY	7	$292.50	$2,047.50	$72.00	$504.00	$168.00	$1,176.00	$45.00	$315.00
88	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	1869	$2.60	$4,859.40	$3.50	$6,541.50	$1.95	$3,644.55	$2.11	$3,943.59
89	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	441	$5.00	$2,205.00	$4.00	$1,764.00	$5.50	$2,425.50	$6.00	$2,646.00
90	SALVAGE AND REINSTALL MAILBOX	EA	16	$250.00	$4,000.00	$220.00	$3,520.00	$210.00	$3,360.00	$508.00	$8,128.00
91	ADJUST FRAME AND RINGS AND CASTING STORM	EA	4	$735.20	$2,940.80	$825.00	$3,300.00	$818.25	$3,273.00	$1,473.00	$5,892.00
92	FULL DEPTH RECLAMATION (P)	SY	13501	$2.20	$29,702.20	$2.42	$32,672.42	$2.85	$38,477.85	$6.70	$90,456.70
93	DRIVEWAY AGGREGATE SPECIAL	CY	12	$65.20	$782.40	$77.00	$924.00	$145.50	$1,746.00	$43.70	$524.40
94	BITUMINOUS MATERIAL FOR TACK COAT	GAL	709	$4.20	$2,977.80	$3.15	$2,233.35	$1.76	$1,247.84	$3.50	$2,481.50
95	PATCH BITUMINOUS PAVEMENT- DRIVEWAY	SY	2121	$38.65	$81,976.65	$35.97	$76,292.37	$59.65	$126,517.65	$41.50	$88,021.50
96	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	1631	$87.78	$143,169.18	$86.68	$141,375.08	$87.45	$142,630.95	$87.25	$142,304.75
97	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	1631	$97.89	$159,658.59	$95.04	$155,010.24	$92.35	$150,622.85	$98.75	$161,061.25
98	BITUMINOUS CURB	LF	250	$12.95	$3,237.50	$9.57	$2,392.50	$3.00	$750.00	$10.00	$2,500.00
99	6" CONCRETE DRIVEWAY	SY	250	$87.52	$21,880.00	$110.33	$27,582.50	$126.50	$31,625.00	$111.00	$27,750.00
100	CONCRETE CURB & GUTTER DESIGN B612	LF	403	$27.85	$11,223.55	$31.57	$12,722.71	$32.31	$13,020.93	$30.25	$12,190.75
101	CONCRETE CURB & GUTTER DESIGN B412	LF	332	$27.85	$9,246.20	$30.14	$10,006.48	$31.00	$10,292.00	$28.90	$9,594.80
102	7" CONCRETE VALLEY GUTTER	SY	23	$108.55	$2,496.65	$143.00	$3,289.00	$136.50	$3,139.50	$137.00	$3,151.00
103	CONCRETE DRAINAGE FLUME	EA	1	$1,100.00	$1,100.00	$533.50	$533.50	$509.25	$509.25	$512.00	$512.00
104	27" CATCH BASIN	EA	1	$2,246.38	$2,246.38	$1,325.50	$1,325.50	$3,832.00	$3,832.00	$3,983.00	$3,983.00
105	4' DIA. PRECAST STORM STRUCTURE	EA	1	$3,005.84	$3,005.84	$2,751.10	$2,751.10	$4,915.00	$4,915.00	$7,116.00	$7,116.00
106	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	$850.00	$850.00	$940.50	$940.50	$1,357.50	$1,357.50	$2,188.00	$2,188.00
107	12" RC PIPE STORM SEWER CLASS V	LF	29	$58.62	$1,699.98	$47.30	$1,371.70	$102.25	$2,965.25	$112.00	$3,248.00
108	SANITARY SERVICE REPAIR SETUP	EA	7	$3,767.55	$26,372.85	$5,016.00	$35,112.00	$5,429.00	$38,003.00	$5,945.00	$41,615.00
109	SANITARY SEWER 6" PVC REPLACEMENT	LF	160	$45.18	$7,228.80	$50.16	$8,025.60	$78.15	$12,504.00	$76.35	$12,216.00
110	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	17	$1,295.00	$22,015.00	$1,375.00	$23,375.00	$1,503.50	$25,559.50	$1,545.00	$26,265.00
111	STABILIZED CONSTRUCTION EXIT	LS	7	$1,625.00	$11,375.00	$700.00	$4,900.00	$0.01	$0.07	$750.00	$5,250.00
112	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	7	$175.00	$1,225.00	$220.00	$1,540.00	$134.40	$940.80	$150.00	$1,050.00
113	CULVERT END CONTROLS - MAINTAINED	EA	3	$250.00	$750.00	$275.00	$825.00	$236.25	$708.75	$50.00	$150.00
114	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	1400	$4.40	$6,160.00	$4.51	$6,314.00	$4.39	$6,146.00	$4.50	$6,300.00
115	COMMON TOPSOIL BORROW (LV)	CY	410	$56.30	$23,083.00	$23.21	$9,516.10	$0.01	$4.10	$0.01	$4.10
116	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	491	$46.82	$22,988.62	$30.47	$14,960.77	$95.65	$46,964.15	$63.05	$30,957.55
117	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	255	$24.20	$6,171.00	$23.32	$5,946.60	$13.25	$3,378.75	$0.01	$2.55
118	SUBGRADE EXCAVATION	CY	225	$52.50	$11,812.50	$37.29	$8,390.25	$46.89	$10,550.25	$62.75	$14,118.75
119	HAUL AND DISPOSE FULL DEPTH RECLAMATION (EV)	CY	1111	$26.33	$29,252.63	$25.96	$28,841.56	$23.85	$26,497.35	$0.01	$11.11
120	STREET SWEEPING W/ PICKUP BROOM	HR	10	$190.00	$1,900.00	$220.00	$2,200.00	$185.00	$1,850.00	$195.00	$1,950.00

Item Num	Item	Units	Qty	Bidder No. 1 Northwest Unit Price	Bidder No. 1 Northwest Total	Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp Unit Price	Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp Total	Bidder No. 3 Valley Paving, Inc. Unit Price	Bidder No. 3 Valley Paving, Inc. Total	Bidder No. 4 GMH Asphalt Corp. Unit Price	Bidder No. 4 GMH Asphalt Corp. Total
	BID TABULATION										
121	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGAL	8	$85.00	$680.00	$49.50	$396.00	$47.25	$378.00	$75.00	$600.00
122	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	917	$4.05	$3,713.85	$4.29	$3,933.93	$4.13	$3,787.21	$4.25	$3,897.25
123	MNDOT SEED MIX WET DITCH	SY	62	$8.60	$533.20	$8.91	$552.42	$8.68	$538.16	$8.90	$551.80
124	SODDING TYPE LAWN	SY	917	$18.00	$16,506.00	$18.70	$17,147.90	$18.05	$16,551.85	$18.55	$17,010.35
125	FERTILIZER TYPE 3	LB	138	$0.99	$136.62	$1.00	$138.00	$0.98	$135.24	$1.00	$138.00
126	HYDROMULCHING (SFM)	SY	979	$5.06	$4,953.74	$5.28	$5,169.12	$5.14	$5,032.06	$5.30	$5,188.70
127	PRUNE TREES	HR	10	$525.00	$5,250.00	$456.50	$4,565.00	$134.40	$1,344.00	$240.00	$2,400.00
128	IRRIGATION SYSTEM REPAIR	LOT	29	$300.00	$8,700.00	$275.00	$7,975.00	$836.61	$24,261.69	$500.00	$14,500.00
129	PET CONTAINMENT SYSTEM REPAIR	LOT	14	$350.00	$4,900.00	$165.00	$2,310.00	$278.70	$3,901.80	$200.00	$2,800.00
130	SALVAGE AND REINSTALL SIGN	EA	8	$330.00	$2,640.00	$330.00	$2,640.00	$330.75	$2,646.00	$332.00	$2,656.00
131	LANDSCAPING RESTORATION ($10,000 ALLOWANCE)	LS	1	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
	TOTAL BID ALTERNATE 1: 2026 ALTERNATE PROJECT AREA 2				**$773,762.55**		**$785,319.19**		**$879,350.20**		**$834,885.03**
	BID ALTERNATE 2: 2026 ALTERNATE PROJECT AREA 3										
132	MOBILIZATION AND DEMOBILIZATION	LS	1	$24,450.00	$24,450.00	$31,600.00	$31,600.00	$31,241.00	$31,241.00	$26,300.00	$26,300.00
133	TRAFFIC CONTROL	LS	1	$3,000.00	$3,000.00	$2,200.00	$2,200.00	$2,625.00	$2,625.00	$2,638.00	$2,638.00
134	REMOVE CONCRETE CURB & GUTTER	LF	400	$8.90	$3,560.00	$8.00	$3,200.00	$9.60	$3,840.00	$7.50	$3,000.00
135	REMOVE CASTING (SANITARY)	EA	3	$255.00	$765.00	$286.00	$858.00	$217.50	$652.50	$481.00	$1,443.00
136	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	195	$3.00	$585.00	$3.50	$682.50	$1.94	$378.30	$2.11	$411.45
137	REMOVE SEWER PIPE (STORM)	LF	135	$6.00	$810.00	$11.00	$1,485.00	$37.50	$5,062.50	$8.80	$1,188.00
138	REMOVE FLARED-END SECTION	EA	2	$850.00	$1,700.00	$125.40	$250.80	$226.35	$452.70	$219.00	$438.00
139	REMOVE STORM SEWER STRUCTURE	EA	2	$1,000.00	$2,000.00	$752.40	$1,504.80	$452.50	$905.00	$865.00	$1,730.00
140	SALVAGE AND REINSTALL MAILBOX	EA	8	$250.00	$2,000.00	$220.00	$1,760.00	$210.00	$1,680.00	$280.00	$2,240.00
141	FULL DEPTH RECLAMATION (P)	SY	7082	$2.85	$20,183.70	$2.42	$17,138.44	$3.50	$24,787.00	$7.90	$55,947.80
142	MILL BITUMINOUS SURFACE (2.0") (P)	SY	13771	$1.26	$17,351.46	$1.30	$17,902.30	$2.50	$34,427.50	$1.60	$22,033.60
143	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1869	$4.10	$7,662.90	$3.30	$6,167.70	$1.75	$3,270.75	$3.50	$6,541.50
144	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	815	$85.99	$70,081.85	$95.48	$77,816.20	$87.65	$71,434.75	$85.75	$69,886.25
145	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	2398	$95.94	$230,064.12	$93.39	$223,949.22	$90.75	$217,618.50	$94.90	$227,570.20
146	CONCRETE CURB & GUTTER DESIGN B618	LF	400	$29.30	$11,720.00	$36.30	$14,520.00	$34.65	$13,860.00	$36.95	$14,780.00
147	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	3	$1,295.00	$3,885.00	$1,375.00	$4,125.00	$1,503.50	$4,510.50	$1,545.00	$4,635.00
148	4' DIA. PRECAST STORM STRUCTURE	EA	2	$3,171.99	$6,343.98	$2,981.00	$5,962.00	$5,787.00	$11,574.00	$4,815.00	$9,630.00
149	CONNECT TO EXISTING STORM SEWER PIPE	EA	2	$850.00	$1,700.00	$940.50	$1,881.00	$1,357.00	$2,714.00	$1,291.00	$2,582.00
150	12" RC PIPE STORM SEWER CLASS V	LF	160	$47.16	$7,545.60	$47.30	$7,568.00	$80.85	$12,936.00	$62.60	$10,016.00
151	STABILIZED CONSTRUCTION EXIT	EA	2	$2,000.00	$4,000.00	$700.00	$1,400.00	$2,021.50	$4,043.00	$750.00	$1,500.00
152	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	16	$175.00	$2,800.00	$220.00	$3,520.00	$134.50	$2,152.00	$150.00	$2,400.00
153	CULVERT END CONTROLS	EA	2	$250.00	$500.00	$275.00	$550.00	$125.00	$250.00	$50.00	$100.00
154	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	730	$4.40	$3,212.00	$4.51	$3,292.30	$4.39	$3,204.70	$4.50	$3,285.00
155	COMMON TOPSOIL BORROW (LV)	CY	287	$62.30	$17,880.10	$27.50	$7,892.50	$0.01	$2.87	$0.01	$2.87
156	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	16	$68.00	$1,088.00	$33.00	$528.00	$34.00	$544.00	$100.00	$1,600.00
157	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	163	$32.20	$5,248.60	$23.32	$3,801.16	$18.75	$3,056.25	$0.01	$1.63
158	SUBGRADE EXCAVATION	CY	119	$38.36	$4,564.84	$38.50	$4,581.50	$57.85	$6,884.15	$62.75	$7,467.25
159	HAUL AND DISPOSE FULL DEPTH RECLAMATION (EV)	CY	560	$30.30	$16,968.00	$26.40	$14,784.00	$18.85	$10,556.00	$0.01	$5.60
160	GEOTEXTILE FABRIC TYPE V NON-WOVEN	SY	237	$4.20	$995.40	$2.20	$521.40	$2.65	$628.05	$1.50	$355.50

BID TABULATION				Bidder No. 1 Northwest		Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp		Bidder No. 3 Valley Paving, Inc.		Bidder No. 4 GMH Asphalt Corp.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
161	STREET SWEEPING W/ PICKUP BROOM	HR	10	$190.00	$1,900.00	$220.00	$2,200.00	$185.00	$1,850.00	$195.00	$1,950.00
162	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGAL	2	$65.00	$130.00	$49.50	$99.00	$47.25	$94.50	$75.00	$150.00
163	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	216	$5.09	$1,099.44	$5.39	$1,164.24	$5.20	$1,123.20	$5.35	$1,155.60
164	MNDOT SEED MIX WET DITCH	SY	44	$7.50	$330.00	$7.70	$338.80	$7.45	$327.80	$7.65	$336.60
165	SODDING TYPE LAWN	SY	646	$22.50	$14,535.00	$21.56	$13,927.76	$20.95	$13,533.70	$21.55	$13,921.30
166	FERTILIZER TYPE 3	LB	66	$0.99	$65.34	$1.00	$66.00	$0.98	$64.68	$1.00	$66.00
167	HYDROMULCHING (SFM)	SY	259	$7.40	$1,916.60	$7.70	$1,994.30	$7.45	$1,929.55	$7.65	$1,981.35
168	SALVAGE AND REINSTALL SIGN	EA	2	$330.00	$660.00	$330.00	$660.00	$330.75	$661.50	$332.00	$664.00
169	INTERIM PAVEMENT MARKING	LS	1	$2,100.00	$2,100.00	$2,200.00	$2,200.00	$3,675.00	$3,675.00	$2,110.00	$2,110.00
170	4" DOUBLE SOLID LINE YELLOW MULTI-COMPONENT	LF	6684	$0.94	$6,282.96	$0.97	$6,483.48	$0.95	$6,349.80	$0.93	$6,216.12
171	4" SOLID LINE WHITE MULTI-COMPONENT	LF	10153	$0.94	$9,543.82	$0.97	$9,848.41	$0.47	$4,771.91	$0.93	$9,442.29
172	24" WHITE STOP BAR - MULTI-COMPONENT	EA	1	$210.00	$210.00	$220.00	$220.00	$630.00	$630.00	$211.00	$211.00
173	LANDSCAPING RESTORATION ($10,000 ALLOWANCE)	LS	1	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
	TOTAL BID ALTERNATE 2: 2026 ALTERNATE PROJECT AREA 3				**$521,438.71**		**$510,643.81**		**$520,302.66**		**$527,932.91**
	BID ALTERNATE 3: 2026 ALTERNATE PROJECT AREA 4										
174	MOBILIZATION AND DEMOBILIZATION	LS	1	$21,150.00	$21,150.00	$17,000.00	$17,000.00	$27,709.00	$27,709.00	$5,700.00	$5,700.00
175	TRAFFIC CONTROL	LS	1	$2,650.00	$2,650.00	$1,650.00	$1,650.00	$1,260.00	$1,260.00	$1,266.00	$1,266.00
176	REMOVE BITUMINOUS PAVEMENT	SY	1338	$2.00	$2,676.00	$10.56	$14,129.28	$5.50	$7,359.00	$10.00	$13,380.00
177	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	111	$3.00	$333.00	$3.50	$388.50	$1.95	$216.45	$2.11	$234.21
178	REMOVE SEWER PIPE (STORM)	LF	57	$26.20	$1,493.40	$10.45	$595.65	$37.50	$2,137.50	$8.75	$498.75
179	REMOVE FLARED-END SECTION	EA	2	$450.00	$900.00	$125.40	$250.80	$226.35	$452.70	$164.00	$328.00
180	REMOVE STORM SEWER STRUCTURE	EA	1	$850.00	$850.00	$752.40	$752.40	$661.75	$661.75	$865.00	$865.00
181	REMOVE STAIRS	LS	1	$2,100.00	$2,100.00	$2,750.00	$2,750.00	$3,040.50	$3,040.50	$0.01	$0.01
182	CLEAR AND GRUB TREE	LS	1	$6,000.00	$6,000.00	$4,950.00	$4,950.00	$900.90	$900.90	$937.00	$937.00
183	SALVAGE AND RESPREAD RIPRAP	SY	269	$63.35	$17,041.15	$29.48	$7,930.12	$33.75	$9,078.75	$18.00	$4,842.00
184	BITUMINOUS MATERIAL FOR TACK COAT	GAL	7	$5.00	$35.00	$3.30	$23.10	$1.76	$12.32	$60.00	$420.00
185	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)	TN	131	$112.62	$14,753.22	$113.14	$14,821.34	$86.50	$11,331.50	$160.25	$20,992.75
186	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TN	100	$106.16	$10,616.00	$122.85	$12,285.00	$97.65	$9,765.00	$192.30	$19,230.00
187	CONCRETE CURB & GUTTER DESIGN B612	LF	81	$37.00	$2,997.00	$34.10	$2,762.10	$32.55	$2,636.55	$43.10	$3,491.10
188	6" CONCRETE SIDEWALK	SY	16	$105.00	$1,680.00	$162.80	$2,604.80	$155.40	$2,486.40	$156.00	$2,496.00
189	AGGREGATE BASE CLASS 5, 80% CRUSHED (CV)	CY	169	$40.10	$6,776.90	$68.20	$11,525.80	$99.00	$16,731.00	$0.01	$1.69
190	COARSE FILTER AGGREGATE	CY	315	$76.66	$24,147.90	$69.08	$21,760.20	$91.25	$28,743.75	$110.00	$34,650.00
191	ENGINEERED TOPSOIL (85% SAND, 15% COMPOST) (CV)	CY	315	$52.80	$16,632.00	$79.20	$24,948.00	$76.00	$23,940.00	$54.20	$17,073.00
192	4' DIA. PRECAST STORM STRUCTURE	EA	6	$3,351.92	$20,111.52	$3,047.00	$18,282.00	$8,026.00	$48,156.00	$4,840.00	$29,040.00
193	4' DIA. STORM SEWER OUTLET CONTROL STRUCTURE W/	EA	1	$8,022.88	$8,022.88	$7,810.00	$7,810.00	$5,675.00	$5,675.00	$12,521.00	$12,521.00
194	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	$850.00	$850.00	$940.50	$940.50	$1,357.50	$1,357.50	$2,188.00	$2,188.00
195	12" RC PIPE STORM SEWER CLASS V	LF	360	$43.45	$15,642.00	$47.30	$17,028.00	$73.25	$26,370.00	$77.35	$27,846.00
196	12" RC FLARED END SECTION W/ TRASH GUARD	EA	3	$2,370.40	$7,111.20	$376.20	$1,128.60	$1,476.00	$4,428.00	$2,340.00	$7,020.00
197	15" RC PIPE STORM SEWER CLASS V	LF	28	$60.86	$1,704.08	$52.80	$1,478.40	$75.65	$2,118.20	$82.30	$2,304.40
198	15" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$2,537.16	$5,074.32	$1,067.00	$2,134.00	$1,722.00	$3,444.00	$2,265.00	$4,530.00
199	RANDOM RIPRAP CLASS III	CY	10	$250.00	$2,500.00	$137.94	$1,379.40	$103.50	$1,035.00	$164.00	$1,640.00
200	STABILIZED CONSTRUCTION EXIT	LS	1	$2,650.00	$2,650.00	$700.00	$700.00	$2,660.00	$2,660.00	$750.00	$750.00
201	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	7	$175.00	$1,225.00	$220.00	$1,540.00	$134.50	$941.50	$150.00	$1,050.00

BID TABULATION				Bidder No. 1 Northwest		Bidder No. 2 Asphalt Surface Technologies Corp. a/k/a ASTECH Corp		Bidder No. 3 Valley Paving, Inc.		Bidder No. 4 GMH Asphalt Corp.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
202	CULVERT END CONTROLS - MAINTAINED	EA	3	$500.00	$1,500.00	$275.00	$825.00	$236.25	$708.75	$50.00	$150.00
203	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	200	$4.50	$900.00	$2.97	$594.00	$2.84	$568.00	$2.92	$584.00
204	EROSION CONTROL BLANKET CATEGORY 25	SY	1223	$2.05	$2,507.15	$1.76	$2,152.48	$1.66	$2,030.18	$1.71	$2,091.33
205	COMMON TOPSOIL BORROW (LV)	CY	177	$64.50	$11,416.50	$51.48	$9,111.96	$81.35	$14,398.95	$33.00	$5,841.00
206	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	2675	$46.20	$123,585.00	$25.52	$68,266.00	$40.25	$107,668.75	$18.45	$49,353.75
207	SUBGRADE EXCAVATION	CY	15	$50.00	$750.00	$38.50	$577.50	$79.00	$1,185.00	$28.45	$426.75
208	INSTALL STAIRS	LS	1	$26,250.00	$26,250.00	$10,835.00	$10,835.00	$22,222.00	$22,222.00	$55,256.00	$55,256.00
209	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGAL	2	$65.00	$130.00	$49.50	$99.00	$47.25	$94.50	$75.00	$150.00
210	MACHINE SLICED SILT FENCE	LF	297	$2.60	$772.20	$2.53	$751.41	$2.46	$730.62	$2.53	$751.41
211	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	1223	$1.55	$1,895.65	$1.54	$1,883.42	$1.50	$1,834.50	$1.54	$1,883.42
212	MNDOT SEED MIX WET DITCH	SY	500	$3.60	$1,800.00	$3.85	$1,925.00	$3.70	$1,850.00	$3.80	$1,900.00
213	SODDING TYPE LAWN	SY	332	$11.90	$3,950.80	$12.10	$4,017.20	$11.14	$3,698.48	$11.45	$3,801.40
214	FERTILIZER TYPE 3	LB	149	$0.99	$147.51	$1.00	$149.00	$3.40	$506.60	$1.00	$149.00
215	HYDROMULCHING	SY	1723	$1.05	$1,809.15	$1.10	$1,895.30	$1.02	$1,757.46	$1.05	$1,809.15
216	PRUNE TREES	HR	10	$525.00	$5,250.00	$456.50	$4,565.00	$134.40	$1,344.00	$240.00	$2,400.00
217	IRRIGATION SYSTEM REPAIR	LOT	2	$300.00	$600.00	$275.00	$550.00	$836.79	$1,673.58	$750.00	$1,500.00
218	PET CONTAINMENT SYSTEM REPAIR	LOT	2	$350.00	$700.00	$165.00	$330.00	$279.72	$559.44	$200.00	$400.00
219	SALVAGE AND REINSTALL SIGN	EA	2	$330.00	$660.00	$330.00	$660.00	$330.75	$661.50	$332.00	$664.00
220	4" SOLID LINE WHITE - MULTI-COMPONENT	LF	207	$5.50	$1,138.50	$5.50	$1,138.50	$9.98	$2,065.86	$11.40	$2,359.80
	TOTAL BID ALTERNATE 3: 2026 ALTERNATE PROJECT AREA 4				**$383,485.03**		**$303,873.76**		**$410,206.44**		**$346,765.92**
	BASE BID SUMMARY:										
	TOTAL BASE BID: 2026 PROJECT AREA 1				$2,402,567.09		$2,422,513.11		$2,488,365.77		$2,559,375.57
	TOTAL BID ALTERNATE 1: 2026 ALTERNATE PROJECT AREA 2				$773,762.55		$785,319.19		$879,350.20		$834,885.03
	TOTAL BID ALTERNATE 2: 2026 ALTERNATE PROJECT AREA 3				$521,438.71		$510,643.81		$520,302.66		$527,932.91
	TOTAL BID ALTERNATE 3: 2026 ALTERNATE PROJECT AREA 4				$383,485.03		$303,873.76		$410,206.44		$346,765.92

Contractor Name and Address:	Northwest	Asphalt Surface Technologies Corp. a/k/a ASTECH Corp	Valley Paving, Inc.	GMH Asphalt Corp.
	1451 stagecoach Rd.	P. O. Box 1025	8800 13th Ave. E.	9180 Laketown Road
	Shakopee, MN 55379	St. Cloud, MN 56302	Shakopee, MN 55379	Chaska, MN 55318
Phone:	(952) 445-1003	(320) 363-8500	(952) 445-8615	(952) 442-5288
Email:	nhendrikson@nwasphalt.net	lanceastech@yahoo.com	brent@valleypaving.com	estimating@gmhasphalt.com
Signed By:	Noah Hendrickson	Dale R. Strandberg	Brent Carron	Brandon Butorac
Title:	Estimator/PM	Vice President	President	Vice President
Bid Security:	Bid Bond	Bid Bond	Bid Bond	Bid Bond
Responsible Contractor Certification:	Yes	Yes	Yes	Yes
Addenda Acknowledged:	1, 2	1, 2	1, 2	1, 2

Stantec

Item Num	Item	Units	Qty	Bidder No. 5 Wm. Mueller & Sons Unit Price	Bidder No. 5 Wm. Mueller & Sons Total	Bidder No. 6 Bituminous Roadways, Inc. Unit Price	Bidder No. 6 Bituminous Roadways, Inc. Total	Bidder No. 7 New Look Contracting, Inc. Unit Price	Bidder No. 7 New Look Contracting, Inc. Total
	BID TABULATION								
	BASE BID: 2026 PROJECT AREA 1								
1	MOBILIZATION AND DEMOBILIZATION	LS	1	$187,000.00	$187,000.00	$150,000.00	$150,000.00	$302,750.00	$302,750.00
2	TRAFFIC CONTROL	LS	1	$3,975.00	$3,975.00	$95,000.00	$95,000.00	$5,000.00	$5,000.00
3	REMOVE BITUMINOUS CURB	LF	3979	$2.00	$7,958.00	$9.00	$35,811.00	$2.00	$7,958.00
4	REMOVE CONCRETE DRIVEWAY	SY	275	$8.25	$2,268.75	$37.00	$10,175.00	$28.00	$7,700.00
5	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	1054	$6.50	$6,851.00	$8.00	$8,432.00	$15.00	$15,810.00
6	REMOVE BITUMINOUS TRAIL PAVEMENT	SY	24	$22.00	$528.00	$40.00	$960.00	$15.00	$360.00
7	REMOVE CASTING (SANITARY)	EA	38	$150.00	$5,700.00	$450.00	$17,100.00	$275.00	$10,450.00
8	SALVAGE AND REINSTALL DRIVEWAY PAVERS	SY	138	$130.00	$17,940.00	$35.00	$4,830.00	$65.00	$8,970.00
9	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	3442	$3.15	$10,842.30	$2.50	$8,605.00	$3.50	$12,047.00
10	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	398	$5.70	$2,268.60	$3.50	$1,393.00	$7.00	$2,786.00
11	REMOVE SEWER PIPE (STORM)	LF	784	$15.90	$12,465.60	$18.00	$14,112.00	$30.00	$23,520.00
12	REMOVE FLARED-END SECTION	EA	20	$397.00	$7,940.00	$400.00	$8,000.00	$500.00	$10,000.00
13	REMOVE STORM SEWER STRUCTURE	EA	14	$595.50	$8,337.00	$555.00	$7,770.00	$1,000.00	$14,000.00
14	ABANDON STORM SEWER PIPE	LF	428	$11.50	$4,922.00	$10.00	$4,280.00	$19.00	$8,132.00
15	CLEAR AND GRUB TREE	EA	39	$757.00	$29,523.00	$795.00	$31,005.00	$1,050.00	$40,950.00
16	CLEARING AND GRUBBING	SY	517	$10.50	$5,428.50	$11.00	$5,687.00	$19.75	$10,210.75
17	SALVAGE AND REINSTALL MAILBOX	EA	30	$200.00	$6,000.00	$210.00	$6,300.00	$495.00	$14,850.00
18	FULL DEPTH RECLAMATION (P)	SY	40202	$3.61	$145,129.22	$2.65	$106,535.30	$3.00	$120,606.00
19	MILL BITUMINOUS SURFACE (1.5") (P)	SY	1209	$14.20	$17,167.80	$3.50	$4,231.50	$7.50	$9,067.50
20	BITUMINOUS MATERIAL FOR TACK COAT	GAL	2143	$4.75	$10,179.25	$1.00	$2,143.00	$1.15	$2,464.45
21	PATCH BITUMINOUS PAVEMENT- DRIVEWAY	SY	1054	$64.40	$67,877.60	$37.00	$38,998.00	$45.00	$47,430.00
22	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	4855	$85.90	$417,044.50	$89.00	$432,095.00	$104.00	$504,920.00
23	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	5138	$86.40	$443,923.20	$97.00	$498,386.00	$113.50	$583,163.00
24	BITUMINOUS CURB	LF	750	$16.00	$12,000.00	$8.00	$6,000.00	$9.25	$6,937.50
25	BITUMINOUS DRAINAGE FLUME	SY	110	$67.50	$7,425.00	$57.00	$6,270.00	$66.50	$7,315.00
26	6" CONCRETE DRIVEWAY	SY	347	$107.00	$37,129.00	$109.00	$37,823.00	$120.00	$41,640.00
27	CONCRETE CURB & GUTTER DESIGN B412	LF	6884	$16.80	$115,651.20	$16.00	$110,144.00	$16.75	$115,307.00
28	CONCRETE CURB & GUTTER DESIGN B618	LF	241	$31.85	$7,675.85	$32.00	$7,712.00	$34.50	$8,314.50
29	7" CONCRETE VALLEY GUTTER	SY	103	$130.00	$13,390.00	$142.00	$14,626.00	$151.50	$15,604.50
30	CONCRETE DRAINAGE FLUME	EA	8	$485.00	$3,880.00	$566.00	$4,528.00	$565.00	$4,520.00
31	CONSTRUCT CONCRETE PEDESTRIAN CURB RAMP	EA	2	$2,450.00	$4,900.00	$2,010.00	$4,020.00	$1,982.00	$3,964.00
32	TRUNCATED DOMES	SF	40	$50.00	$2,000.00	$53.00	$2,120.00	$58.50	$2,340.00
33	AGGREGATE BASE CLASS 5, 80% CRUSHED (CV)	CY	140	$61.00	$8,540.00	$96.00	$13,440.00	$65.00	$9,100.00
34	DRIVEWAY AGGREGATE SPECIAL	CY	11	$110.00	$1,210.00	$131.00	$1,441.00	$250.00	$2,750.00
35	SANITARY SERVICE REPAIR SETUP	EA	6	$3,982.20	$23,893.20	$2,990.00	$17,940.00	$4,000.00	$24,000.00

BID TABULATION				Bidder No. 5 Wm. Mueller & Sons		Bidder No. 6 Bituminous Roadways, Inc.		Bidder No. 7 New Look Contracting, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total
36	SANITARY SEWER 6" PVC REPLACEMENT	LF	149	$71.00	$10,579.00	$134.00	$19,966.00	$45.00	$6,705.00
37	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	38	$1,810.00	$68,780.00	$1,710.00	$64,980.00	$2,375.00	$90,250.00
38	27" CATCH BASIN	EA	2	$3,125.60	$6,251.20	$3,740.00	$7,480.00	$2,975.00	$5,950.00
39	2'X3' CATCH BASIN	EA	6	$3,366.20	$20,197.20	$3,880.00	$23,280.00	$3,200.00	$19,200.00
40	4' DIA. PRECAST STORM STRUCTURE	EA	6	$4,186.00	$25,116.00	$4,660.00	$27,960.00	$4,175.00	$25,050.00
41	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	$794.10	$794.10	$1,410.00	$1,410.00	$1,150.00	$1,150.00
42	12" RC PIPE STORM SEWER CLASS V	LF	640	$43.50	$27,840.00	$87.00	$55,680.00	$86.00	$55,040.00
43	12" RC FLARED END SECTION W/ TRASH GUARD	EA	10	$2,489.10	$24,891.00	$1,400.00	$14,000.00	$1,895.00	$18,950.00
44	18" RC PIPE STORM SEWER CLASS V	LF	103	$53.30	$5,489.90	$115.00	$11,845.00	$105.00	$10,815.00
45	18" RC FLARED END SECTION W/ TRASH GUARD	EA	5	$2,716.80	$13,584.00	$2,490.00	$12,450.00	$2,125.00	$10,625.00
46	30" RC PIPE STORM SEWER CLASS V	LF	77	$152.60	$11,750.20	$169.00	$13,013.00	$225.00	$17,325.00
47	30" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$2,954.00	$5,908.00	$4,210.00	$8,420.00	$2,895.00	$5,790.00
48	36" RC PIPE STORM SEWER CLASS V	LF	83	$198.40	$16,467.20	$249.00	$20,667.00	$260.00	$21,580.00
49	36" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$3,637.00	$7,274.00	$4,930.00	$9,860.00	$3,700.00	$7,400.00
50	6" PERFORATED PVC SCH 40 DRAIN TILE PIPE	LF	583	$21.75	$12,680.25	$33.00	$19,239.00	$24.00	$13,992.00
51	6" PVC CLEANOUT W/THREADED CAP	EA	4	$1,005.00	$4,020.00	$1,110.00	$4,440.00	$700.00	$2,800.00
52	12" DIRECTIONALLY DRILLED HDPE PIPE	LF	491	$372.07	$182,686.37	$145.00	$71,195.00	$185.00	$90,835.00
53	12" METAL FLARE END SECTION	EA	3	$580.60	$1,741.80	$430.00	$1,290.00	$750.00	$2,250.00
54	CLASS 3 RIPRAP	TON	221	$97.40	$21,525.40	$140.00	$30,940.00	$160.00	$35,360.00
55	STABILIZED CONSTRUCTION EXIT	EA	11	$925.00	$10,175.00	$3,500.00	$38,500.00	$1.00	$11.00
56	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	14	$235.00	$3,290.00	$180.00	$2,520.00	$150.00	$2,100.00
57	CULVERT END CONTROLS - MAINTAINED	EA	14	$410.00	$5,740.00	$526.00	$7,364.00	$130.00	$1,820.00
58	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - I	LF	3960	$2.35	$9,306.00	$4.00	$15,840.00	$6.00	$23,760.00
59	EROSION CONTROL BLANKET CATEGORY 25	SY	500	$2.75	$1,375.00	$6.00	$3,000.00	$7.00	$3,500.00
60	COMMON TOPSOIL BORROW (LV)	CY	1166	$46.85	$54,627.10	$100.00	$116,600.00	$53.00	$61,798.00
61	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	1757	$34.55	$60,704.35	$58.00	$101,906.00	$35.75	$62,812.75
62	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	1071	$17.65	$18,903.15	$60.00	$64,260.00	$70.00	$74,970.00
63	SUBGRADE EXCAVATION	CY	824	$29.00	$23,896.00	$59.00	$48,616.00	$36.00	$29,664.00
64	HAUL AND DISPOSE FULL DEPTH RECLAIMATION (EV)	CY	4060	$31.10	$126,266.00	$35.00	$142,100.00	$24.00	$97,440.00
65	GEOTEXTILE FABRIC TYPE V NON-WOVEN	SY	667	$2.75	$1,834.25	$4.00	$2,668.00	$4.00	$2,668.00
66	STREET SWEEPING W/ PICKUP BROOM	HR	30	$245.00	$7,350.00	$225.00	$6,750.00	$1.00	$30.00
67	WATER FOR DUST CONTROL AND ROAD CONSTRUCTIO	MGAL	100	$90.00	$9,000.00	$80.00	$8,000.00	$1.00	$100.00
68	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	2609	$3.08	$8,035.72	$2.00	$5,218.00	$2.25	$5,870.25
69	MNDOT SEED MIX WET DITCH	SY	175	$78.80	$13,790.00	$4.00	$700.00	$2.25	$393.75
70	SODDING TYPE LAWN	SY	7825	$19.50	$152,587.50	$11.00	$86,075.00	$25.00	$195,625.00
71	FERTILIZER TYPE 3	LB	768	$1.50	$1,152.00	$1.00	$768.00	$2.25	$1,728.00
72	HYDROMULCHING (SFM)	SY	2784	$2.50	$6,960.00	$4.00	$11,136.00	$4.75	$13,224.00
73	PRUNE TREES	HR	100	$400.00	$40,000.00	$420.00	$42,000.00	$475.00	$47,500.00
74	IRRIGATION SYSTEM REPAIR	LOT	49	$700.00	$34,300.00	$525.00	$25,725.00	$1.00	$49.00
75	PET CONTAINMENT SYSTEM REPAIR	LOT	24	$225.00	$5,400.00	$525.00	$12,600.00	$1.00	$24.00
76	SALVAGE AND REINSTALL SIGN	EA	13	$300.00	$3,900.00	$210.00	$2,730.00	$225.00	$2,925.00
77	LANDSCAPING RESTORATION ($20,000 ALLOWANCE)	LS	1	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00
	TOTAL BASE BID: 2026 PROJECT AREA 1				**$2,745,131.26**		**$2,901,103.80**		**$3,094,016.95**

BID TABULATION				Bidder No. 5 Wm. Mueller & Sons		Bidder No. 6 Bituminous Roadways, Inc.		Bidder No. 7 New Look Contracting, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total
	BID ALTERNATE 1: 2026 ALTERNATE PROJECT AREA 2								
78	MOBILIZATION AND DEMOBILIZATION	LS	1	$22,000.00	$22,000.00	$92,000.00	$92,000.00	$100,000.00	$100,000.00
79	TRAFFIC CONTROL	LS	1	$3,975.00	$3,975.00	$85,000.00	$85,000.00	$5,000.00	$5,000.00
80	REMOVE BITUMINOUS CURB	LF	838	$2.00	$1,676.00	$9.00	$7,542.00	$2.00	$1,676.00
81	REMOVE CONCRETE DRIVEWAY	SY	250	$8.25	$2,062.50	$37.00	$9,250.00	$30.00	$7,500.00
82	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	2121	$6.50	$13,786.50	$8.00	$16,968.00	$7.00	$14,847.00
83	REMOVE CASTING (SANITARY)	EA	17	$150.00	$2,550.00	$450.00	$7,650.00	$275.00	$4,675.00
84	REMOVE STORM SEWER STRUCTURE	EA	2	$397.00	$794.00	$1,210.00	$2,420.00	$1,545.00	$3,090.00
85	REMOVE SEWER PIPE (STORM)	LF	27	$15.90	$429.30	$52.00	$1,404.00	$58.00	$1,566.00
86	CLEAR AND GRUB TREE	EA	1	$2,850.00	$2,850.00	$3,000.00	$3,000.00	$2,250.00	$2,250.00
87	SALVAGE AND REINSTALL DRIVEWAY PAVERS	SY	7	$220.00	$1,540.00	$265.00	$1,855.00	$175.00	$1,225.00
88	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	1869	$3.15	$5,887.35	$2.50	$4,672.50	$3.50	$6,541.50
89	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	441	$5.70	$2,513.70	$3.50	$1,543.50	$7.00	$3,087.00
90	SALVAGE AND REINSTALL MAILBOX	EA	16	$200.00	$3,200.00	$210.00	$3,360.00	$495.00	$7,920.00
91	ADJUST FRAME AND RINGS AND CASTING STORM	EA	4	$1,200.00	$4,800.00	$1,730.00	$6,920.00	$1,500.00	$6,000.00
92	FULL DEPTH RECLAMATION (P)	SY	13501	$3.61	$48,738.61	$2.65	$35,777.65	$4.75	$64,129.75
93	DRIVEWAY AGGREGATE SPECIAL	CY	12	$110.00	$1,320.00	$160.00	$1,920.00	$250.00	$3,000.00
94	BITUMINOUS MATERIAL FOR TACK COAT	GAL	709	$4.75	$3,367.75	$1.00	$709.00	$1.15	$815.35
95	PATCH BITUMINOUS PAVEMENT- DRIVEWAY	SY	2121	$64.40	$136,592.40	$37.00	$78,477.00	$45.00	$95,445.00
96	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	1631	$85.90	$140,102.90	$89.00	$145,159.00	$104.00	$169,624.00
97	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	1631	$86.40	$140,918.40	$97.00	$158,207.00	$113.50	$185,118.50
98	BITUMINOUS CURB	LF	250	$16.00	$4,000.00	$8.00	$2,000.00	$9.25	$2,312.50
99	6" CONCRETE DRIVEWAY	SY	250	$107.00	$26,750.00	$109.00	$27,250.00	$120.00	$30,000.00
100	CONCRETE CURB & GUTTER DESIGN B612	LF	403	$30.95	$12,472.85	$32.00	$12,896.00	$33.50	$13,500.50
101	CONCRETE CURB & GUTTER DESIGN B412	LF	332	$29.70	$9,860.40	$31.00	$10,292.00	$32.00	$10,624.00
102	7" CONCRETE VALLEY GUTTER	SY	23	$130.00	$2,990.00	$149.00	$3,427.00	$152.00	$3,496.00
103	CONCRETE DRAINAGE FLUME	EA	1	$1,235.00	$1,235.00	$750.00	$750.00	$575.00	$575.00
104	27" CATCH BASIN	EA	1	$3,125.60	$3,125.60	$3,040.00	$3,040.00	$3,425.00	$3,425.00
105	4' DIA. PRECAST STORM STRUCTURE	EA	1	$4,186.00	$4,186.00	$4,710.00	$4,710.00	$4,850.00	$4,850.00
106	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	$794.10	$794.10	$2,830.00	$2,830.00	$1,150.00	$1,150.00
107	12" RC PIPE STORM SEWER CLASS V	LF	29	$53.50	$1,551.50	$174.00	$5,046.00	$109.00	$3,161.00
108	SANITARY SERVICE REPAIR SETUP	EA	7	$3,982.20	$27,875.40	$4,090.00	$28,630.00	$4,000.00	$28,000.00
109	SANITARY SEWER 6" PVC REPLACEMENT	LF	160	$71.40	$11,424.00	$71.00	$11,360.00	$45.00	$7,200.00
110	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	17	$1,810.00	$30,770.00	$1,720.00	$29,240.00	$2,175.00	$36,975.00
111	STABILIZED CONSTRUCTION EXIT	LS	7	$925.00	$6,475.00	$3,500.00	$24,500.00	$1.00	$7.00
112	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	7	$235.00	$1,645.00	$180.00	$1,260.00	$150.00	$1,050.00
113	CULVERT END CONTROLS - MAINTAINED	EA	3	$410.00	$1,230.00	$526.00	$1,578.00	$130.00	$390.00
114	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	1400	$2.35	$3,290.00	$4.00	$5,600.00	$6.50	$9,100.00
115	COMMON TOPSOIL BORROW (LV)	CY	410	$46.85	$19,208.50	$100.00	$41,000.00	$53.00	$21,730.00
116	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	491	$34.55	$16,964.05	$58.00	$28,478.00	$40.00	$19,640.00
117	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	255	$17.65	$4,500.75	$60.00	$15,300.00	$65.00	$16,575.00
118	SUBGRADE EXCAVATION	CY	225	$29.00	$6,525.00	$60.00	$13,500.00	$38.00	$8,550.00
119	HAUL AND DISPOSE FULL DEPTH RECLAMATION (EV)	CY	1111	$31.10	$34,552.10	$35.00	$38,885.00	$23.00	$25,553.00
120	STREET SWEEPING W/ PICKUP BROOM	HR	10	$245.00	$2,450.00	$225.00	$2,250.00	$1.00	$10.00

Item Num	Item	Units	Qty	Bidder No. 5 Wm. Mueller & Sons Unit Price	Bidder No. 5 Wm. Mueller & Sons Total	Bidder No. 6 Bituminous Roadways, Inc. Unit Price	Bidder No. 6 Bituminous Roadways, Inc. Total	Bidder No. 7 New Look Contracting, Inc. Unit Price	Bidder No. 7 New Look Contracting, Inc. Total
	BID TABULATION								
121	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGAL	8	$90.00	$720.00	$80.00	$640.00	$1.00	$8.00
122	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	917	$3.01	$2,760.17	$4.00	$3,668.00	$2.25	$2,063.25
123	MNDOT SEED MIX WET DITCH	SY	62	$78.08	$4,840.96	$9.00	$558.00	$10.00	$620.00
124	SODDING TYPE LAWN	SY	917	$17.50	$16,047.50	$18.00	$16,506.00	$25.00	$22,925.00
125	FERTILIZER TYPE 3	LB	138	$1.50	$207.00	$1.00	$138.00	$2.25	$310.50
126	HYDROMULCHING (SFM)	SY	979	$2.50	$2,447.50	$5.00	$4,895.00	$4.75	$4,650.25
127	PRUNE TREES	HR	10	$415.00	$4,150.00	$420.00	$4,200.00	$475.00	$4,750.00
128	IRRIGATION SYSTEM REPAIR	LOT	29	$700.00	$20,300.00	$525.00	$15,225.00	$1.00	$29.00
129	PET CONTAINMENT SYSTEM REPAIR	LOT	14	$225.00	$3,150.00	$525.00	$7,350.00	$1.00	$14.00
130	SALVAGE AND REINSTALL SIGN	EA	8	$300.00	$2,400.00	$210.00	$1,680.00	$225.00	$1,800.00
131	LANDSCAPING RESTORATION ($10,000 ALLOWANCE)	LS	1	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
	TOTAL BID ALTERNATE 1: 2026 ALTERNATE PROJECT AREA 2				**$840,002.79**		**$1,042,516.65**		**$978,554.10**
	BID ALTERNATE 2: 2026 ALTERNATE PROJECT AREA 3								
132	MOBILIZATION AND DEMOBILIZATION	LS	1	$16,000.00	$16,000.00	$52,000.00	$52,000.00	$95,000.00	$95,000.00
133	TRAFFIC CONTROL	LS	1	$2,000.00	$2,000.00	$55,000.00	$55,000.00	$5,000.00	$5,000.00
134	REMOVE CONCRETE CURB & GUTTER	LF	400	$14.50	$5,800.00	$14.00	$5,600.00	$16.00	$6,400.00
135	REMOVE CASTING (SANITARY)	EA	3	$150.00	$450.00	$450.00	$1,350.00	$275.00	$825.00
136	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	195	$3.15	$614.25	$2.50	$487.50	$5.00	$975.00
137	REMOVE SEWER PIPE (STORM)	LF	135	$15.90	$2,146.50	$27.00	$3,645.00	$28.00	$3,780.00
138	REMOVE FLARED-END SECTION	EA	2	$397.00	$794.00	$365.00	$730.00	$1,000.00	$2,000.00
139	REMOVE STORM SEWER STRUCTURE	EA	2	$397.00	$794.00	$1,130.00	$2,260.00	$1,050.00	$2,100.00
140	SALVAGE AND REINSTALL MAILBOX	EA	8	$200.00	$1,600.00	$210.00	$1,680.00	$495.00	$3,960.00
141	FULL DEPTH RECLAMATION (P)	SY	7082	$4.39	$31,089.98	$2.65	$18,767.30	$3.75	$26,557.50
142	MILL BITUMINOUS SURFACE (2.0") (P)	SY	13771	$2.44	$33,601.24	$3.50	$48,198.50	$2.00	$27,542.00
143	BITUMINOUS MATERIAL FOR TACK COAT	GAL	1869	$4.75	$8,877.75	$1.00	$1,869.00	$1.15	$2,149.35
144	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	815	$88.00	$71,720.00	$89.00	$72,535.00	$104.00	$84,760.00
145	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	2398	$82.00	$196,636.00	$97.00	$232,606.00	$113.50	$272,173.00
146	CONCRETE CURB & GUTTER DESIGN B618	LF	400	$43.00	$17,200.00	$36.00	$14,400.00	$38.50	$15,400.00
147	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	3	$1,810.00	$5,430.00	$1,710.00	$5,130.00	$2,500.00	$7,500.00
148	4' DIA. PRECAST STORM STRUCTURE	EA	2	$4,173.60	$8,347.20	$4,330.00	$8,660.00	$4,950.00	$9,900.00
149	CONNECT TO EXISTING STORM SEWER PIPE	EA	2	$794.10	$1,588.20	$1,410.00	$2,820.00	$1,600.00	$3,200.00
150	12" RC PIPE STORM SEWER CLASS V	LF	160	$43.50	$6,960.00	$77.00	$12,320.00	$82.00	$13,120.00
151	STABILIZED CONSTRUCTION EXIT	EA	2	$925.00	$1,850.00	$3,500.00	$7,000.00	$1.00	$2.00
152	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	16	$235.00	$3,760.00	$180.00	$2,880.00	$150.00	$2,400.00
153	CULVERT END CONTROLS	EA	2	$235.00	$470.00	$526.00	$1,052.00	$130.00	$260.00
154	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	730	$2.35	$1,715.50	$4.00	$2,920.00	$6.50	$4,745.00
155	COMMON TOPSOIL BORROW (LV)	CY	287	$55.00	$15,785.00	$100.00	$28,700.00	$45.00	$12,915.00
156	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	16	$60.00	$960.00	$71.00	$1,136.00	$75.00	$1,200.00
157	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	163	$22.00	$3,586.00	$60.00	$9,780.00	$65.00	$10,595.00
158	SUBGRADE EXCAVATION	CY	119	$34.00	$4,046.00	$59.00	$7,021.00	$40.00	$4,760.00
159	HAUL AND DISPOSE FULL DEPTH RECLAMATION (EV)	CY	560	$32.00	$17,920.00	$35.00	$19,600.00	$23.00	$12,880.00
160	GEOTEXTILE FABRIC TYPE V NON-WOVEN	SY	237	$3.00	$711.00	$4.00	$948.00	$5.00	$1,185.00

Item Num	Item	Units	Qty	Bidder No. 5 Wm. Mueller & Sons		Bidder No. 6 Bituminous Roadways, Inc.		Bidder No. 7 New Look Contracting, Inc.	
	BID TABULATION			**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**
161	STREET SWEEPING W/ PICKUP BROOM	HR	10	$245.00	$2,450.00	$225.00	$2,250.00	$1.00	$10.00
162	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGAL	2	$90.00	$180.00	$80.00	$160.00	$1.00	$2.00
163	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	216	$3.01	$650.16	$5.00	$1,080.00	$2.25	$486.00
164	MNDOT SEED MIX WET DITCH	SY	44	$78.08	$3,435.52	$7.00	$308.00	$10.00	$440.00
165	SODDING TYPE LAWN	SY	646	$23.50	$15,181.00	$21.00	$13,566.00	$25.00	$16,150.00
166	FERTILIZER TYPE 3	LB	66	$1.50	$99.00	$1.00	$66.00	$2.25	$148.50
167	HYDROMULCHING (SFM)	SY	259	$2.50	$647.50	$7.00	$1,813.00	$4.75	$1,230.25
168	SALVAGE AND REINSTALL SIGN	EA	2	$300.00	$600.00	$210.00	$420.00	$225.00	$450.00
169	INTERIM PAVEMENT MARKING	LS	1	$2,000.00	$2,000.00	$2,100.00	$2,100.00	$2,400.00	$2,400.00
170	4" DOUBLE SOLID LINE YELLOW MULTI-COMPONENT	LF	6684	$0.88	$5,881.92	$0.90	$6,015.60	$1.25	$8,355.00
171	4" SOLID LINE WHITE MULTI-COMPONENT	LF	10153	$0.88	$8,934.64	$0.90	$9,137.70	$1.25	$12,691.25
172	24" WHITE STOP BAR - MULTI-COMPONENT	EA	1	$200.00	$200.00	$210.00	$210.00	$250.00	$250.00
173	LANDSCAPING RESTORATION ($10,000 ALLOWANCE)	LS	1	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
	TOTAL BID ALTERNATE 2: 2026 ALTERNATE PROJECT AREA 3				**$512,712.36**		**$668,221.60**		**$685,896.85**
	BID ALTERNATE 3: 2026 ALTERNATE PROJECT AREA 4								
174	MOBILIZATION AND DEMOBILIZATION	LS	1	$11,000.00	$11,000.00	$43,000.00	$43,000.00	$40,000.00	$40,000.00
175	TRAFFIC CONTROL	LS	1	$1,500.00	$1,500.00	$12,000.00	$12,000.00	$2,500.00	$2,500.00
176	REMOVE BITUMINOUS PAVEMENT	SY	1338	$6.45	$8,630.10	$8.00	$10,704.00	$5.00	$6,690.00
177	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	111	$5.00	$555.00	$2.50	$277.50	$5.00	$555.00
178	REMOVE SEWER PIPE (STORM)	LF	57	$15.90	$906.30	$47.00	$2,679.00	$23.00	$1,311.00
179	REMOVE FLARED-END SECTION	EA	2	$397.00	$794.00	$367.00	$734.00	$1,000.00	$2,000.00
180	REMOVE STORM SEWER STRUCTURE	EA	1	$397.00	$397.00	$1,130.00	$1,130.00	$1,050.00	$1,050.00
181	REMOVE STAIRS	LS	1	$1,500.00	$1,500.00	$8,500.00	$8,500.00	$2,250.00	$2,250.00
182	CLEAR AND GRUB TREE	LS	1	$4,500.00	$4,500.00	$4,740.00	$4,740.00	$6,575.00	$6,575.00
183	SALVAGE AND RESPREAD RIPRAP	SY	269	$25.10	$6,751.90	$35.00	$9,415.00	$29.00	$7,801.00
184	BITUMINOUS MATERIAL FOR TACK COAT	GAL	7	$24.00	$168.00	$1.00	$7.00	$1.15	$8.05
185	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)	TN	131	$145.00	$18,995.00	$100.00	$13,100.00	$117.00	$15,327.00
186	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TN	100	$175.00	$17,500.00	$110.00	$11,000.00	$129.00	$12,900.00
187	CONCRETE CURB & GUTTER DESIGN B612	LF	81	$41.00	$3,321.00	$40.00	$3,240.00	$37.00	$2,997.00
188	6" CONCRETE SIDEWALK	SY	16	$160.00	$2,560.00	$173.00	$2,768.00	$450.00	$7,200.00
189	AGGREGATE BASE CLASS 5, 80% CRUSHED (CV)	CY	169	$72.00	$12,168.00	$100.00	$16,900.00	$65.00	$10,985.00
190	COARSE FILTER AGGREGATE	CY	315	$66.00	$20,790.00	$60.00	$18,900.00	$95.00	$29,925.00
191	ENGINEERED TOPSOIL (85% SAND, 15% COMPOST) (CV)	CY	315	$44.00	$13,860.00	$150.00	$47,250.00	$60.00	$18,900.00
192	4' DIA. PRECAST STORM STRUCTURE	EA	6	$4,186.00	$25,116.00	$5,700.00	$34,200.00	$4,725.00	$28,350.00
193	4' DIA. STORM SEWER OUTLET CONTROL STRUCTURE W/	EA	1	$12,110.40	$12,110.40	$9,680.00	$9,680.00	$9,150.00	$9,150.00
194	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	$1,588.20	$1,588.20	$1,130.00	$1,130.00	$1,150.00	$1,150.00
195	12" RC PIPE STORM SEWER CLASS V	LF	360	$43.50	$15,660.00	$82.00	$29,520.00	$90.00	$32,400.00
196	12" RC FLARED END SECTION W/ TRASH GUARD	EA	3	$1,695.10	$5,085.30	$1,910.00	$5,730.00	$1,875.00	$5,625.00
197	15" RC PIPE STORM SEWER CLASS V	LF	28	$61.00	$1,708.00	$188.00	$5,264.00	$125.00	$3,500.00
198	15" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$1,961.80	$3,923.60	$2,340.00	$4,680.00	$1,985.00	$3,970.00
199	RANDOM RIPRAP CLASS III	CY	10	$136.40	$1,364.00	$255.00	$2,550.00	$200.00	$2,000.00
200	STABILIZED CONSTRUCTION EXIT	LS	1	$1,600.00	$1,600.00	$3,500.00	$3,500.00	$1.00	$1.00
201	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	7	$235.00	$1,645.00	$180.00	$1,260.00	$150.00	$1,050.00

BID TABULATION				Bidder No. 5 Wm. Mueller & Sons		Bidder No. 6 Bituminous Roadways, Inc.		Bidder No. 7 New Look Contracting, Inc.	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total
202	CULVERT END CONTROLS - MAINTAINED	EA	3	$410.00	$1,230.00	$526.00	$1,578.00	$130.00	$390.00
203	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	200	$2.35	$470.00	$3.00	$600.00	$6.50	$1,300.00
204	EROSION CONTROL BLANKET CATEGORY 25	SY	1223	$1.99	$2,433.77	$2.00	$2,446.00	$7.00	$8,561.00
205	COMMON TOPSOIL BORROW (LV)	CY	177	$42.00	$7,434.00	$115.00	$20,355.00	$45.00	$7,965.00
206	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	2675	$26.62	$71,208.50	$59.00	$157,825.00	$30.00	$80,250.00
207	SUBGRADE EXCAVATION	CY	15	$45.00	$675.00	$122.00	$1,830.00	$30.00	$450.00
208	INSTALL STAIRS	LS	1	$17,000.00	$17,000.00	$20,000.00	$20,000.00	$27,500.00	$27,500.00
209	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGAL	2	$90.00	$180.00	$80.00	$160.00	$1.00	$2.00
210	MACHINE SLICED SILT FENCE	LF	297	$4.50	$1,336.50	$2.00	$594.00	$9.00	$2,673.00
211	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	1223	$3.01	$3,681.23	$1.00	$1,223.00	$2.25	$2,751.75
212	MNDOT SEED MIX WET DITCH	SY	500	$78.08	$39,040.00	$4.00	$2,000.00	$10.00	$5,000.00
213	SODDING TYPE LAWN	SY	332	$17.50	$5,810.00	$11.00	$3,652.00	$25.00	$8,300.00
214	FERTILIZER TYPE 3	LB	149	$1.50	$223.50	$1.00	$149.00	$2.25	$335.25
215	HYDROMULCHING	SY	1723	$2.50	$4,307.50	$1.00	$1,723.00	$4.75	$8,184.25
216	PRUNE TREES	HR	10	$415.00	$4,150.00	$420.00	$4,200.00	$475.00	$4,750.00
217	IRRIGATION SYSTEM REPAIR	LOT	2	$1,500.00	$3,000.00	$525.00	$1,050.00	$1.00	$2.00
218	PET CONTAINMENT SYSTEM REPAIR	LOT	2	$500.00	$1,000.00	$525.00	$1,050.00	$1.00	$2.00
219	SALVAGE AND REINSTALL SIGN	EA	2	$300.00	$600.00	$210.00	$420.00	$225.00	$450.00
220	4" SOLID LINE WHITE - MULTI-COMPONENT	LF	207	$5.00	$1,035.00	$5.00	$1,035.00	$6.50	$1,345.50
	TOTAL BID ALTERNATE 3: 2026 ALTERNATE PROJECT AREA 4				**$360,511.80**		**$525,748.50**		**$416,381.80**
	BASE BID SUMMARY:								
	TOTAL BASE BID: 2026 PROJECT AREA 1				$2,745,131.26		$2,901,103.80		$3,094,016.95
	TOTAL BID ALTERNATE 1: 2026 ALTERNATE PROJECT AREA 2				$840,002.79		$1,042,516.65		$978,554.10
	TOTAL BID ALTERNATE 2: 2026 ALTERNATE PROJECT AREA 3				$512,712.36		$668,221.60		$685,896.85
	TOTAL BID ALTERNATE 3: 2026 ALTERNATE PROJECT AREA 4				$360,511.80		$525,748.50		$416,381.80
	Contractor Name and Address:			Wm. Mueller & Sons 831 Park Ave. Hamburg, MN 55339		Bituminous Roadways, Inc. 1520 Commerce Dr. Mendota Heights, MN 55120		New Look Contracting, Inc. 14045 Northdale Blvd. Rogers, MN 55374	
	Phone:			(952) 467-2720		(651) 686-7001		(763) 241-1596	
	Email:			coryh@wmmueller.com		info@bitroads.com		estimating@newlookcontracting.net	
	Signed By:			Timothy Mueller		Jack Peterson		Justin Hoellein	
	Title:			President		Vice President		PM/Estimator	
	Bid Security:			Bid Bond		Bid Bond		Bid Bond	
	Responsible Contractor Certification:			Yes		Yes		Yes	
	Addenda Acknowledged:			1, 2		1, 2		1, 2	

Deephaven Police Department

CORY JOHNSON
CHIEF OF POLICE

20225 Cottagewood Road
Deephaven, MN 55331

Email – coryj@deephavenpolice.com

July 6, 2026

To: Honorable Mayor Kent Carlson
Deephaven City Council

Cc: Dan Madsen, City Administrator / Special Counsel

From: Cory Johnson, Chief of Police

Re: Monthly Police Activity Report for June 2026

June 2026:	May 2025:
321 Traffic Stops	143 Traffic Stops
120 Radio Calls	117 Radio Calls
80 Speeding	55 Speeding
2 Driving after Suspension	2 Driving after Suspension
2 No MN License	5 No MN License
10 Driving after Revocation	9 Driving after Revocation
91 Citations	91 Citations
317 Verbal Warnings	119 Verbal Warnings
2 Written Warnings	0 Written Warnings
0 DWI's	0 DWI's
20 Medical Calls	22 Medical Calls
21 Assists to other Agencies	15 Assists to other Agencies
(6 SLMPD)	(7 SLMPD)
(9 MTKA)	(4 MTKA)
(5 WAYZATA)	(1 CHASKA)
(1 WATER PATROL)	
12 Assist to Deephaven	4 Assists to Deephaven
(5 SLMPD)	(2 SLMPD)
(3 MTKA)	(2 MTKA)
(4 WAYZATA)	

7 Accidents	4 Accidents
1 Permit to acquire handgun	0 Permits to acquire handgun
23 Alarms	26 Alarms

The following statistics are Part 1 and Part 2 crimes reported for the month of June 2026:

INCIDENT	DATE	INCIDENT DETAILS
Traffic Stop- Underage Drink and Drive- Underage- Consumption Citations	2026-06-06	While parked at the intersection of Minnetonka Blvd and Maplewood Rd, I saw a southbound vehicle on Maplewood Rd sitting at the stop sign for a prolonged period of time. The vehicle made a U-Turn in the intersection and drove back northbound on Maplewood Rd. I followed the vehicle and saw that it was over the center line as it drove north. I initiated a traffic stop and smelled a strong odor of alcohol coming from the open driver's window. The driver denied drinking and I had him exit the vehicle. I continued to smell a moderate odor of breath alcohol on the driver as I spoke with him. I observed some signs of impairment on SFSTs. Driver provided a PBT with a result of 0.070 BAC. While conducting an inventory of the vehicle I located a fake Iowa driver's license with the driver's picture and name, but with a DOB that made him 22 years old. The other four occupants of the vehicle were taken out of the vehicle and PBT's were obtained. All four passengers were issued citations for minor consumption. All five occupants of the vehicle were picked up by parents, family members or an Uber.
Damage to Property	2026-06-14	CSO was down at Deephaven Main Beach when he was approached by a Resident that had damage done to their inflatable paddleboard. CSO documented the incident. Unknown damage amount.
Traffic Stop - Underage Consumption - Fictitious Licenses - Formal Complaint	2026-06-20	Officer conducted a traffic stop on a vehicle for driving through a closed road. Officer observed the vehicle had space for four passengers but contained eight passengers in the vehicle. The passengers were all under the age of 21 and had all consumed alcohol. The driver was not impaired. Officers from the Wayzata, Minnetonka, and South Lake Minnetonka Police Departments responded to assist. Seven of the passengers were not wearing seatbelts, and six of the passengers possessed fictitious drivers' licenses. Empty alcohol containers and an open half consumed container of alcohol were found in the trunk. All parties were released to responsible drivers. This case was forwarded to the City Attorney for various charges detailed in the supplemental report.

Accidents June 2026

ACCIDENT	DATE	DETAILS
PD Accident	2026-06-02	While on patrol the officer located a PD crash in the parking lot of the Deephaven Main Beach. A female driver had backed into a car parked behind her as she tried to exit her parking spot. The officer took photos of both vehicles and obtained the driver's information and insurance. The owner of the second vehicle was located and his information was obtained. An accident exchange form was completed. The officer completed a state crash report.
PD Accident	2026-06-04	An officer and Community Service Officer were dispatched to a Hit and Run at James Ave and Deephaven Ave. The officer and CSO took the registered owner's information and documented the damage done to her vehicle. It was determined that a landscaping company turned out of the street and the rear of the commercial trailer hit the vehicle. No damage to the landscaping company trailer and both parties were going to work out insurance information to get the vehicle fixed.
PD Accident - Careless Driving - Formal Complaint	2026-06-13	Minnetonka Police came upon an accident that had occurred on Vine Hill Road and driver had pulled into a parking lot near Minnetonka Community Education Center. Officer responded after dealing with a separate call. Officer learned the driver had struck a telephone pole on Vine Hill Road while driving northbound. Officers learned the driver had also been inhaling nitrous oxide after Officers found his vehicle parked. Officer did not observe any signs of impairment while on scene. The male stated he was not injured, did not need an ambulance, and did not want a tow truck called for his vehicle, which was parked in the lot legally. This case was sent to the city attorney for charges of Careless Driving.
PD Accident	2026-06-15	Officer was notified of a property damage crash on Northern Rd where a truck hit the mirror of another truck. A parking citation was written to a box truck for parking on the wrong side of the street.
PD Accident - Citation	2026-06-18	An officer and community service officer were dispatched to a property damage accident at the Coldwell Banker parking lot. The officer learned a vehicle failed to yield when turning onto Vine Hill Road from Excelsior Boulevard and struck a southbound vehicle on Vine Hill Road. An accident exchange form was given to both drivers and the driver who failed to yield was Cited.
PD Accident	2026-06-29	Officer was dispatched to a property damage accident at Highway 7 and Vine Hill Rd. Officer wrote a crash report and completed an information exchange form.

PD Accident - Hit and Run	2026-06-29	While on patrol the officer was flagged down by a female who wanted to report her parked car had been struck while it was parked on Jericho Road. The female showed the officer camera video from a nearby home that showed a white SUV backing up towards the parked car. The female said an Uber driver stopped and told her he witnessed the incident.