

DEEPHAVEN CITY COUNCIL WORKSHOP
COUNCIL CHAMBERS, CITY HALL
20225 COTTAGEWOOD ROAD
5:00 P.M. Monday, July 20th, 2026

AGENDA

5:00 P.M. WORKSHOP
Council Compensation
Odds and Ends

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

City Council Meeting
Monday, July 20, 2026
Workshop:
Council and Staff Compensation

Recommended Action: No formal action is recommended as this matter is set on for discussion and budgetary planning purposes only.

This Memorandum discusses the potential for compensation increases for the City Council applicable in 2027 and beyond. Any Council increase in compensation would require an Ordinance Amendment and would need to be enacted prior to the 2026 Election.

Minnesota Statute §415.11 regulates compensation for members of a governing body, providing that city councils can set their compensation at any amount they deem to be reasonable. The only requirement is that no change in compensation can occur prior to the next municipal election. The policy supporting this requirement is that a community aggrieved by a council compensation decision can elect different members to the council and rescind the compensation decision as a check and balance on the process.

Compensation for members of the Deephaven City Council is set by Deephaven Ordinance §200.11, Subds. 1, 2. The Council last reviewed council compensation on September 19, 2016, where it was approved that compensation for the Mayor would be set at \$600 per month, and member of the Council at \$400 per month, effective Monday, January 2, 2017. Prior to this amendment, compensation for the Mayor was \$300 per month, and \$200 per month for members of the Council. Those salaries were set on August 2, 1993.

In the Spring of 2022, the Council engaged David Drown and Associates to conduct a comprehensive Staff Compensation Study. That study identified ten Cities that were agreed to be used as comparable cities for our internal compensation review. Those cities are: Dayton; Excelsior; Medina; Minnetrista; Mound; Orono; Rogers; Shorewood; Victoria; and Wayzata. Staff have used those same cities as comparables for our review of our Deephaven Council compensation.

Attached to this Memorandum is a spreadsheet providing the individual Council and Mayor salaries in each city listed above, along with the specific language and a citation to their City Code as supporting information. The average Council compensation across these cities is \$4,687 per year, with a high of \$6,800 in Rogers, and a low of \$2,400 in Excelsior. The Mayoral average compensation is \$5,871, with a high of \$8,000 in Rogers, and a low of \$3,600 in Excelsior. Deephaven's current annual Council compensation is \$4,800, with the Mayor being compensated at the rate of \$7,200 per year.

The Deephaven Council discussed a comparison process that involved the other comparable cities listed above during the 2025 Union Negotiation process. At that time, the Council

referenced these comparable cities and their levels of compensation and discussed a general goal of being somewhere near the 80th percentile for compensating Deehaven Staff. The Council is currently slightly below, but close to that 80th percentile level of compensation to our comparable cities if we apply this same approach. One distinction this Council has from our comparable counterparts is the complexity of our municipal operations. Unlike these other cities, Deehaven is distinguished from most other cities by our management of our municipal marina. In addition, the Council oversees the provision of Administrative, Public Works and Police Services through Joint Powers Agreements with two neighboring cities. On that basis, members of the Deehaven Council have a more complex and diverse scope of operation and responsibility than most, if not all, other comparable cities.

Given the statutory requirements for approving compensation to become effective after an election cycle, given the complexity of work and responsibility of the Deehaven Council, and in consideration of the time that has elapsed since Council compensation was last reviewed in 2016, Staff believe an increase in compensation is warranted and recommended. Members of the Staff and Council can discuss in Workshop what level of compensation is appropriate for members of the Deehaven Council. Based upon that discussion, and if the Council wishes to move forward with adjustments to Council compensation, Staff will draft an Ordinance Amendment and set it on for discussion and review at an upcoming Council Meeting.

Thank you, and as always, feel free to reach out with any questions or requests for additional information that you may have.

Sincerely,

Dan Madsen
City Administrator, Special Counsel
Deehaven, Minnesota

Minn. Stat. §415.11 SECOND TO FOURTH CLASS CITIES; GOVERNING BODY SALARIES.

Subdivision 1. Set by ordinance.

Notwithstanding the provisions of any general or special law, charter, or ordinance, the governing body of any statutory or home rule charter city of the second, third or fourth class may by ordinance fix their own salaries as members of such governing body, and the salary of the chief elected executive officer of such city, in such amount as they deem reasonable.

Subd. 2. After next election.

No change in salary shall take effect until after the next succeeding municipal election.

Dayton Ordinance §31.09, Subd. (A)(1)

The City Council shall be compensated at a rate equal to the median amount of other cities with populations of 1,000 people both larger and smaller than the city's population rounded to the nearest thousand. City Council stipend amount shall be recalculated and go into effect the January following a general election. Example, if the city is at 5,300 population, then the City Council compensation shall be set at the median amount of other cities with populations from 4,000 - 6,000 people.

Deephaven Ordinance §200.11, Subd. 1, 2

The salary of the Mayor is \$600.00 per month. The salary of each Councilmember other than the Mayor will be \$400.00 per month.

Excelsior Ordinance §2-33

The city council does hereby set a salary for mayor of \$3,600.00 per year to be paid quarterly, and a salary for each councilmember of \$2,400.00 per year, also to be paid quarterly.

Medina Ordinance §200.19, Subd. 1, 2

The salary of the mayor shall be \$6,000.00 per annum commencing on the 1st day of January, 2025. The salary of each member of the city council shall be \$4,000.00 per annum commencing on the 1st day of January, 2005.

Minnetrista Ordinance §205.01, Subd. 1(a,b)

The salaries of the mayor and other members of the city council shall be as follows:
The mayor shall receive a salary of \$500.00 per month, each city council member shall receive a salary of \$400.00 per month.

Mound Ordinance §2-21

The salary of the Mayor shall be \$475.00 per month and the salary of each Councilmember shall be \$350.00 per month.

Orono Ordinance §1.08.130, Subd. a(1,2)

The salary of the mayor shall be \$4,200.00 per year, paid monthly. The salary of each councilmember shall be \$3,500.00 per year, paid monthly.

Rogers Ordinance §2-19

The salary of the Mayor is established at \$8,000.00 per year, and the salaries of each of the Council Members are hereby established at \$6,800.00 per year.

Shorewood Ordinance §105.05

The annual salary of the Mayor of the city shall be \$6,300 and the annual salary of each member of the City Council shall be \$4,800.

Victoria Ordinance §2-28

Residents of the city who are elected or appointed to serve as members of the city council shall receive annual compensation of \$4,800.00 from the city treasury. The mayor shall receive an annual compensation of \$6,000.00 from the city treasury.

Wayzata Ordinance #821

The annual salary for Mayor be set at \$7,400 and each Council Member be set at \$5,900 commencing January 1, 2023.

Organization Name	Council	Mayor	Population	Notes
City of Rogers	\$6,800	\$8,000	14,500	Per annum
City of Wayzata	\$5,900	\$7,400	4,500	Per annum
City of Deephaven	\$4,800	\$7,200	3,800	\$400 / \$600 per month
City of Shorewood	\$4,800	\$6,300	8,000	Per annum
City of Dayton	\$4,968	\$6,210	10,500	Plus \$600 computer allowance every 2 years
City of Medina	\$4,000	\$6,000	7,672	Per annum
City of Minnetrista	\$4,800	\$6,000	8,830	\$400 / \$500 per month
City of Victoria	\$4,800	\$6,000	11,500	Per annum
City of Mound	\$4,200	\$5,700	9,398	\$350 / \$475 per month
City of Orono	\$3,500	\$4,200	7,959	Per annum
City of Excelsior	\$2,400	\$3,600	2,400	Per annum

	Current	Minimum	Maximum
Council Average	\$4,687	\$2,400	\$6,800
Deephaven	\$4,800		
Mayor Average	\$5,871	\$3,600	\$8,000
Deephaven	\$7,200		

DEEPHAVEN CITY COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL
20225 COTTAGEWOOD ROAD
7:00 p.m. Monday, July 20th, 2026

AGENDA

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVE CONSENT AGENDA

- A. Approve July 6th, 2026 Workshop and Council Meeting Minutes
- B. Approve Payment of Claims
- C. Approve Borell, Maria Removal from Probationary Status
- D. Approve Furnace Replacement
- E. Approve Special Event Policy
- F. Approve 2026 Street Project Pay Request 1
- G. Approve Special event for St. Therese School Fund Raiser
- H. Approve Cottagewood Store Special Event for Mini Putt- Putt

4. 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.

5. PLANNING & ZONING MATTERS

6. UNFINISHED BUSINESS

- A. Vine Hill Striping and Crosswalk Project

7. NEW BUSINESS

- A. Yard Waste Disposal

8. 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

9. DEPARTMENT REPORTS

- A. Police Department:
- B. Excelsior Fire District
- C. Public Works
- D. Administration
- E. Engineering Update

10. ADJOURNMENT

DEEPHAVEN CITY COUNCIL WORKSHOP MINUTES

6:00 P.M., MONDAY, JULY 6, 2026

1. **CALL MEETING TO ORDER:** Mayor Kent Carlson called the Workshop to order at approximately 6:00 p.m.

COUNCIL PRESENT: Mayor Kent Carlson and Council Members Emily Scherschligt and John Studer. Absent: Councilmembers Tom Erdmann and Tony Jewett.

STAFF: City Administrator / Special Counsel, Dan Madsen

WORKSHOP AGENDA:

2027 CIP Budget

Members of the Staff and Council reviewed the first draft of the 2027 Capital Improvement Budget and related proposed property tax levy. The budget presented by Staff maintained a net 0% levy, but discussion included the recommendation by Staff to increase the levy annually by approximately 2% through 2028 to provide funding for, and reduce the potential impact of, a potential 2028 Street Project that would require issuance of another municipal bond. The Council reviewed the current list of projected equipment purchases and discussed how this levy would be reduced by approximately \$520,000 in 2028 to accommodate for the first full payment of principal and interest from the 2026A Series bond issuance. The first payment will occur in 2027 as an interest only payment, and the funding for that payment is already reserved through the bonding process as collateralized interest. No formal action was taken as this matter was set on for discussion purposes only.

Woodland and Greenwood Public Services Reconciliation

Members of Staff and the Council reviewed the 2025 audited financials as they applied to the Woodland and Greenwood Public Services Joint Powers Agreements. Based upon operations, the City of Woodland will need to pay the City of Deephaven an additional \$1,791.08 for services rendered in 2025. Also based upon operations, the City of Greenwood will be credited \$9,641.68 based upon municipal operations in 2025. The main driver for this credit is public works coming in under budget on estimated labor and materials. No formal action was taken as this matter was set on for discussion purposes only.

Odds and Ends

Members of the Council and Staff discussed various topics including an update on the 2026 Street Project and the Beach Patrol opening Sandy Beach in the Cottagewood neighborhood. Motion was then made by Scherschligt, and seconded by Studer 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 16, 2026

Dan Madsen

City Administrator, Special Counsel

Deephaven, Minnesota

DEEPHAVEN CITY COUNCIL MEETING MINUTES

7:00 P.M. Monday July 20th, 2026

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

PRESENT: Mayor Kent Carlson and Councilmembers Emily Scherschligt, and John Studer

ABSENT: Tom Newberry and Tony Jewett

STAFF PRESENT: City Administrator Dan Madsen, Police Chief Cory Johnson, City Engineer Steve Hegland with Hakanson Anderson,

GUEST: Patty Acomb, Interim Fire Chief Nate Basinger

2. PLEDGE OF ALLEGIANCE:

The Council recited the Pledge of Allegiance

3. APPROVE THE CONSENT AGENDA:

Motion made by Studer and seconded by Scherschligt to approve the consent agenda as presented, and to approve the following items;

- 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

Motion Carried, Voting in favor was Mayor Carlson and Councilmembers Scherschligt and Studer. 3/0 vote.

4. REPRESENTATIVE PATTY ACOMB:

Representative Patty Acomb, House District 45B, provided the City Council with an overview of the 2026 Minnesota Legislative Session, highlighting key legislation, priorities, and issues affecting local governments.

5. INTERIM EXCELSIOR FIRE CHIEF, NATE BASINGER

Fire Chief Nate Basinger presented the proposed 2027 Fire Department budget and gave the Council an update on the department. He shared that the main budget priorities are adding a Battalion Chief position and increasing firefighter pay to help ensure someone is always available to respond to emergency calls. The department currently has approximately 45 firefighters.

Chief Basinger also briefly discussed future building improvements, noting that while updates will be needed, they are not an immediate priority.

He also updated the Council on a garage fire that occurred over the weekend. The garage was a total loss, but the fire did not spread to the house. Deephaven Police officers were first on the scene, and thankfully no one was injured.

6. MATTERS FROM THE FLOOR:

Pete Foreman of 18401 Minnetonka Blvd, addressed the City Council regarding yard waste disposal. He expressed concern that Deephaven does not offer a free yard waste drop-off site for residents, aside from the City's annual Clean-Up Days. Mr. Form noted that several neighboring communities provide this service and suggested that Deephaven explore partnering with a neighboring city or working with a local vendor to offer residents a free yard waste drop-off option.

7. PLANNING & ZONING MATTERS:

A. Conditional Use Permit to Exceed the Hardcover Limit for an Addition at 3645 Parkway

Smith presented the staff report. The property owners, Robert and Amy Dircks, are proposing an addition that would decrease the hardcover from 33.77% to 32.14%, but still exceed the 25% hardcover limit. To mitigate the hardcover over the 25% maximum hardcover limit, they are proposing an infiltration trench in front of the house and have indicated that stormwater runoff from the roof of the house will be directed to the infiltration trench.

Councilmember Scherschligt stated she had no concerns with the proposed development.

Motion by Councilmember Studer, seconded by Councilmember Scherschligt, to 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. Motion carried 3/0.

B. Conditional Use Permit to Exceed Hardcover Limit for a House Addition at 20240 Cottagewood Avenue

Smith presented the staff report. John Daly of Revision is representing the property owners, Patrick and Perris Deppa. They are proposing an addition that would increase the hardcover from 32.42% to 33.1%, exceeding the 25% hardcover limit.

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 resulting effective hardcover is 24.57%.

Councilmember Studer asked how the stormwater would be directed to the infiltration trench. John Daly said it would be piped from the roof and also from overland.

Motion by Councilmember Scherschligt, seconded by Councilmember Studer, to 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. Motion carried 3/0.

C. Grading and Definition of Building Height

Smith presented the staff report. The City Council waived the first reading of the proposed ordinance on March 2, 2026. Councilmember Scherschligt moved to waive the second reading and adopt the proposed ordinance changing the maximum height of flat roofs to 25 feet for lots under 14,000 square feet. Councilmember Studer seconded. Motion carried 3/0.

8. UNFINISHED BUSINESS:

A. Marina Ordinance Amendment

City Administrator Dan Madsen reviewed the proposed marina ordinance amendments with the Council. The changes would clarify the residency requirement for marina slip holders, define the boating season, and establish a process for filling slips that become available during the season. The proposed amendments would also allow residents who accept a partial-season slip to keep their place on the waiting list and not have that partial season count toward the 10-year lease limit. The Council discussed the proposed changes and provided feedback to staff.

Motion was made by Scherschligt and seconded by Studer to waive the first reading of the Marina Ordinance Amendment and Approve Ordinance Amendment as presented.

Motion carried, voting in favor was Mayor Carlson and Councilmembers Scherschligt and Studer. 3/0 Vote.

9. NEW BUSINESS:

A. Shorewood Cooperative Road Cost Share Agreement

City Engineer Steve Hegland presented a cost-sharing agreement between the Cities of Deephaven and Shorewood for the reconstruction of the shared portion of Minnetonka Boulevard as part of the 2026 Street Improvement Project. The agreement provides for the project costs to be split equally between the two cities, with each contributing approximately \$56,900. The

Council discussed the agreement and approved moving forward with the cost-sharing arrangement.

Motion was made by Studer and seconded by Scherschligt to approve the Cost Sharing Agreement with the City of Shorewood.

Motion carried, Voting in favor was Mayor Carlson and Councilmembers Studer and Scherschligt. 3/0 Vote.

10. COUNCIL REPORTS:

A. Mayor Carlson: No Public Safety meeting, personnel and finance have been moving forward good.

B. Scherschligt: Park Board meeting will be postponed until August.

C. Jewett: absent

D. Studer: Road project is going well. It's nice to see that the Tennis and Pickle Ball courts are being used and look nice.

E. Erdmann: Absent

11. DEPARTMENT REPORTS:

A. Police: There have been a lot of traffic stops, and e-bike complaints. July 4th was extremely busy with falling trees and a couple on fire, and garage fire and illegal fireworks.

B. Excelsior Fire: none

C. Public Works:

D. Administration: Retaining wall was wrecked by a shuttle bus so admin has sent the resident in the correct direction.

E. Engineering Update: Steve gave an update on the road project and moving forward nicely.

12. ADJOURNMENT:

Motion was made by Studer and seconded by Scherschligt to adjourn the regular City Council meeting at 8:05pm.

Motion carried, Voting in favor was Mayor Carlson and Councilmembers Scherschligt and Studer. 3/0 Vote.

Typed Respectfully on July 16th, 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

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***Check Detail Register©**

Batch: PAY260716

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CASH					
42491	07/16/26	Central United Cooperative			
E 101-43900-212		FUEL	\$1,799.74	3631698	pw off road diesel
		Total	\$1,799.74		
42492	07/16/26	CINTAS CORP			
E 101-43900-211		UNIFORMS	\$105.00	1906397974	uniform service, mats
E 101-43900-211		UNIFORMS	\$64.06	4274735626	uniform service
E 101-43900-211		UNIFORMS	\$62.24	4275505913	uniform service
		Total	\$231.30		
42493	07/16/26	CLS Operating			
E 101-42100-333		VEHICLE MAINTENANCE	\$190.75	16224 6/30/2	6/2026 PD car washes
		Total	\$190.75		
42494	07/16/26	Crafco Inc			
E 101-43100-229		R&M SUPPLIES	\$3,904.00	9403774707	crack seal material
		Total	\$3,904.00		
42495	07/16/26	DEAKYNES TRUE VALUE HARDWARE			
E 101-45100-229		R&M SUPPLIES	\$102.09	A484905	trimmer line, u bolts, bits
E 101-45100-229		R&M SUPPLIES	\$27.80	A484932	bolts for tennis backboard
E 101-41900-229		R&M SUPPLIES	\$17.98	A485006	toilet parts, furnace filter
E 101-43900-221		EQUIP/VEHICLE SUPPLI	\$31.98	B456519	trimmer line
E 101-43900-221		EQUIP/VEHICLE SUPPLI	\$17.97	B457168	u bolts
		Total	\$197.82		
42496	07/16/26	Declan Metz			
E 101-41100-309		PROFESSIONAL SERVIC	\$78.00	1	6/16/2026 Planning commission meeting video services
		Total	\$78.00		
42497	07/16/26	DEM-CON LANDFILL INC			
E 101-43100-409		R&M CONTRACTURAL-O	\$1,907.70	28893	sweeping disposal
		Total	\$1,907.70		
42498	07/16/26	ECM PUBLISHERS INC			
E 101-41400-351		LEGAL NOTICES	\$51.00	1104684	Elections newspaper posting
E 101-41400-351		LEGAL NOTICES	\$57.37	1105620	7/21/2026 PH 18450 Thorpe Rd variance
E 101-41400-351		LEGAL NOTICES	\$57.37	1105621	7/21/2206 PH - 3555 Therese St CUP
E 101-41400-351		LEGAL NOTICES	\$57.37	1105622	7/21/2026 PH - 19405 Park Ave PUD
E 101-41400-351		LEGAL NOTICES	\$57.37	1105623	7/21/2026 PH - 19155 Lake Ave CUP
		Total	\$280.48		
42499	07/16/26	Ehlers			
E 101-41400-309		PROFESSIONAL SERVIC	\$850.00	107199	2026 Continuing Disclosure Reporting
		Total	\$850.00		
42500	07/16/26	GOPHER STATE ONE CALL			
E 602-43200-439		MISCELLANEOUS	\$341.55	6060339	Utility Locates
		Total	\$341.55		
42501	07/16/26	ARCpoint Labs of Edina			

CITY OF DEEPHAVEN

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***Check Detail Register©**

Batch: PAY260716

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43900-309		PROFESSIONAL SERVIC	\$67.95	19781	Dot Testing
		Total	\$67.95		
42502	07/16/26	BLUE CROSS BLUE SHIELD OF MINNESOTA			
G 101-21718		BLUE CROSS BLUE SHI	\$124.03	26070142149	6/2026 vision insurance
		Total	\$124.03		
42503	07/16/26	Boyer Construction			
R 101-34960		REFUNDS	\$650.00	Variance Fee	Variance fee application refund
		Total	\$650.00		
42504	07/16/26	CATALYST GRAPHICS INC			
E 101-41400-201		OFFICE SUPPLIES	\$329.50	49695	Window permit envelopes
		Total	\$329.50		
42505	07/16/26	GTEL Advisors, LLC			
E 101-42100-309		PROFESSIONAL SERVIC	\$604.55	1808	PD RMS Legacy and Consulting fees
		Total	\$604.55		
42506	07/16/26	HENNEPIN COUNTY ACCOUNTS RECEIVABLE			
E 101-43900-323		RADIO	\$140.86	1000270553	pw radio
E 101-42100-323		RADIO	\$1,449.48	1000270593	6/2026 PD MDC & Radio fees
		Total	\$1,590.34		
42507	07/16/26	HOME DEPOT CREDIT SERVICES			
E 101-42100-219		OPERATIONAL SUPPLIE	\$71.89	2013473	no parking sign supplies
E 101-45100-225		LANDSCAPING	\$39.70	2013473	garden club mulch
		Total	\$111.59		
42508	07/16/26	JEFF KASK			
E 101-41900-307		JANITORIAL SERVICES	\$300.00	7/8/2026	Clean City Hall/Police Dept/Public Works Dept
		Total	\$300.00		
42509	07/16/26	MAYER LUMBER CO			
E 101-45100-229		R&M SUPPLIES	\$678.24	705310	garbage enclosure lumber
		Total	\$678.24		
42510	07/16/26	MEDIACOM			
E 101-41400-321		COMMUNICATIONS-TEL	\$359.97	8384 97 500	7/2026 internet - Admin
E 101-42100-321		COMMUNICATIONS-TEL	\$359.98	8384 97 500	7/2026 internet - PD
		Total	\$719.95		
42511	07/16/26	MINNESOTA TEAMSTERS #320			
G 101-21721		POLICE UNION DUES	\$410.00	7/1/2026	7/2026 PW union dues
		Total	\$410.00		
42512	07/16/26	MN PEIP			
G 101-21719		HEALTH PARTNERS-TA	\$28,783.50	1652257	8/2026 health insurance premiums
		Total	\$28,783.50		
42513	07/16/26	MTI DISTRIBUTING INC			
E 101-43900-221		EQUIP/VEHICLE SUPPLI	\$56.16	152279501	pin assembly, tire
E 101-43900-221		EQUIP/VEHICLE SUPPLI	\$33.92	152279502	pin assembly

CITY OF DEEPHAVEN

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***Check Detail Register©**

Batch: PAY260716

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43900-221		EQUIP/VEHICLE SUPPLI	\$340.49	152809900	blades, bolts, scaplp cups. toro
		Total	\$430.57		
42514	07/16/26	ON SITE COMPANIES - OSSTC			
E 605-45100-419		RENTALS	\$150.00	0002096602	Launch restroom rental
E 101-45100-419		RENTALS	\$75.00	0002096603	city hall restroom rental
E 101-45100-419		RENTALS	\$75.00	0002096604	Robinson bay restroom rental
E 101-45100-419		RENTALS	\$75.00	0002096605	nocomo restroom rental
E 101-45100-419		RENTALS	\$75.00	0002096606	sandy restroom rental
		Total	\$450.00		
42515	07/16/26	OREILLY AUTOMOTIVE INC			
E 101-43900-221		EQUIP/VEHICLE SUPPLI	(\$168.01)	3251-468131	battery return
E 101-43900-221		EQUIP/VEHICLE SUPPLI	\$403.92	3251477010	coolant, washer fluid, solvent
E 101-43900-221		EQUIP/VEHICLE SUPPLI	\$15.98	3251478748	air filter
		Total	\$251.89		
42516	07/16/26	ProTree			
E 101-43100-309		PROFESSIONAL SERVIC	\$789.00	1993	ash tree removal
E 101-45100-409		R&M CONTRACTURAL-O	\$750.00	2429	tree fort removal thorpe
		Total	\$1,539.00		
42517	07/16/26	QUALITY FLOW SYSTEMS INC			
E 602-43200-319		EQUIP MAINTENANCE	\$13,606.00	51333	ls9 pump replacement
E 602-43200-319		EQUIP MAINTENANCE	\$2,460.00	51335	2026 lift station inspections/repairs
		Total	\$16,066.00		
42518	07/16/26	SAMARITAN TIRE PROS			
E 101-42100-333		VEHICLE MAINTENANCE	\$154.00	1GS62972	New tire for PD squad car
		Total	\$154.00		
42519	07/16/26	SHRED-N-GO INC			
E 101-41400-201		OFFICE SUPPLIES	\$37.00	201169	7/8/2026 Document Destruction - Admin
E 101-42100-201		OFFICE SUPPLIES	\$37.00	201169	7/8/2026 Document Destruction - PD
		Total	\$74.00		
42520	07/16/26	Triple Q Inc			
E 101-41900-223		BUILDING REPAIR	\$529.32	1046	A/C repair
		Total	\$529.32		
42521	07/16/26	WEX BANK CIRCLE K			
E 101-43900-212		FUEL	\$1,874.54	113803836	pw fuel
E 602-43200-212		FUEL	\$268.97	113803836	sewer fuel
		Total	\$2,143.51		
42522	07/16/26	WM CORPORATE SERVICES INC			
E 603-49520-409		R&M CONTRACTURAL-O	\$54.00	59203	brush disposal
		Total	\$54.00		
42523	07/16/26	WM MUELLER & SONS INC			
E 101-43100-224		MAINTENANCE	\$765.00	325733	asphalt
		Total	\$765.00		

CITY OF DEEPHAVEN

07/16/26 3:25 PM

Page 4

***Check Detail Register©**

Batch: PAY260716

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
42524	07/16/26	YOOZ			
E 101-41400-309		PROFESSIONAL SERVIC	\$1,504.92	INV26070033	July - Sept 2026 payable processing services
		Total	\$1,504.92		
		10100	\$68,113.20		

Fund Summary**10100 CASH**

101 GENERAL FUND	\$51,232.68
602 SEWER FUND	\$16,676.52
603 RECYCLING FUND	\$54.00
605 MARINA FUND	\$150.00
	\$68,113.20

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

City Council Meeting

Monday, July 20, 2026

Consent Agenda:

Remove Maria Borell from Probationary Status

Maria Borell was hired under probationary status as the Deephaven Permit Clerk on January 12, 2026, and is now eligible for removal from probationary status. Ms. Borell has done an exceptional job learning and working with building permits and working with the permit management process and system. Additionally, Ms. Borell has done an exemplary job supporting utility billing, helping people at the counter and providing support to other staff when help is needed.

Based upon her performance, Staff see no benefit in continuing her probationary status. As such, Ms. Borell is recommended to be removed from probationary status.

Sincerely,

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota



City of Deephaven, Minnesota

20225 Cottagewood Road, Deephaven, MN 55331 | www.cityofdeephaven.org | (952) 474-4755

Wednesday, December 24, 2025

Maria Borell
Delano, Mn 55328

Dear Ms. Borell,

Congratulations! Staff and the City's Personnel Committee were impressed by your interview and experience and would like to offer you the position of Permit Clerk working for the Cities of Deephaven and Woodland, Minnesota. If you decide to accept this position, please respond to this email and we can schedule a time for orientation and to tour City Hall. Pursuant to our conversation, we would target your first official day of employment with us to be Monday, January 12, 2026.

Based upon your experience, our personnel policies and pay scales, you are being offered \$38 per hour as a starting wage. This is a non-exempt position, so any overtime hours worked would be compensated at 1.5 hours per 1 hour worked in accordance with Federal and State law. Employee compensation is reviewed on an annual calendar year basis, you would be eligible for your next increase in compensation on January 1, 2027. The City offers Medical, Dental and Life Insurance which will be provided to you in more detail at your orientation. Additionally, you will be credited with four full years of service under the City's Personnel Policy. This means that you will accrue ten (10) days of paid vacation and twelve (12) days of paid sick / ESST leave for the first year of your employment with the City of Deephaven. At the commencement of your second year of employment, your earned vacation time will increase to fifteen (15) days of paid vacation pursuant to our Policy. Please contact me with any questions you may have, we will provide additional information at your convenience and request: danm@cityofdeephaven.org; or (952) 474-4755.

Thank you, once again, for your interest in working for the City of Deephaven. We look forward to hearing from you and taking you to lunch on your first day with our team.

Sincerely,

Dan Madsen
City Administrator, Special Counsel
Deephaven, Minnesota



Deephaven Public Works

20225 Cottagewood Rd, Deephaven MN 55331.

7/08/2026

Dear Honorable Mayor and Councilmembers

Staff have obtained quotes for replacement of two out of the five HVAC units here at City Hall. The two units priced for replacement are 33 years old and have well exceeded their useful life. The units are responsible for the heating and cooling of the Police Department and the Council Chambers. Constant breakdowns and the unavailability of parts have made these units obsolete.

Three contractors bid on the replacement of these units, Waconia Comfort, Purcell Plumbing & Heating, and Triple Q Heating. Triple Q Heating submitted the lowest bid at \$28,340.00. For reference, this replacement cost comes under the \$30,000.00 set in the Capital Improvement Fund for this project.

The replacement units have been sized to match our building's needs, providing efficient heating, cooling, and improved dehumidification in the building.

Staff recommend approval for Triple Q Heating to replace the two HVAC units at City Hall for the total amount of \$28,340.00.

Sincerely,

**Jeff Kask
Public Works Supervisor
City of Deephaven**

ESTIMATE

Triple Q Inc
1341 245th St
Winsted, MN 55395-4509

jon@tripleq-inc.com
+1 (320) 224-7089



Bill to
City Of Deephaven
20225 Cottagewood Rd
Deephaven, MN 55331

Ship to
City Of Deephaven
20225 Cottagewood Rd
Deephaven, MN 55331

Estimate details

Estimate no.: 1010
Estimate date: 06/09/2026
Expiration date: 06/30/2026

#	Product or service	Description	Qty	Rate	Amount
1.	HVAC System Install	Furnace And A/C Replacement In Police Dept Area And Upper Area-Both Unit In Lower Level Mech Room Provide And Install As Follows: Option 1 *1 95% Eff 100,000 BTU Single Stage Ruud Natural Gas Furnace With Variable Speed Motor *1 95% Eff 75,000 BTU Single Stage Ruud Natural Gas Furnace With Variable Speed Motor *1 Ruud 4 Ton Condenser *1 Ruud 3-1/2 Ton Condenser *1 Ruud 4 Ton Cased Coil *1 Ruud 3-1/2 Ton Cased Coil *2 Lineset Flush Kits *2 Condensate Lines *Reuse Return Air Drops *2 Return Air Boxes *2 Vent Reconnects *Disposal Included **No Permit Fees Included	1	\$0.00	\$0.00
		\$28,340.00	TOTAL PRICE		

Option 2

*1 96% Eff 100,000 BTU 2 Stage Ruud
Natural Gas Furnace With Variable Speed
Motor

*1 96% Eff 75,000 BTU 2 Stage Ruud
Natural Gas Furnace With Variable Speed
Motor

*1 Ruud 4 Ton Condenser

*1 Ruud 3-1/2 Ton Condenser

*1 Ruud 4 Ton Cased Coil

*1 Ruud 3-1/2 Ton Cased Coil

*2 Lineset Flush Kits

*2 Condensate Lines

*Reuse Return Air Drops

*2 Return Air Boxes

*2 Vent Reconnects

*Disposal Included

**No Permit Fees Included

~~\$30,485.00~~

2. HVAC System Install

Air Conditioner Replacement For Smaller
Unit On Main Floor

1

\$6,045.00

\$6,045.00

Provide And Install As Follows:

*1 Ruud 1.5 Ton Condenser

*1 Ruud Cased Coil

*1 Lineset Flush

*1 Condensate Line

*1 Disposal

Total

~~\$6,045.00~~

Expiry
date

06/30/2026

Accepted date

Accepted by

Tim Purcell Plumbing & Heating, LLC

1444 245th St
Winsted, MN 55395
Phone: 320-485-2649
Fax: 320-485-2556

Estimate

Date	Estimate #
6/29/2026	5144

Name / Address
City of Deephaven 20225 Cottagewood Rd Deephaven, MN 55331

Terms	Project
20 Days	Police Dept Area

Description	Total
All Material, Tax, and Labor to Provide & Install as Follows: 1 - Ruud 95% 100,000 BTU Single Stage Natural Gas Furnace 1 - Ruud 95% 75,000 BTU Single Stage Natural Gas Furnace 1 - Ruud 4 Ton Condenser w/Coil 1 - Ruud 3 1/2 Ton Condenser w/Coil 2 - Lineset Flush Kits 2 - Condensate Lines * Removal & Disposal of old units Included * No Electrical Wiring * No Permit Fees JOB LOCATION: Furnace & Air Conditioner Replacement in Police Department Area & Upper Area - Both units are in Lower Level Mechanical Room	29,975.00
We appreciate the opportunity to bid your new project. Please call if you have questions.	Total \$29,975.00

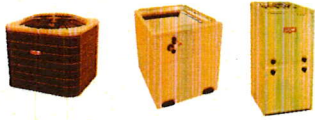
Signature _____



Proposed by: Tim Willems
201 West Main Street
Waconia, MN 55387
Tel : 952-467-3505
TimW@WaconiaComfort.com
www.WaconiaComfort.com

City of Deephaven
20225 Cottagewood Rd
Deephaven, MN 55331
Tel : 9522378706
J.Kask@CityofDeephaven.org

Bill To: City of
Deephaven
20225 Cottagewood
Rd
Deephaven, MN



CONFERENCE ROOM

Your Investment

\$15,379



POLICE OFFICES

Your Investment

\$14,994

MODELS

Bryant 134SAN04800N

- Legacy Series
- Single-Stage
- Air Conditioner
- 10 Year Limited Parts Warranty
- Consult Dealer for any Warranty Product
- Registration for your State

Bryant CVAVA4821XMA

- Evaporator Coil
- 10 Year Limited Parts Warranty
- Consult Dealer for any Warranty Product
- Registration for your State

Bryant 916SA60100M21

- Legacy Series
- Up to 96% AFUE
- Condensing Gas Furnace
- Single-Stage
- 10 Year Limited Parts Warranty
- Consult Dealer for any Warranty Product
- Registration for your State

Other Incentives:

- Pre Season Sale Expires 3/30/26 (\$-500.00)
- 2026 Center Point RF 96% - 96.9% (\$400.00)

Net Investment

\$15,479

SPECIAL INCLUSIONS:

A/C or H/P Flush Kit
A/C Pad 32x32x2

AHRI Matchup:

AHRI # : 216321016
AHRI # : 211779131
Unit 3 : 916SA60100M21
Cooling Capacity : 45000
Heating Capacity : 0
SEER : 0
EER : 0
SEER2 : 13.4
EER2 : 11.5

No Airflow Improvement Included
PVC Venting Reconnection Only
Mechanical Permits Not Included
Commercial Bryant 1 Year Parts Warranty

MODELS

Bryant 134SAN04800N

- Legacy Series
- Single-Stage
- Air Conditioner
- 10 Year Limited Parts Warranty
- Consult Dealer for any Warranty Product
- Registration for your State

Bryant CVAVA4821XMA

- Evaporator Coil
- 10 Year Limited Parts Warranty
- Consult Dealer for any Warranty Product
- Registration for your State

Bryant 916SA48080M17

- Legacy Series
- Up to 97% AFUE
- Condensing Gas Furnace
- Single-Stage
- 10 Year Limited Parts Warranty
- Consult Dealer for any Warranty Product
- Registration for your State

Other Incentives:

- Pre Season Sale Expires 3/30/26 (\$-500.00)
- 2026 Center Point RF 96% - 96.9% (\$400.00)

Net Investment

\$15,094

SPECIAL INCLUSIONS:

A/C or H/P Flush Kit
A/C Pad 32x32x2

AHRI Matchup:

AHRI # : 216320957
AHRI # : 211780725
Unit 3 : 916SA48080M17
Cooling Capacity : 45000
Heating Capacity : 0
SEER : 0
EER : 0
SEER2 : 13.5
EER2 : 11.5

No Airflow Improvement Included
PVC Venting Reconnection Only
Mechanical Permits Not Included
Commercial Bryant 1 Year Parts Warranty

INCLUDED SERVICES:

- Start Up and Run Test
- Remove & Recycle Old Equipment
- Furnace Permit
- Furnace Electrical Reconnect
- A/C or H/P Electrical Reconnect
- Return Air Drop Reconnect
- Honeywell Vision Pro 8000 Series Programmable Thermostat
- New Vinyl Condensate Drain Up to 20 Feet
- Explain System Operation
- Includes All Sales Tax
- A/C or H/P Permit
- Furnace Pads
- New Sheet Metal Connection to Existing Duct Work
- Gas Piping Basic Reconnect
- 3 Inch PVC Venting Reconnect

1

Choose Your Payment Option

- ☐ Credit Card ☐ Check ☐ Cash

2

Choose Your Equipment Option

- ☐ Conference Room ☐ Police Offices

3

Terms and Conditions**TERMS & CONDITIONS OF AGREEMENT**

1. Purchaser hereby accepts the equipment and service described above and agrees to pay Statewide Gas Services Inc. the price shown above.
2. All equipment and material are guaranteed by Statewide Gas Services Inc. to be as specified. All work will be completed in a workmanlike manner according to normally accepted practices.
3. Materials and work in addition to that described herein will be furnished only on Purchaser's authorization and will be paid by Purchaser as an extra charge.
4. Upon failure to pay any sums due hereunder, Purchaser agrees to pay Statewide Gas Services Inc. interest at the rate of one and one half percent (1½%) per month (annual rate of 18%) on all outstanding balances.
5. Statewide Gas Services Inc. shall not be liable for any default caused by events beyond its control, including but not limited to, fire, flood, strikes, accidents, or delays affecting this work or other operations in which it is involved, directly or indirectly.
6. Purchaser shall permit Statewide Gas Services Inc. reasonable access to the property on which equipment is to be installed. Title to all provided equipment remains with Statewide Gas Services Inc. until all amounts due thereon are paid in full, whether such equipment is affixed to the realty or not, and shall remain personal property and be deemed severable without injury to the freehold. On any payment

default by Purchaser, or if in Statewide Gas Services Inc.'s judgment, reasonably exercised, its equity appears to be imperiled, then, Statewide Gas Services Inc. may without further notice enter the premises and remove or resell the equipment, and Purchaser shall be liable for any deficiency or loss sustained by Statewide Gas Services Inc. in connection therewith.

7. Once equipment is connected at Purchaser's property, Purchaser assumes all risk of loss or damage to such equipment and shall insure same fully to protect all interests of Statewide Gas Services Inc., cost of insurance to be paid by Purchaser. Statewide Gas Services Inc. carries liability insurance and Worker's Compensation Insurance.

8. Statewide Gas Services Inc. provides a one-year limited labor warranty. Equipment or system failure due to lack of proper maintenance service or abuse is expressly excluded. Normal maintenance check-ups and filter replacements are the responsibility of Purchaser. All other warranties, expressed or implied, are the responsibility of the manufacturer of the equipment, parts, or materials used in connection with the services.

9. There are no warranties, expressed or implied, for existing equipment, ductwork, or other materials not installed by Statewide Gas Services Inc.

10. All warranty work will be performed during Statewide Gas Services Inc. normal working hours, 8:00AM to 5:00PM, Monday through Friday.

11. Purchaser is responsible for all costs and reasonable attorney fees incurred by Statewide Gas Services Inc. in connection with any action or proceeding (including arbitration and appeals) arising out of this agreement, including collection of any outstanding amounts due, whether or not suit is filed.

12. Except as provided herein Statewide Gas Services Inc. makes no other representations or warranties, either express or implied, including, but not limited to, any implied warranties of merchantability or fitness for a particular purpose Statewide Gas Services Inc. expressly disclaims all other warranties. Statewide Gas Services Inc. maximum liability hereunder shall consist of refunding all moneys paid to it by Purchaser hereunder subject to removal and return to Statewide Gas Services Inc. of all equipment provided hereunder. Under no circumstances will Statewide Gas Services Inc. be liable to Purchaser or any other person for any damages, including, without limitation, any indirect, incidental, special, or consequential damages, expenses, cost, profits, lost savings or earnings, lost or corrupted data, or other liability arising out of or related to this agreement, or the services or equipment provided hereunder.

13. This agreement shall be governed and construed solely according to the internal laws of the State of Minnesota, without reference to any conflicts of laws.

14. This agreement is the complete and exclusive statement of the agreement between Purchaser and Statewide Gas Services Inc. and it supersedes all prior oral and written proposals and any prior or subsequent communications pertaining to the subject matter hereof.

Signature of Authorized Purchaser:

_____ Date _____

Payment to be made as follows: Balance on completion

Statewide Gas Services Inc. proposes hereby to furnish and install the equipment and materials as described above on the terms and conditions provided herein. This proposal is good for thirty (30) days from the date hereof, but may be accepted at any later date at the sole discretion of Statewide Gas Services Inc.

Signature of Authorized Representative of Statewide Gas Services Inc.:

_____ Date _____

Bryant Systems • Date Created: 03-06-2026

AVAILABLE UPGRADES & OPTIONS

To order your Upgrade(s) & Option(s), please click on the box



- ☐ UPGRADE 1
\$725.00

Available for: CONFERENCE ROOM, POLICE OFFICES

Bypass Humidifier

Consider it the perfect addition to a home with a heating system that delivers warm air from a furnace or fan coil blower. This humidifier works hard to keep you and your family comfortable all winter long.



- ☐ UPGRADE 2
\$775.00

Available for: CONFERENCE ROOM, POLICE OFFICES

iWave Air Purifier

iWave-R treats the air in any brand of residential duct system. Kills mold, bacteria and viruses, reduces allergens, odors, smoke, static electricity and other airborne particles.



- ☐ UPGRADE 3
\$1,070.00

Available for: CONFERENCE ROOM, POLICE OFFICES

Honeywell Prestige IAQ Thermostat

WiFi, Outdoor Sensor, Controls Humidifier, Air Exchanger, Furnace and AC





Approve Your Proposal

Print your name

Draw your signature.

Clear

I accept the terms of this agreement.

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

City Council Meeting
Monday, July 20th, 2026
Consent Agenda:
Deephaven Special Event Policy

Dear Mayor Carlson & Councilmembers,

The City's Special Event Policy establishes procedures to ensure events held on public property or within the right-of-way are conducted safely and responsibly. Currently, many permits are brought before the City Council even when they are small-scale and low impact.

The proposed amendment would authorize the City Clerk to administratively approve qualifying special events.

Under the revised policy, the Clerk would be able to approve events that:

- Do not require temporary liquor licenses;
- Do not involve large crowds or significant City resources;
- Involve cul-de-sac closures or small neighborhood street closures, with review and assistance from the Police Chief.

Prior to approval, the Clerk would consult with the Police Chief and Public Works Director to review safety, traffic, parking, and operational considerations.

Events involving major street closures, traffic detours, temporary liquor licenses, large attendance, or significant City staffing or equipment would continue to require City Council approval.

This change is intended to improve administrative efficiency, reduce unnecessary Council agenda items, and still maintain appropriate safety oversight. All insurance requirements, permit conditions, and enforcement provisions would remain unchanged.

Staff recommends approval of the amendment authorizing administrative approval of qualifying special events while retaining Council authority for higher-impact events.

Sincerely,

Kimberly Lenarz-Greenwaldt
City Clerk
Deephaven, MN

City of Deephaven

Special Event Policy

The purpose of this Special Event Policy is to establish clear and consistent procedures for individuals and organizations to conduct special events within the City of Deephaven. This policy ensures that events are conducted safely, responsibly, and in a manner that protects public property, public safety, and the interests of residents.

Definition of a Special Event

A Special Event means any concert, parade, fair, show, festival, carnival, rally, party, filming of a movie, video, or television show, motorcade, run, street dance, bike-a-thon, race, walk, athletic event, or any other attended outdoor entertainment or celebration that is to be held, in whole or in part, upon publicly owned property or within a public right-of-way.

Permit Required

Any person or organization desiring to conduct or sponsor a special event in the City must first obtain a Special Event Permit.

- The event is expected to generate more than 20 vehicles;
- The event includes food trucks, vendors, or commercial activities;
- The event requires a road closure, detour, or traffic control measures;
- The event includes a temporary liquor license;
- The event requires the use of City resources beyond normal operations; or
- The event is otherwise determined by the City Clerk, in consultation with the Police Chief and Public Works Supervisor, to have the potential for significant public impact.

No special event may occur on publicly owned property or within the public right-of-way without an approved permit.

Permit Application Requirements

Application Timeline

A completed Special Event Permit application must be filed no less than thirty (30) days in advance of the proposed event if it requires:

- Closure of any street,
- Detouring or rerouting of traffic,

- Significant City staffing or services, or
- Attendance likely to affect public roadways or neighborhoods.

Late applications may be denied.

Application Submission

Applications must be submitted to the City Clerk, accompanied by:

- Required documentation,
- Insurance certificates,
- Any necessary operational plans, and
- The application fee.

Application Fee

A non-refundable \$50 fee is due at the time of application.

Shuttle Service Requirements

Any event that proposes to use shuttle service, including off-site parking shuttles, valet shuttles, or transportation of attendees to or from the event, is required to obtain a Special Event Permit, regardless of event size, location, or anticipated impact.

A Shuttle Operations Plan must accompany the application and include:

- Shuttle routes
- Pick-up and drop-off zones
- Staging locations
- Staff or volunteer management
- Insurance for all shuttle vehicles naming the City of Deephaven as an additional insured

No shuttle service may operate within the City during an event without an approved Special Event Permit.

Food Truck Requirements

Events including food trucks or mobile food vendors must ensure:

- Submission of a Certificate of Insurance naming the City of Deephaven as an additional insured;
- The vendor contacts the Excelsior Fire District to schedule and complete a required fire safety inspection;
- Proof of successful inspection is provided prior to the event.

Food trucks may not operate without approved insurance and fire inspection.

Permit Review and Approval

Administrative Approval – City Clerk

The City Clerk is authorized to approve special events that:

- Do not require street closures,
- Do not require detours or significant City resources,
- Do not require temporary liquor licensing,
- Do not include large crowds or citywide impacts.

The City Clerk may impose conditions to ensure safety and compliance.

Safety, Parking, and Traffic Approval – Police Chief & City Clerk

The Police Chief must review and approve all events involving:

- Shuttle services,
- Alcohol service,
- Expected parking impacts exceeding 20 vehicles,
- Traffic control needs,
- Large attendance or crowd management concerns,
- On-site police staffing,
- Parking plan requirements.

The Police Chief may:

- Impose safety conditions;
- Require modifications to traffic or parking plans;
- Require police officer presence;
- Deny approval if the event poses safety risks.

City Council Approval – Large or High-Impact Events

The City Council must approve events that:

- Require closure of a public street,
- Require traffic detours or significant rerouting,
- Require a temporary liquor license,
- Involve large crowds or citywide impacts,
- Require significant City staffing or equipment,
- Are determined by the Clerk or Police Chief to exceed administrative authority.

Council may approve, deny, or approve with conditions.

Permit Conditions

The City Clerk, Police Chief, or City Council may impose reasonable conditions regarding the time, place, and manner of an event, including:

- Traffic or crowd management,
- Noise restrictions,
- Operating hours,
- Emergency access,
- Parking requirements,
- Safety measures.

Conditions must not unreasonably restrict free speech.

Insurance Requirements

General Insurance

All special event applicants must provide a Certificate of Insurance meeting City liability standards and naming the City of Deephaven as an additional insured.

Vendor/Operator Insurance

All contractors, entertainers, equipment providers, shuttle operators, and similar service providers must carry their own insurance and name the City as an additional insured when operating on public property.

Food Truck and Shuttle Insurance

Food trucks and shuttle services must provide separate insurance certificates, naming the City of Deephaven as an additional insured.

No permit will be issued without approved insurance documentation.

Temporary Liquor License Requirements

If alcohol is sold or served, a State of Minnesota Temporary Liquor License is required and must be obtained at least 60 days before the event.

Temporary 3.2 Beer License

May be issued to eligible charitable, religious, nonprofit organizations subject to State and City requirements.

Temporary On-Sale Spirits, Wine, and Beer License

Eligible nonprofit, charitable, or religious organizations in existence for three years may apply. License may not exceed four consecutive days.

All temporary liquor licenses require City Council approval.

Police, Parking, and Traffic Requirements

Police Officer Requirements

The Police Chief may require an officer on-site depending on event size, alcohol service, traffic impacts, and safety factors.

Fees:

- \$125 per hour, 3-hour minimum

Parking Requirements

Events expecting more than 20 vehicles must submit a Parking Plan for Police Chief review.

If temporary parking signs are required:

- Applicant picks up signs from the Police Department,
- Installs and removes them,
- Returns them to City Hall during regular business hours.

Enforcement and Revocation

A Special Event Permit may be revoked if:

- Conditions are violated,
- The application included false information,
- Public safety is threatened,
- Weather or unforeseen conditions create hazards.

No refunds are issued for revoked permits.

Compliance

Event organizers, vendors, and participants must comply with:

- City ordinances,
- State laws,
- Permit conditions,
- Police and City staff instructions.

Failure to comply may result in enforcement action or denial of future permits.

SECTION 555 – SPECIAL EVENTS

555.01. Purpose. The following Section governs the time, place and manner of holding certain special events on City streets, on City property and on private property when an event impacts upon the health, fire, law enforcement, transportation or other services exceeds those regularly provided to that property. This Section is enacted in order to promote the health, safety and welfare of all residents and visitors of the City by ensuring that special events do not create disturbances, become nuisances, menace or threaten life, health and property, disrupt traffic or threaten or damage private or public property. It is not the intent of the City Council by enacting this Section to regulate in any manner the content of speech or infringe upon the right to assemble, except for regulating the time, place and manner of speech and assembly and this Section should not be interpreted or construed otherwise.

555.02. Definitions. Subdivision 1. For purposes of this Section, the terms defined have the following meanings given to them:

Subd. 2. “Special Event” means any concert, parade, fair, show, festival, carnival, rally, party, filming of a movie, video or television show, motorcade, run, street dance, bike-a-thon, race, walk, **food truck/vendor**, athletic event or other attended outdoor entertainment or celebration that is to be held in whole or in part upon publicly owned property or public right-of-way, **or that involves shuttle service, organized use of public parking areas, or results in more than twenty (20) vehicles parked on public streets in connection with the event.”**

555.03. Permit Required. Any person or organization desiring to conduct or sponsor a special event in the City shall first obtain a special event permit from the City, **at least 30 days before the event.**

555.04. Permit Not Required. Subdivision 1. A special event permit is not required for the use of traditional public forums as alternative channels of communication by the public, provided that such use is for the free exercise of constitutionally protected activities and does not disrupt or interfere with traffic on public streets or the use of public places by other members of the public **and less than 20 vehicles.**

555.05. Permit Application. Subdivision 1. Any person or organization desiring to sponsor a special event that is not exempted by this Section must apply to the City for a special event permit. The special event permit application must be filed not less thirty days in advance of the date in which the event is to occur if the special event requires the use or closure of any street, any detouring of traffic or any significant impact on City services.

Subd. 2. Application Information. Special event applications must include the following information:

- a) Type and description of the special event and a list of all activities to take place at the special event;
- b) Name of the sponsoring entity, contact person, address, and phone number;

- c) Proposed date(s) of the special event, together with the beginning and ending times for each date;
- d) Proposed location of the special event, including a map of the proposed area to be used which shows any barricades, street route plans or perimeter/security fencing;
- e) Estimated numbers of special event staff, participants and spectators;
- f) Any public health plans, including supplying water to the site, solid waste collection and provision of toilet facilities;
- g) Any fire prevention and emergency medical service plans;
- h) Any security plans;
- i) The admission fee, donation or other consideration to be charged or requested for admission to the special event, if applicable;
- j) Whether food or alcohol is to be served or sold at the special event;
- k) Signature of the applicant; and
- l) If the event is planned within a residential area in which a street is to be closed, the applicant must collect and submit with the application a list of signatures from all properties whose vehicular access to their properties will be affected consenting to the street closure.
- m) If shuttle service or organized transportation of attendees is proposed, a description of the shuttle service, including routes, pick-up and drop-off locations, staging areas, and the name of the shuttle provider, along with proof of insurance for all shuttle vehicles naming the City, its officials, employees, and agents as additional insureds.

555.06. Permit Review. Subdivision 1. ~~The City Council shall review the special event permit application and make a determination on whether to issue the permit or deny it.~~ The City Clerk shall review Special Event Permit applications and may administratively approve Special Event Permits for events determined to be small or low-impact. Applications that exceed administrative approval authority shall be referred to the City Council for review and determination. The City Clerk may approve permits for events that:

- a) Do not require closure of major public streets and involve only minimal, localized closures such as cul-de-sacs or short segments of residential neighborhood streets;
- b) Do not require traffic detours or significant rerouting;
- c) Do not require a temporary liquor license;
- d) Do not create significant disturbance to surrounding residential neighborhoods; and
- e) Do not require substantial City staffing, equipment, or services beyond normal operations.

In administering this authority, the City Clerk shall coordinate with and obtain input from the City Administrator, Police Chief and the Public Works Supervisor, as applicable, to ensure that proposed parking arrangements, traffic control measures, use of public parking areas, shuttle service, safety considerations, and any minimal road closures can be safely and effectively accommodated.

As part of this coordination, the Police Chief may recommend conditions related to public safety, traffic control, parking management, shuttle operations, and law enforcement staffing, and the Public Works Supervisor may recommend conditions related to streets, signage, barricades, and public infrastructure.

Based on anticipated attendance, events expecting more than fifty (50) guests may be required to provide on-site law enforcement presence, as determined necessary by the Police Chief to ensure public safety.

The City Clerk may approve the permit, approve the permit with conditions, or refer the application to the City Council for consideration if the event exceeds administrative approval authority or if coordination with the City Administrator, Police Chief or Public Works Supervisor identifies significant concerns.

Subd. 2. City Council Review and Approval

The City Council shall review and approve Special Event Permit applications for events that:

- a) Require closure of a public street or a significant portion of a public right-of-way;
- b) Require traffic detours or substantial rerouting;
- c) Require a temporary liquor license;
- d) Involve large crowds or citywide impacts;
- e) Require significant City staffing, equipment, or services; or
- f) Are determined by the City Clerk, in coordination with the City Administrator, Police Chief or Public Works Supervisor, to exceed administrative approval authority due to shuttle service, parking impacts, use of public parking areas, or public safety concerns.

Subd. 2 3. Permit Denial. The **City Administrator, City Clerk or** City Council may deny an application for a special event permit if it determines from a consideration of the application or other pertinent information, that:

- a) The information contained in the application or supplemental information requested from the applicant is false or nonexistent in any material detail;
- b) The applicant fails to supplement the application after having been notified by the City of additional information or documents needed;
- c) The applicant fails to agree to abide or comply with all of the conditions and terms of the special event permit;
- d) The time, route, hours, location or size of the special event will unnecessarily disrupt the movement of other traffic within the area of the special event;

- e) The special event is of the size or nature that requires the diversion of too many law enforcement officers to properly police the event, site and contiguous areas that allowing the special event would unreasonably deny law enforcement protection to the remainder of the City and its residents;
- f) Another special event permit application has already been approved to hold another special event at the same time and place requested by the applicant or so close in time and place as to cause undue traffic congestion, or the City is unable to meet the needs to provide for law enforcement and other City services for both special events;
- g) The location of the special event would cause undue hardship for adjacent businesses or residents;
- h) The location of the special event will substantially interfere with any construction or maintenance work scheduled to take place upon or along public property or right-of-way;
- i) The special event would endanger public safety or health;
- j) The special event would seriously inconvenience the general public's use of public property, services or facilities;
- k) The applicant fails to comply with the liability insurance requirements or the applicant's insurance lapses or is canceled;
- l) The special event would create or constitute a public nuisance;
- m) The special event would be likely to cause significant damage to public property or facilities; or
- n) The special event would engage in or encourage participants to engage in illegal acts.

Subd. 3 **4. Permit Conditions.** The **City Administrator, City Clerk and/or** City Council may condition the issuance of a special event permit by imposing reasonable conditions concerning the time, place and manner of the special event, and such conditions are necessary to protect the safety of persons and property, and the control of traffic; provided that such conditions shall not unreasonably restrict the right of free speech. Such conditions may include, but are not limited to:

- a) Alteration of the date(s), time(s), route or location of the special event proposed;
- b) Elimination of an activity at the special event which cannot be mitigated to a point as to ensure public safety and welfare, or which causes undue liability to the City;
- c) Requirements concerning the area of assembly and disbanding of a parade or other events occurring along a route;

- d) Requirements concerning the accommodation of pedestrian or vehicular traffic, including restricting the event to only a portion of the street or right-of-way;
- e) Requirements for the use of traffic cones or barricades;
- f) Requirements for the use of City personnel and equipment;
- g) Requirements for the provision of first aid or sanitary facilities at the special event;
- h) Requirements for the use of special event monitors and the providing notice of the special permit conditions to the events' participants;
- i) Requirements on the number and type of vehicles, animals or structures to be allowed at the special event and the inspection and approval of floats, structures and decorated vehicles by the City for safety purposes;
- j) Compliance with animal protection ordinances and laws;
- k) Requirements for the use of garbage containers and the cleanup and restoration of any public property;
- l) Restrictions on the use of amplified sound and compliance with noise ordinances, regulations and laws;
- m) Requirements to provide notice of the special event to surrounding property owners; and
- n) Restrictions on the sale or consumption of food and alcohol.

555.07. Permit Issuance. ~~The City Administrator shall issue the special events permit once the application has been approved by the City Council and the applicant has agreed to comply with the terms and conditions of the permit as well as the requirements of this Section.~~ **The City Clerk shall issue the Special Event Permit for events approved by the City Council or administratively approved by the City Administrator or City Clerk, once the application has been approved by the appropriate authority and the applicant has agreed to comply with the terms and conditions of the permit and the requirements of this Section.**

555.08. Indemnification Agreement. If the event, or any portion of the event is to be held on City property or right-of-way, prior to the issuance of a special event permit, the permit applicant and authorizing officer of the sponsoring organization, if any, must sign an agreement to indemnify, defend and hold the City, its officials, employees and agents harmless from any claim that arises in whole or in part out of the special event, except any claims arising solely out of the negligent acts or omissions of the City, its officials, employees and agents.

555.09. Insurance Requirements.

Subd. 1. Liability Insurance Required. The applicant or sponsor of a special event must possess or obtain liability insurance to protect against loss from liability imposed by law for damages on account of bodily injury or property damage arising from the special event. A certificate of insurance must be filed with the City prior to issuance of the special events permit. The certificate of insurance must name the City, its officials, employees and agents as additional insureds. Insurance coverage must be maintained for the duration of the special event.

Subd. 2. Minimum Limits. Insurance coverage must be a commercial general liability policy. The minimum limits must be at least \$1,000,000. If alcoholic beverages are to be sold or distributed at the special event, the policy must also include an endorsement for liquor liability. The City Council may require additional endorsements depending upon the type of special event and proposed activities.

Subd. 3. Waiver or Reduction of Required Limits. The City may waive or reduce the insurance requirements of this Section under the following circumstances:

- a) The applicant or officer of the sponsoring organization signs a verified statement that it believes that the special event's purpose is First Amendment expression and that the cost of obtaining the insurance is so financially burdensome that it would constitute an unreasonable burden on the right of First Amendment expression;
- b) The applicant or an officer of the sponsoring organization signs a verified statement that the insurance coverage required by this Section is impossible to obtain; or
- c) The City Council determines that the insurance requirements are in excess of the reasonable risk presented by the proposed special event.

Subdivision 4. Additional Insured Requirements

Insurance requirements under this Section apply to all event activities, including but not limited to food trucks, shuttle services, parking operations, vendors, contractors, entertainers, and other operators. Each shall provide a Certificate of Insurance, naming the City, its officials, employees, and agents as additional insureds prior to permit issuance.

555.10. Cleanup Deposit. The applicant or sponsor of the special event involving the sale of food or beverages for immediate consumption, erection of structures, horses or other large animals, water aid stations or another activity likely to create a substantial need for cleanup may be required by the City to provide a cleanup deposit prior to issuance of the special event permit. The cleanup deposit shall be in an amount set by the City Council. The cleanup deposit will be returned to the applicant/sponsor if the area used for the special event has been cleaned and restored to the same condition as it existed prior to the event. If the property used for the event has not been properly cleaned or restored, the applicant/sponsor will be billed for the actual cost by the City for the cleanup and restoration. The cleanup deposit will be applied toward payment of the bill.

555.11. Revocation of Permit. Any permit issued pursuant to this Section may be summarily revoked by the City's law enforcement officer at any time when, by reason of disaster, public

calamity, riot or other emergency, the law enforcement officer determines that the safety of the public or property requires such revocation. The City Administrator may also summarily revoke any special event permit issued pursuant to this Section if he or she finds that the permit has been issued based upon false information or when the permittee exceeds the scope of the permit. Notice of such action revoking a permit shall be delivered in writing to the permittee by personal service or certified mail at the address specified by the permittee in its application.

555.12. Violations.

Subd. 1. Unlawful to Sponsor a Special Event without a Permit. It is unlawful for any person to sponsor or conduct a special event requiring a permit pursuant to this Section unless a valid special event permit has been issued for the event.

Subd. 2. Unlawful to Exceed the Scope of the Permit. The special event permit authorizes the special event permittee or sponsor to conduct only such a special event as is described in the permit, and in accordance with the terms and conditions of the permit. It is unlawful for the permittee or sponsor to willfully violate the terms and conditions of the permit.

Subd. 3. Misdemeanor. Any person convicted of violating this section shall be guilty of a misdemeanor and shall be subject to a fine or imprisonment as specified by state statute. Each day in which a violation continues to occur shall constitute a separate offense. Violation of any provision of this section shall also be grounds for revocation of the special event permit.



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 15, 2026

RE: Request to approve Pay Application #1 – 2026 Street Improvement Project

Purpose

The purpose of this item is to request City Council review and approval of Pay Application #1 to Astech in the amount of \$227,638.30.

Background

The contractor on the 2026 Street Improvement Project is underway with Phase 1 of the project. The contractor has completed most of the work associated with the 1st Phase of the project and is requesting payment for the work completed in June of this year. The work generally includes the removal activities, utility work and concrete work associated with Phase 1 of the project.

The total value of work completed in this pay application is \$239,619.26. In accordance with the contract documents, a 5% retainage is being maintained by the City until the project is substantially completed.

Attached to this email is the signed pay application for the work completed through June.

Recommendation

We would recommend approving pay application #1 to Astech in the amount of \$227,638.30.



City of Deephaven
20225 Cottagewood Road
Deephaven, MN 55331

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Client Project Number:
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Contract Number: 193807541
Pay Request Number: 1

Stantec Project Number	Project Description
193807541	Deephaven 2026 Street Improvements Project

Contractor: Asphalt Surface Technologies PO Box 1025 St. Cloud, MN 56302	Up To Date: 06/30/2026
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Contract Amount		Funds Encumbered	
Original Contract	\$4,022,349.87	Original	\$4,022,349.87
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$4,022,349.87	Total	\$4,022,349.87

Work Certified To Date	
Base Bid Items	\$239,619.26
Contract Changes	\$
Material On Hand	\$0.00
Total	\$239,619.26

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$239,619.26	\$239,619.26	\$11,980.96	\$0.00	\$227,638.30	\$227,638.30
Percent: Retained: 5%			Percent Complete: 5.96%		

I hereby certify that all items and amounts shown are correct for the work completed to date.
Contractor: Asphalt Surface Technologies

Approved by:

Date:

7-15-2026

The Work on this project and application has been reviewed and the amount shown is recommended for payment.
Stantec Engineer: name

Approved by:

Olson, Nicholas

Digitally signed by Olson, Nicholas
DN: CN="Olson, Nicholas",
OU=Internal, OU=users,
OU=stantec, DC=corp, DC=ads
Date: 2026.07.13 17:31:17-05'00'

Date:

Approved for Payment by Owner: City of Deephaven

Approved by:

Date:



Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2026-06-30	\$239,619.26	\$11,980.96	\$227,638.30

Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
City Funds	\$239,619.26	\$11,980.96	\$0.00	\$227,638.30	\$227,638.30

Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1	1	MOBILIZATION AND DEMOBILIZATION	LS	\$140,000.00	1	0.5	\$70,000.00	0.5	\$70,000.00
2	2	TRAFFIC CONTROL	LS	\$4,400.00	1	0.5	\$2,200.00	0.5	\$2,200.00
3	3	REMOVE BITUMINOUS CURB	LF	\$4.84	3979	344	\$1,664.96	344	\$1,664.96
4	4	REMOVE CONCRETE DRIVEWAY	SY	\$17.82	275	78	\$1,389.96	78	\$1,389.96
5	5	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	\$11.22	1054	166	\$1,862.52	166	\$1,862.52
6	6	REMOVE BITUMINOUS TRAIL PAVEMENT	SY	\$11.22	24	36	\$403.92	36	\$403.92
7	7	REMOVE CASTING (SANITARY)	EA	\$286.00	38	17	\$4,862.00	17	\$4,862.00
8	8	SALVAGE AND REINSTALL DRIVEWAY PAVERS	SY	\$79.20	138	0	\$0.00	0	\$0.00
9	9	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.50	3442	1192	\$4,172.00	1192	\$4,172.00
10	10	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	\$4.00	398	72	\$288.00	72	\$288.00
11	11	REMOVE SEWER PIPE (STORM)	LF	\$10.45	784	190	\$1,985.50	190	\$1,985.50
12	12	REMOVE FLARED-END SECTION	EA	\$125.40	20	2	\$250.80	2	\$250.80
13	13	REMOVE STORM SEWER STRUCTURE	EA	\$752.40	14	2	\$1,504.80	2	\$1,504.80
14	14	ABANDON STORM SEWER PIPE	LF	\$29.70	428	0	\$0.00	0	\$0.00
15	15	CLEAR AND GRUB TREE	EA	\$832.70	39	0	\$0.00	0	\$0.00
16	16	CLEARING AND GRUBBING	SY	\$11.55	517	0	\$0.00	0	\$0.00
17	17	SALVAGE AND REINSTALL MAILBOX	EA	\$220.00	30	0	\$0.00	0	\$0.00
18	18	FULL DEPTH RECLAMATION (P)	SY	\$2.18	40202	14917	\$32,519.06	14917	\$32,519.06
19	19	MILL BITUMINOUS SURFACE (1.5") (P)	SY	\$3.85	1209	0	\$0.00	0	\$0.00
20	20	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.15	2143	0	\$0.00	0	\$0.00
21	21	PATCH BITUMINOUS PAVEMENT- DRIVEWAY	SY	\$35.97	1054	0	\$0.00	0	\$0.00
22	22	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	\$86.68	4855	0	\$0.00	0	\$0.00
23	23	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	\$95.04	5138	0	\$0.00	0	\$0.00



City of Deephaven
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Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
24	24	BITUMINOUS CURB	LF	\$9.57	750	0	\$0.00	0	\$0.00
25	25	BITUMINOUS DRAINAGE FLUME	SY	\$39.60	110	0	\$0.00	0	\$0.00
26	26	6" CONCRETE DRIVEWAY	SY	\$110.33	347	17	\$1,875.61	17	\$1,875.61
27	27	CONCRETE CURB & GUTTER DESIGN B412	LF	\$16.50	6884	1119	\$18,463.50	1119	\$18,463.50
28	28	CONCRETE CURB & GUTTER DESIGN B618	LF	\$33.00	241	72	\$2,376.00	72	\$2,376.00
29	29	7" CONCRETE VALLEY GUTTER	SY	\$143.00	103	134	\$19,162.00	134	\$19,162.00
30	30	CONCRETE DRAINAGE FLUME	EA	\$533.50	8	0	\$0.00	0	\$0.00
31	31	CONSTRUCT CONCRETE PEDESTRIAN CURB RAMP	EA	\$1,870.00	2	0	\$0.00	0	\$0.00
32	32	TRUNCATED DOMES	SF	\$55.00	40	0	\$0.00	0	\$0.00
33	33	AGGREGATE BASE CLASS 5, 80% CRUSHED (CV)	CY	\$68.20	140	0	\$0.00	0	\$0.00
34	34	DRIVEWAY AGGREGATE SPECIAL	CY	\$77.00	11	0	\$0.00	0	\$0.00
35	35	SANITARY SERVICE REPAIR SETUP	EA	\$5,016.00	6	3	\$15,048.00	3	\$15,048.00
36	36	SANITARY SEWER 6" PVC REPLACEMENT	LF	\$50.16	149	75	\$3,762.00	75	\$3,762.00
37	37	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	\$1,375.00	38	0	\$0.00	0	\$0.00
38	38	27" CATCH BASIN	EA	\$1,502.60	2	1	\$1,502.60	1	\$1,502.60
39	39	2'X3' CATCH BASIN	EA	\$1,808.40	6	2	\$3,616.80	2	\$3,616.80
40	40	4' DIA. PRECAST STORM STRUCTURE	EA	\$2,934.80	6	0	\$0.00	0	\$0.00
41	41	CONNECT TO EXISTING STORM SEWER PIPE	EA	\$940.50	1	1	\$940.50	1	\$940.50
42	42	12" RC PIPE STORM SEWER CLASS V	LF	\$47.30	640	175	\$8,277.50	175	\$8,277.50
43	43	12" RC FLARED END SECTION W/ TRASH GUARD	EA	\$1,536.70	10	5	\$7,683.50	5	\$7,683.50
44	44	18" RC PIPE STORM SEWER CLASS V	LF	\$56.10	103	0	\$0.00	0	\$0.00
45	45	18" RC FLARED END SECTION W/ TRASH GUARD	EA	\$1,733.60	5	0	\$0.00	0	\$0.00
46	46	30" RC PIPE STORM SEWER CLASS V	LF	\$151.80	77	0	\$0.00	0	\$0.00
47	47	30" RC FLARED END SECTION W/ TRASH GUARD	EA	\$2,646.60	2	0	\$0.00	0	\$0.00
48	48	36" RC PIPE STORM SEWER CLASS V	LF	\$188.43	83	0	\$0.00	0	\$0.00
49	49	36" RC FLARED END SECTION W/ TRASH GUARD	EA	\$3,410.00	2	0	\$0.00	0	\$0.00
50	50	6" PERFORATED PVC SCH 40 DRAIN TILE PIPE	LF	\$42.35	583	0	\$0.00	0	\$0.00
51	51	6" PVC CLEANOUT W/THREADED CAP	EA	\$495.00	4	0	\$0.00	0	\$0.00
52	52	12" DIRECTIONALLY DRILLED HDPE PIPE	LF	\$216.26	491	0	\$0.00	0	\$0.00
53	53	12" METAL FLARE END SECTION	EA	\$300.30	3	0	\$0.00	0	\$0.00



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Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
54	54	CLASS 3 RIPRAP	TON	\$138.05	221	0	\$0.00	0	\$0.00
55	55	STABILIZED CONSTRUCTION EXIT	EA	\$700.00	11	0	\$0.00	0	\$0.00
56	56	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	\$220.00	14	0	\$0.00	0	\$0.00
57	57	CULVERT END CONTROLS - MAINTAINED	EA	\$275.00	14	0	\$0.00	0	\$0.00
58	58	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	\$4.51	3960	0	\$0.00	0	\$0.00
59	59	EROSION CONTROL BLANKET CATEGORY 25	SY	\$5.83	500	0	\$0.00	0	\$0.00
60	60	COMMON TOPSOIL BORROW (LV)	CY	\$23.21	1166	0	\$0.00	0	\$0.00
61	61	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	\$30.47	1757	0	\$0.00	0	\$0.00
62	62	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	\$23.32	1071	0	\$0.00	0	\$0.00
63	63	SUBGRADE EXCAVATION	CY	\$37.29	824	297	\$11,075.13	297	\$11,075.13
64	64	HAUL AND DISPOSE FULL DEPTH RECLAMATION (EV)	CY	\$25.96	4060	870	\$22,585.20	870	\$22,585.20
65	65	GEOTEXTILE FABRIC TYPE V NON-WOVEN	SY	\$2.20	667	67	\$147.40	67	\$147.40
66	66	STREET SWEEPING W/ PICKUP BROOM	HR	\$220.00	30	0	\$0.00	0	\$0.00
67	67	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGA L	\$49.50	100	0	\$0.00	0	\$0.00
68	68	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	\$1.76	2609	0	\$0.00	0	\$0.00
69	69	MNDOT SEED MIX WET DITCH	SY	\$4.51	175	0	\$0.00	0	\$0.00
70	70	SODDING TYPE LAWN	SY	\$12.10	7825	0	\$0.00	0	\$0.00
71	71	FERTILIZER TYPE 3	LB	\$1.00	768	0	\$0.00	0	\$0.00
72	72	HYDROMULCHING (SFM)	SY	\$4.29	2784	0	\$0.00	0	\$0.00
73	73	PRUNE TREES	HR	\$440.00	100	0	\$0.00	0	\$0.00
74	74	IRRIGATION SYSTEM REPAIR	LOT	\$275.00	49	0	\$0.00	0	\$0.00
75	75	PET CONTAINMENT SYSTEM REPAIR	LOT	\$165.00	24	0	\$0.00	0	\$0.00
76	76	SALVAGE AND REINSTALL SIGN	EA	\$330.00	13	0	\$0.00	0	\$0.00
77	77	LANDSCAPING RESTORATION (\$20,000 Allowance)	LS	\$20,000.00	1	0	\$0.00	0	\$0.00
78	78	MOBILIZATION AND DEMOBILIZATION	LS	\$47,000.00	1	0	\$0.00	0	\$0.00
79	79	TRAFFIC CONTROL	LS	\$4,400.00	1	0	\$0.00	0	\$0.00
80	80	REMOVE BITUMINOUS CURB	LF	\$4.84	838	0	\$0.00	0	\$0.00
81	81	REMOVE CONCRETE DRIVEWAY	SY	\$17.82	250	0	\$0.00	0	\$0.00
82	82	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	\$11.22	2121	0	\$0.00	0	\$0.00



City of Deephaven
20225 Cottagewood Road
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Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
83	83	REMOVE CASTING (SANITARY)	EA	\$286.00	17	0	\$0.00	0	\$0.00
84	84	REMOVE STORM SEWER STRUCTURE	EA	\$752.40	2	0	\$0.00	0	\$0.00
85	85	REMOVE SEWER PIPE (STORM)	LF	\$10.45	27	0	\$0.00	0	\$0.00
86	86	CLEAR AND GRUB TREE	EA	\$3,135.00	1	0	\$0.00	0	\$0.00
87	87	SALVAGE AND REINSTALL DRIVEWAY PAVERS	SY	\$72.00	7	0	\$0.00	0	\$0.00
88	88	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.50	1869	0	\$0.00	0	\$0.00
89	89	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	\$4.00	441	0	\$0.00	0	\$0.00
90	90	SALVAGE AND REINSTALL MAILBOX	EA	\$220.00	16	0	\$0.00	0	\$0.00
91	91	ADJUST FRAME AND RINGS AND CASTING STORM	EA	\$825.00	4	0	\$0.00	0	\$0.00
92	92	FULL DEPTH RECLAMATION (P)	SY	\$2.42	13501	0	\$0.00	0	\$0.00
93	93	DRIVEWAY AGGREGATE SPECIAL	CY	\$77.00	12	0	\$0.00	0	\$0.00
94	94	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.15	709	0	\$0.00	0	\$0.00
95	95	PATCH BITUMINOUS PAVEMENT-DRIVEWAY	SY	\$35.97	2121	0	\$0.00	0	\$0.00
96	96	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	\$86.68	1631	0	\$0.00	0	\$0.00
97	97	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	\$95.04	1631	0	\$0.00	0	\$0.00
98	98	BITUMINOUS CURB	LF	\$9.57	250	0	\$0.00	0	\$0.00
99	99	6" CONCRETE DRIVEWAY	SY	\$110.33	250	0	\$0.00	0	\$0.00
100	100	CONCRETE CURB & GUTTER DESIGN B612	LF	\$31.57	403	0	\$0.00	0	\$0.00
101	101	CONCRETE CURB & GUTTER DESIGN B412	LF	\$30.14	332	0	\$0.00	0	\$0.00
102	102	7" CONCRETE VALLEY GUTTER	SY	\$143.00	23	0	\$0.00	0	\$0.00
103	103	CONCRETE DRAINAGE FLUME	EA	\$533.50	1	0	\$0.00	0	\$0.00
104	104	27" CATCH BASIN	EA	\$1,325.50	1	0	\$0.00	0	\$0.00
105	105	4' DIA. PRECAST STORM STRUCTURE	EA	\$2,751.10	1	0	\$0.00	0	\$0.00
106	106	CONNECT TO EXISTING STORM SEWER PIPE	EA	\$940.50	1	0	\$0.00	0	\$0.00
107	107	12" RC PIPE STORM SEWER CLASS V	LF	\$47.30	29	0	\$0.00	0	\$0.00
108	108	SANITARY SERVICE REPAIR SETUP	EA	\$5,016.00	7	0	\$0.00	0	\$0.00
109	109	SANITARY SEWER 6" PVC REPLACEMENT	LF	\$50.16	160	0	\$0.00	0	\$0.00
110	110	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	\$1,375.00	17	0	\$0.00	0	\$0.00
111	111	STABILIZED CONSTRUCTION EXIT	LS	\$700.00	7	0	\$0.00	0	\$0.00



Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
112	112	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	\$220.00	7	0	\$0.00	0	\$0.00
113	113	CULVERT END CONTROLS - MAINTAINED	EA	\$275.00	3	0	\$0.00	0	\$0.00
114	114	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	\$4.51	1400	0	\$0.00	0	\$0.00
115	115	COMMON TOPSOIL BORROW (LV)	CY	\$23.21	410	0	\$0.00	0	\$0.00
116	116	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	\$30.47	491	0	\$0.00	0	\$0.00
117	117	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	\$23.32	255	0	\$0.00	0	\$0.00
118	118	SUBGRADE EXCAVATION	CY	\$37.29	225	0	\$0.00	0	\$0.00
119	119	HAUL AND DISPOSE FULL DEPTH RECLAMATION (EV)	CY	\$25.96	1111	0	\$0.00	0	\$0.00
120	120	STREET SWEEPING W/ PICKUP BROOM	HR	\$220.00	10	0	\$0.00	0	\$0.00
121	121	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGA L	\$49.50	8	0	\$0.00	0	\$0.00
122	122	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	\$4.29	917	0	\$0.00	0	\$0.00
123	123	MNDOT SEED MIX WET DITCH	SY	\$8.91	62	0	\$0.00	0	\$0.00
124	124	SODDING TYPE LAWN	SY	\$18.70	917	0	\$0.00	0	\$0.00
125	125	FERTILIZER TYPE 3	LB	\$1.00	138	0	\$0.00	0	\$0.00
126	126	HYDROMULCHING (SFM)	SY	\$5.28	979	0	\$0.00	0	\$0.00
127	127	PRUNE TREES	HR	\$456.50	10	0	\$0.00	0	\$0.00
128	128	IRRIGATION SYSTEM REPAIR	LOT	\$275.00	29	0	\$0.00	0	\$0.00
129	129	PET CONTAINMENT SYSTEM REPAIR	LOT	\$165.00	14	0	\$0.00	0	\$0.00
130	130	SALVAGE AND REINSTALL SIGN	EA	\$330.00	8	0	\$0.00	0	\$0.00
131	131	LANDSCAPING RESTORATION (\$10,000 Allowance)	LS	\$10,000.00	1	0	\$0.00	0	\$0.00
132	132	MOBILIZATION AND DEMOBILIZATION	LS	\$31,600.00	1	0	\$0.00	0	\$0.00
133	133	TRAFFIC CONTROL	LS	\$2,200.00	1	0	\$0.00	0	\$0.00
134	134	REMOVE CONCRETE CURB & GUTTER	LF	\$8.00	400	0	\$0.00	0	\$0.00
135	135	REMOVE CASTING (SANITARY)	EA	\$286.00	3	0	\$0.00	0	\$0.00
136	136	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.50	195	0	\$0.00	0	\$0.00
137	137	REMOVE SEWER PIPE (STORM)	LF	\$11.00	135	0	\$0.00	0	\$0.00
138	138	REMOVE FLARED-END SECTION	EA	\$125.40	2	0	\$0.00	0	\$0.00
139	139	REMOVE STORM SEWER STRUCTURE	EA	\$752.40	2	0	\$0.00	0	\$0.00
140	140	SALVAGE AND REINSTALL MAILBOX	EA	\$220.00	8	0	\$0.00	0	\$0.00
141	141	FULL DEPTH RECLAMATION (P)	SY	\$2.42	7082	0	\$0.00	0	\$0.00



City of Deephaven
20225 Cottagewood Road
Deephaven, MN 55331

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Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
142	142	MILL BITUMINOUS SURFACE (2.0") (P)	SY	\$1.30	13771	0	\$0.00	0	\$0.00
143	143	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.30	1869	0	\$0.00	0	\$0.00
144	144	TYPE SP 12.5 NON WEARING COURSE MIX (3,C) (ROAD)	TN	\$95.48	815	0	\$0.00	0	\$0.00
145	145	TYPE SP 9.5 WEARING COURSE MIX (3,C) (ROAD)	TN	\$93.39	2398	0	\$0.00	0	\$0.00
146	146	CONCRETE CURB & GUTTER DESIGN B618	LF	\$36.30	400	0	\$0.00	0	\$0.00
147	147	SUPPLY AND INSTALL NEW SANITARY CASTING AND RINGS	EA	\$1,375.00	3	0	\$0.00	0	\$0.00
148	148	4' DIA. PRECAST STORM STRUCTURE	EA	\$2,981.00	2	0	\$0.00	0	\$0.00
149	149	CONNECT TO EXISTING STORM SEWER PIPE	EA	\$940.50	2	0	\$0.00	0	\$0.00
150	150	12" RC PIPE STORM SEWER CLASS V	LF	\$47.30	160	0	\$0.00	0	\$0.00
151	151	STABILIZED CONSTRUCTION EXIT	EA	\$700.00	2	0	\$0.00	0	\$0.00
152	152	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	\$220.00	16	0	\$0.00	0	\$0.00
153	153	CULVERT END CONTROLS	EA	\$275.00	2	0	\$0.00	0	\$0.00
154	154	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	\$4.51	730	0	\$0.00	0	\$0.00
155	155	COMMON TOPSOIL BORROW (LV)	CY	\$27.50	287	0	\$0.00	0	\$0.00
156	156	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	\$33.00	16	0	\$0.00	0	\$0.00
157	157	EXCAVATE AND PLACE RECLAIMED MATERIAL	CY	\$23.32	163	0	\$0.00	0	\$0.00
158	158	SUBGRADE EXCAVATION	CY	\$38.50	119	0	\$0.00	0	\$0.00
159	159	HAUL AND DISPOSE FULL DEPTH RECLAMATION (EV)	CY	\$26.40	560	0	\$0.00	0	\$0.00
160	160	GEOTEXTILE FABRIC TYPE V NON-WOVEN	SY	\$2.20	237	0	\$0.00	0	\$0.00
161	161	STREET SWEEPING W/ PICKUP BROOM	HR	\$220.00	10	0	\$0.00	0	\$0.00
162	162	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGA L	\$49.50	2	0	\$0.00	0	\$0.00
163	163	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	\$5.39	216	0	\$0.00	0	\$0.00
164	164	MNDOT SEED MIX WET DITCH	SY	\$7.70	44	0	\$0.00	0	\$0.00
165	165	SODDING TYPE LAWN	SY	\$21.56	646	0	\$0.00	0	\$0.00
166	166	FERTILIZER TYPE 3	LB	\$1.00	66	0	\$0.00	0	\$0.00
167	167	HYDROMULCHING (SFM)	SY	\$7.70	259	0	\$0.00	0	\$0.00
168	168	SALVAGE AND REINSTALL SIGN	EA	\$330.00	2	0	\$0.00	0	\$0.00
169	169	INTERIM PAVEMENT MARKING	LS	\$2,200.00	1	0	\$0.00	0	\$0.00



Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
170	170	4" DOUBLE SOLID LINE YELLOW MULTI-COMPONENT	LF	\$0.97	6684	0	\$0.00	0	\$0.00
171	171	4" SOLID LINE WHITE MULTI-COMPONENT	LF	\$0.97	10153	0	\$0.00	0	\$0.00
172	172	24" WHITE STOP BAR - MULTI-COMPONENT	EA	\$220.00	1	0	\$0.00	0	\$0.00
173	173	LANDSCAPING RESTORATION (\$10,000 Allowance)	LS	\$10,000.00	1	0	\$0.00	0	\$0.00
174	174	MOBILIZATION AND DEMOBILIZATION	LS	\$17,000.00	1	0	\$0.00	0	\$0.00
175	175	TRAFFIC CONTROL	LS	\$1,650.00	1	0	\$0.00	0	\$0.00
176	176	REMOVE BITUMINOUS PAVEMENT	SY	\$10.56	1338	0	\$0.00	0	\$0.00
177	177	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	\$3.50	111	0	\$0.00	0	\$0.00
178	178	REMOVE SEWER PIPE (STORM)	LF	\$10.45	57	0	\$0.00	0	\$0.00
179	179	REMOVE FLARED-END SECTION	EA	\$125.40	2	0	\$0.00	0	\$0.00
180	180	REMOVE STORM SEWER STRUCTURE	EA	\$752.40	1	0	\$0.00	0	\$0.00
181	181	REMOVE STAIRS	LS	\$2,750.00	1	0	\$0.00	0	\$0.00
182	182	CLEAR AND GRUB TREE	LS	\$4,950.00	1	0	\$0.00	0	\$0.00
183	183	SALVAGE AND RESPREAD RIPRAP	SY	\$29.48	269	0	\$0.00	0	\$0.00
184	184	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$3.30	7	0	\$0.00	0	\$0.00
185	185	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)	TN	\$113.14	131	0	\$0.00	0	\$0.00
186	186	TYPE SP 9.5 WEARING COURSE MIX (3,C)	TN	\$122.85	100	0	\$0.00	0	\$0.00
187	187	CONCRETE CURB & GUTTER DESIGN B612	LF	\$34.10	81	0	\$0.00	0	\$0.00
188	188	6" CONCRETE SIDEWALK	SY	\$162.80	16	0	\$0.00	0	\$0.00
189	189	AGGREGATE BASE CLASS 5, 80% CRUSHED (CV)	CY	\$68.20	169	0	\$0.00	0	\$0.00
190	190	COARSE FILTER AGGREGATE	CY	\$69.08	315	0	\$0.00	0	\$0.00
191	191	ENGINEERED TOPSOIL (85% SAND, 15% COMPOST) (CV)	CY	\$79.20	315	0	\$0.00	0	\$0.00
192	192	4' DIA. PRECAST STORM STRUCTURE	EA	\$3,047.00	6	0	\$0.00	0	\$0.00
193	193	4' DIA. STORM SEWER OUTLET CONTROL STRUCTURE W/ WIER WALL	EA	\$7,810.00	1	0	\$0.00	0	\$0.00
194	194	CONNECT TO EXISTING STORM SEWER PIPE	EA	\$940.50	1	0	\$0.00	0	\$0.00
195	195	12" RC PIPE STORM SEWER CLASS V	LF	\$47.30	360	0	\$0.00	0	\$0.00
196	196	12" RC FLARED END SECTION W/ TRASH GUARD	EA	\$376.20	3	0	\$0.00	0	\$0.00
197	197	15" RC PIPE STORM SEWER CLASS V	LF	\$52.80	28	0	\$0.00	0	\$0.00



City of Deephaven
20225 Cottagewood Road
Deephaven, MN 55331

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Contract Item Status									
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
198	198	15" RC FLARED END SECTION W/ TRASH GUARD	EA	\$1,067.00	2	0	\$0.00	0	\$0.00
199	199	RANDOM RIPRAP CLASS III	CY	\$137.94	10	0	\$0.00	0	\$0.00
200	200	STABILIZED CONSTRUCTION EXIT	LS	\$700.00	1	0	\$0.00	0	\$0.00
201	201	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	\$220.00	7	0	\$0.00	0	\$0.00
202	202	CULVERT END CONTROLS - MAINTAINED	EA	\$275.00	3	0	\$0.00	0	\$0.00
203	203	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	\$2.97	200	0	\$0.00	0	\$0.00
204	204	EROSION CONTROL BLANKET CATEGORY 25	SY	\$1.76	1223	0	\$0.00	0	\$0.00
205	205	COMMON TOPSOIL BORROW (LV)	CY	\$51.48	177	0	\$0.00	0	\$0.00
206	206	COMMON EXCAVATION - OFFSITE (EV) (P)	CY	\$25.52	2675	0	\$0.00	0	\$0.00
207	207	SUBGRADE EXCAVATION	CY	\$38.50	15	0	\$0.00	0	\$0.00
208	208	INSTALL STAIRS	LS	\$10,835.00	1	0	\$0.00	0	\$0.00
209	209	WATER FOR DUST CONTROL AND ROAD CONSTRUCTION	MGA L	\$49.50	2	0	\$0.00	0	\$0.00
210	210	MACHINE SLICED SILT FENCE	LF	\$2.53	297	0	\$0.00	0	\$0.00
211	211	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	\$1.54	1223	0	\$0.00	0	\$0.00
212	212	MNDOT SEED MIX WET DITCH	SY	\$3.85	500	0	\$0.00	0	\$0.00
213	213	SODDING TYPE LAWN	SY	\$12.10	332	0	\$0.00	0	\$0.00
214	214	FERTILIZER TYPE 3	LB	\$1.00	149	0	\$0.00	0	\$0.00
215	215	HYDROMULCHING	SY	\$1.10	1723	0	\$0.00	0	\$0.00
216	216	PRUNE TREES	HR	\$456.50	10	0	\$0.00	0	\$0.00
217	217	IRRIGATION SYSTEM REPAIR	LOT	\$275.00	2	0	\$0.00	0	\$0.00
218	218	PET CONTAINMENT SYSTEM REPAIR	LOT	\$165.00	2	0	\$0.00	0	\$0.00
219	219	SALVAGE AND REINSTALL SIGN	EA	\$330.00	2	0	\$0.00	0	\$0.00
220	220	4" SOLID LINE WHITE - MULTI-COMPONENT	LF	\$5.50	207	0	\$0.00	0	\$0.00
PROJECT TOTALS:							\$239,619.26		\$239,619.26

Project Category Totals		
Category	Amount This Request	Amount To Date
Base Bid	\$239,619.26	\$239,619.26
BID ALTERNATE 1: 2026 ALTERNATE PROJECT AREA 2	\$0.00	\$0.00
BID ALTERNATE 2: 2026 ALTERNATE PROJECT AREA 3	\$0.00	\$0.00
BID ALTERNATE 3: 2026 ALTERNATE PROJECT AREA 4	\$0.00	\$0.00



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Contract Change Item Status										
CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Contract Change Totals:										

Contract Total	\$239,619.26
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
		\$	\$

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

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

City Council Meeting

Monday, July 20th, 2026

Consent Agenda:

Special Event: St. Therese School Fund Raiser

Dear Mayor Carlson and Councilmembers,

St. Therese of Deephaven has submitted a Special Event Permit Application requesting approval for a private school fundraiser to be held on Saturday, October 3, 2026, from 6:00 p.m. to 10:00 p.m.

The event will include:

- Food provided by the Butcher and Bartender food truck
- Beer, wine, water, and soda
- Live music by the Frankie Torres Band with dancing
- Approximately 200 attendees are expected, with parking contained within the existing St. Therese parking lots.

The event is a private fundraiser for the St. Therese school community, with tickets priced at \$50 per person. Alcohol is included in the ticket price, and food will be available for purchase from the food truck.

City staff has reviewed the application and has no concerns with the proposed event. The applicant has indicated that parking will remain on-site, helping to minimize impacts to the surrounding neighborhood.

Recommended Motion:

Motion to approve the Special Event Permit for the St. Therese of Deephaven School Fundraiser on October 3, 2026, from 6:00 p.m. to 10:00 p.m., subject to compliance with all City requirements and any applicable permits or licenses.

If you have any further questions, please feel free to reach out prior to the meeting.

Thanks,

Kimberly Lenarz-Greenwaldt
City Clerk
Deephaven, MN



SPECIAL EVENT PERMIT APPLICATION

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

Filing Fee
\$50.00

Name of Sponsoring Entity: St. Therese of Deephaven

Contact Person: Maria Snyder Phone Number: 952-261-0578 / 612-247-7692

Address: 18323 Minnetonka Blvd Email: msnyder@st-therese.org

Date and Time of the Special Event: October 3, 2026 from 6:00pm to 10:00pm

Describe and List all Activities at the Special Event: Food truck by "Butcher and Bartender". Drinks
(wine, beer, water and soda) provided by St. Therese. Music by Frankie Torres band and dancing.

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.

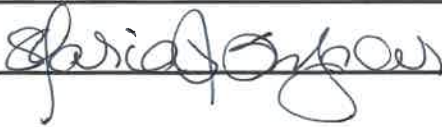
Estimated number of: Staff 10 Participants 20 Spectators 200

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)

This is a private event for our school family fund raiser to support our school. Parking is contained
within the existing St. Therese parking lots.

Please list the admission fee, donation or other consideration to be charged or requested for admission to the special event, if applicable: \$50 per ticket.

Will food or alcohol be served or sold at the special event: Yes. Food will be sold by the "Butcher and Bartender" food truck. Alcohol is included in the St. Therese ticket price.

Applicant's Signature:  Date: 6/16/2026



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date of organization		Tax exempt number	
St. Therese of Deephaven		3/25/1946		8570183	
Organization Address (No PO Boxes)		City	State	Zip Code	
18323 Minnetonka Blvd		Deephaven	Minnesota	55391	
Name of person making application		Business phone		Home phone	
Maria Snyder		952-261-0578		612-247-7692	
Date(s) of event	Type of organization ☐ Microdistillery ☐ Small Brewer				
10/3/2026	☐ Club ☐ Charitable ☒ Religious ☐ Other non-profit				
Organization officer's name	City	State	Zip Code		
Fr. Leonard Andrie	Deephaven	Minnesota	55391		
Organization officer's name	City	State	Zip Code		
David Bruns	Plymouth	Minnesota	55441		
Organization officer's name	City	State	Zip Code		
Adam Groebner	Minnetonka	Minnesota	55305		

Location where permit will be used. If an outdoor area, describe.
Outside school door #5 in a large grassy area.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
The Catholic Mutual Relief Society of America. General Liability: \$1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Event in conjunction with a community festival ☐ Yes ☐ No	City or County E-mail Address
Current population of city	

Please Print Name of City Clerk or County Official

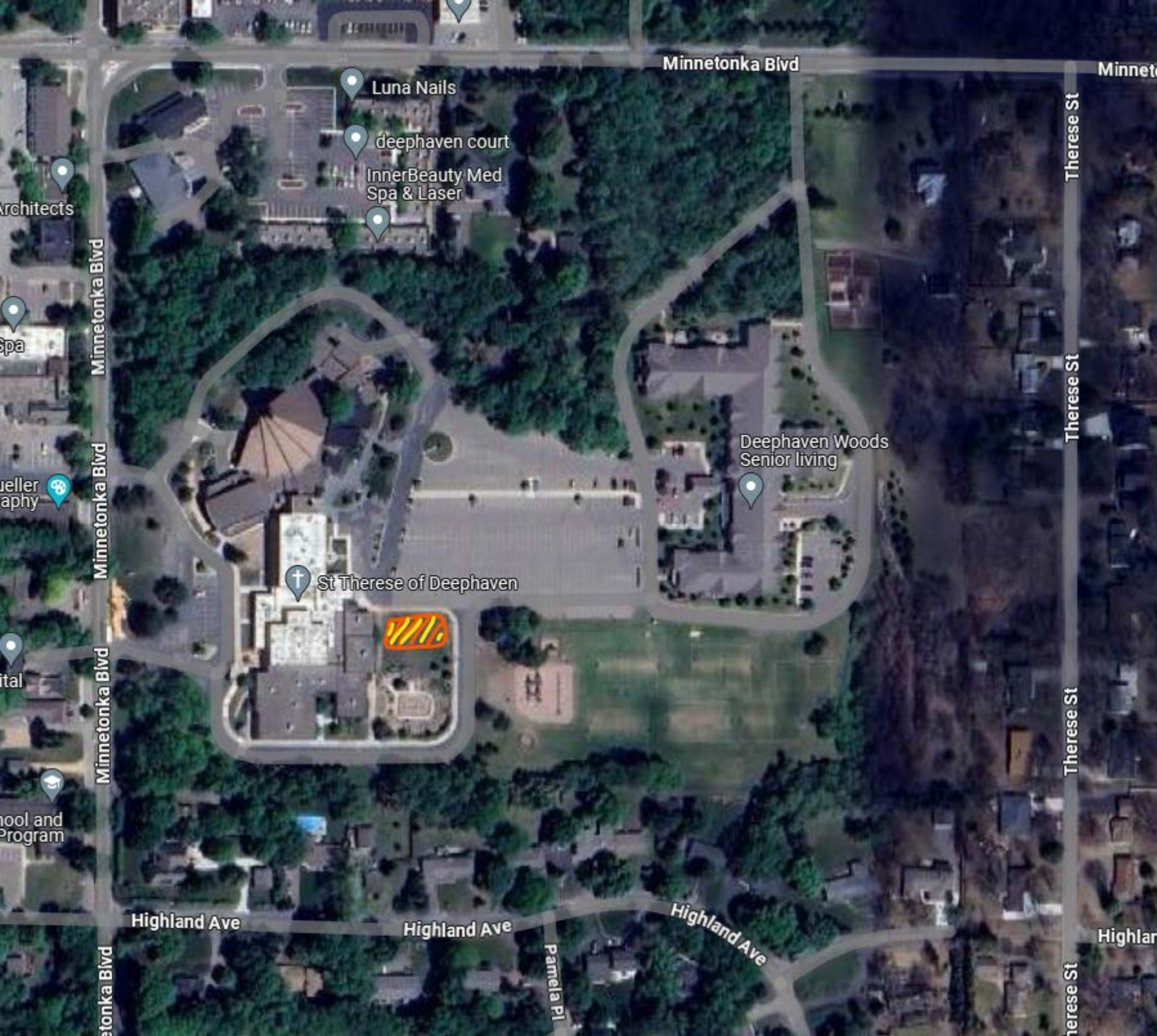
Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY
PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY
CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



Minnetonka Blvd

Minnetonka Blvd

Therese St

Therese St

Therese St

Therese St

Luna Nails

deephaven court

InnerBeauty Med
Spa & Laser

Architects

Spa

Jeweller
Photography

Hospital

School and
Program

Minnetonka Blvd

Minnetonka Blvd

Minnetonka Blvd

Minnetonka Blvd

Highland Ave

Highland Ave

Highland Ave

Highland Ave

Pamela Pl

Deephaven Woods
Senior living

St Therese of Deephaven



Certificate of Coverage

Date: 7/6/2026

Certificate Holder

Archdiocese of Saint Paul and Minneapolis
Chancery Office
777 Forest Street
St. Paul, MN 55106

This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.

Company Affording Coverage

THE CATHOLIC MUTUAL RELIEF
SOCIETY OF AMERICA
10843 OLD MILL RD
OMAHA, NE 68154

Covered Location

ST TERESE CHURCH
18323 MINNETONKA BOULEVARD
DEEPHAVEN, MN 55391-0000

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

	Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
	Property				Real & Personal Property	
	D. General Liability	8589	7/1/2026	7/1/2027	Each Occurrence	1,000,000
	☒ Occurrence				General Aggregate	
	☐ Claims Made				Products-Comp/OP Agg	
					Personal & Adv Injury	
					Fire Damage (Any one fire)	
					Med Exp (Any one person)	
	Excess Liability				Each Occurrence	
					Annual Aggregate	
	Other				Each Occurrence	
					Claims Made	
					Aggregate	
					Annual Aggregate	
					Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)

Coverage is verified with regard to the Covered Location's Oktoberfest Event, to be held on parish grounds, October 3, 2026

Includes Liquor Liability and Fidelity for Charitable Gambling.

Holder of Certificate**Cancellation**

City of Deephaven
20225 Cottagewood Road
Deephaven, MN 55331

Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative

Paul A. Peterson

0111016167

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

City Council Meeting

Monday, July 20th, 2026

Consent Agenda:

Special Event: Cottagewood Store Mini Putt-Putt

Dear Mayor Carlson and Councilmembers,

The City has received a Special Event Permit application from the Cottagewood Store for a community Mini Putt-Putt event to be held on Thursday, July 23, 2026, from 5:00 p.m. to 8:00 p.m. at Cottagewood Park.

The event will feature a 9-hole miniature golf course set up in the park. Tee times will be used to help manage the flow of participants throughout the event. Chicken Brown Cow will be on site serving food, and all required insurance documentation, licenses, and Fire Inspector approvals have been received by the City.

The applicant estimates:

Staff: 10

Participants: 10–75

Spectators: 10–50

The event is free and open to the public. No alcohol will be served or sold. Parking will be available at the Cottagewood Store, within the park, and on nearby streets if needed. The applicant will also provide portable restrooms, water, electricity, and event cleanup.

Staff Recommendation

Staff has reviewed the application and all required documentation has been received. Staff recommends approval of the Special Event Permit for the Cottagewood Store Mini Putt-Putt event.

Recommended Motion:

Motion to approve the Special Event Permit for the Cottagewood Store Mini Putt-Putt event on Thursday, July 23, 2026, from 5:00 p.m. to 8:00 p.m.

If you have any further questions, please feel free to reach out prior to the meeting.

Thanks,

Kimberly Lenarz-Greenwaldt
City Clerk
Deephaven, MN



SPECIAL EVENT PERMIT APPLICATION

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

Filing Fee
\$50.00

Name of Sponsoring Entity: COTTAGEWOOD STORE

Contact Person: LAURIE JENKINS Phone Number: 612-719-5434

Address: 20280 COTTAGEWOOD AVE Email: JENKINSLAURIE@YAHOO.COM

Date and Time of the Special Event: July 23, 5-8:00pm

Describe and List all Activities at the Special Event: CTWD Mini Putt Putt - we are renting a 9 hole

mini putt putt course to be set up in the park. There will be tee times to manage flow of golf groups

Food Truck - Chicken Brown Cow will be serving. Fire inspector will be coming for inspection. We have requested a copy of their

license and will send to city as soon as we receive.

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 10 - 75 ? Spectators 10 - 50?

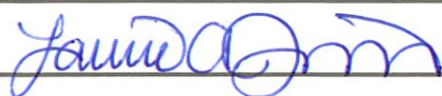
List All Special Considerations: Parking, Security Plans, Fire & Emergency Medical Services, Safety Provisions, Traffic Control, Pedestrian Access, Garbage Collection, Water Service, Electric Service, Public Restrooms: (Please list on separate sheet, if necessary)

Store provides water, porta potty, clean up and electricity. Parking is available at the store, along park and street along store

if needed. Most walk or ride bikes.

Please list the admission fee, donation or other consideration to be charged or requested for admission to the special event, if applicable: no fee for event and open to the whole community

Will food or alcohol be served or sold at the special event: no alcohol will be served or sold - food truck

Applicant's Signature:  Date:



COTTCOM-01

ASCHWARTZ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/31/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Choice Insurance, a Viance Company PO Box 9396 Minneapolis, MN 55440-9396	CONTACT NAME: Austin Schwartz	
	PHONE (A/C, No, Ext): (763) 244-3150	FAX (A/C, No):
	E-MAIL ADDRESS: a.schwartz@insurewithchoice.com	
INSURED Cottagewood Community Foundation 20280 Cottagewood Ave. Deephaven, MN 55331	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Employers Mutual Casualty Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	
	NAIC # 21415	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			4D91632-27	4/6/2026	4/6/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			4E91632-27	4/6/2026	4/6/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	4H91632-27	4/6/2026	4/6/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

For Information Purposes

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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 16, 2026

RE: Request to approve Pedestrian Improvements along Vine Hill Road and Minnetonka Boulevard

Purpose

The purpose of this item is to request City Council review and pedestrian improvements along Vine Hill Road and Minnetonka Boulevard.

Background

During development of the Deephaven Master Trail Plan, improving pedestrian safety along Minnetonka Boulevard and Vine Hill Road was identified as a significant community priority based on feedback received through the initial public engagement process. As part of the planning effort, several alternatives were evaluated to enhance pedestrian accommodations within this corridor, including the construction of a sidewalk or a separated concrete pedestrian facility along one side of the roadway. Estimated construction costs ranged from approximately \$1.9 million to \$4.1 million, depending on the design and extent of the improvements.

Because neither side of the roadway had enough width consistently within the shoulders to construct these improvements, the roadway would need to be widened or the roadway cross section geometry reconfigured to accommodate these changes. Without changing the roadway cross section geometry, plowing and maintaining the roadways properly wouldn't be possible which would compromise the roadway safety and longevity.

The ultimate improvements would be most cost effective when completed alongside future roadway improvements.

Interim Pedestrian and Traffic Safety Improvements

As part of the Master Trail Plan process, staff evaluated several interim measures that could be implemented to improve safety for motorists, pedestrians, and bicyclists along the Minnetonka Boulevard and Vine Hill Road corridor prior to funding and construction of the ultimate trail and pedestrian improvements.

Recommended interim improvements include implementing potential traffic safety improvements along the corridor. These measures are intended to increase driver awareness of pedestrians and bicyclists and reinforce the shared use of the roadway. Potential striping enhancements include widening the existing fog lines from 4 inches to 8 inches to provide better lane edge definition, installing reflective raised pavement markers along the fog lines to improve nighttime visibility, and adding cross-hatched pavement markings at roadway intersections and connections to further highlight shoulder areas and improve driver awareness.

Based on discussions with the Planning Commission and City Council, staff understands that the Vine Hill Road segment of the corridor is the highest priority for on-street pedestrian safety improvements. Accordingly, staff solicited contractor pricing for interim enhanced traffic control measures along approximately 4,650 linear feet of Vine Hill Road between Excelsior Boulevard and Minnetonka Boulevard.

A figure illustrating the improvement area is attached to this memorandum.

Staff received quotations from two contractors. A summary of the proposed treatments is provided below.

Striping and Cross Hatching

This improvement would consist of widening the existing roadway fog lines from 4 inches to 8 inches and adding cross-hatched pavement markings at roadway intersections and other locations where the shoulder area begins. These enhancements are intended to improve the visual definition of the roadway edge and increase motorist awareness of the adjacent shoulder area.

Standard roadway edge lines are typically 4 inches wide. Increasing the width to 8 inches creates a more prominent visual cue for drivers, helping to better define the travel lane and identify the presence of pedestrians and bicyclists who may be utilizing the shoulder. The addition of cross-hatched pavement markings at roadway intersections and shoulder transitions would further highlight these areas and encourage motorists to remain within the designated travel lane.

Staff believes this treatment represents a relatively low-cost improvement that could provide increased roadway edge awareness for drivers while helping reinforce the shared use of the corridor by motorists, pedestrians, and bicyclists. While these markings do not create additional separation between roadway users, they can serve as an effective interim measure until more substantial pedestrian improvements are implemented.

Below is a breakdown of the costs for the Striping Improvements.

	Safety Signs	Warning Lites
Mobilization and Pavement Striping	\$11,920	\$18,072

Temporary Raised Pavement Markers

This improvement would include the installation of temporary reflective raised pavement markers along the fog line of the roadway. These markers consist of dual-sided reflective tabs that are commonly used to provide additional roadway delineation during periods when pavement markings may be less visible, such as following seal coat operations or in areas with changing roadway alignments.

The markers are adhered to the pavement using a butyl-based adhesive and provide enhanced visibility of the fog lines during nighttime and other low-light conditions. By creating a more defined visual corridor, the markers can help increase driver awareness of the shoulder area.

We would expect that most if not all of these markers would be removed from the roadway every year from plowing operations and would need to be re-installed on an annual basis.

With CenterPoint energy currently working on the stretch of Vine Hill Road between Cottagewood Road and Minnetonka Boulevard, we would not anticipate being able to install these markers until September or later. Given that they are likely needing to be installed annually, we would recommend waiting on the pavement markers, if desired until the spring of 2027.

Below is a breakdown of the costs for the Temporary Raised Pavement Markers

	Safety Signs	Warning Lites
Mobilization and Pavement Markers	\$2,802	\$2,058

Rumble Strips

While not included in the Trail Plan's initial recommendation for interim traffic safety improvements, the installation of rumble strips could be considered by the City Council as an additional measure along the Vine Hill Road corridor. Rumble strips could be installed adjacent to the existing fog lines or underneath and in conjunction with any improved striping.

The primary benefit of rumble strips is their ability to alert motorists when their vehicle is approaching or crossing the roadway edge. This feedback can help improve driver awareness of the travel lane and reduce the likelihood of vehicles unintentionally drifting onto the shoulder.

In considering this option, the City Council should recognize that single-family residential properties are located along much of the corridor. The noise generated by vehicles traveling over rumble strips would be noticeable to nearby residents throughout the day and night.

Below is a breakdown of costs for the Rumble Strip Installation

	Safety Signs	Warning Lites
Mobilization and Rumble Strip Installation	\$11,940	\$15,525

Longitudinal Channel Tubular Markers

The costs associated with this option include the supply and installation of orange tubular delineator markers along one side of Vine Hill Road throughout the project corridor. These markers can be installed either as a temporary treatment using with a weighted base and temporary adhesion or by permanently mounting them with screws into the asphalt..

This improvement is being presented to provide the City Council with a comprehensive review of the traffic safety measures that have been discussed during the evaluation process. However, staff does not recommend installation of tubular delineator markers along this corridor. Staff would also note that neither the Master Trail Plan Steering Committee or the community surveys supported installing the tubular markers.

While the markers would create a visual separation between the travel lane and shoulder, they would also restrict access to the roadway shoulder for residents and service providers. Mail delivery vehicles, garbage and recycling trucks, contractors, package delivery services, and other vehicles that routinely utilize the shoulder would likely be forced to maneuver around the markers or stop within the travel lane. Staff believes this could result in unpredictable vehicle movements and potentially create additional safety concerns along the corridor.

Staff also has concerns regarding the long-term maintenance implications of these markers. If permanently installed, the markers would limit the City's ability to effectively plow the roadway and shoulder during winter maintenance operations and would restrict access to roadside ditches for mowing and other maintenance activities during the summer months.

If installed as a temporary treatment, the markers would require ongoing monitoring and maintenance to reposition or replace units that are displaced by



vehicles, pedestrians, weather conditions, or routine roadway operations. Additionally, markers struck by vehicles could become a projectile or remain laying within the roadway, creating potential hazards for motorists, bicyclists, and pedestrians.

For these reasons, staff does not recommend installing these markers.

Below is a breakdown of costs for the Longitudinal Channel Tubular Markers

	Safety Signs	Warning Lites
Mobilization and Marker Installation (temporary)	\$16,560	\$8,847
Mobilization and Marker Installation (mounted)	\$22,140	\$10,707

Minnetonka Boulevard Crossing Improvements

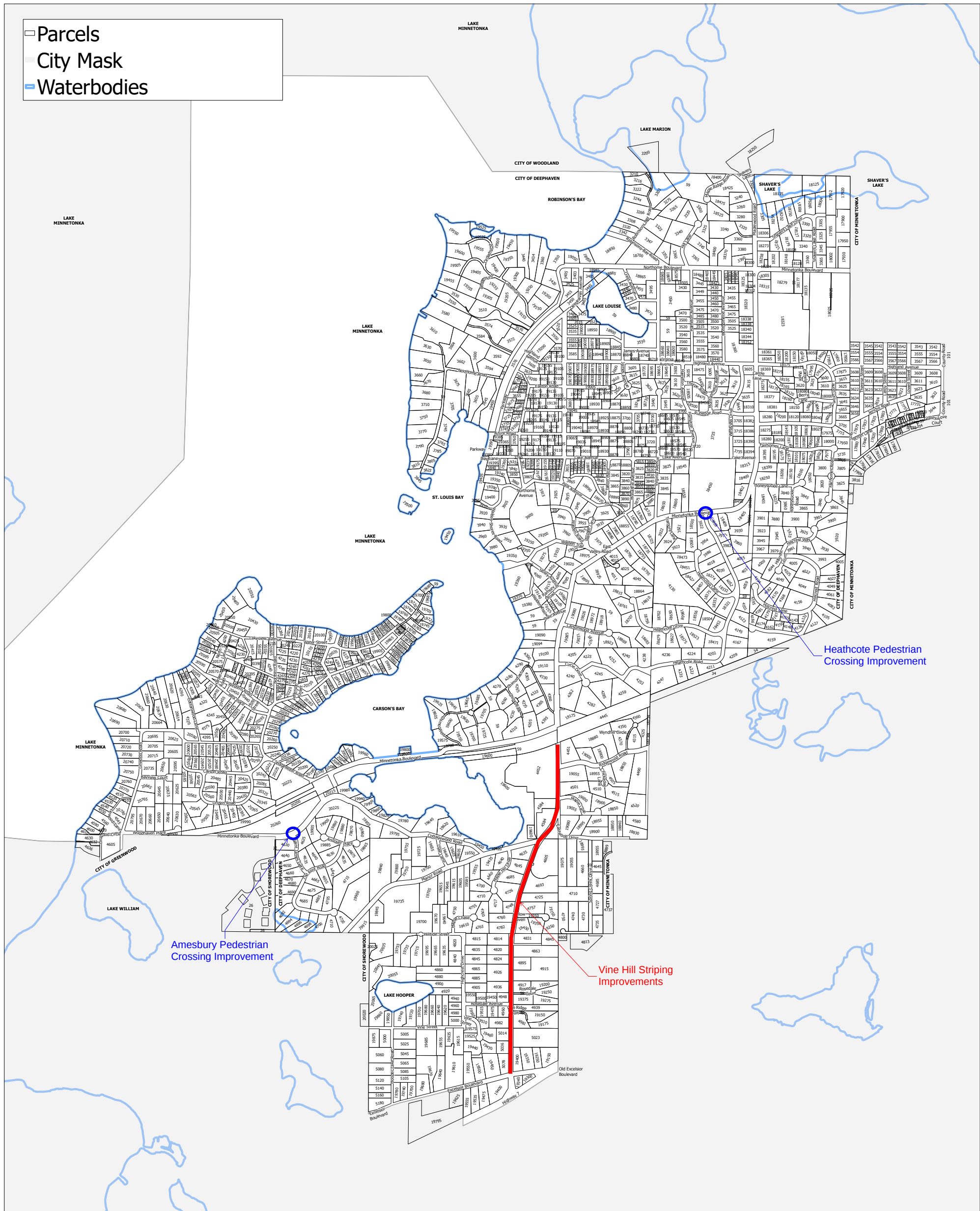
The City Council has previously expressed a desire to prioritize the crossing improvements across Minnetonka Boulevard at both Heathcote Road and the Amesbury neighborhood. As these portions of the roadway are being improved with the 2026 Street Improvement Project, staff have prepared site plans and requested pricing from Astech to install concrete pedestrian landings and solar powered Rectangular Rapid Flashing Beacons (RRFB's) at these two crossings. Attached to this report are the site plans for these two locations.

At the time of writing this memo, staff have not received the pricing for this change order but it will be presented to the City Council as soon as it is received.

Recommendation

We would recommend the City Council review the information provided and direct staff on which if any of these pedestrian improvements should be implemented.

- Parcels
- City Mask
- Waterbodies



Deephaven Address Map

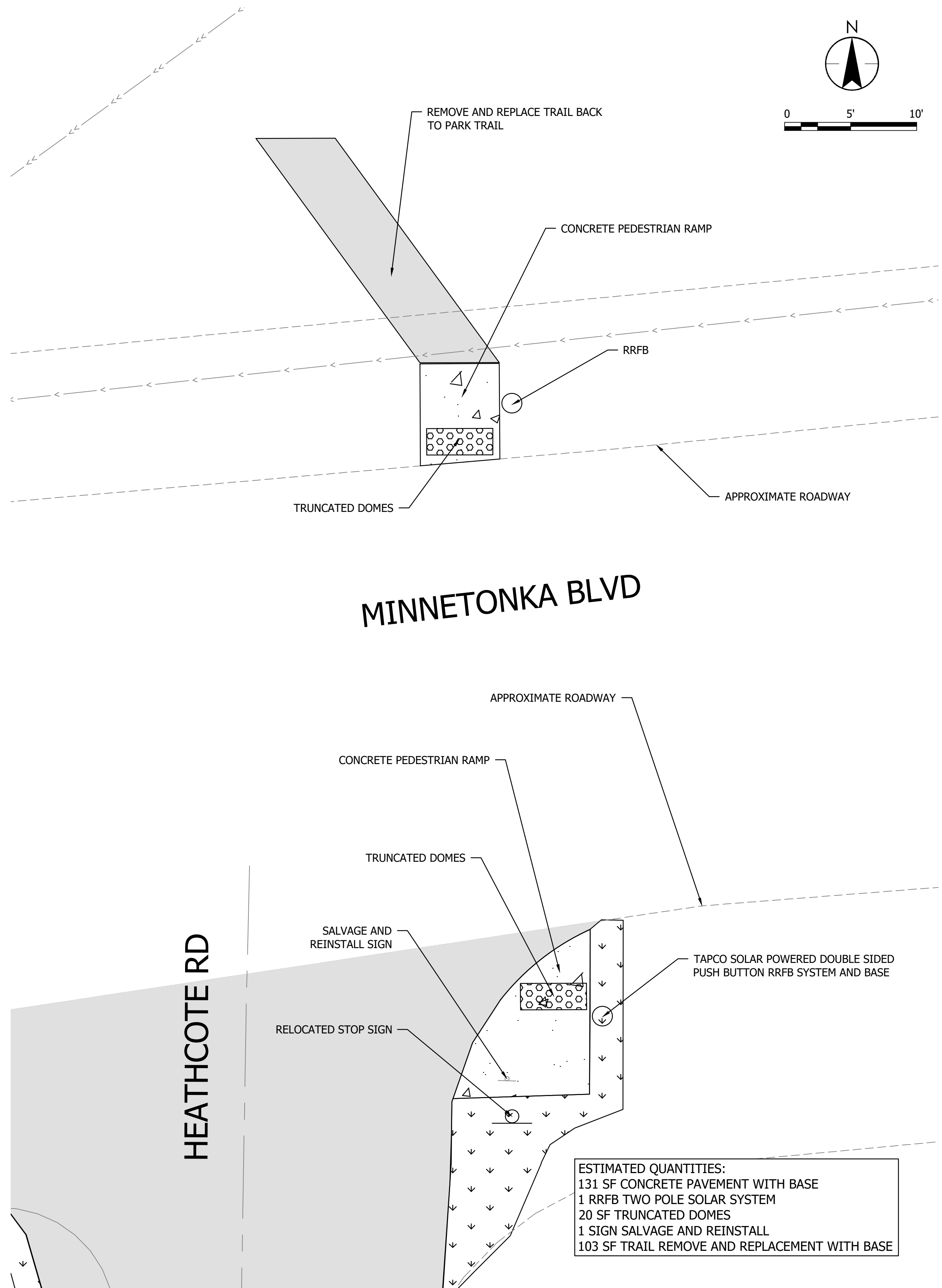
City of Deephaven, MN



0 1,250 2,500
US Feet

Plot Date: 06/26/2026 - 2:56pm
Drawing name: U:\19380754\drafting\03 - DESIGN\CAD\3 PLANSHEETS\19380754_C616-C626.StreetsPlanProfile.dwg
User Name: jgarcia User ID: 102607541 VENDOR: 102607541 Vendor Code: 102607541 Vendor Address:
Vendor Phone:

1. ALL RECTANGULAR RAPID FLASHING BEACONS (RRFB) SHALL BE INSTALLED WITH 30 WATT SOLAR PANELS.



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 ENGINEER
 UNDER THE LAWS OF THE STATE OF MINNESOTA

PRINT NAME: STEVEN HEGAND

SIGNATURE: 

DATE: 01/22/2026 LIC. NO. 52243

DEEPHAVEN, MINNESOTA
2026 STREET IMPROVEMENT PROJECT
RFB CHANGE ORDER

NO	REVISION	DATE
0	BID SET	01/22/2016
1	CONST.	03/10/2016
SURVEY	PR	
DRAWN	ARJ	
DESIGNED	AG	
CHECKED	NMF	
APPROVED	SKH	
PROJ. NO.	193807541	
SHEET NUMBER		

Quote Form

Vine Hill Road Improvements

		Unit Price		Total Price
Temporary Raised Pavement Markers				
Mobilization for Installation	LS	1	\$1,500.00	\$1,500.00
TRPM Type 4	EA	372	\$3.50	\$1,302.00
Longitudinal Channel Barricade Tabular Markers				
Mobilization for Installation	LS	1	\$750.00	\$750.00
Tabular Markers	EA	186	\$85.00	\$15,810.00
8" Wide White Solid Striping				
Mobilization for Installation	LS	1	\$2,500.00	\$2,500.00
8" Epoxy Solid Striping with Reflective Beads	LF	9,420	\$1.00	\$9,420.00
Rumble Strips				
Mobilization for Installation	LS	1	\$4,500.00	\$4,500.00
Rumble Strip Installation	LF	9,300	\$0.80	\$7,440.00

NOTES:

TRPMs - Includes initial installation. Does not include maintenance, reinstallation, or replacements

Tubular Markers - Quote with black base and white tubular delineator. Butyl pad used for installation. Does not include anchoring with hardware. Includes initial installation. Does not include maintenance, reinstallation, or replacements.

ADDITIONAL NOTE:

Cost to anchor EA tubular marker with anchors is \$30.00 EA. Total costs at PQ would be an additional \$5,580.00 total



Sir Lines-A-Lot is an Equal Opportunity Employer

7175 Cahill Road - Edina, MN 55439
Phone: (952)-913-8382 Email: sales@linesalot.com
www.linesalot.com

PROPOSAL

To: City Of Deephaven Address: 20225 Cottagewood Rd. Deephaven, MN 55331	Contact: Phone: Email:
Project Name: Deephaven Vine Hill Road Project Location: City Of Deephaven, MN	Bid Number: H26-0960 Bid Date: 7/13/2026

Item #	Item Description	Estimated	Unit	Unit Price	Total Price
1	MOBILIZATION	1.00	LS	\$3,000.00	\$3,000.00
2	8" EPOXY SOLID STRIPING WITH REFLECTIVE BEADS	9,420.00	LF	\$1.60	\$15,072.00

Total Bid Price: \$18,072.00

Notes:

- 1. Does not include any signage, brooming, late season markings, parking stall/trail striping, or pavement marking removals.
- 2. Owner/engineer must be on site to assist and approve layout of all new pavement markings.
- 3. This quote is valid for up to 60 Days after Bid Date. Must receive signed quote or contract within this timeframe.
- 4. All pavement markings are quoted as surface applied Epoxy only. Not ground in or wet reflective.
- 5. Final quantities will be invoiced.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

Sir-Lines-A-Lot

Authorized Signature: _____

Estimator: TJ Phillips

(612) 434-0090 tj.phillips@linesalot.com



FORWARD

TRAFFIC & MARKING

To:	Sir Lines-A-Lot	Contact:				
Address:	7175 Cahill Road	Phone:	9529138382			
	Edina, MN 55439	Fax:				
Project Name:	Vine Hill Road Improvement	Bid Number:	12345			
Project Location:	City Of Deephaven Hennepin County MN	Bid Date:	7/7/2026			
Line #	Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price

Rumble Strip

2021501/0001	MOBILIZATION	1.00	EACH	\$6,200.00	\$6,200.00
0					
2232603/0022	MILLED SINUSOIDAL RUMBLE STRIPS	9,300.00	LF	\$0.75	\$6,975.00
5					
ALT-1	Mobilize Pickup Broom	1.00	EACH	\$2,350.00	\$2,350.00

Total Price for above Rumble Strip Items: \$15,525.00

Bid Price Subtotal: \$15,525.00

Total Bid Price: \$15,525.00

Notes:

- **Flaggers are included in the quote**

• **General Terms:**

- All taxes and fees are excluded
- All performance and payment bonds should be excluded unless required
- All railroad and/or specialty insurance is excluded
- Retainage to match owner's holding
- Forward Traffic & Marking must receive up-to-date plans and specifications prior to mobilization
- Must include this quote as part of the contract
- Payment to meet or exceed the requirements of DOT Prompt Payment.
- No quote is valid after 30 days from the date of bid
- A standard C.O.I. extension to match owners' requirements.
- Work on Sunday is not included unless explicitly required by project specifications. Work on Sunday for Contractor's means and methods is subject to additional charge of \$225.00 per hour, per crew member.
- Control points, stationing, and surveying to be provided by contractor, owner, or owner's representative
- Forward Traffic & Marking will be given the opportunity to approve the final quantities for the items we have performed prior to a final estimate being signed with the owner.

Terms of Rumble Strip Bid Items:

- Valid for one mobilization. Additional mobilizations will be billed per each.
- Quote based on advertised completion date. Pricing for extended or accelerated completion dates requires approval.
- Conditions that interfere with installation of rumble strips will be corrected at Prime Contractor's expense.
- Forward Traffic & Marking requires 21 days' notice to proceed. FT&M will not be liable for Liquidated Damages or other costs without sufficient notice.
- Forward Traffic & Marking is not responsible for pavement that will not support our equipment.
- Control points, stationing, and start/stop points to be provided by Contractor or Owner's Representative.
- Flaggers are required for installation of Centerline Rumble Strips. Flaggers to be provided by Others.
- Bond and retainage are not included
- Any Delays over one hour will be subject to \$450.00 per hour charge

Quote Includes:

- Installation of Rumble Strips as shown on plans
- Rumble Strip Machine With Operator
- TMA with Driver
- Side Cast Broom with Operator (Millings to be swept to edge or off shoulder per prime contractors discretion)
- Drip Line (Prime to have all exception areas, turn lanes, start and stop points marked clearly)

Work Excluded:

- Dump Truck for Sweeper
- Traffic Control, flagging, signing and striping
- Installation of rumble strip types not specifically shown in plans
- Installation of rumble strips in pavement with uneven surfaces with variances more than 0.5"
- Installation of rumble strips in round-a-bouts, tight radiuses, corrugated medians, mountable curbs, or other uneven surfaces
- Fog Sealing of asphalt or concrete
- Water not included

Project is quoted with applicable IUOE Heavy and Highway Agreement wage rates. Forward Traffic & Marking is bidding this project with full intent to perform the work as a signatory contractor.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

Forward Traffic & Marking

Authorized Signature: _____

Estimator: Brandon Cottrell

320-290-0489 Brandon.Cottrell@fwdtm.com

Quotation ✎**Date** 7/7/2026**Project #****Project Name** Vine Hill Road Improvements
DEEPHAVEN, MN**Letting Date** 7/7/2026**Start Date****Sub. Comp. Date**

<u>Item #</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>		<u>Bid Amount</u>
	MOBILIZATION	1	LS	\$	1,500.00	\$ 1,500.00
Chipseal	TEMPORARY RAISED PAVEMENT MARKER TYPE 4	372	EACH	\$	1.50	\$ 558.00
	MOBILIZATION	1	LS	\$	1,500.00	\$ 1,500.00
Temporary	TUBULAR MARKERS	186	EACH	\$	39.50	\$ 7,347.00
Permanent	TUBULAR MARKERS	186	EACH	\$	49.50	\$ 9,207.00

Notes: Above prices are for the installation of the enhanced traffic control devices. Once installed, the city is responsible for device repair or maintenance.

TUBULAR MARKERS (Temporary) are placed with adhesive & butyl to the roadway surface.

TUBULAR MARKERS (Permanent) are applied to the roadway surface using asphalt anchors.

Total Bid

Note: Traffic Control price does not include police, light plants, concrete/water barrier, pavement marking removal, sweeping, pavement marking, flaggers, incidental sign removal & installation, truck mounted attenuator, bond, or daily inspections. Any damage to Warning Lites of MN equipment, ie. impact attenuators, due to the contractor moving them, will be assessed to the prime contractor.

Quoted price subject to change if work extends beyond stated day of duration.

(\$300.00 for each additional non-PE signed traffic control plan sheet if needed)

The prices above are not tied to permanent signing & includes sales tax.

Please acknowledge acceptance of this quote within 30 days by signing & dating below. Lack of acknowledgment may result in withdrawal of quote, billing of regular prices and/or delayed installation.

Credit card payments for invoices will be charged an additional 3.5% fee to offset our credit card processing fees.

If you have any questions please contact: Mark Jensen @ 612-363-3940

Signature**Date**

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

City Council Meeting
Monday, July 20, 2026
New Business
Municipal Yard Waste Options

Recommended Action: No formal action is recommended as this matter is set on for discussion and budgetary planning purposes only.

Local resident, Peter Foreman, attended the Citizen Communications portion of the July 6, 2026, Council Meeting to share information and his understanding of area cities and their policies related to municipal yard waste. Mr. Foreman provided the attached informational sheet outlining some area cities and their perceived residential or municipal costs for disposing of residential yard waste.

Public Works Supervisor, Jeff Kask, conducted some background research and pulled together the attached information regarding local area cities and their options and expenses related to residential yard waste. At a high level, there is some distinction between municipalities and differing regulations on what they are allowed to drop off at area sites. It appears that in most of these cases, either the residents pay for this service through on-site fees or fees that are added to their utility bills. In other instances, the City may make reimbursing payments to places like The Mulch Store based upon resident use of their drop-off facilities. In other instances, cities in reciprocal agreements pay a percentage of the cost of the host city in grinding and managing the yard waste deposited at their site.

The bigger question posted to the Council here is whether the City of Deephaven should engage a nearby city or location like The Mulch Store to allow our residents to drop off yard waste, and then how that cost would be allocated. Deephaven currently provides a spring and fall yard waste curbside pickup to residents free of direct charges to our residents. Residents with trees or larger items typically hire landscaping or tree service companies to dispose of those items at the resident's expense. Our residents can also contract directly with our waste handling company, Republic, to have items picked up curbside. That, however, would be a direct cost to the resident.

Staff recommend a discussion and consideration regarding whether enough residents would take advantage of a contract with The Mulch Store or other location to justify the potential cost to the City. Additionally, the Council may want to consider whether the location in St. Bonifacius or other area locations are local enough to be of benefit to the Deephaven community. To this end, The Mulch Store would extend their contractor pricing for yard waste to our residents, those costs are attached at the end of the information provided by Supervisor Kask and attached to this Memorandum. The Council would need to determine if our residents would travel that distance to dispose of their yard waste, and how best to allocate the costs associated with this service.

This matter is set on for discussion by the Public Services Committee on Monday, July 20 at 2 p.m. The Public Services Committee will be able to provide some insight on their discussions to

the Council at our meeting on Monday night. Additionally, Public Works Supervisor Kask will be at our meeting and can answer questions you may have regarding the need for local or regional yard waste disposal agreements, how we operate with our municipal yard waste, and what was learned through his research into other city operations as provided herein.

Thank you, and as always, feel free to reach out with any questions or requests for additional information that you may have.

Sincerely,

Dan Madsen
City Administrator, Special Counsel
Deephaven, Minnesota

Deephaven yard waste comparison.

St. Bonifacius

- **City Cost:** Varies by resident utilization based on contractor rates (cost was \$5,051.00 in 2025). Funded through the recycling fund and tax levy.
- **Resident Cost:** Free for leaves and grass only during spring (April–May) and fall (October–November) windows. Outside of those times, residents pay contractor rates out of pocket (e.g., \$3.00 per bag of yard waste, \$11.50 for leaves/grass, \$21.00 for logs/brush, \$35.00 for stumps).
- **Materials Accepted:** Leaves, grass/lawn clippings, weeds, milfoil, garden waste, soil, brush, logs, and stumps.
- **Municipal Agreements:** Partnership with a private contractor, The Mulch Store.

Orono

- **City Cost:** Funds general site operations. Funded through utility billing.
- **Resident Cost:** Free for grass/leaves and the first 3 cubic yards of brush per day. Larger loads incur fees ranging from \$8.00 to \$40.00 per cubic yard depending on log diameter. Woodchips and compost pick-up are free (limited to one trailer per day).
- **Materials Accepted:** Brush and tree branches up to 18 inches in diameter, grass, and leaves. (Stumps, dirt, and construction debris are strictly prohibited).

- **Municipal Agreements:** Partners with the City of Spring Park, allowing Spring Park residents to use the Orono Brush Site under the same free-use terms as Orono residents.

Spring Park

- **City Cost:** Pays the contract costs for residents to use The Mulch Store. Funded by general funds and utility billing.
- **Resident Cost:** Free at both The Mulch Store (with ID to prove residency) and the Orono Brush Site (subject to Orono's 3-cubic-yard limit for brush).
- **Materials Accepted:** Grass, leaves, brush, logs, and stumps (at The Mulch Store). Brush and branches up to 18 inches, grass, and leaves (at the Orono Brush Site).
- **Municipal Agreements:** Has a reciprocity agreement with the City of Orono for access to the brush site, and a service contract with private contractor The Mulch Store.

Medina

- **City Cost:** Funds site operations, though 15% of grinding and removal costs are subsidized by the City of Loretto. Site operations are funded by recycling utility bills.
- **Resident Cost:** \$25.00 for a secure site access card (\$50.00 for replacements). No per-load fees.
- **Materials Accepted:** Leaves, grass clippings, spring/fall rakings and thatch, Christmas trees, sod, shrubs (no roots), vegetative garden waste (no food), and branches/logs up to 12 inches in diameter. (Stumps, roots, bags, rock, soil, manure, food waste, and construction debris are prohibited).
- **Municipal Agreements:** Holds a "Compost/Brush Site Use Agreement" with the City of Loretto. Loretto pays 15% of operational costs and provides emergency short-term storage space for storm debris.

Loretto

- **City Cost:** Pays 15% of Medina's grinding and removal costs, plus the cost of updating site signage. This is pass-through funding from the recycling fund and utility bills.

- **Resident Cost:** \$25.00 fee to Medina to obtain a site access card. No per-load fees are charged.
- **Materials Accepted:** Identical to Medina's accepted materials (leaves, grass, thatch, garden waste, sod, shrubs without roots, Christmas trees, and branches up to 12 inches).
- **Municipal Agreements:** Holds a formal site-sharing reciprocity agreement with the City of Medina.

Plymouth

- **City Cost:** Funded internally via the city's Solid Waste Fund (utility fees). Revenue is supplemented by contract fees paid by neighboring cities.
- **Resident Cost:** Free at the site (already funded through city utility bills).
- **Materials Accepted:** Spring and fall lawn rakings, thatch, leaves, soft vegetative garden waste, tree waste, brush, logs (no maximum size limit), and diseased trees. (Plastic bags, food waste, garbage, soil, rocks, sod, treated/painted lumber, and construction debris are prohibited).
- **Municipal Agreements:** Holds financial reciprocity agreements allowing residents of Medicine Lake, Long Lake, and Wayzata to use its municipal yard waste site.

Long Lake

- **City Cost:** Paid a contract fee of \$5.00 per capita to Plymouth in 2026, totaling \$8,705.00. The city covers the contract through general recycling billing (utility bills) rather than adding a yard waste surcharge.
- **Resident Cost:** Free at the Plymouth disposal site.
- **Materials Accepted:** Same as Plymouth's site rules (leaves, rakings, thatch, soft garden waste, brush, logs with no maximum size, and diseased trees).
- **Municipal Agreements:** Has a municipal contract agreement with the City of Plymouth for site access.

Medicine Lake

- **City Cost:** Pays a direct agreement fee to Plymouth, which is budgeted as a line item in the city's levy budget.

- **Resident Cost:** Free at the Plymouth site. (Residents also have the option to pay a private hauler directly for weekly curbside yard waste bin pickup).
- **Materials Accepted:** Same as Plymouth's site rules, though explicitly excluding stumps.
- **Municipal Agreements:** Has a municipal reciprocity agreement with the City of Plymouth to grant residents access.

Deephaven

- **City Cost:** Manages an organized, city-wide residential collection contract with Republic Services. The city also funds specific curbside yard waste pickup events during its annual spring and fall cleanups.
- **Resident Cost:** Residents must pay a quarterly fee (e.g., \$25.71 per quarter for a 96-gallon cart, April–November) for optional weekly curbside yard waste service through Republic Services. The city provides free curbside collection days (bagged leaves and bundled brush) during designated cleanup events.
- **Municipal Agreements:** No municipal agreements for a drop-off brush or yard waste site. Residents do have access to a free shared organics (food waste) drop-off dumpster at Haralson Park.

Tonka Bay, Shorewood, Excelsior, Greenwood

- **City Cost:** No municipal funding or organized city programs for yard waste disposal.
- **Resident Cost:** Residents are responsible for all costs and must contract directly with local waste haulers (e.g., Republic, Waste Management, Curbside Waste) or hire private contractors to remove debris.
- **Municipal Agreements:** No agreements with neighboring cities and no agreements with contractor disposal sites.

Mulch store contractor disposal rates**Disposal Rates Per Cubic Yard**

Material	Rate
Kraft Paper Bagged Yard Waste (per bag)	\$3.00
Leaves and Grass	\$11.50
Logs and Brush	\$21.00
Stumps	\$35.00
Tree Service Chips	\$15.00
Clean Top Soil (No Sod / Rock / Clay)	\$5.00
Sod and Soil	\$10.00

Deephaven Yard Waste Access Comparison

Prepared for City Council discussion - resident service gap and peer-city comparison

Requested action: Ask Council to direct staff to bring back options and estimated costs for a reciprocity agreement, private-site resident access agreement, or seasonal Deephaven pilot program.

Summary: Many nearby communities provide either a municipal yard-waste site, shared/reciprocal access, or a city-arranged private-site option. Deephaven appears to rely mainly on paid Republic yard-waste service plus limited seasonal cleanup/leaf collection, with no standing free resident drop-off or reciprocal arrangement found in the reviewed materials.

Cities with their own or arranged yard waste access

City	Arrangement / Service Type	Resident Access	Cost / Fee Notes
Minnetonka	City-run brush, leaf and yard waste site	Minnetonka residents	No fee found in reviewed summary
Wayzata	Own compost site; also listed in Plymouth shared-access model	Wayzata residents	Wayzata annual permit appears free; Plymouth access listed as no charge
Plymouth	City yard waste site	Plymouth, Medicine Lake, Wayzata and Long Lake residents	No charge
Medicine Lake	Shared access to Plymouth yard waste site	Medicine Lake residents	No charge
Long Lake	Shared access to Plymouth yard waste site	Long Lake residents	No charge
Orono	City brush / yard waste site	Orono and Spring Park residents	Free for normal residential quantities; some brush-load limits apply
Spring Park	Shared access to Orono Brush Site	Spring Park residents	Free for normal residential quantities
Mound	Partnership with The Mulch Store in Minnetrista	Mound residents	Free for accepted compostable yard waste with resident ID
St. Bonifacius	Partnership with The Mulch Store in Minnetrista	St. Bonifacius residents	Free during listed seasonal windows
Medina	City compost / brush disposal site	Medina residents / property owners	Access card required; exact cost should be confirmed
Loretto	Shared access to Medina Brush & Compost Site	Loretto residents	Access card required
Hopkins	City brush and yard waste drop-off site	Hopkins residential garbage customers	Free
Eden Prairie	City yard waste site	Eden Prairie residents	No charge with proof of residency
St. Louis Park	City brush / yard waste drop-off site	St. Louis Park residents	No charge with proof of residency
Victoria	City compostable yard waste collection site	Victoria residents	Resident-only; fee status should be confirmed
Chanhassen	City yard waste drop-off site	Chanhassen residents	Paid resident drop-off
Golden Valley	Yard waste events / paid regional drop-off option	Golden Valley residents	Not a clean free drop-off model; some fee-based options

Cities where no comparable free or city-arranged resident drop-off option was found

City	Current Apparent Arrangement	Notes
Deephaven	Paid Republic yard-waste cart service; limited seasonal cleanup / leaf collection	No standing free resident drop-off site or reciprocity arrangement found
Shorewood	Yard waste not accepted at city organics drop-off sites	Residents appear directed to hauler service, backyard composting, or other options
Excelsior	Republic yard-waste pickup	No municipal drop-off found; city no longer issues yard-waste coupons
Tonka Bay	Curbside yard waste pickup through garbage / recycling program	No drop-off or reciprocal site found
Edina	No yard-waste drop-off site in city	Residents directed to other disposal options
Woodland	Hauler arrangements / Hennepin County guidance / private options	No city-funded free resident drop-off arrangement found

Strongest comparison points for Council discussion

Best Example	Why it helps the argument
Plymouth / Wayzata / Long Lake / Medicine Lake	Shows a multi-city shared-access model already exists nearby.
Orono / Spring Park	Shows a neighboring-city shared-use arrangement.
Mound / The Mulch Store	Shows a city can contract with a private facility instead of building its own site.
Eden Prairie / St. Louis Park / Hopkins	Shows free resident drop-off is a normal municipal service in comparable communities.
Deephaven	Appears to be on the weaker end of resident access despite high property tax expectations.

Primary source pages reviewed: *Deephaven recycling/refuse; Hennepin County yard/tree waste; Plymouth yard waste site; Wayzata compost site; Orono brush site; Mound residential resources; Eden Prairie yard waste disposal; St. Louis Park brush drop-off; Hopkins brush/yard waste; and city pages for the other municipalities listed. Confirm details before final policy action because municipal pages and fees can change.*