

**DEEPHAVEN CITY COUNCIL MEETING
MONDAY, MARCH 16, 2020
MINUTES**

1. **CALL MEETING TO ORDER:** Mayor Paul Skrede called the meeting to order at 7:00 p.m.

PRESENT: Mayor Paul Skrede, Councilmember's Steve Erickson, Kent Carlson, Melissa McNeill, and Tony Jewett

STAFF: City Administrator Dana Young

2. **PLEDGE OF ALLEGIANCE**

The Council recited the Pledge of Allegiance.

3. **APPROVE CONSENT AGENDA**

Motion by Councilmember Erickson to approve the Consent Agenda, consisting of the following items:

- A. March 5, 2020 City Council Minutes
- B. Approve Request for July 4th Contribution (\$2,000.00)
- C. Approve Wendy Duren & Scott Hemink as 2020 Park Committee Chair & Vice-Chair
- D. Approve January 2020 Treasurer's Report

Seconded by Councilmember McNeill. Motion carried 5-0.

4. **MATTERS FROM THE FLOOR**

There were no Matters from the Floor this evening.

5. **UNFINISHED BUSINESS**

- A. **Review Audit of 2019 Financial Statements**

The Council postponed the review of the audit of the 2019 Financial Statements until April 6th.

- B. **Discuss Proposed Sale of Park Property**

Mayor Skrede stated that the Council needs to be good stewards of public property when a number of people may have an interest in purchasing the park property. He stated that he is interested in restrictions to put on or take off the property, such as setbacks or off-street parking requirements.

Councilmember Jewett noted that Pump Park provides access from Minnetonka Blvd to Montgomerie Avenue. He noted that the property owned by Grace Lutheran is plowed and wondered if this area was plowed by the City.

Councilmember Erickson stated that he has only been to Pump Park once and assumed that this was just an assumed pathway and not an actual easement.

Mayor Skrede noted that Kemmetmuller once wanted to use a portion of Pump Park as an outdoor studio.

Councilmember McNeill stated that she had heard that Grace Lutheran plows this pathway.

Councilmember Jewett stated that if there is a backlash on the potential sale of Pump Park, perhaps we need to continue to provide access through the park. He stated that he is not sure what happens when people get to the church property.

Councilmember McNeill stated that assuming there is no easement, which is likely the case; there is still some division on which park to sell. She stated that people are more likely to get behind the sale if the proceeds are used for the Deephaven Beach Restroom Project. She stated that she doesn't know if access across Pump Park would make or break the sale.

Mayor Skrede stated that he would not want access as part of the deal. He stated that he didn't know if you could sell a property if you required access.

David Steingas, 21500 Fairview Street, stated that people cut through Pump Park to access Thorpe Park. He stated that one option would be to give one-half of Pump Park to Kemmetmueller and the other half to him and keep the trail access.

Mayor Skrede asked if the Council is interested in selling one or both of the park properties for the Deephaven Beach project, unless the properties do not generate much in terms of sale price.

Councilmember Carlson suggested getting an appraisal on the properties and stated that he would support the sale if we use the proceeds for another park use. He wondered what type of variances would we have to give on these undersized properties or what other things would we have to give up. He stated that we need to get a fair price for the land.

Councilmember Erickson stated that we can pretty well guess what's going on with these properties. He stated that the properties can only support a certain size building. He stated that he doesn't see underground parking on either of these properties. He stated that if the sale doesn't fund another park project, why sell it?

Mayor Skrede stated that while we certainly want the input of the Park Committee, the final decision on whether to sell these properties is solely the decision of the City Council.

Councilmember McNeill stated that we do have a subcommittee of the Park Committee that has been formed to review the Deephaven Beach Restroom Project.

Mayor Skrede stated that we should move forward with the public hearing to discuss the potential sale of one or both parks.

It was the unanimous consent of the City Council to move forward with a public hearing on the potential sale of Pump Park and/or Hill Park.

Tom Erdmann stated that he has a few questions for the City Council and would like to voice his objections to the sale of these properties.

Mayor Skrede stated that he would like to hear from all residents on this matter and have all opinions voiced at one time at the public hearing. He added that it is difficult to set a date for the public hearing at this time due to the COVID-19 pandemic and would like to postpone a decision on when to hold the public hearing until a later date.

Councilmember Erickson stated that as we move towards the public hearing, we would want to get an appraisal on the property.

Mayor Skrede stated that he will talk to City Assessor Dan Distel on an appraisal.

Kyle Hunt, 18324 Minnetonka Blvd, stated that he has two comments. First, he suggested that the Council could get some idea on the market value of the park properties due to the recent sale of Denali, which is a 50' lot. And second, he stated that when he presented this to the City Council back in October, it was his understanding that he would have the first opportunity to purchase the property.

Mayor Skrede stated that he would watch the tape of the meeting.

C. Adopt Resolution No. 12-19, Committing General Fund Balance

Administrator Young stated that the Fund Balance Policy adopted in 2011 requires the City Council to formalize the commitment of the General Fund balance following the annual audit in order to fund:

- (1) Outstanding compensated absences of city employees (accrued sick leave & vacation), and
- (2) Other Postemployment Benefits (OPEB) to city employees.

He stated that this is done annually after the city audit to determine the audited amount of these committed funds. As of December 31, 2019, the audit report established compensated absences of employees at \$116,013 and OPEB Liability at \$160,209. For Fiscal Year 2020, compensated absences of employees have been estimated at \$120,000 and the OPEB Liability at \$165,000.

Motion by Councilmember Carlson to adopt Resolution No. 12-20, a Resolution Committing General Fund Balances for Specific Purposes. Seconded by Councilmember Erickson. Motion carried 5-0.

D. Discuss Cost Estimate on Connect Website Program

Administrator Young stated that the City entered into a Service & License Agreement with GovOffice in February 2019 to provide for an upgrade and redesign of the City webpage. The cost for the three-year service is as follows:

2019	-	\$4,450.00
2020	-	\$2,225.00
2021	-	\$2,225.00

The agreement can be renewed for an additional three-year period at an annual rate of \$3,800.00.

He stated that Councilmember Erickson obtained some additional pricing from GovOffice in the amount of \$1,800.00 per year for a variety of added services, the most significant being the ability to distribute bulk emails.

Mayor Skrede stated that he likes how the webpage looks and we now have a quote to decide whether we want to purchase this additional service.

Councilmember Erickson stated that this service would provide list management, email blast, phone messaging and noted that emails would be free if connected to the existing website. He stated that residents would be able to subscribe or unsubscribe to any list. Internally, there are templates that can be sent out by staff. He stated that the product is bigger than we need right now but we can grow into it.

Mayor Skrede noted that the cost would be \$1,800.00 for this service.

Councilmember Erickson agreed that this would be the annual fee.

Further discussion was held on getting this service up and running on the City website as soon as possible.

Motion by Councilmember McNeill to accept the Connect Website proposal and purchase additional services in the amount of \$1,800.00 per year. Seconded by Councilmember Carlson. Motion carried 5-0.

E. Other

There was no other Unfinished Business this evening.

6. NEW BUSINESS

A. Review Street Vacation Petition / Adopt Resolution No. 13-20, Calling for Hearing

Administrator Young stated that Andrew & Barbara Mahoney are requesting permission to vacate the western portion of Dale Avenue in order to reconfigure 19390 Walden Trail and 19270 Dale Avenue. Both of these lots are owned by Andrew & Barbara Mahoney. The reconfiguration of these lots would include vacating the existing sanitary sewer easement in favor of establishing a new sanitary sewer easement. In addition, the existing 10' pedestrian easement would also be proposed to be eliminated through the establishment of the new plat.

He stated that the City Engineer reviewed the request to relocate the sanitary sewer easements and didn't see a problem with the proposed force main relocation. They did, however, recommend that the new easement should be equal to the building setback line to make sure there is adequate room if the pipe ever needs to be dug up.

The first step in the vacation process is to review the petition and decide whether to proceed with calling for a public hearing to take official action on the vacation request.

David Steingas stated that there is currently a 60' non-compliant lot that they want to subdivide into a 100' compliant lot. He stated that they hope to create balanced and equal lots by bundling lots into one acre, 40,000 s.f. lot.

Mayor Skrede noted that one lot is proposed to remain as is and the other two lots will become more compliant.

Discussion was held regarding the pedestrian easement and on new easements for the relocated sewer lines. Councilmember Carlson suggested designing a 10' easement across each property line for the new utility easement.

David Steingas stated that he will find out more information on the pedestrian easement.

Councilmember Carlson stated that he likes the plan.

Mayor Skrede agreed that it would provide compliant lots.

Motion by Councilmember Carlson to adopt Resolution No. 13-20, Calling for a Public Hearing to be held on April 20, 2020 to review the street vacation request. Seconded by Councilmember Erickson. Motion carried 5-0.

B. Other

Discussion was held regarding preparations for dealing with Covid-19. Mayor Skrede stated that Emergency Management Director Cory Johnson is recommending the following course of action:

- All non-essential government related meetings will be cancelled through the end of April
- City Hall will be closed to all pedestrian traffic until April 1st. All business will be conducted by phone or email. The date of April 1st will be reevaluated as we get closer to the date.
- The Deephaven Police Department will not be the first responders to calls from residents with flu-like symptoms. The Deephaven Police Department will defer to either the ambulance service or to the Excelsior Fire Department, since both agencies have personal protective equipment.
- The Deephaven Police Department will not respond to any calls from Deephaven Woods or the Lake Minnetonka Care Center except to respond to life threatening calls.

7. REPORTS FROM STANDING COMMITTEES

A. Park Committee

Administrator Young presented a review of the Park Committee meeting held on March 10, 2020 on the following items:

- Recommended approval of an Eagle Scout Project proposing dugout fencing at the Thorpe Park ball field
- Recommended the appointment of Wendy Duren as 2020 Park Committee Chair and Scott Hemink as 2020 Park Committee Vice-Chair
- Reviewed the Bikeway Survey results

- Discussed obtaining direction from the City Council on Park Committee 2020 goals and direction on the Deephaven Beach Restroom Project

Councilmember McNeill stated that the Park Committee is asking for direction from the City Council on what the Council would like the Park Committee to do.

Mayor Skrede stated that the Capital Improvement Plan lays out funding for park projects for the next ten years. He stated that the Park Improvement Fund is not guaranteed funding as it is only funded through park dedications. He stated that the Park Committee could certainly provide input on the Capital Improvement Fund process.

Councilmember McNeill stated that the Committee would also appreciate guidelines on top goals, or even loose parameters on over-arching goals.

Mayor Skrede stated that the Bathrooms by the Beach project is certainly a priority for the Park Committee. He stated that the location of the restrooms have been decided, but the Park Committee could certainly make recommendations on whether to install sand volleyball courts in the Parkway, improve the overall electrical system at the beach, or move garage and recycling containers to the new restrooms.

Councilmember McNeill stated that it would be helpful to give them focus every couple of months. She stated that subcommittee wants to know how they can be involved. She stated that she is assuming the design will be similar to the Thorpe Park Warming House.

Mayor Skrede stated that he and Councilmember Jewett will be touring restroom facilities at Shady Oak Beach and Eden Prairie to get a better idea of the internal design to make sure we have enough space. He stated that he is also hoping to have the restrooms open the entire year.

8. ADJOURNMENT

Motion to adjourn by Councilmember Erickson, seconded by Councilmember McNeill. Motion carried 5-0. The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Dana H. Young
City Administrator

**DEEPHAVEN CITY COUNCIL SPECIAL COUNCIL MEETING
MONDAY, MARCH 23, 2020
MINUTES**

1. **CALL MEETING TO ORDER:** Mayor Paul Skrede called the meeting to order at 12:30 p.m.

PRESENT: Mayor Paul Skrede, Councilmember's Kent Carlson, Tony Jewett, and Melissa McNeill

ABSENT: Councilmember Steve Erickson

STAFF: City Administrator Dana Young

2. **NEW BUSINESS**

- A. **Mayor Skrede's Local Emergency Declaration**

Mayor Skrede signed a Local Emergency Declaration due to the COVID-19 pandemic effective March 23, 2020.

- B. **Adopt Resolution No. 14-20, Extending Mayor-Declared Local Emergency**

Motion by Councilmember Carlson to adopt Resolution No. 14-20, a Resolution Extending the Mayor-Declared Local Emergency until July 6, 2020. Seconded by Councilmember McNeill. Motion carried 4-0.

Motion by Councilmember Carlson to authorize Mayor Skrede to purchase electronic and audio equipment needed to improve the City's ability to video conference during the COVID-19 pandemic, subject to the expenditures not exceeding \$5,000.00. Seconded by Councilmember McNeill. Motion carried 4-0.

- C. **Other**

There was no other New Business this evening.

3. **ADJOURNMENT**

Motion to adjourn by Councilmember McNeill, seconded by Councilmember Jewett. Motion carried 4-0. The meeting adjourned at 12:45 p.m.

Respectfully submitted,

Dana H. Young
City Administrator

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
ALLSTREAM					
2405	ALLSTREAM	16683867	PHONE SERVICE	02/23/2020	556.07
Total ALLSTREAM					556.07
AMERICAN SOLUTION FOR BUSINESS					
6	AMERICAN SOLUTION FOR BUSINESS	INV04670844	ENVELOPES	03/06/2020	278.66
Total AMERICAN SOLUTION FOR BUSINESS					278.66
BERGANKDV					
1749	BERGANKDV	1071247	2019 AUDIT SERVICES	03/03/2020	11,200.00
Total BERGANKDV					11,200.00
BLUE TARP FINANCIAL					
2040	BLUE TARP FINANCIAL	4061135663	MISC SUPPLIES	02/24/2020	22.99
		4063008836	MISC SUPPLIES	03/26/2020	16.17
Total BLUE TARP FINANCIAL					39.16
BOLTON & MENK INC					
1199	BOLTON & MENK INC	0246979	2019 SWR IMPROVEMENTS	02/27/2020	1,918.00
		0246981	2020 DEV REVIEW	02/27/2020	1,115.00
		0246983	2020 Misc Drainage	02/27/2020	544.00
		0246985	2020 MISC Engineering	02/27/2020	1,188.50
		0246985A	2020 MISC Engineering	02/27/2020	168.00
		0246987	2020 SWR IMPROVEMENTS	02/27/2020	401.00
		0246989	2020 STREET IMPROVEMENTS	02/27/2020	2,126.00
		0246990	SHUCK PARK IMPROVEMENTS	02/27/2020	850.00
		0246991	ST LOUIS BAY BOAT RAMP	02/27/2020	3,671.00
Total BOLTON & MENK INC					11,981.50
BUSINESS WATCH INTERNATIONAL					
2595	BUSINESS WATCH INTERNATIONAL	33374	AUTOMATED PAWN CHECK SYSTEM	03/03/2020	500.00
Total BUSINESS WATCH INTERNATIONAL					500.00
CARDMEMBER SERVICES					
1385	CARDMEMBER SERVICES	3 2020 STMT	OFFICE SUPPLIES	02/26/2020	22.35
			POLICE - CAPITAL OUTLAY		1,497.21
			CRIME PREVENTION SUPPLIES		32.25
			POLICE -OFFICE SUPPLIES		94.52
			ELECTION JUDGE MEALS		31.48
			PD EQUIP MAINT		28.16
			MISC OTHER		154.49
Total CARDMEMBER SERVICES					1,860.46
CATALYST GRAPHICS INC					
1897	CATALYST GRAPHICS INC	25426	2020 PKG PERMITS	02/25/2020	155.00
		25427	2020 SPRING CLEANUP FLYERS	02/25/2020	140.00
Total CATALYST GRAPHICS INC					295.00
CENTERPOINT ENERGY					
109	CENTERPOINT ENERGY	FEB 2020	MTKA BLVD CITY HALL	02/24/2020	179.27 947.16

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
			HAMILTON AVE		68.44
			DPVN WARMING HOUSE		72.08
	Total CENTERPOINT ENERGY				1,266.95
CENTURY LINK					
1966	CENTURY LINK	MAR 2020	952-474-3419	03/04/2020	123.98
	Total CENTURY LINK				123.98
CHARLOTTE S OLIVER					
1790	CHARLOTTE S OLIVER	20 PRIMARY	ELECTION JUDGE	03/03/2020	90.25
	Total CHARLOTTE S OLIVER				90.25
CINTAS CORPORATION					
2436	CINTAS CORPORATION	4041766748	MATS	02/04/2020	27.12
			UNIFORMS		7.76
		4042392433	UNIFORMS	02/11/2020	7.76
		4042989034	MATS	02/18/2020	49.28
			UNIFORMS		7.76
		4043609552	UNIFORMS	02/25/2020	7.76
	Total CINTAS CORPORATION				107.44
CITY OF MINNETONKA					
1315	CITY OF MINNETONKA	TH QTR 2019	Missed Water Readings	02/27/2020	3,509.76
1316	CITY OF MINNETONKA	RUARY 2020	INSPECTION SERVICE	03/06/2020	7,642.25
	Total CITY OF MINNETONKA				11,152.01
COREMARK METALS					
2590	COREMARK METALS	5036932	STEEL	02/28/2020	299.84
		5038036	STEEL	03/03/2020	63.28
	Total COREMARK METALS				363.12
CUB FOODS MINNETONKA					
2133	CUB FOODS MINNETONKA	56911	MISC SUPPLIES	03/02/2020	15.98
	Total CUB FOODS MINNETONKA				15.98
DAN DISTEL					
40	DAN DISTEL	APRIL 2020	ASSESSING	03/25/2020	4,381.00
	Total DAN DISTEL				4,381.00
DAVID IRWIN					
2482	DAVID IRWIN	20 PRIMARY	ELECTION JUDGE	03/03/2020	104.50
	Total DAVID IRWIN				104.50
DEAKYNE'S TRUE VALUE					
39	DEAKYNE'S TRUE VALUE	02 10 2020	POLICE OFFICE SUPPLIES	02/10/2020	11.99
		02 12 2020	POLICE OFFICE SUPPLIES	02/12/2020	35.15
		02 19 20	POLICE OFFICE SUPPLIES	02/19/2020	13.59
		02 20	SALT	02/20/2020	51.52
		02 20 2020	POLICE OFFICE SUPPLIES	02/20/2020	6.99
		021920	POLICE OFFICE REMODEL	02/19/2020	54.91

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
	Total DEAKYNE'S TRUE VALUE				174.15
DELL COMM INC					
790	DELL COMM INC	22763A	PHONE MAINTENANCE	03/13/2020	315.00
	Total DELL COMM INC				315.00
DELTA DENTAL PLAN OF MINNESOTA					
1624	DELTA DENTAL PLAN OF MINNESOTA	952184	GROUP DENTAL INSURANCE	03/10/2020	7,790.76
			RETIREE DENTAL		1,468.22
		30000435974	GROUP DENTAL INSURANCE	03/15/2020	953.10
			RETIREE DENTAL		162.10
	Total DELTA DENTAL PLAN OF MINNESOTA				10,374.18
DIANE FOOTE					
1787	DIANE FOOTE	20	PRIMARY ELECTION JUDGE	03/03/2020	95.00
	Total DIANE FOOTE				95.00
DORSEY & WHITNEY					
41	DORSEY & WHITNEY	3557657	LEGAL FEES-18800 MTKA BLVD	02/07/2020	3,539.00
		3564915	LEGAL FEES	03/06/2020	88.50
		3564916	LEGAL FEES	03/06/2020	88.50
			LEGAL FEES		560.50
	Total DORSEY & WHITNEY				4,276.50
DREAMHOST LLC					
1307	DREAMHOST LLC	APRIL 2020	MO HOST FEE - ACCT #30708	03/25/2020	9.95
	Total DREAMHOST LLC				9.95
Evangeline Nicklow					
2587	Evangeline Nicklow	20	PRIMARY Election Judge	03/03/2020	161.50
	Total Evangeline Nicklow				161.50
EXCELSIOR - LAKE MTKA CHAMBER					
2153	EXCELSIOR - LAKE MTKA CHAMBER	03 16 2020	JULY 4TH FIREWORKS DONATION	03/16/2020	2,000.00
	Total EXCELSIOR - LAKE MTKA CHAMBER				2,000.00
EXCELSIOR FIRE RELIEF ASSOC					
1946	EXCELSIOR FIRE RELIEF ASSOC	03 12 20	STATE AID PYMT-ff SBR REIMBURSE	03/12/2020	2,000.00
	Total EXCELSIOR FIRE RELIEF ASSOC				2,000.00
EXCELSIOR PAINT & DESIGN					
2082	EXCELSIOR PAINT & DESIGN	167343	PAINT SUPPLIES	03/09/2020	113.96
	Total EXCELSIOR PAINT & DESIGN				113.96
FRATTALLONE'S ACE HARDWARE					
1639	FRATTALLONE'S ACE HARDWARE	034383	MISC HARDWARE SUPPLIES	03/05/2020	11.49
		034534	BARGE PAINT	03/23/2020	46.46

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
	Total FRATTALLONE'S ACE HARDWARE				57.95
GALLS, LLC					
504	GALLS, LLC	014909555	UNIFORM SUPPLIES	01/31/2020	246.81
	Total GALLS, LLC				246.81
GARELICK STEEL					
1999	GARELICK STEEL	455293	STEEL	02/26/2020	340.00
	Total GARELICK STEEL				340.00
GOPHER STATE ONE-CALL					
68	GOPHER STATE ONE-CALL	0020329	CALLS	02/29/2020	45.90
	Total GOPHER STATE ONE-CALL				45.90
GRAINGER					
1308	GRAINGER	9471751595	PAPER SUPPLIES	03/11/2020	223.40
	Total GRAINGER				223.40
HECKSEL MACHINE INC.					
411	HECKSEL MACHINE INC.	106955	STEEL Plates	03/04/2020	665.00
		106993	Aluminum Plate	03/13/2020	11.00
		107031	FABRICATE 2 PONTOON TANKS	03/23/2020	2,600.00
	Total HECKSEL MACHINE INC.				3,276.00
HENNEPIN CHIEF'S ASSOCIATION					
1644	HENNEPIN CHIEF'S ASSOCIATION	FEB 6 2020	2020 Association Annual Dues	02/06/2020	150.00
	Total HENNEPIN CHIEF'S ASSOCIATION				150.00
HENNEPIN COUNTY TREASURER *					
1303	HENNEPIN COUNTY TREASURER *	1000147984	RADIO ADMN & MDC FEES	03/03/2020	137.94
		1000147997	RADIO ADMN & MDC FEES	03/03/2020	586.23
		1000148616	BOOKING/JAIL FEES	03/01/2020	225.00
	Total HENNEPIN COUNTY TREASURER *				949.17
HOLIDAY COMPANIES					
698	HOLIDAY COMPANIES	MARCH 2020	FUEL	03/05/2020	1,438.18
	Total HOLIDAY COMPANIES				1,438.18
HOME DEPOT CREDIT SERVICES					
718	HOME DEPOT CREDIT SERVICES	22728	Tool Box	02/27/2020	298.00
		25341	SHOP TOOLS	02/07/2020	333.12
		3173105	POLICE DEPT REMODEL	02/24/2020	566.97 -
		7095688	SHOP TOOLS	02/20/2020	327.28
	Total HOME DEPOT CREDIT SERVICES				391.43
I-STATE TRUCK CENTER					
1455	I-STATE TRUCK CENTER	C242638657	VEHICLE REPAIR PARTS	03/02/2020	145.08

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
	Total I-STATE TRUCK CENTER				145.08
JAIME SHEPHEARD					
2483	JAIME SHEPHEARD	.20 PRIMARY	ELECTION JUDGE	03/03/2020	109.25
	Total JAIME SHEPHEARD				109.25
JANINE M. PELLIZZER					
1919	JANINE M. PELLIZZER	.20 PRIMARY	Election Judge	03/03/2020	95.00
	Total JANINE M. PELLIZZER				95.00
JEFFREY KASK					
1614	JEFFREY KASK	7281844	SAFETY SHOES	03/05/2020	199.43
	Total JEFFREY KASK				199.43
JOHN DUPONT					
2347	JOHN DUPONT	.20 PRIMARY	ELECTION JUDGE	03/03/2020	90.25
	Total JOHN DUPONT				90.25
JOHN MENZEL					
985	JOHN MENZEL	03 11 2020	CLEAN CITY HALL	03/11/2020	150.00
		03 17 2020	CLEAN CITY HALL	03/17/2020	150.00
		03 24 20	CLEAN CITY HALL	03/24/2020	150.00
		04 02 2020	CLEAN CITY HALL	04/02/2020	150.00
		3 2 2020	CLEAN CITY HALL	03/02/2020	150.00
	Total JOHN MENZEL				750.00
JOHN TAYLOR					
2593	JOHN TAYLOR	03 04 2020	DUPLICATE PYMT OF JAN BILL	03/04/2020	126.00
	Total JOHN TAYLOR				126.00
JSW EMBROIDERY					
1151	JSW EMBROIDERY	12189	COUNTERACT T-SHIRTS	03/24/2020	910.00
	Total JSW EMBROIDERY				910.00
JUDY ALLEN KIM					
1664	JUDY ALLEN KIM	.20 PRIMARY	ELECTION JUDGE	03/03/2020	95.00
	Total JUDY ALLEN KIM				95.00
Judy Greshowiak					
2586	Judy Greshowiak	.20 PRIMARY	Election Judge	03/03/2020	166.25
	Total Judy Greshowiak				166.25
Kristina Woodburn					
2588	Kristina Woodburn	.20 PRIMARY	Election Judge	03/03/2020	95.00
	Total Kristina Woodburn				95.00
L.E.L.S. #45 POLICE UNION					
93	L.E.L.S. #45 POLICE UNION	03 02 2020	LELS #45 POLICE UNION	03/02/2020	248.00

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
	Total L.E.L.S. #45 POLICE UNION				248.00
LANO EQUIPMENT INC.					
373	LANO EQUIPMENT INC.	01-738544	SKID STEER RENTAL	03/18/2020	310.00
	Total LANO EQUIPMENT INC.				310.00
LEAGUE OF MINNESOTA CITIES					
300	LEAGUE OF MINNESOTA CITIES	314722	2020 ELECTED LEADERS INSTITUTE	01/24/2020	275.00
	Total LEAGUE OF MINNESOTA CITIES				275.00
LMA-CB/SLB					
2083	LMA-CB/SLB	03 17 2020	AQUATIC WEED TRMT-ANNUAL PMT	03/17/2020	10,500.00
	Total LMA-CB/SLB				10,500.00
LMCD					
99	LMCD	ST QTR 2020	1ST QRTR LEVY PMT	03/15/2020	6,449.50
	Total LMCD				6,449.50
MARY LOU BENNIS					
953	MARY LOU BENNIS	20 PRIMARY	ELECTION JUDGE	03/03/2020	90.25
	Total MARY LOU BENNIS				90.25
MARY MITHUN					
2321	MARY MITHUN	20 PRIMARY	ELECTION JUDGE	03/03/2020	156.75
	Total MARY MITHUN				156.75
MARY W. AHERN					
2484	MARY W. AHERN	20 PRIMARY	ELECTION JUDGE	03/03/2020	78.38
	Total MARY W. AHERN				78.38
MATT'S AUTO SERVICE, INC.					
118	MATT'S AUTO SERVICE, INC.	73739	TOWING CHARGES	03/05/2020	85.00
	Total MATT'S AUTO SERVICE, INC.				85.00
MEDIACOM LLC					
1409	MEDIACOM LLC	MARCH 2020	INTERNET FEE	03/16/2020	174.90
	Total MEDIACOM LLC				174.90
MEEKER COUNTY SHERIFF'S OFFICE					
2594	MEEKER COUNTY SHERIFF'S OFFICE	03 26 2020	NEW HIRE BULLET PROOF VEST	03/26/2020	346.75
	Total MEEKER COUNTY SHERIFF'S OFFICE				346.75
MENARDS					
1407	MENARDS	11521	MISC BLDG SUPPLIES	03/06/2020	113.60
		11834	MISC BLDG SUPPLIES	03/11/2020	107.99
		12192	Softener Pellets	03/16/2020	42.32
		12355	MISC BLDG SUPPLIES	03/18/2020	90.32

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
Total MENARDS					354.23
METRO COUNCIL ENVIRO SERVICES					
105	METRO COUNCIL ENVIRO SERVICES	0001107567	WASTEWATER BILL	03/05/2020	36,042.48
			WASTEWATER BILL		36,042.48 -
		001107567	WASTEWATER BILL	03/05/2020	36,042.48
Total METRO COUNCIL ENVIRO SERVICES					36,042.48
METROPOLITAN FORD					
1871	METROPOLITAN FORD	518717	BRAKE PADS	03/19/2020	75.05
Total METROPOLITAN FORD					75.05
MICHAEL LYNNE'S TENNIS SHOP					
2097	MICHAEL LYNNE'S TENNIS SHOP	174632	CITY HALL TENNIS NETS	03/18/2020	568.70
Total MICHAEL LYNNE'S TENNIS SHOP					568.70
MINNESOTA TEAMSTERS #320					
108	MINNESOTA TEAMSTERS #320	MAR 2020	UNION DUES	02/28/2020	74.00
Total MINNESOTA TEAMSTERS #320					74.00
MIRACLE METHOD					
2589	MIRACLE METHOD	Q188872	REFINISH LOCKER ROOM FLOOR	02/13/2020	3,150.00
Total MIRACLE METHOD					3,150.00
MN PEIP					
2433	MN PEIP	924557	GROUP HEALTH INSURANCE	02/01/2020	13,090.38
			COBRA - KATHY MCCULLUM		380.20 -
			RETIREES HEALTH INSURANCE		1,468.22
		952184	GROUP HEALTH INSURANCE	03/10/2020	7,790.76
			RETIREES HEALTH INSURANCE		1,468.22
Total MN PEIP					23,437.38
MOLLY SIKORSKI					
2322	MOLLY SIKORSKI	20	PRIMARY ELECTION JUDGE	03/03/2020	95.00
Total MOLLY SIKORSKI					95.00
MORRIS ELECTRONICS					
2045	MORRIS ELECTRONICS	20156046	IT SERVICES - POLICE DEPT	02/10/2020	160.00
Total MORRIS ELECTRONICS					160.00
Occupational Health Ctr Mpls					
2559	Occupational Health Ctr Mpls	103152363	NEW OFFICER PHYSICAL	03/16/2020	722.00
Total Occupational Health Ctr Mpls					722.00
ON SITE COMPANIES - OSSTC					
1963	ON SITE COMPANIES - OSSTC	0000884856	CITY HALL	02/22/2020	70.00

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
Total ON SITE COMPANIES - OSSTC					70.00
O'REILLY AUTOMOTIVE STORES INC					
1632	O'REILLY AUTOMOTIVE STORES INC	3251-229313	AUTO PARTS	01/30/2020	77.88
		3251229694	AUTO PARTS	02/03/2020	48.05
		3251-229713	AUTO PARTS	02/03/2020	33.64
		3251-231171	AUTO PARTS	02/19/2020	23.97
		3251-231235	AUTO PARTS	02/20/2020	129.59
Total O'REILLY AUTOMOTIVE STORES INC					313.13
PATRICIA IRWIN					
2030	PATRICIA IRWIN	20	PRIMARY ELECTION JUDGE	03/03/2020	95.00
Total PATRICIA IRWIN					95.00
Peter & Mara Ekberg					
2591	Peter & Mara Ekberg	MARCH 2020	B2 Slide Lease Cancelled	03/25/2020	250.00
Total Peter & Mara Ekberg					250.00
POSTMASTER					
1216	POSTMASTER	03 26 2020	POSTAGE - NEWSLETTER	03/25/2020	340.58
			POSTAGE-SEWER		306.53
			POSTAGE-STORM WATER		34.05
Total POSTMASTER					681.16
PREMIUM WATERS INC					
707	PREMIUM WATERS INC	317395981	DRINKING WATER	02/29/2020	45.90
Total PREMIUM WATERS INC					45.90
PRIMARY PRODUCTS COMPANY					
2046	PRIMARY PRODUCTS COMPANY	69338	NITRILE EXAM GLOVES	03/09/2020	120.09
		69527	MEDICAL SUPPLIES	03/26/2020	156.67
Total PRIMARY PRODUCTS COMPANY					276.76
SAMARITAN TIRE COMPANY					
1731	SAMARITAN TIRE COMPANY	254340	TRAILER TIRES	03/24/2020	250.94
		254399	TIRES - POLICE	03/26/2020	554.04
Total SAMARITAN TIRE COMPANY					804.98
SHEILA LAUGHLIN					
228	SHEILA LAUGHLIN	20	PRIMARY ELECTION JUDGE	03/03/2020	95.00
Total SHEILA LAUGHLIN					95.00
SHELLEY DUOOS					
2323	SHELLEY DUOOS	20	PRIMARY ELECTION JUDGE	03/03/2020	185.00
Total SHELLEY DUOOS					185.00
SPECIALIZED ENVIRONMENTAL TECH					
1842	SPECIALIZED ENVIRONMENTAL TECH	106008230	CNTRCTR TIP - BRUSH/LOGS	03/16/2020	156.00
		106008233	CNTRCTR TIP - BRUSH/LOGS	03/16/2020	52.00

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
		106008234	CNTRCTR TIP - BRUSH/LOGS	03/17/2020	26.00
		106008235	CNTRCTR TIP - BRUSH/LOGS	03/17/2020	52.00
		106008236	CNTRCTR TIP - BRUSH/LOGS	03/18/2020	26.00
		106008237	CNTRCTR TIP - BRUSH/LOGS	03/18/2020	40.00
	Total SPECIALIZED ENVIRONMENTAL TECH				352.00
STAPLES BUSINESS CREDIT					
2075	STAPLES BUSINESS CREDIT	02 10 2020	OFFICE SUPPLIES - POLICE	02/10/2020	199.63
		02 20 20	OFFICE SUPPLIES	02/20/2020	124.04
		02 20 2020	OFFICE SUPPLIES - POLICE	02/20/2020	174.13
		03 18 2020	OFFICE SUPPLIES - POLICE	03/18/2020	65.98
		7303675550	OFFICE SUPPLIES - CREDIT	01/28/2020	123.48
		7304737781	OFFICE SUPPLIES	02/13/2020	589.55
	Total STAPLES BUSINESS CREDIT				1,029.85
STREICHER'S					
171	STREICHER'S	11415654	UNIFORM EMBROIDERY	02/26/2020	27.98
		11415882	T-SHIRT PATCHES	02/27/2020	9.99
		11418071	UNIFORMS	03/10/2020	222.96
	Total STREICHER'S				260.93
SUN LIFE FINANCIAL					
2202	SUN LIFE FINANCIAL	MARCH 2020	LIFE INSURANCE PREMIUM	03/03/2020	562.60
	Total SUN LIFE FINANCIAL				562.60
SW NEWS MEDIA					
2170	SW NEWS MEDIA	02 2020	LEGAL NOTICES	02/29/2020	20.40
			LEGAL NOTICES		163.20
			LEGAL NOTICES		428.40
	Total SW NEWS MEDIA				612.00
TALLEN AND BAERTSCHI					
977	TALLEN AND BAERTSCHI	MARCH 2020	PROSECUTION BILL	03/17/2020	3,745.67
	Total TALLEN AND BAERTSCHI				3,745.67
T-MOBILE					
1573	T-MOBILE	03 15 20	WIRELESS PHONES - #422866339	02/23/2020	77.09
	Total T-MOBILE				77.09
TOLL GAS & WELDING SUPPLY					
223	TOLL GAS & WELDING SUPPLY	10342255	SHOP SUPPLIES	03/09/2020	158.62
	Total TOLL GAS & WELDING SUPPLY				158.62
TOMS WELDING SERVICE LLC					
2592	TOMS WELDING SERVICE LLC	1596	PONTOON WELDING REPAIR	03/12/2020	562.50
	Total TOMS WELDING SERVICE LLC				562.50
U.S. POSTAL SVC (NEOPOST-POC)					
2449	U.S. POSTAL SVC (NEOPOST-POC)	050779-2020	POSTAGE METER	03/05/2020	3,000.00

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
	Total U.S. POSTAL SVC (NEOPOST-POC)				3,000.00
UNIQUE PAVING MATERIALS CORP					
1977	UNIQUE PAVING MATERIALS CORP	50600	WINTER MIX	02/25/2020	901.80
	Total UNIQUE PAVING MATERIALS CORP				901.80
UNITED FARMERS COOPERATIVE					
576	UNITED FARMERS COOPERATIVE	34547	DIESEL FUEL	02/21/2020	1,305.30
		935672	PRIMER BULBS	02/20/2020	21.30
	Total UNITED FARMERS COOPERATIVE				1,326.60
US BANK EQUIPMENT FINANCE					
2311	US BANK EQUIPMENT FINANCE	409325545	POLICE COPIER PAYMENT	03/03/2020	99.98
	Total US BANK EQUIPMENT FINANCE				99.98
VANTAGEPOINT TRANSFER - 457					
321	VANTAGEPOINT TRANSFER - 457	03 31 2020	PLAN #304294 - D H YOUNG	03/31/2020	422.84
		293121	PLAN #304294 - D H YOUNG	03/02/2020	422.84
		3 15 2020	PLAN #304294 - D H YOUNG	03/15/2020	422.84
	Total VANTAGEPOINT TRANSFER - 457				1,268.52
WACONIA COMFORT					
2435	WACONIA COMFORT	12919159	POLICE GARAGE HEATER REPAIR	01/09/2020	1,328.10
	Total WACONIA COMFORT				1,328.10
WACONIA FORD					
2547	WACONIA FORD	99101	PARTS	03/04/2020	7.32
		FOCS139062	PARTS	02/25/2020	232.89
		FOCS139195	PARTS	02/28/2020	2,724.26
		FOIS139062	PARTS	02/28/2020	323.52
	Total WACONIA FORD				3,287.99
WEX BANK					
2312	WEX BANK	64533891	FUEL	03/23/2020	1,014.83
	Total WEX BANK				1,014.83
WILEY H SHARP III					
1786	WILEY H SHARP III	03 02 2020	ELECTION SUPPLIES REIMBURSE	03/02/2020	53.73
		20 PRIMARY	ELECTION JUDGE - PRIMARY	03/03/2020	180.00
	Total WILEY H SHARP III				233.73
WM. MUELLER & SONS, INC.					
113	WM. MUELLER & SONS, INC.	252303	CONCRETE AND SAND	02/20/2020	828.38
	Total WM. MUELLER & SONS, INC.				828.38
XCEL ENERGY					
144	XCEL ENERGY	674211003	LIFT STATION 9	02/25/2020	38.62
		674213603	19425 LAKE AVE	02/25/2020	24.66
		674223748	SEWER LIFT STATION	02/25/2020	34.91

Vendor	Vendor Name	Invoice No	Description	Inv Date	Net Inv Amt
		674225496	DOCKS	02/25/2020	53.81
		674233784	LIFT STATION 3	02/25/2020	131.49
		674235711	LIFT STATION 4	02/25/2020	35.03
		674235899	PUMP FOR WATER FNTN	02/25/2020	29.64
		674245867	3725 HAMILTON AVE	02/25/2020	481.90
		674247150	20200 MTKA BLVD GARAGE	02/25/2020	89.30
		674249837	PARK BUILDING	02/25/2020	275.36
		674340920	LIFT STATION 7	02/25/2020	47.71
		674343733	LIFT STATION 10	02/25/2020	31.66
		674420459	LIFT STATION 2	02/26/2020	172.04
		674429263	LIFT STATION 6	02/26/2020	108.77
145	XCEL ENERGY	674449887	CITY HALL	02/26/2020	1,048.45
		675161562	STREET LIGHTS	03/03/2020	2,284.55
	Total XCEL ENERGY				<u>4,887.90</u>
	YOUNGSTEDTS BAY CAR WASH				
2423	YOUNGSTEDTS BAY CAR WASH	FEB 2020	CAR WASHES	02/29/2020	75.60
	Total YOUNGSTEDTS BAY CAR WASH				<u>75.60</u>
	ZIEGLER INC				
2004	ZIEGLER INC	6215	LOADER PARTS	02/27/2020	833.40
	Total ZIEGLER INC				<u>833.40</u>

Total Paid: 186,394.81

Total Unpaid: -

Grand Total: 186,394.81

**CITY OF DEEPHAVEN
TREASURER'S REPORT
FUND CASH BALANCES**

2/29/2020

Fund	1/31/2020	Monthly	Monthly	2/29/2020
	Cash Balance	Revenues	Expenses	Cash Balance
General Fund	3,125,602	31,511	89,952	3,067,161
Park Fund	0	0	0	0
Capital Projects	403,220	23,618	27,743	399,095
Water	222,229	6,282	3,289	225,222
Sewer	431,806	37,891	94,379	375,318
Recycling	68,973	0	0	68,973
Storm Water	21,893	7,155	4,539	24,509
Marina	278,551	1,330	9,325	270,556
Total	4,552,274	107,787	229,227	4,430,834

**Deephaven City Council Agenda Item
April 6, 2020**

Agenda Item: Public Hearing on the Deephaven Storm Water Pollution Prevention Program

Summary

Each year, the City of Deephaven is required to hold a public hearing to elicit comments on the City's Storm Water Pollution Prevention Program. The program began over 13 years ago with the implementation of following specific goals

1. Public Information & Outreach
2. Public participation & involvement
3. Illicit discharge detection & elimination
4. Construction site storm water runoff control
5. Post construction storm water management in new developments and redevelopment
6. Pollution prevention / good housekeeping for municipal operations

As a direct result of the Storm Water Pollution Prevention Program, the Deephaven City Council has adopted the following three ordinances in the attempt to limit and control storm water pollution:

<u>Ordinance</u>	<u>Adopted</u>
Construction Site Runoff	August 18, 2008
Illicit Discharge Detection Elimination	March 7, 2016
Storm Water Management in New Home Construction	October 3, 2016

The City must report annually to the Minnesota Pollution Control Agency on the progress and ongoing achievements of the Storm Water Pollution Prevention Program.

Since one of the primary goals of the Storm Water Pollution Prevention Program is public education, the annual Public Hearing provides the opportunity for residents to comment on storm water issues and on the City's Storm Water Pollution Prevention Program. Any comments received are included in the annual report to the Minnesota Pollution Control Agency.

The public hearing notice is shown on the reverse side of this memo and the public was invited to participate via Zoom online.



Deephaven Police Department

20225 Cottagewood Road
Deephaven, MN 55331

CORY JOHNSON
Chief of Police

(952)474-7555 Office
(952)474-4564 Fax

68

April 6, 2020

To: Honorable Mayor Skrede
Deephaven City Council

From: Cory Johnson, Chief of Police

Cc: City Administrator, Dana Young

Re: Authorization to Hire Police Officer- **Kaylin Hare**

On January 23, 2020, the Deephaven Police Interview Panel interviewed nine prospective candidates for the open position of Police Officer. We narrowed the candidates down to the top two. We back grounded the top two candidates and selected Kaylin Hare. Kaylin is currently a Deputy Sheriff for Meeker County Sheriff's Office. She has been working in Meeker County for two years. Kaylin is bringing experience and a strong desire to work in Deephaven. She is enthusiastic and excited to begin her career here in Deephaven. We feel Kaylin will excel here in Deephaven and be a great fit within our department.

With Council approval, Kaylin Hare will begin working on April 7, 2020.

Recommendation:

Approve the hiring of Kaylin Hare as Full Time Probationary Police Officer. Starting salary of \$5,216.95 per month. The swearing in ceremony will be held at a future date.

**Deephaven City Council Agenda Item
April 6, 2020**

Agenda Item: **Adopt Resolution No. 15-20, Accepting Bids on St. Louis Bay Ramp Project**

Summary:

The launch ramp at St. Louis Bay is used almost exclusively by Deephaven residents during the spring and fall since the ramp is closed during the summer months due to its proximity to Deephaven Beach. The ramp has been in generally poor condition for the past few years and staff has unsuccessfully tried to obtain quotes from contractors on replacing the ramp in both 2018 & 2019.

In the fall of 2019, Staff asked Bolton & Menk to prepare plans & specifications for the installation of a new ramp at St. Louis Bay. A permit has also been submitted and obtained from the Minnehaha Creek Watershed District for the project. Bids were received on March 31st and the following six bids were received:

<u>Bidder</u>	<u>Total Bid Amount</u>
Sunram Construction Inc.	\$ 37,589.00
Blackstone Contractors	\$ 44,798.00
Pember Companies	\$ 52,838.40
Solutions 101	\$ 83,897.60
G.F. Jedlicki	\$104,057.00
Rosti Construction	\$159,662.50

While the low bid submitted by Sunram Construction Inc. in the amount of \$37,589.00 exceeds the 2020 Marina Fund Budget of \$25,000.00, it represents a much more accurate construction cost for this project as well as the mitigation measures required by the Watershed District.

Recommendation:

Adopt Resolution No. 15-20, Accepting Bids and Awarding the bid to Sunram Construction Inc. in the amount of \$37,589.00 for the 2020 St. Louis Bay Ramp Construction Project.



**BOLTON
& MENK**

Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

March 31, 2020

City of Deephaven
Attn: Dana Young
20225 Cottagewood Road
Deephaven, MN 55331

RE: Bid Results for the St. Louis Bay Boat Ramp Improvements

Dear Mr. Young:

Enclosed is the bid tab for the St. Louis Bay Boat Ramp Improvements project. Six bids were received and are listed below.

Contractor	Total Bid
Sunram Construction Inc.	\$37,589.00
Blackstone Contractors	\$44,798.00
Pember Companies	\$52,838.40
Solutions 101	\$83,897.60
G.F. Jedlicki	\$104,057.00
Rosti Construction	\$159,662.50

We have reviewed the bids and recommend awarding the project to the low bidder Sunram Construction, Inc. in the amount of \$37,589.00.

Please let me know if you have questions or need additional information.

Sincerely,
Bolton & Menk, Inc.

Jeffrey J. Weyandt, P.E.

ABSTRACT OF BIDS
ST. LOUIS BAY BOAT RAMP
CITY OF DEEPHAVEN, MINNESOTA
BMI PROJECT NO. C13:120063

ITEM NO.	BID ITEM	APPROX. QUAN.	UNIT	1		2		3		4	
				SUNRAM CONSTRUCTION	BLACKSTONE CONTRACTORS	PEMBER COMPANIES	SOLUTIONS 101				
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
1	MOBILIZATION	1	LS	\$1,500.00	\$1,500.00	\$7,000.00	\$7,000.00	\$13,735.00	\$13,735.00	\$18,362.50	\$18,362.50
2	EROSION & SEDIMENT CONTROL, INCLUDES FLOATING SILT (1	LS	\$2,700.00	\$2,700.00	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00	\$10,095.00	\$10,095.00
3	REMOVE CONCRETE PAVEMENT	1	LS	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$615.00	\$615.00	\$2,589.50	\$2,589.50
4	REMOVE PRECAST CONCRETE PLANKS	1	LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00
5	SALVAGE BOAT SLIDES & REMOVE WOOD DECK	1	LS	\$2,900.00	\$2,900.00	\$2,000.00	\$2,000.00	\$700.00	\$700.00	\$1,200.00	\$1,200.00
6	EXCAVATION AND GRADING	1	LS	\$2,550.00	\$2,550.00	\$3,000.00	\$3,000.00	\$4,500.00	\$4,500.00	\$9,000.00	\$9,000.00
7	AGGREGATE BASE, CL. 5	14	TON	\$70.00	\$980.00	\$45.00	\$630.00	\$35.00	\$490.00	\$78.57	\$1,099.98
8	8" CONCRETE PAVEMENT WITH INTEGRANT CURB	229	SQ FT	\$21.00	\$4,809.00	\$22.00	\$5,038.00	\$14.60	\$3,343.40	\$38.43	\$8,800.47
9	GEOTEXTILE FABRIC, TYPE IV	62	SQ YD	\$5.00	\$310.00	\$10.00	\$620.00	\$5.00	\$310.00	\$40.13	\$2,488.06
10	1.5" TO 2" CLEAR CRUSHED LIMESTONE	30	TON	\$100.00	\$3,000.00	\$85.00	\$2,550.00	\$150.00	\$4,500.00	\$180.80	\$5,424.00
11	12 X 4' PRECAST CONCRETE PLANKS	7	EACH	\$1,020.00	\$7,140.00	\$2,000.00	\$14,000.00	\$2,625.00	\$18,375.00	\$3,037.57	\$21,262.99
12	BITUMINOUS PATCHING	1	LS	\$2,500.00	\$2,500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,210.00	\$1,210.00
13	SOD	30	SQ YD	\$20.00	\$600.00	\$12.00	\$360.00	\$25.00	\$750.00	\$32.17	\$965.10
14	STREET SWEEPING	4	HOUR	\$150.00	\$600.00	\$150.00	\$600.00	\$130.00	\$520.00	\$100.00	\$400.00
TOTAL BID:					\$37,589.00		\$44,798.00		\$52,838.40		\$83,897.60

G.F. JEDLICKI		ROSTI CONSTRUCTION	
UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
\$4,000.00	\$4,000.00	\$30,000.00	\$30,000.00
\$11,450.00	\$11,450.00	\$12,500.00	\$12,500.00
\$2,500.00	\$2,500.00	\$15,000.00	\$15,000.00
\$9,300.00	\$9,300.00	\$35,000.00	\$35,000.00
\$3,500.00	\$3,500.00	\$15,000.00	\$15,000.00
\$17,830.00	\$17,830.00	\$30,000.00	\$30,000.00
\$39.00	\$546.00	\$45.00	\$630.00
\$49.00	\$11,221.00	\$20.00	\$4,580.00
\$5.00	\$310.00	\$5.00	\$310.00
\$48.00	\$1,440.00	\$55.00	\$1,650.00
\$5,320.00	\$37,240.00	\$1,750.00	\$12,250.00
\$3,720.00	\$3,720.00	\$2,100.00	\$2,100.00
\$22.00	\$660.00	\$4.75	\$142.50
\$85.00	\$340.00	\$125.00	\$500.00
	\$104,057.00		\$159,662.50

RESOLUTION NO. 15-20

**A RESOLUTION ACCEPTING BIDS AND AWARDING
A CONTRACT FOR THE MUNICIPAL CAPITAL EXPENDITURE:
2020 ST. LOUIS BAY RAMP CONSTRUCTION PROJECT**

WHEREAS, the following bids were received in compliance with an advertised notice for bids for the 2020 St. Louis Bay Ramp Construction Project:

<u>Bidder</u>	<u>Total Bid Amount</u>
Sunram Construction Inc.	\$ 37,589.00
Blackstone Contractors	\$ 44,798.00
Pember Companies	\$ 52,838.40
Solutions 101	\$ 83,897.60
G.F. Jedlicki	\$104,057.00
Rosti Construction	\$159,662.50

WHEREAS, Sunram Construction, Inc. has submitted the lowest responsible bid in accordance with the plans and specifications prepared by Bolton & Menk and on file at Deephaven City Hall; and,

WHEREAS, the Deephaven City Council has sufficient funding for the 2020 St. Louis Bay Ramp Construction Project within the Marina Fund to adequately fund all anticipated project costs.

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

The Deephaven City Council hereby authorizes the City Administrator to enter into a contract with Sunram Construction Inc. in the amount of \$37,589.00 for the 2020 St. Louis Bay Ramp Construction Project.

Passed and adopted by the Council of the City of Deephaven this 6th day of April, 2020.

Paul A. Skrede, Mayor

Attest: _____
Dana H. Young, City Administrator

ORDINANCE NO. 04-69

AN ORDINANCE AMENDING SECTION 405.05 PERTAINING TO THE ESTABLISHMENT OF FEE AMOUNTS

The Council of the City of Deephaven does hereby ordain:

Section 1. Rate Adjustments. The rates for Small Wireless Facility Permit Fees are established as follows:

<u>Fee No.</u>	<u>Section No.</u>	<u>Purpose of Fee</u>	<u>New Fee</u>
47	720.07	Small Wireless Facility Permit Fee	\$500.00 *

* \$500 for non-recurring fees, including a single up-front application that includes up to five Small Wireless Facilities, with an additional \$100 for each Small Wireless Facility above five, or \$1,000 for non-recurring fees for a new pole (not a collocation).

Section 2. Effective Date. This ordinance shall be in effect following its publication.

Adopted by the Council of the City of Deephaven this 4th day of May, 2020.

Paul A. Skrede, Mayor

Attest: _____
Dana H. Young, City Administrator

ORDINANCE NO. 04-70

AN ORDINANCE AMENDING SECTION 425 ON THE SALE, LICENSING, POSSESSION AND USE OF TOBACCO

Section 1. Section 425 on the Sale, Licensing, Possession and Use of Tobacco is amended to read as follows:

425.01 Purpose. Because the city recognizes that many persons under the age of 18 21 years purchase or otherwise obtain, possess, and use tobacco, tobacco products, and tobacco related devices, and such sales, possession, and use are violations of both State and Federal laws; and because studies, which the city hereby accepts and adopts, have shown that most smokers begin smoking before they have reached the age of 18 21 years and that those persons who reach the age of 18 21 years without having started smoking are significantly less likely to begin smoking; and because smoking has been shown to be the cause of several serious health problems which subsequently place a financial burden on all levels of government; this ordinance shall be intended to regulate the sale, possession, and use of tobacco, tobacco products, and tobacco related devices for the purpose of enforcing and furthering existing laws, to protect minors persons under the age of 21 against the serious effects associated with the illegal use of tobacco, tobacco products, and tobacco related devices, and to further the official public policy of the State of Minnesota in regard to preventing young people from starting to smoke as stated in Minn. Stat. 144.391.

425.02 Definitions and Interpretations. Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The singular shall include the plural and the plural shall include the singular. The masculine shall include the feminine and neuter, and vice-versa. The term “shall” means mandatory and the term “may” means permissive. The following terms shall have the definitions given to them:

Subd. 1. Tobacco or Tobacco Products. “Tobacco” or “Tobacco products” shall mean any substance or item containing tobacco leaf, including but not limited to, cigarettes; cigars, pipe tobacco; snuff; fine cut or other chewing tobacco; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready-rubbed, and other smoking tobacco; snuff flowers; Cavendish; shorts; plug and twist tobaccos; dipping tobaccos; refuse scraps, clippings, cuttings, and sweepings of tobacco; and other kinds and forms of tobacco leaf prepared in such manner as to be suitable for chewing, sniffing, or smoking.

Subd. 2. Tobacco Related Devices. “Tobacco related devices” shall mean any tobacco products as well as pipe, rolling papers, or other device intentionally designed or intended to be used in a manner which enables the chewing, sniffing, or smoking of tobacco or tobacco products.

Subd. 3. Self-Service Merchandising. “Self-Service Merchandising” shall mean open displays of tobacco, tobacco products, or tobacco related devices in any manner where any person shall have access to the tobacco, tobacco products, or tobacco related devices, without the assistance or intervention of the licensee or the licensee’s employee. The assistance or

intervention shall entail the actual physical exchange of the tobacco, tobacco product, or tobacco related device between the customer and the licensee or employee. Self-service merchandising shall not include vending machines.

Subd. 4. Vending Machine. “Vending Machine” shall mean any mechanical, electric or electronic, or other type of device which dispenses tobacco, tobacco products, or tobacco related devices upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the tobacco, tobacco product, or tobacco related device.

Subd. 5. Individually Packaged. “Individually packaged” shall mean the practice of selling any tobacco or tobacco product wrapped individually for sale. Individually wrapped tobacco and tobacco products shall include, but not be limited to, single cigarette packs, single bags or cans of loose tobacco in any form, and single cans or other packaging of snuff or chewing tobacco. Cartons or other packaging containing more than a single pack or other container as described in this subdivision shall not be considered individually packaged.

Subd. 6. Loosies. “Loosies” shall mean the common term used to refer to a single or individually packaged cigarette.

~~Subd. 7. Minor. “Minor” shall mean any natural person who has not yet reached the age of eighteen (18) years.~~

Subd. 8. 7. Retail Establishment. “Retail Establishment” shall mean any place of business where tobacco, tobacco products, or tobacco related devices are available for sale to the general public. Retail establishments shall include, but not be limited to, grocery stores, convenience stores, and restaurants.

Subd. 9. 8. Moveable Place of Business. “Moveable Place of Business” shall refer to any form of business operated out of a truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

Subd. 10. 9. Sale. A “sale” shall mean any transfer of goods for money, trade, barter, or other consideration.

Subd. 11. 10. Compliance Checks. “Compliance Checks” shall mean the system the city uses to investigate and ensure that those authorized to sell tobacco, tobacco products, and tobacco related devices are following and complying with the requirements of this ordinance. Compliance checks shall involve the use of minors persons under the age of 21 as authorized by this ordinance. Compliance Checks shall also mean the use of minors persons under the age of 21 who attempt to purchase tobacco, tobacco products, or tobacco related devices for educational, research and training purposes as authorized by State and Federal laws. Compliance checks may also be conducted by other units of government for the purpose of enforcing appropriate Federal, State, or local laws and regulations relating to tobacco, tobacco products, and tobacco related devices.

425.03 License. No person shall sell or offer to sell any tobacco, tobacco products, or tobacco related devices without first having obtained a license to do so from the city.

Subd. 1. Application. An application for a license to sell tobacco, tobacco products, or tobacco related devices shall be made on a form provided by the city. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the city deems necessary. Upon receipt of a completed application, the city clerk shall forward the application to the council for action at its next regularly scheduled council meeting. If the clerk shall determine that an application is incomplete, he or she shall return the application to the applicant with notice of the information necessary to make the application complete.

Subd. 2. Action. The council may either approve or deny the license, or it may delay action for such reasonable period of time as necessary to complete any investigation of the application or the applicant it deems necessary.

Subd. 3. Term. All licenses issued under this ordinance shall be valid for one calendar year from the date of issue.

Subd. 4. Revocation or Suspension. Any license issued under this ordinance may be revoked or suspended as provided in the Violations and Penalties section of this ordinance.

Subd. 5. Transfers. All licenses issued under this ordinance shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued. No transfer of any license to another location or person shall be valid without the prior approval of the council.

Subd. 6. Moveable Place of Business. No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this ordinance.

Subd. 7. Display. All licenses shall be posted and displayed in plain view of the general public on the licensed premise.

Subd. 8. Renewals. The renewal of a license issued under this section shall be handled in the same manner as the original application. The request for a renewal shall be made at least thirty days but no more than sixty days before the expiration of the current license. The issuance of a license issued under this ordinance shall be considered a privilege and not an absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.

425.04. Fees. No license shall be issued under this ordinance until the appropriate license fee shall be paid in full. The fee for a license under this ordinance shall be set forth in Section 405.05.

425.05 Basis for Denial of License. The following shall be grounds for denying the issuance or renewal of a license under this ordinance; however, except as may otherwise be provided by

law, the existence of any particular ground for denial does not mean that the city must deny the license. If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this Section:

- A. The applicant is under the age of ~~18~~ 21 years.
- B. The applicant has been convicted within the past five years of any violation of a Federal, State, or local law, ordinance provision, or other regulation relating to tobacco or tobacco products or tobacco related devices.
- C. The applicant has had a license to sell tobacco, tobacco products, or tobacco related devices revoked within the preceding twelve months of the date of application.
- D. The applicant fails to provide any information required on the application, or provides false or misleading information.
- E. The applicant is prohibited by Federal, State, or other local law, ordinance, or other regulation, from holding such a license.

425.06 Prohibited Sales. It shall be a violation of this ordinance for any person to sell or offer to sell any tobacco, tobacco product, or tobacco related device:

- A. To any person under the age of ~~eighteen (18)~~ twenty-one (21) years.
- B. By means of any type of vending machine, except as may otherwise be provided in this ordinance.
- C. By means of self-service methods whereby the customer does not need to make a verbal or written request to an employee of the licensed premise in order to receive the tobacco, tobacco product, or tobacco related device and whereby there is not a physical exchange of the tobacco, tobacco product or tobacco related device between the licensee or the licensee's employee, and the customer.
- D. By means of loosies as defined in Section 200 of this ordinance.
- E. Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process.
- F. By any other means, to any other person, or in any other manner or form prohibited by Federal, state, or other local law, ordinance provision, or other regulation.

425.07 Self-Service Sales. It shall be unlawful for a licensee under this ordinance to allow the sale of tobacco, tobacco products, or tobacco related devices by any means whereby the customer may have access to such items without having to request the item from the licensee or

the licensee's employee and whereby there is not a physical exchange of the tobacco, tobacco product, or the tobacco related device between the licensee or his or her clerk and the customer. All tobacco, tobacco products, and tobacco related devices shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage behind a counter or other area not freely accessible to customer, or in a case or other storage unit not left open and accessible to the general public. Any retailer selling tobacco, tobacco products, or tobacco related devices at the time this ordinance is adopted shall comply with this Section within 30 days of adoption.

425.08 Responsibility. All licensees under this ordinance shall be responsible for the actions of their employees in regard to the sale of tobacco, tobacco products, or tobacco related devices on the licensed premises, and the sale of such an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the City from also subjecting the clerk to whatever penalties are appropriate under this Ordinance, State or Federal law, or other applicable law or regulation.

425.09 Compliance Checks and Inspections. All licensed premises shall be open to inspection by the city police or other authorized city official during regular business hours. From time to time, but at least once per year, the city shall conduct compliance checks by engaging, with the written consent of their parents or guardians, ~~minors over the age of fifteen (15) years but less than eighteen (18) years,~~ persons under the age of 21, to enter the licensed premise to attempt to purchase tobacco, tobacco products, or tobacco related devices. ~~Minors~~ Persons under the age of 21 used for the purpose of compliance checks shall be supervised by city designated law enforcement officers or other designated city personnel. ~~Minors~~ Persons under the age of 21 used for compliance checks shall not be guilty of unlawful possession of tobacco, tobacco products, or tobacco related devices when such items are obtained as a part of the compliance check. No ~~minor~~ person under the age of 21 used in compliance checks shall attempt to use a false identification misrepresenting the ~~minor's~~ his or her age, and all ~~minors~~ persons lawfully engaged in a compliance check shall answer all questions about ~~the minor's~~ his or her age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked.

Nothing in this Section shall prohibit compliance checks authorized by State or Federal laws for educational, research, or training purposes, or required for the enforcement of a particular State or Federal law.

425.10 Other Illegal Acts. Unless otherwise provided, the following acts shall be a violation of this ordinance.

Subd. 1. Illegal Sales. It shall be a violation of this ordinance for any person to sell or otherwise provide any tobacco, tobacco product, or tobacco related device to any ~~minor.~~ person under the age of 21.

Subd. 2. Illegal Possession. It shall be a violation of this ordinance for any ~~minor~~ person under the age of 21 to have in his or her possession any tobacco, tobacco product, or tobacco related

device. This subdivision shall not apply to minors persons under the age of 21 lawfully involved in a compliance check.

Subd. 3. Illegal Use. It shall be a violation of this ordinance for any minor person under the age of 21 to smoke, chew, sniff, or otherwise use any tobacco, tobacco product, or tobacco related device.

Subd. 4. Illegal Procurement. It shall be a violation of this ordinance for any minor person under the age of 21 to purchase or attempt to purchase or otherwise obtain any tobacco, tobacco product, or tobacco related device, and it shall be a violation of this ordinance for any person to purchase or otherwise obtain such items on behalf of a minor person under the age of 21. It shall further be a violation for any person to coerce or attempt to coerce a minor person under the age of 21 to illegally purchase or otherwise obtain or use any tobacco, tobacco product, or tobacco related device. This subdivision shall not apply to minors persons under the age of 21 lawfully involved in a compliance check.

Subd. 5. Use of False Identification. It shall be a violation of this ordinance for any minor person under the age of 21 to attempt to disguise his or her true age by the use of a false form of identification, wither the identification is that of another person or one on which the age of the person has been modified or tampered with to represent an age older than the actual age of the person.

425.11 Violations.

Subd. 1. Notice. Upon discovery of a suspected violation, the alleged violator shall be issued, either personally or by mail, a citation that sets forth the alleged violation and which shall inform the alleged violator of his or her right to be heard on the accusation.

Subd. 2. Hearings. If a person accused of violating this ordinance to requests, a hearing shall be scheduled, the time and place of which shall be published and provided to the accused violator.

Subd. 3. Hearing Officer. The City Administrator shall serve as the hearing officer.

Subd. 4. Decision. If the hearing officer determines that a violation of this ordinance did occur, that decision, along with the hearing officers reasons for finding a violation and the penalty to be imposed under Section 1300 of this ordinance, shall be recorded in writing, a copy of which shall be provided to the accused violator. Likewise, if the hearing officer finds that no violation occurred or finds grounds for not imposing any penalty, such findings shall be recorded and a copy provided to the acquitted accused violator.

Subd. 5. Appeals. Appeals of any decision made by the hearing officer shall be filed in the district court for the city in which the alleged violation occurred.

Subd. 6. Misdemeanor Prosecution. Nothing in this Section shall prohibit the City from seeking prosecution as a misdemeanor for any alleged violation of this ordinance. If the City elects to seek misdemeanor prosecution, no administrative penalty shall be imposed.

Subd. 7. Continued Violation. Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense.

425.12 Penalties.

Subd. 1. Licensees. Any licensee found to have violated this ordinance, or whose employee shall have violated this ordinance, shall be charged an administrative fine of \$75 for a first violation of this ordinance; \$200 for a second offense at the same licensed premises within a twenty-four month period; and \$250 for a third or subsequent offense at the same location within a twenty-four month period. In addition, after the third offense, the license shall be suspended for not less than seven days.

Subd. 2. Other Violations. Other individuals, other than **minors persons under the age of 21** regulated by subdivision 3 of this Subsection, found to be in violation of this ordinance shall be charged an administrative fee of \$50.

Subd. 3. Minors. Persons Under the Age of 21. **Minors Persons under the age of 21** found in unlawful possession of, or who unlawfully purchase or attempt to purchase, tobacco, tobacco products, or tobacco related devices, shall be cited in family court.

Subd. 4. Misdemeanor. Nothing in this Section shall prohibit the City from seeking prosecution as a misdemeanor for any violation of this ordinance.

425.13 Exceptions and Defenses. Nothing in this ordinance shall prevent the providing of tobacco, tobacco products, or tobacco related devices to a **minor person under the age of 21** as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this ordinance for a person to have reasonably relied on proof of age as described by State law.

425.14 Severability and Savings Clause. If any section or portion of this ordinance shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, that finding shall not serve as an invalidation or affect the validity and enforceability of any other section or provision of this ordinance.

Section 2. Effective Date. This ordinance shall be in effect following its publication.

Adopted by the Council of the City of Deephaven this 4th day of May, 2020.

Paul A. Skrede, Mayor

Attest: _____
Dana H. Young, City Administrator



Deephaven Police Department

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Deephaven, MN 55331

CORY JOHNSON
Chief of Police

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April 6, 2020

To: Honorable Mayor Skrede
Deephaven City Council

Cc: Dana Young, City Administrator

From: Cory Johnson, Chief of Police

Re: Monthly activity report for March 2020-

March 2020:

114 Traffic Stops
66 Radio Calls

-39 Speeding
-0 Driving after Suspension
-2 Driving after Revocation
-23 Citations
-89 Verbal Warnings
-5 Written Warnings
-1 DWI
-11 Medical Calls
-10 Assists to other Agencies
(-6 SLMPD)
(-3 MTKA)
(-1 MINNETRISTA)

-5 Assist to Deephaven
(-1 SLMPD)
(-2 MTKA)
(-1 HCSO)
(-1 ORONO)

-0 Accidents

-13 Permits to acquire handgun

February 2020:

110 Traffic Stops
76 Radio Calls

-32 Speeding
-0 Driving after Suspension
-0 Driving after Revocation
-23 Citations
-77 Verbal Warnings
-3 Written Warnings
-2 DWI's
-12 Medical Calls
-7 Assists to other Agencies
(-2 MTKA)
(-4 SLMPD)
(-1 WAYZATA)

-6 Assists to Deephaven
(-3 SLMPD)
(-2 WAYZATA)
(-1 HCSO)

-2 Accidents

-2 Permit to acquire handgun

The mission of the Deephaven Police Department is to provide a safe and secure community through professional services and proactive enforcement.

The following statistics are Part 1 and Part 2 crimes reported for the month of March 2020:

INCIDENT	INCIDENT DATE	INCIDENT DETAILS:
Curfew Violation - Citation	2020-03-01	Officer observed vehicle parked at Thorpe Park after hours. Officer made contact with two juvenile occupants who were cited for curfew and verbally warned for park hours. Parents were notified on scene.
DANCO Violation - Arrest	2020-03-05	Officer was dispatched to a possible Court Order Violation at the listed residence. Officer confirmed order was still in effect and made contact with the suspect at the listed residence. Suspect was taken into custody without incident and transported to Hennepin County Jail.
Theft Report	2020-03-06	Officer took a theft report from a resident at the LMCC facility. RP stated a resident had \$45.00 in cash stolen from him. Unknown who the suspect(s) are.
Illegal Dumping	2020-03-08	An officer saw an individual removing tires from a trailer and dumping them at the Midas which was closed, the Minnetonka resident admitted he didn't have permission to dump tires at the business and said he knew an employee but wasn't able to remember their name. Officer photographed the tires and the male removed them and cleared the area, he was informed that a ticket may be mailed to him after contact was made with the business. Officer followed up with the business and they didn't wish to pursue charges and were going to contact the customer to set up tire disposal.
Damage to Property	2020-03-13	RP called to report Damage to Property at his residence. A stone pillar at the end of his driveway had been knocked over. Officer photographed the pillar and gave the property owner this case number. No known suspect.
Underage Consumption (x2) - Citation	2020-03-15	Officer observed two males in Thorpe Park after hours. Officer later learned both had consumed alcohol. Citations were issued for Underage Consumption of Alcohol and they were transported home.
Traffic Stop – Flee in Motor Vehicle - Arrest	2020-03-30	Officer was on patrol when Officer observed a SUV speeding and driving erratically. Officer initiated a traffic stop on Hwy 7 and Vine Hill Road. Officer approached the driver who was irate and yelling at the Officer. Officer requested additional squads due to the driver's behavior. After more squads arrived on scene Officer was attempting to talk with the driver when the driver fled in her vehicle.

		Officers pursued the vehicle into downtown Excelsior until the pursuit was terminated. Officers located the vehicle at a nearby residence and with the help of a Minnetonka K9 located the driver in the residence. The driver was arrested for Fleeing in a Motor Vehicle and Damage to Property. The vehicle was Seized. The driver was transported to Hennepin County Jail.
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**Public Works Department
Report of Activities
March, 2020**

March Project List	Comments
Snow Plowing & Sanding	As needed
Snow Hauling	As needed
Mix Sand/Salt	50 tons of salt
Mailbox Repair	Repair all damaged mailboxes by end of month
Trimming/Garbage pickup on Street Blvds	Trimming & trash pickup done weekly
Winter Patching	Start patching in Deephaven & Greenwood
Vehicle Repair	Police & public works vehicles
Cruiser Dock Aeration	Completed March 23rd
Fill Mutt Mitt Dispensers	Daily as needed
City Water Shutoffs	In Woodland as needed
Steam Culverts & Storm Drains	Completed
Gopher One Utility Locates	Daily as needed
Repair/Paint Park, Beach, Dock Equipment	Scheduled later this month, weather permitting
Sand & Paint Barge Tubs	Completed March 27th
Boat Slide Repair	In St. Louis Bay & Carson's Bay
Park Cleanup	Started March 20th
Tennis Courts	Nets installed on March 17th
Fire Extinguisher Inspections	Completed March 9th
Shuck Park	Removed old playground equipment March 23rd

**Public Works Department
Report of Activities
April, 2020**

April Project List	Comments
Trimming along Street Blvds	As needed
Roadside Pickup	Weekly garbage cleanup along streets
Repair & Paint Park Signs	Beach & park repaired & painted as needed
Park Inspections	Monthly inspection start this month
Add Mulch to Trees in Parks	As needed
Mark Diseased & Hazardous Trees	Ongoing inspection of diseased & hazardous trees
Activate Sprinkler System	City Hall sprinkler system
Fill Mutt Mitt Dispensers	Filled every Monday
Gopher One Locates	Daily as needed
Paint Lifeguard Chairs	Robinson's, Sandy & Deehaven beaches as needed
Monthly Sewer Inspections	Scheduled for completion in mid-April
Remove Snow Plow Stakes	Roads & Thorpe Park – completed in mid-April
Manhole Inspections	Scheduled in April
Street Patching	Hot mix patching starting in April
Install Sailboat Buoys	Scheduled this month
Install Swimming Docks, Buoys & Ropes	Scheduled this month

ADMINISTRATOR'S REPORT APRIL 1, 2020

April Mailings

As a reminder, staff will be sending the following information to residents in April:

- Sewer, water & storm water billings / April Newsletter - Joint mailing sent on March 31st
- Spring Cleanup Day Notice / Parking Permit Stickers - Joint mailing sent on April 15th

Upcoming Dates of Interest

- The Board of Appeal & Equalization will be held at 6:00 p.m. on Monday, April 20th.
- Spring Cleanup Day will be held from 8:00 a.m. – 1:00 p.m. on Saturday, May 19th. The disposal of unwanted material at Deephaven City Hall may be cancelled or rescheduled this year due to COVID-19.
- Flushing of the City's 18 hydrants will begin on Monday, May 11th.
- Fall Cleanup day will be held on Saturday, November 7th beginning at 7:00 a.m.

2021 Budget

Work has already begun on the preliminary draft of the 2021 General Fund Budget. The Budget will be further refined over the course of the next three months until the final draft is presented for Council review on June 15th.

Shuck Park Improvement Update

The City Council budgeted \$135,000 this year to reconstruct two tennis courts (\$84,295) and replace the playground equipment (\$36,175) at Shuck Park. The playground equipment was delivered on March 23rd and the public works crew removed the existing playground equipment at Shuck Park that same day. Staff will coordinate the tennis court contractor and the playground installer to get the projects underway in May.

Rink Closures

The ice rinks at Thorpe Park and Village Hall Park officially closed for the season on Monday, February 24th. By all accounts, it was a very successful season. A big thanks goes to Warming House Attendants Haylie Quam, Nik Burlak, and Mason Koonce.

2020 Contract Renewals

There are only two significant contracts to be negotiated this year, which include:

- Greenwood Service Contract Agreement
- Woodland Service Contract Agreement

State Audit Reports

The State Audit Report, which includes a summary of our 2019 Financial Audit that is submitted to the State Auditor's Office, was submitted on March 27th. This annual report is due every year by June 30th.