CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
JUNE 8, 2026

5755 COUNTRY CLUB ROAD
CITY HALL COUNCIL CHAMBERS
7:00 PM

City of Shorewood

For those wishing to listen live to the meeting, please go to shorewoodMN.gov/CityCouncil for the meeting link. Pursuant to MN Statute 2024, Section 13D.02, subdivision 4, members may participate in the meeting by interactive technology.

AGENDA

1. CONVENE CITY COUNCIL MEETING

A. Pledge of Allegiance

B. Roll Call

Mayor Labadie	______
Councilmember Maddy	______
Councilmember Sanschagrin	______
Councilmember Gorham	______
Councilmember DiGruttolo	______

C. Review and Adopt Agenda

2. CONSENT AGENDA

The Consent Agenda is a series of actions which are being considered for adoption this evening under a single motion.

Motion to approve items on the Consent Agenda & Adopt Resolutions Therein:

A. City Council Regular Meeting Minutes

B. City Council Special Session Closed Minutes

C. Excelsior Fire District Board Minutes

D. Claims List

E. Freeman Park AED Donation

3. MATTERS FROM THE FLOOR

This is an opportunity for members of the public to bring a matter related to the governance of the City of Shorewood to the attention of the City Council. If the matter relates to a topic that is identified on tonight's agenda as a public hearing, please hold your comments until the public hearing is opened. The full rules for this forum can be found on the agenda table in back and on the City's webpage. Anyone wishing to address the Council should raise their hand, or if attending remotely, please use the "raise hand" function on your screen and wait to be called on. Please make your comments from the podium and identify yourself by your first and last name and your address for the record. Please limit your comments to five minutes.

No discussion or action will be taken by the Council on this matter. If requested by the Council, City staff will prepare a report for the Council regarding the matter and place it on the next agenda.

4. GENERAL BUSINESS

A. Excelsior Fire District Presenation

B. Discussion of ALPR (Flock) Audit

C. Report by Commissioner Hirner on the April 28 & May 19 Park Commission Meetings

D. SeeMyLegacy Program

E. Watermain Repairs

F. Mill Street Watermain Project

5. STAFF AND COUNCIL REPORTS

A. Staff

i. Response: Duane Laurila, Matter from the Floor

ii. Spring Cleanup 2026 Recap

iii. Upcoming Tentative Agenda Topics

B. Mayor and City Council

6. ADJOURN

City of Shorewood

City Council Item 2.A.

Title/Subject: City Council Regular Meeting Minutes
Meeting Date: June 8, 2026
Prepared By: Sandie Thone, City Clerk/ HR Director

Attachments

1. 05.26.2026 CC Reg Meeting Minutes

Background

05-26-26 City Council Regular Meeting

Strategic Alignment

Organizational Strength & Good Governance

- Sound and strategic record keeping of government activities lead to comprehensive long-term planning, principled, data, and stakeholder-driven decisions, and a culture of continuous improvement.

Budget Impact

Minute preparation costs vary based on length of meeting and level of detail.

Action Requested

Motion to Approve Consent Agenda. Simple Majority is required.

CITY OF SHOREWOOD
CITY COUNCIL REGULAR MEETING
TUESDAY, MAY 26, 2026

5755 COUNTRY CLUB ROAD
COUNCIL CHAMBERS
7:00 P.M.

MINUTES

1. CONVENE CITY COUNCIL REGULAR MEETING

Mayor Labadie called the meeting to order at 7:02 P.M.

A. Pledge of Allegiance

B. Roll Call

Present: Mayor Labadie; Councilmembers Maddy, Sanschagrin, Gorham, and DiGruttolo (Zoom); City Attorney Shepherd; City Administrator Nevinski; City Clerk/HR Director Thone; Planning Director Griffiths; Planner Osowski; Park and Recreation Director Czech

Absent: None

C. Review Agenda

Councilmember Sanschagrin asked whether Agenda Items 4.F. and 4.G. should be reordered, as one is a petition against the Deer Management Program and the other is an agreement for it. Mayor Labadie asked the Staff why the items were ordered that way on the Agenda. Planning Director Griffiths noted that the petition concerns a specific City-owned property, not the Deer Management Program as a whole. He added that the Staff is not partial to an order, and items could be discussed in whatever order the Council would like.

Councilmember Gorham asked whether what is discussed in 4.G. would affect 4.F. Planning Director Griffiths noted that, assuming the Council's intention is to continue with the Deer Management Program, the previous discussion should continue. Item 4.F. authorizes the agreement to continue for the upcoming year and has no impact on the program's logistics. He noted that, with item 4.G., the Council would be considering whether to allow the hunt on a specific City-owned property. Councilmember Gorham asked if the agreement would need to be amended at all. Planning Director Griffiths shared that the agreement with the hunter group authorizes them to conduct the hunt. Theoretically, the City could agree with the group and then not do the hunt in its entirety. Mayor Labadie stated that it made sense that if 4.F. is not approved, then 4.G. does not need to be discussed. Councilmember Sanschagrin stated that things can be left as presented.

Maddy moved, Sanschagrin seconded, approving the agenda as presented.

Motion passed 5-0.

2. CONSENT AGENDA

Mayor Labadie reviewed the items on the Consent Agenda.

Councilmember DiGruttolo asked what Audit Field Work under LB Carlson on page 45 of the Agenda Packet in the Claims List is. City Administrator Nevinski stated that LB Carlson is the City's new auditor, replacing Abdo. The City went through a Request For Proposals last year and selected LB Carlson. He added that audit work is underway, and the bill reflects the time spent on the project.

Councilmember Sanschagrin asked about the Bolten & Menk, Shorewood Lane Restoration item and if the Council had approved the restoration. City Administrator Nevinski shared that the project has been underway for a while, and the City has recently received two grants from Hennepin County for it. At the last update, the Council affirmed its intent to continue working on the project. He added that the work being done is scoping and developing the project, which will come back to the Council before going out to bid.

Maddy moved, Gorham seconded, Approving the Motions Contained on the Consent Agenda and Adopting the Resolutions Therein.

A. **City Council Work Session Minutes of May 11, 2026**

B. **City Council Regular Meeting Minutes of May 11, 2026**

C. **Planning Commission Meeting Minutes**

D. **Park Commission Meeting Minutes**

E. **Claims List**

F. **Adopt Resolution Approving a Special Assessment for Dale & Karan Newberg, 26960 Beverly Dr, Adopting RESOLUTION NO. 26-31, "A Resolution Approving and Adopting a Special Assessment."**

Motion passed 5-0.

3. MATTERS FROM THE FLOOR

Tina McIntyre, 16211 Temple Drive, Minnetonka, stated that she is there as a board member of the Minnetonka Baseball Association (MBA) and a coach of a Minnetonka travel team. She thanked the City for the strong partnership that has been built with MBA over the years. She noted that the partnership has always been collaborative and that the MBA has invested heavily in the Freeman Park facilities to create a best-in-class experience for players, families, and the community. She stated that there is a longstanding Bigsy Tournament in the Minnetonka Baseball Community. The tournament honors David Bigum, known for his fun-loving personality and dedication to youth baseball. She shared that this year's tournament marks eleven years with over 40 teams traveling to Shorewood to play at Freeman fields. She added that the tournament benefits the players, families, and broader communities. The visiting teams support local restaurants, hotels, gas stations, and other businesses throughout the tournament weekend. Creating a positive economic impact for the area while also showcasing the exceptional facilities and the community experience that Shorewood and Minnetonka provide. She explained that music is becoming increasingly common at baseball tournaments, and the MBA is requesting approval for the limited, controlled use of team speakers during the tournament weekend at Freeman Fields one through three on June 5 and 6. The intent is not to request unrestricted use, rather to allow a managed and respectful experience that aligns with the atmosphere that many teams now experience at tournaments. She added that the MBA wants to continue earning the City's trust by demonstrating that this can be done responsibly and respectfully. She explained that the tournament starts on Friday with games at 4:00 P.M. and 6:00 P.M., and Saturday games from approximately 8:00 A.M. to 8:00 P.M. There are no games on Sunday at Freeman, no field lights are used, and all games conclude before dark. She stated that to ensure the experience remains respectful for the surrounding residents and the park environment, MBA will implement the following guidelines: tournament directors will remain onsite throughout the tournament to actively monitor music volume and usage, coaches and volunteers will also assist in ensuring compliance, speakers will be positioned away from nearby homes whenever possible, and volume levels will be kept at a reasonable level, vulgar or inappropriate music will not be allowed, teams will be expected to maintain a family friendly environment at all times, music use will primarily occur for limited use before games, brief batter walk-up music, and short breaks between innings, if a compliant is received the team will receive one warning, a second complaint will result in that team losing music privileges for the remainder of the tournament. She noted that the request applies only to the June 5- 6 Bigsy Tournament, where 40 teams from throughout the State will be hosted. She added that MBA is fully willing to comply with any additional guidelines or restrictions that the City deems appropriate as part of the permit approval process. She shared that MBA values its partnership with the City and appreciates the consideration of the request. The goal is to continue providing a memorable, best-in-class tournament experience while respecting the surrounding community and park environment.

Rebecca Jasper, 538 Grace Street, Excelsior, thanked the Council for renewing the Massage Therapy license. She noted that she was there to discuss item 4. C., which is the partner of the owner who has a license from a school in Texas, and the license is not recognized because the school in Texas went out of business, making it difficult for the partner to get another license. She asked that the Council consider granting a license to Helen Zhao. This needs to be done so that the business can have more than one massage therapist and pay the high building rent.

Nancy Westman, 19515 Vine Ridge Road, stated that she has been in contact with Planner Osowski regarding approving the contract with the Metro Bow Hunters Resource Base to conduct the deer management in the area. She noted that she wanted to raise issues that have come up in her neighborhood. She explained that she comes from a family of bow hunters, and her husband is one as well. She does not have a problem with bow hunting or deer management; it is great in the right place and situation. She shared that over the many years she has lived in Shorewood; sharpshooters have been observed in her backyard because the Shorewood property where the hunt takes place is adjacent to Silverwood Park and lies behind her neighborhood and another neighborhood. She stated that the area of the hunt looks large, but there is a section where the property is very narrow. She noted that the narrowness of the property led to some issues for her neighborhood, specifically. She explained that last fall, the issue was brought forward when she heard a sharpshooter shoot their bow, a deer leaps forward and die on her property. She continued that she went to see where the shooter was and found that he was shooting in the direction of her on her porch from the edge of the neighbor's property. She shared that later that week, her husband called City Hall to find out some information. Many of the neighbors most affected by the hunt have signed a petition against it because of a couple of concerns. She noted that during her husband's call to City Hall, he learned that the neighbors do not need to be notified of where the hunters are hunting, even if it faces her property. She shared some of her concerns: is the size and the shape of the green space appropriate that are designated for the hunt, are the hunt areas adjacent to areas where it may not be appropriate to hunt, how is it reconciled that private citizens can still permit individuals to hunt on their land even if it is less than an acre, where would the deer get when it gets shot and may end up in others yards. She noted that the situation needs to be assessed in certain hunting areas. She asked how those affected by the hunt on others' property would be notified. She asked that the Council consider some of the questions in the decision-making process. She noted she was not opposed to the hunt, but that there is a right place for it and procedures to help notify others.

Gary Westman, 19515 Vine Ridge Road, stated that, as a lifelong hunter, he always found places without houses, people, or other things nearby that could be in the line of fire. He noted that it is important for all hunters to be doing. The men being used for the hunt are sharpshooters, but with archery equipment, many things can go wrong. He shared his concerns with the safety, being that there are many children in the area, and the shooting is taking place within 100 yards of houses. He added that in using a crossbow, the arrow can go much farther than that. He sees the matter as a safety issue and has no problem finding good places to reduce the number of deer in the City. He asked the Council to do the hunt in a way that is safe for all the residents.

4. GENERAL BUSINESS

A. Presentation by Lake Minnetonka Conservation District

Executive Director of the Lake Minnetonka Conservation District (LMCD), David Krueger, stated that he would give a presentation to the Council. He noted that the Summer Rules 2026 book, included in the Agenda Packet, is available in print in the surrounding area and on the LMCD website, and has been mailed to some households. He shared the information that would be included in the presentation. He stated some fun facts about Lake Minnetonka: 125 miles of shoreline, 14,043 acres of surface area, 42 bays, the deepest bay of 113 feet (Crystal Bay), and the first known "electric-lit" inland steamboat in the United States (1881). The facts can also be found on the website. He explained that LMCD has been around for more than 50 years and is comprised of the 14 cities around Lake Minnetonka, including Shorewood. By Statute, the LMCD was created in 1967. He explained that the mission is to preserve and enhance the "Lake Minnetonka experience". He noted that the LMCD has a new strategic plan for 2026. In the past, Aquatic Invasive Species (AIS) was a major part of the LMCD's work, and the LMCD Board decided to include it again in this year's Strategic Plan. He added that the LMCD Board will work with stakeholders and partners to bring those programs to light in the future. He stated that the LMCD Board would continue to review the fee structure annually, with a specific focus on the reserves, at an upcoming meeting.

Mr. Krueger reviewed the rental watercraft requirements, noting that in 2024, the LMCD Board passed an ordinance that was used in 2025 and again in 2026 for rental watercraft licensing. The ordinance requires all watercrafts, both restricted and non-restricted, that are rented on Lake Minnetonka to be inspected by Hennepin County Water Patrol and restricted watercraft to obtain a license through the LMCD. He added that this creates a safer environment. A sticker is now required on the watercraft upon the completion of inspection. He explained that nighttime bow fishing is a special event that takes place on the whole lake, after public comment from last year, from April 25 to June 30. The event takes place from one half hour after sunset until 1:00 A.M. This event is a recreational activity; it can reduce some of the crap on the lake and is becoming a tourism draw. He added that the event is still a pilot program and that, by holding it on the entire lake this year, the LMCD Board will look into an ordinance for the event in the future. He shared the 2026 budget and stated how all of the cities on the capacity take into account all the taxable market values. The maximum levy of $942,665 set by statute last year. He shared that the net tax capacity is $449,930,245; the city of Minnetonka's net capacity is deducted, as they pay a maximum of 20 percent, leaving $288,136,601 for the remaining 13 cities. He explained that the total levy for 2026 is $375,000, with Shorewood's portion being $33,305. He stated that in 2026, the levy will increase by $375,000 due to his appointment as Executive Director, as there had been a contracted director prior. The increase is only 40 percent of the State of Minnesota's Maximum Levy Amount. He shared that, in reviewing the 2027 budget, the LMCD is projecting a 14 to 20 percent increase. Before the reduction, the levy was set at $375,000 in 2021.

Mr. Krueger explained that in 2020, the LMCD decided to end the harvesting program and work with partnering agencies on that. Then, from 2021 to 2023, LMCD used proceeds from the sale of the harvesting equipment to award grants to local entities supporting AIS treatment efforts. He added that, at this time, LMCD does not have any active budgetary programs to manage AIS and may look into this in the future. The Save the Lake work group is working to determine how funds may be used to help educate and identify AIS in the future. He shared that in 2023, the LMCD adopted a new rule requiring all watercraft to maintain a minimum wake of 300 feet. The LMCD continues to work with Hennepin County Water Patrol to educate the public on the ordinance. He noted that in 2025, the Hennepin County Water Patrol made stops for both educational and enforcement purposes and will continue to do so. No tickets were issued to wake boat operators for violating the 300-foot ordinance, so the education seems to be helping. He stated that there is a 5-mile-per-hour speed limit on all boats within 300 feet of shore. The Board continues to hold on to that decision because the rule seems to be working. The LMCD will continue to work with various groups to educate the public about the rule, which seems to be more effective than simply passing an ordinance.

Mr. Krueger shared that in 2019, there was a change in LMCD authority in the legislature, removing the LMCD's ability to work on land-use-type opportunities. The LMCD does not currently deal with any land issues. He explained that, during the application process, applicants are also informed that they must work with State, County, and local officials. The LMCD is not always the final say beyond the dock itself.

Councilmember Sanschagrin asked what the biggest threats to Lake Minnetonka are. Mr. Krueger stated that, from an organizational perspective, the focus would be on safety, codes, and speed enforcement. There are other environmental concerns, but the LMCD does not address them specifically. He noted that AIS will need to be discussed further, particularly regarding the different plant and animal species near the Lake. He stated that the LMCD would continue to work with other agencies and explore ways to address AIS in the future, using the right people and resources.

Councilmember Sanschagrin asked what cities can do to work with the LMCD in supporting the mission. Mr. Krueger stated that the LMCD has a good relationship with the cities. He noted an opportunity for all the cities to come together to discuss the issues, then identify any concerns or reeducate people about what the LMCD is doing.

Mayor Labadie stated that she was glad to see that regulations related to boating licenses have expanded. She asked if the plan is to expand that rule until everyone on the whole lake has a license. Mr. Krueger explained that the rule is for rental watercraft. People are renting from a business on the lake or somewhere else. He stated that in the past, people could rent without a permit or inspection. Now, those renting commercial watercraft are required to display the stickers on their vessels. Mayor Labadie asked whether renters under a certain age were required to have a boater's license. Mr. Krueger noted that it is DNR, and the Water Patrol would be checking on that. He noted that the LMCD has been trying to educate people about the law through social media and its website. Mayor Labadie noted that he liked the QR codes in the Summer Rules booklet that link to the DNR and other places. She asked whether the LMCD has partnered with any marinas or boat sellers in the area to provide similar QR codes so the information is accessible in those spaces. Mr. Krueger stated that those businesses carry brochures or marketing materials. He added that when people buy new boats, many of the items are discussed. The QR codes are also on certain landings. He shared that the LMCD has a good relationship with the marinas and boat sellers, but will continue to work on those relationships. Mayor Labadie stated that it is great because most boat operators want to follow the rules, but when the rules are changing so much, many people do not know they have changed. Mr. Krueger stated that the LMCD does not want to confuse people. He expressed hope that the LMCD would collaborate more with other agencies in the future.

Mayor Labadie asked how many water patrol boats Hennepin County has on Lake Minnetonka. Mr. Krueger stated that he did not know for sure.

Councilmember DiGruttolo asked about the LMCD's decision to reduce funding for AIS and then reinstate it. She asked what had changed and where the funding would be found. Mr. Krueger stated that the LMCD was originally heavily involved in harvesting weeds in the lake. In 2021, that effort was stopped because it was very expensive and the LMCD was not sure that it was very effective. He stated that when the equipment was sold, the reserve fund was put in AIS and that the levy for the cities was reduced until the reserves were met. The reserves are now in the 25 to 30 percent range. He added that in 2023, the reserves funded grants to AIS. There are no additional funds at the time to put towards that. He explained that money could be raised through Save the Lake, and the cities could be levied more to do AIS.

Councilmember DiGruttolo asked when the LMCD would decide whether to raise the levies for cities. Mr. Krueger stated that at the meeting in June, a decision would need to be made because it must be sent to the cities by the end of June. He noted that the levy does not currently include any AIS funding.

Councilmember Sanschagrin asked the Staff to gather feedback from residents on the importance of AIS to them. Mr. Krueger noted that the LMCD welcomes feedback, and the cities of Minnetrista and Minnetonka have expressed interest in it as well. He shared that the LMCD could conduct a survey or something similar, as it is interested in the public’s view.

B. Minnetonka Baseball Bigsy Tournament Request

Park and Recreation Director Czech presented the request as found in the Agenda Packet.

Mayor Labadie explained that because the MBA representatives are at the meeting, she would consider them applicants, and they can come to the microphone to answer questions, but it is not a public hearing. She noted that she was the Mayor at the time of the first request and that there is a significant difference between the two requests. This request focuses on one big tournament, and another big difference is that there was a loud outcry from the neighborhood next to the fields at that time. She stated that she had received no phone calls regarding the request, so she called some of the residents herself, as they are very informed and involved. The people she spoke with in Shorewood Ponds saw no problem with a limited event, and if there are complaints, then those would be shared with the Council. She noted that it was a reasonable request. She asked if the Council had heard from anyone in the surrounding area. Councilmember Sanschagrin noted that he reached out to one resident, Mr. Brecke, president of the homeowner’s association for

Shorewood Ponds, and he was generally supportive because it was a single weekend, and he offered to communicate the event to the rest of the residents. He suggested conducting outreach to residents, inviting them to participate and enjoy the event. He asked who the residents should complain to if they are concerned about the noise. Park and Recreation Director Czech noted that the MBA staff would be at the tournament, but if residents do not want to go down there, then it could be addressed like any park issue by using the parks line or his own number. He shared that the Staff would not be in the office, but he would take ownership if a call came through with a noise complaint to notify MBA.

Councilmember Maddy stated that he lives close to Freeman Park. In moving there, people know that it is a Regional Park. He loves the activities at the Park. If the music is restricted to one weekend, then it should be allowed to let the kids have their fun. He supports the request.

Councilmember Gorham stated he has enforceability questions: how is it determined what is too loud, how are reasonable levels decided, who monitors it, and how is appropriate music decided. Councilmember Maddy asked if Councilmember Gorham is asking for an A-weighted decibel level that cannot be exceeded. Councilmember Gorham stated that is how noise ordinances usually work. Councilmember Maddy shared that he used to enforce noise ordinances, but for this, let the kids play their music. Mayor Labadie noted that if Park and Recreation Director Czech is giving the Council some assurances, the Tournament Director is on site. Residents listening to the meeting: if they live in the neighborhood and the noise is too loud, or they like the tournament, let their feedback be known. She added that as long as the MBA knows this is not a precedent-setting situation, but a trial, then she is for it. Park and Recreation Director Czech shared that he set the precedent since this did not go well last time, and if it does not go well this time or does not pass, then this is not something the City would go through every year. He added that the term "reasonable level" is vague, and in the last proposal, there was a decibel-level requirement, but the question became how to enforce it. The MBA is more than willing to cooperate and comply, as this may be the last opportunity to allow music at the tournament.

Mayor Labadie stated that, regarding the appropriateness of the music, most of the people involved in running the organization are parents, and she would be fine with their discretion.

Councilmember DiGruttolo noted that she is fine with the request, as long as Park and Recreation Director Czech is comfortable shutting things down if the city receives two noise complaints from residents. She noted that the Council will have to okay things and let it be, or the city will have to put someone there to monitor the music. She added that the request is a little ambiguous and not well articulated about what is acceptable and what is not. She stated concern over two people calling in, and then that would be over for the music. Mayor Labadie stated that it is a good point, and if someone is leaving a complaint that weekend, they need to provide their name and address so the City can verify the complaint and invite them to the discussion of the request. She noted that the interest is to protect and serve the Shorewood residents, and that cannot be done unless the name and address are given in this case. Councilmember DiGruttolo asked whether things would be shut down if two phone calls were received. Mayor Labadie stated that she did not think those parameters were being set at this meeting. Councilmember Maddy stated that, as written, the resolution allows any two people to shut down the music. He suggested removing number two from the resolution. Mayor Labadie noted no problem removing number two under the Now Therefore section of the Resolution. Councilmember DiGruttolo stated that if something cannot be enforced, then it should not be in the resolution. She added that it is a trial for this year, and action will be taken next year. Any two people can call in and shut the whole thing down right now. Councilmember Gorham pointed out that the language is per team.

Tina McIntyre, 16211 Temple Drive, Minnetonka, shared that there are over 40 teams, and not all 40 teams will be at Freeman. She added that another city permitted them to have music. She added that Freeman will be full for games, but not with all of the teams. At the end of the day, MBA is trying to promote a positive baseball experience for the kids. She stated that music at tournaments is a known thing. MBA is asking the City to trust them for this tournament.

Councilmember Gorham asked how the information would be distributed to the staff, teams, coaches, and volunteers. Ms. McIntyre shared that an email will be sent to all coaches as the tournament approaches and that the parameters will be shared. She added that this is also communicated at coaches' meetings at the beginning of the season and is a well-known rule, so the coaches are responsible for letting away teams know this is the park's rule.

Mayor Labadie pointed out that MBA has nothing to gain from being obnoxious but much to gain from following the guidelines. She noted the points regarding the language in number two and would be willing to remove the point entirely.

Maddy moved, Sanschagrin seconded, Approving RESOLUTION NO. 26-32, "A Resolution Approving Music for the 2026 Minnetonka Baseball Association Bigsy Baseball Tournament on June 5-6, 2026." removing point number two.

Motion passed 4-1 (Gorham).

C. Appeal hearing on a Massage Therapist License Denial

City Clerk/HR Director Thone summarized the denial of a massage therapist license as found in the Agenda Packet. She noted that the Applicant, Ms. Zhao, was present if there were any questions.

Mayor Labadie asked if the Texas Department of Licensing and Regulation (TDLR) is working with former students. Ms. Thone clarified that TDLR is working with current and former students of the program to verify their legitimacy and whether any certifications or course hours can be found. The City requires that massage therapists provide a transcript of their hours and proof of graduation from the program. She added that, since the school is being accused of falsifying records, TDLR is working with the students to validate the certifications and hours of legitimate students. She noted that it could be a path for the Applicant to go down to get things legitimized so the credentials meet the city code.

Councilmember Gorham asked how the City found out the information. Ms. Thone shared that a background check is conducted on all applicants, and this information came up during that check. Councilmember Gorham asked if the school was then called. Ms. Thone stated that the school was contacted. Councilmember Gorham asked if anyone was at the school. Ms. Thone explained there was no response from the school and that a further search revealed that the TDLR had shut the school down.

Mayor Labadie asked how many massage therapists have applied to work at the location to which the Applicant has applied. Ms. Thone stated that this year, just one Applicant. She noted that she was providing historical references showing that it is typical for the City to deny applicants because applicants must meet the requirements to obtain the license. Others have been denied in similar scenarios; this issue has become a problem not just in Minesota but across the United States.

The Applicant handed out copies of her statement to the Council.

Zoe Cybert, translator for Quiyan (Helen) Zhao, 5960 Grant Street, read the statement from the Applicant: Shorewood City Councilmembers, I, Quiyan (Helen) Zhao, respectfully request reconsideration of the denial of my massage license application. It cost me thousands of dollars in tuition, airfare, and boarding while I attended the school in Texas. Since then, I have been licensed in St. Louis Park in 2025 and am currently licensed in 2026. I perform massages in a professional environment and conduct myself in an honorable manner. The fact that the school has had its license suspended in the last 90 days does not reflect dishonorably on me, or at least it should not. Also, my time of license issuance reflects a time when the school was licensed and in compliance in the state of Texas. It is for this reason that I request a reconsideration of your decision to issue me a license in Shorewood. I reside in Shorewood and would prefer to work closer to my residence. Thank you for your time in this manner. Sincerely, Quiyan Zhao.

Mayor Labadie asked the translator to tell the Applicant that no one is thinking of her dishonorably.

Mayor Labadie stated that just a short time ago, the business itself appeared before the Council. She asked if the Applicant is the business owner. Ms. Thone stated no. Mayor Labadie asked if the business owner also has a massage license. Ms. Thone explained that in the City of Shorewood, there is a business massage therapy license, and each therapist must have their own individual license as well. Mayor Labadie clarified that the issue before the Council is not the business's complete shutdown, but rather concerns a particular massage therapist Applicant. Ms. Thone added that it is just an individual massage therapist license holder who would like to provide those services at Tonka Wellness.

Councilmember Maddy asked if there are continuing education requirements. He noted that if his school were to shut down, that would not leave him with nothing. He asked whether she had gone to the school when it met the regulations, and that this had nothing to do with her. Ms. Thone stated that she cannot answer the second part of the question; she can only apply the Code consistently across the board. She noted that this is an issue for everyone who was licensed there because it makes it more difficult to earn continuing education credits, since the school can no longer offer them. She added that the continuing education credits could be received elsewhere. The biggest issue students from the school will have is getting their license in a city. She shared that each city has different licensing codes, but if the cities understand the situation, the credibility of the certification and transcripts is in question. She explained that the school typically sends an unopened transcript directly to requesters which ensures its credibility, but that is not possible in this case, making it difficult for the city to validate. The TDLR is intervening on behalf of legitimate students by seeking validation based on the school's records. She shared that she does not know what the TDLR will provide, but they may be able to validate the Applicant.

Councilmember Maddy asked whether the City is waiting on TDLR to provide validation or is cutting off the Applicant until records of completion are received. Ms. Thone stated that it would be a question for the Council. She added that whatever is decided will set a precedent, because there are others out there with similar questionable credentials, and the Applicant may very well have valid credentials, but she has no way to know that. She asked if the City should wait for

TDLR. She noted that she cannot answer whether to wait; she can only apply the Code and cannot make arbitrary decisions based on assumptions.

Councilmember Gorham asked if the TDLR option had been communicated to the Applicant. Ms. Thone stated that the option had been communicated. Councilmember Gorham asked if the city had heard any update from the Applicant. Ms. Thone stated that she does not know if the Applicant has explored the option. This is the first step at Council; based on the decision, the Applicant will go from there. If the denial is upheld, the next step would be to go to the TDLR. She added that if TDLR can validate the Applicant's credentials and those align with the Code, then the license could be issued. Councilmember Gorham stated that the Council could reverse the denial and issue the license, but doing so would mean approving a license from an unaccredited institution with a history of malfeasance. He asked, in the context of that information, that the denial is not that uncommon in this industry. Ms. Thone stated that it is correct. She added that it also opens the City up to what would be done when a different applicant comes in with the same situation.

Councilmember Gorham asked whether adding conditions to the request, such as a time to explore the TDLR option, would allow anything. Ms. Thone stated that the Council can either uphold the denial and send the Applicant information on how to validate their credentials. The application would be reconsidered based on validation from TDLR, or the license would be approved without knowing. She added that a condition could be added stating that if the license were not validated within three months, it would be pulled. Councilmember Gorham stated that it is hard to know, since he is not familiar with the process for going through TDLR. Ms. Thone shared that no one knows the process because this does not happen very often, and TDLR is just trying to help the students.

Mayor Labadie pointed out that the memo outlines numerous ways the Applicant could be licensed. She asked whether point number two was the only option being discussed. Ms. Thone shared that it is the only option that the Applicant meets. Mayor Labadie clarified that the Applicant has not obtained an associate's degree, has not taken the national exam for therapeutic massage, and has not been previously licensed by the City. She added that point two is the only option, and the Applicant does not meet the criteria. She noted that she was worried about the Council setting precedence, since other applicants have been denied. She shared that the Applicant should be encouraged to work with the TDLR or pursue one of the other options.

Councilmember Sanschagrin asked if the Applicant had provided any documentation to support option two. Ms. Thone stated that she has provided the 500 hours and the certificate of program completion. Councilmember Sanschagrin stated that, upon reviewing the Code, she found that it does not address validation. He added that his concern is that the City is overreaching with this denial, because the City does not say that it needs to validate it with the institution; it just states that there are requirements. The Code does not say that if the organization is no longer certified, the Applicant does not meet the requirements. Mayor Labadie stated that there is no way for Ms. Thone to verify that 500 hours have been completed, because there is no one to reach out to. Councilmember Gorham noted that falsifying accreditations is different from going out of business. Ms. Thone shared that the school no longer meets the accreditation criteria; this has been in the works for a long time. She stated that when the Applicant completed the program last year, were the records falsified, and did she complete the program to get the certificate? This is unknown to the City. Ms. Thone explained that the Applicant is probably a very nice person and maybe did everything correctly, but that cannot be validated, and other therapists have been turned away for the same reasons. She explained that it is a public safety concern as well. The

City provides legitimate businesses licenses based on the qualifications and regulations. In addition, the massage therapy industry wants to make sure that businesses in the communities are reputable. She has no way to validate the information, which is concerning, especially given the trends in this industry. Mayor Labadie stated that if the denial is upheld, the Council is not stating that the Applicant has falsified anything. She shared that the school that issued her license was shut down for falsifying student records. She agreed that until the City has validation, this is a proper denial. If the Council were to approve the license, it would open the door to others. She added that the Council has a duty to look out for the Shorewood residents. She noted that she would vote to support the recommendation to deny the license.

Councilmember Gorham stated that if the Council decides to uphold the license denial, the Applicant will be informed, with Ms. Thone and the translator, that the pathway is clear. Ms. Thone summarized that if the Council upholds the denial, the Council would like Ms. Thone to inform the Applicant and the translator of the remaining opportunities to obtain the license: either obtain validation from TDLR or take the national examination. Councilmember Maddy shared that either option would meet the Code. Mayor Labadie stated that, unless the Code is modified, upholding the decision is necessary.

Mayor Labadie noted that Councilmember DiGruttolo had dropped off the Zoom call.

Gorham moved, Maddy seconded, Affirming the Denial of the License.

Motion passed 4-0.

D. 25485 State Highway 7 Planned Unit Development (PUD) Concept Plan

Planner Osowski presented on the Concept Plan for a PUD as found in the Agenda Packet.

Planning Commissioner Magistad shared that the Commission liked aspects of the Concept Plan: the project extends the water main, the tree replacement plan is more than adequate, and the rezoning request fits with the particular intersection. He noted the cautionary items with the plan: the density as it affects the impervious surface displacement, which is one of the listed conditions, and the Applicant seemed open to adjusting the density. He added a note from a resident in Walnut Grove on the north side, who was concerned about noise and what natural barriers would shield the older development from the newer one. He pointed out that the biggest thing is the MnDOT Highway 7 project, the unknowns around it, and how that would affect it. He explained that one perspective is that it is not the first project to grow up around a MnDOT project, and that things do need to move forward. The Commission requested MnDOT's perspective on the project to determine whether the right-of-way, as drawn, is adequate. He stated he did not know if the feedback would come. He added that the Commission was unanimous in its concerns.

Councilmember Sanschagrin asked if the Commission went into detail about the traffic impact. Commissioner Magistad stated that the public has raised safety concerns. Safety is a concern, but it is hard to answer right now because what will happen to the intersection is unknown.

Councilmember Sanschagrin asked about the need to make a right turn and how likely that would be. Planner Osowski asked if Councilmember Sanschagrin was talking about the three-quarter turn in the intersection. Councilmember Sanschagrin stated that it was correct. Planner Osowski noted that right now, that is the proposed improvement to the intersection. Assuming that all of the funding plays out, and after talking with the project manager, all of the funding was received for the recommended improvements. He added that if everything goes as planned, a three-quarter inspection will be conducted on site. MnDOT was tight-lipped about the project because it is still in the planning phase.

Councilmember Sanschagrin asked how far back the proposed trees will be from Highway 7 and what the impact will be on sight lines. Planner Osowski stated that, on the tree replacement plan, the trees appear to be right up next to the lot line. Planning Director Griffiths stated that one of the comments from City Engineer Budde was to review the sightlines and, when the City receives a more concrete tree replacement plan, ensure that none of the trees impede sightlines. He shared that there appears to be adequate room to make the changes. Currently, the Applicant proposes to place the trees as close to the property line as possible without entering MnDOT's right-of-way, which is about 30 feet from the traveled portion of the road. He explained that the main place to pay attention to sightline impacts is when a person turns the corner, but the Staff is monitoring that for potential future phases of the project.

Councilmember Gorham asked whether the Planning Commission discussed rezoning the parcel before the Comprehensive Plan process kicks off. Commissioner Magistad stated that it was not discussed directly, but there was some sensitivity to the rezoning in general and to the concerns. Nothing was raised regarding the timing of the new Comprehensive Plan, but the Commissioners acknowledged that this was not a trivial adjustment. He added that the Planning Commission agreed that this type of project was a good fit for this intersection. Councilmember Gorham asked what that was based on. Commissioner Magistad stated it was based on opinion. He noted that the project is on Highway 7, that there are not many other low-density units nearby, that it is on a major thoroughfare, and that it seemed to fit visually.

Ben Passolt, Civil Engineer for the Applicant at 3625 Glendale Terrace, Minneapolis, stated that he would take any questions the Council has for the Applicant.

Councilmember Sanschagrin asked whether the Applicant had considered the high-water table in the area. Mr. Passolt stated that they are aware of the high-water table, but because of the large green space at the east and north ends of the property, the Applicant feels confident that there may be an option to handle the runoff.

Councilmember Sanschagrin asked if the proposed units would have basements. Mr. Passolt stated the units would not have basements.

Councilmember Gorham asked whether the Applicant had seen MnDOT's comment regarding noise mitigation. Mr. Passolt stated the comment was seen, but, as a concept plan at this time, the Applicant is not looking into noise mitigation and is more concerned with whether the option can be pursued. Councilmember Gorham noted that the noise mitigation might affect the minimum lot density. Mr. Passolt asked if the Councilmember was referring to noise density along Highway 7. Councilmember Gorham stated noise mitigation on the property. Mr. Passolt noted that although it was just a concept plan, the Applicant could propose different trees to mitigate noise.

Mayor Labadie shared that she likes that the process allows the Applicant to get a feel for where the Council stands without incurring an exorbitant cost. She asked Planner Osowski to show the slide titled Analysis. She stated that although increasing the density in the City is appealing, it is something the Met Council is asking cities to do. She noted that this is not the location to increase the density. The properties nearby are substantially lower than what is being proposed; she did not see how making this property higher-density at one of the more dangerous intersections is an appropriate decision. She stated that four letters in the Agenda Packet said "stop development" and "do not build houses"; that is not what she is saying. She shared that the land can be developed, but to go beyond what the Code permits, the project must obtain special approval. She added that she is not willing to give this parcel a density higher than the surrounding developments. She noted that she would not support the concept plan as presented, but if a lower-density plan were proposed in the future, she might entertain it. She added that even the five houses discussed at the Planning Commission meeting are too many for this particular parcel.

Councilmember Gorham stated that the area is zoned R1-A and is proposed to be changed to R-3A, but the Comprehensive Plan states otherwise. The Plan is preempting the Comprehensive Plan process that is about to begin. He explained that the application requests a PUD to rezone and to override the Comprehensive Plan process. He asked why a PUD should be approved for the site. He noted not getting much of the "why" behind this site being a PUD. Mr. Passolt explained the reason behind the PUD. In considering all potential developments for the site, the Applicant evaluated the R-3A option. The R-3A option was one unit per 7,000 square feet; with the site's initial total area, before seating the right-of-way, the Applicant was at 5.85 units per 1,000 feet. This was just shy of the six units, but due to the constraints of the site. He added that, with the impervious two, the Applicant is giving up green space to the City as a right-of-way. So the previous exceeds if what is currently on the property is included, but it is not as over as it would be. Councilmember Gorham stated that the pervious surface is way over for what is zoned there, and nothing is really being given back. Mr. Passolt agreed, but from a development standpoint and in terms of what could be done on the lot, this was the highest and best use of the land. Councilmember Gorham asked about the highest and best use for whom. Mr. Passolt shared with the developer and the residents who could live in the City.

Mayor Labadie asked whether a simple majority is required to proceed with the concept plan. Planning Director Griffiths stated that it is correct. Mayor Labadie shared that if anyone else votes no, as she did, then the concept plan is done. Councilmember Gorham noted that he would like to hear the Applicant out fully. Mr. Passolt shared that the Applicant is ultimately seeking clarification on what is allowed on the site. There was a single-family home on the site, but everything else around it has increased in density. He noted that the Applicant is open to going to four or even five units if approved by the City Council. Councilmember Gorham stated that the site is currently zoned for R-1A. He asked what the Comprehensive Plan states. Planning Director Griffiths shared that the Comprehensive Plan matches. The site is zoned for minimum-density R1-A, which would allow one home. Councilmember Gorham asked what the Comprehensive Plan is designed for. Planning Director Griffiths stated that minimum density residential, which is zero to one house, is. He added that under the current zoning rules, the most that could be built on the property with a building permit would be one single-family home. Any other request would require the Applicant to return before the Council for a Comprehensive Plan amendment.

Councilmember Gorham asked whether the parcel would be considered in any capacity during the Comprehensive Plan process. Planning Director Griffiths stated that the parcel could be, but if the Council's direction is no, the parcel should be minimum-density residential. The property would not be viewed as part of the Comprehensive Plan. That would be the direction for the site, given the rationale that is described. He noted that requests for Comprehensive Plan amendments or rezoning can be submitted at any time. The site's path is up to the Council.

Councilmember Sanschagrin shared that he is concerned about safety and is leaning toward voting no. Councilmember Maddy stated that he is on record voting against the density of the golf course and the adjacent north development. He added that the project seems reasonable, but is asking too much for what the Comprehensive Plan has. He is against the project. Mayor Labadie stated that, for her, it is the parcel's actual location. She shared that she cannot support that high a density, when she has been advocating for a decade for safety at the intersection.

Merle Steinkraus, the Applicant, stated that he was seeking to determine exactly what would be allowed on the property. He shared that the parcel is surrounded by medium density: four houses per acre across the road and two houses per acre to the north. He added that it is unlikely that someone would want to buy the one-acre lot, surrounded by medium-density, and on Highway 7. It makes sense to add a few more buildings to the site. He asked how many could be done on the site. Councilmember Maddy pointed out that the Applicant requested six units per acre. Mr. Steinkraus stated that he decided to start high. Councilmember Maddy stated that that is what the process is about. The Council and the Applicant can meet of the mind to determine what would be reasonable for the site. Mr. Steinkraus shared that in the last meeting, they concluded that adding another five houses would not have much impact on traffic at the intersection. A right-turn-only configuration at that intersection will also make it much safer. Councilmember Maddy agreed. Mayor Labadie agreed with the points as well, but six does not sit well with her. She added that no matter what is suggested tonight, the matter would have to go before the Council again. Mr. Steinkraus noted that he would love to hear some of the guidance. Mayor Labadie shared that five or six units are too much. Councilmember Maddy stated that four units are fourfold of what the property rights allow, but are not too far from what the neighboring communities have done.

Mayor Labadie asked for the slide showing low-density versus high-density to be shown. She read from the slide: low density is one to two units per acre; medium density is six to eight units per acre. She asked what three or four units per acre would be. Planner Osowski explained that it is low- to medium-density. Mayor Labadie pointed out that there is a designation in between. Planner Osowski stated that the proposed six bumps up to the medium density. The Planning Commission's recommendation is to allow five units, resulting in a low- to medium-density designation. The Council could approve the resolution for the five or reduce further if that is what is fit for the site.

Councilmember Maddy asked whether it would make sense to change the Comprehensive Plan to low- to medium-density and then follow the rules instead of the PUD. Planning Director Griffiths stated that the Council could provide that direction.

Mayor Labadie asked if low to medium would authorize three to five units. Planner Osowski stated that the Staff would have to consult the Comprehensive Plan to make sure.

Councilmember Gorham stated that the City has a process that should be used instead of a one-off PUD.

Planner Osowski shared that, for low- to medium-density, it is three to six units per acre.

Mayor Labadie noted that she had trouble with the impervious surface issue as well. Mr. Steinkraus explained that the impervious surface requirement was not met because of the strip of land given to the City. That was why the proposal was reduced to five units to meet the requirements. He added that if that is an issue, then they could come back with a proposal for four that would meet the criteria. Mayor Labadie stated that four units would be better.

Councilmember Gorham stated that the parcel is one of the last and a focal point for the City, as everyone is watching what happens to it. There are safety concerns. He shared that the decision is important and does not want to make it whimsically, as is being done. He stated that giving the parcel the thought it deserves is part of the Comprehensive Plan process. Mayor Labadie suggested not making the Applicant wait that long.

Planning Director Griffiths explained that the next step, if the Applicant chose to move forward, would be to apply for a Comprehensive Plan amendment. For a Comprehensive Plan amendment, the Council will not be reviewing the site plans. Only the change to the Comprehensive Plan would be reviewed, and whether it would make sense given the property's location. He added that if there is specific feedback on the property, this is the time to provide it. The next submission will not be an updated concept plan.

Councilmember Gorham stated that the Applicant is seeking guidance and wants to ensure the Council's guidance is thoughtful.

Mayor Labadie asked to do the concept plan. How much did that cost the Applicant? Planning Director Griffiths shared that the concept plan process is optional. The Staff strongly encouraged the Applicant to go through this process. Planner Osowski stated that the total cost is $2,500, including the fee and escrow, so some of the escrow could be refunded. Mayor Labadie asked if the Council could direct that an amended concept plan be submitted. Planning Director Griffiths stated that the City Code does not require a concept plan, so the Council cannot require the Applicant to submit an application that the Code does not require. The Council could strongly indicate that it is the desire. Mayor Labadie asked whether the $2,500 is mainly for staff time. Planning Director Griffiths shared that, at this time, the escrow covers the legal and engineering review, the cost of the review, and the public notice. Mayor Labadie asked whether, if the Council suggested submitting a new concept plan, there would be an additional $2,500 fee. Planning Director Griffiths stated that his take would be that if the Council decided against this concept plan, that would close the application, and a new application would be needed. The process would start over again.

Mr. Steinkraus asked whether, if the Council allowed them to build four buildings on the lot, the City would have a say over how the buildings look. Planning Director Griffiths stated, potentially. He added that if the application met the City Code, the Council would have less discretion, but if the PUD continued, there would be more discretion depending on the nature of the application.

Councilmember Maddy asked whether there was an option to go to low- to medium-change, and then the Applicant would be able to build whatever-looking buildings they want. Planning Director Griffiths stated that if the Council required the property to be in the Comprehensive Plan, the zoning district would match. The Applicant could submit an application that fully complies with the City Code. He added that building permit plans would not be reviewed, but the subdivision process would still need to take place. Mayor Labadie explained that if the parcel were rezoned, the applicant could put whatever they want there that meets the zoning code, with low- to medium-density uses potentially up to five houses. Planning Director Griffiths shared that the property was not part of any adjacent development and is the remnant of the Walnut Grove project to the north. He added that had it been a part of the project, there would have been a different design.

Councilmember Maddy stated that he would rather amend the Comprehensive Plan than approve a PUD because the City has adopted a higher-density baseline, and this parcel is a remnant. Mayor Labadie shared that she is now willing to do that because it could allow for 5.9 houses on the lot, which is too dense. She would rather keep the zoning as is and allow the Applicant to apply for a different type of PUD.

Councilmember Sanschagrin clarified that there is not a 0.9 home that could be on the property. Planning Director Griffiths stated that, on the property, the maximum would be five homes.

Councilmember Sanschagrin stated that the location is the problem for him. Mr. Steinkraus stated that the location seems ideal for him. Councilmember Sanschagrin explained that if he knew for sure that only the right turn would go in, he would have an easier time with it. Mr. Passolt shared that the concept plan shows a 30-foot setback along the south side to maximize the distance from the new development to the north. He stated that the drive aisle could be pushed north to try to preserve trees, allow more storm ponding, and increase the distance from the neighbors. He shared that the whole thing could be shifted about 20 feet north, resulting in a 50-foot setback from the existing 75-foot right-of-way.

Councilmember Sanschagrin asked if one home or one to two homes were allowed. Planning Director Griffiths stated one to two, but this is where the differentiation between the Comprehensive Plan and the Zoning Ordinance comes into play. The Comprehensive Plan states that, in theory, one to two units should work if there is enough land. He explained that this property has a minimum lot size of one acre, so one unit can be built on this property. He added that under the current Zoning Ordinance, the Applicant could have only one unit on the property because it is not two acres. The Applicant could choose several options to comply with the City's rules.

Planning Director Griffiths summarized the Council's many concerns. There has been no feedback that the Council agrees with the Planning Commission's recommendation. He explained that the next step would be to give the Staff direction to prepare a resolution for denial, including the points from the discussion and any other specific findings to include. That will be brought back at an upcoming meeting.

Mayor Labadie spoke with the Applicant and stated that they would need to present the Council with an alternative idea if the concept plan is denied.

Councilmember Gorham summarized that the Council does not, at this time, seem comfortable with more than one unit on the property. He added that he would like to know more about MnDOT's one-way decision.

Gorham moved, Maddy seconded, Directing Staff to draft a Resolution for Consideration at an Upcoming Meeting to deny the PUD Concept Plan Application based on the City Council's discussion and stated findings of fact.

Motion passed 4-0.

E. Legislative Changes to AB Voting

City Clerk/HR Director Thone shared the changes to AB Voting as found in the Agenda Packet, including the option to change the AB/Early Voting period from 46 days before the elections to 18 days, as recently passed.

Councilmember Gorham asked if this would result in less voting, the same amount of voting, or more voting. Ms. Thone stated that the City always has an excellent turnout. She shared that she did not believe it would affect turnout; people will flex when they vote. This change does not limit mail-in voting or in-person voting at the County. She added that the change would shorten the 46 days for city voting whenever an election is held. She explained that last year there were five elections, and the election staff all have full-time jobs outside of elections, making it hard to do both within the 46 days. She noted that the preferred method for voting is Early Voting or feeding your ballot directly into the ballot counter. There is not much traffic on those 28 days of AB voting days, but it is still a lot of work. She explained AB voters are essentially doing the same steps as mail-in voting with the exception that city staff are sending the envelopes with the ballots to the county. She explained that many voters who come in during this time, find out they cannot feed their ballots into the ballot counter, and come back when they can. She noted that it feels like a good balance to reduce the 46 days to 18 of all Early Voting for the Shorewood Staff and the community.

Councilmember Maddy asked whether the 18 days could be reduced to seven days. Ms. Thone explained that five years ago the Direct Balloting period was at seven, then it went to 14, and then in 2023 it went to 18 days. She shared that 18 is the current option.

Mayor Labadie explained that the League of Minnesota did get behind the cities, especially the smaller ones, and that this passed with bipartisan support. The change received overwhelming support from the local mayors as well. She supports the 18-day change.

Councilmember Gorham asked which option Tonka Bay was looking at. Ms. Thone shared that all three options were available to the cities. She noted that she does not know what Tonka Bay is proposing, but all 13 cities are bringing it to their councils because of the June 1 deadline to get the choice to the State. Most are recommending the 18 days.

Councilmember DiGruttolo asked, during a prior discussion of the election judges, whether the pay was calculated based on the 46 days or the 18 days. She also asked whether there is concern for those who might miss out, such as those who leave for the winter or those expecting it to be just the way it always is. Ms. Thone shared that a communications plan is in place, and this change does not mean people cannot vote during those 46 days. There will not be in-person voting at the city for the 28 days until the 18-day mark, but people can still vote in person at the county or drop their ballot off at city hall for staff to send to the county. She explained that a new initiative requires that each ballot be initialed, so the City may have one election judge each day for the 18 days to ensure there is enough staff. She added that a $9,000 grant from the County will be used to pay the election judges.

Councilmember DiGruttolo asked for clarification on the distinction between absentee voting and advanced voting under the legislative changes. Ms. Thone shared that absentee voting is available for 46 days before the election, which includes the 18-day early voting period. During the first 28 days of the 46-day absentee voting period, the person is just coming in, voting the ballot, putting the vote in the secrecy envelope and the other envelopes, witnessing it, and then the city couriers those to the County. It is very similar to mail-in voting. Early voting is feeding the ballot into the ballot counter, much like on election day.

Councilmember Sanschagrin asked how voters receive mail-in voting ballots. Ms. Thone shared that there are several options: request a ballot from Hennepin County, which takes about half a week; pick up ballots at City Hall during AB voting; or use 18-day early voting. If the City goes to 18 days, all of the ballots would come from the County. That would save additional money on printing the ballots. Councilmember Sanschagrin stated that the person would pick up the ballots from City Hall or request them from the County. Ms. Thone stated that it is correct. Many Shorewood residents are already on a mail-in permanent absentee ballot list with the County and automatically receive ballots by mail. She added that if a resident comes in to vote but has a mail-in ballot, the ballot is spoiled and removed from the voting system. Councilmember Sanschagrin asked if that would be explained in the communication plan. Ms. Thone stated that it would be explained.

Councilmember Sanschagrin asked about the two different resolutions to be decided between. Ms. Thone explained that the 18 days would be applied to either both elections or to the primary, and that the 46 days would be kept for the general. Councilmember Sanschagrin asked whether Staff was recommending that the first 18 days be applied to both elections. Ms. Thone explained that it was correct.

Sanschagrin moved, Maddy seconded, Approving RESOLUTION NO 26-29, "Approving Change to AB Voting Period." The first option; switching to an 18-day voting period for all elections.

Motion passed 5-0.

F. 2026 Deer Management Program Agreement

Planner Osowski presented the Agreement as found in the Agenda Packet.

Mayor Labadie noted that the Council recently discussed the Program at length. She asked if there were any questions for the Staff.

Councilmember Sanschagrin asked whether any other approaches to deer management have been considered. Planning Director Griffiths shared that, as part of the Staff's annual review of the program, they speak with the Conservation Officer. He noted that the issues that Shorewood faces with the deer population are not unique. He added that hunting is the best method for reducing the population. Some cities have ordinances requiring residents to act in a certain way. Councilmember Sanschagrin asked if there is any conversation about the potential use of contraceptive vaccines on deer. Planning Director Griffiths stated that there has been no conversation about that, and he looked that up, and contraceptive chemicals are illegal in Minnesota to use for controlling population unless done for a research project. Hunting is what most of the surrounding communities do. There will be issues that come up with this program. He added that if the program continues, there will be requests from individual neighborhoods. Councilmember Sanschagrin asked if capturing the deer is an option. Planning Director Griffiths shared that typically, that is not an option. He guessed that not enough deer would be captured to make it worth it. In conversation with the DNR officers, generally, animals find their way back. Councilmember Sanschagrin asked that other options be brought to the Council in the future.

Sanschagrin moved, Maddy seconded, Approving the Attached 2026 Deer Management Program Agreement.

Motion passed 4-1 (DiGruttolo).

G. Vine Ridge Neighborhood Petition Against Deer Management Program on Adjacent City-Owned Properties

Planner Osowski shared the information on the petition as found in the Agenda Packet.

Mayor Labadie stated that she sees no problem with granting the residents' request.

Sanschagrin moved, Gorham seconded, Acknowledging the Vine Ridge Neighborhood Petition and Removing Silverwood Park and 19605 Waterford Place from the Deer Management Plan Program Going Forward.

Motion passed 4-1 (Maddy).

5. STAFF AND COUNCIL REPORTS AND DISCUSSION

A. Staff

i. Response: Duane Laurila, Matter from the Floor

Mayor Labadie asked if the memo stands for itself. City Administrator Nevinski shared that it stands for itself.

Councilmember Sanschagrin noted concern with the memo not being specific enough. He added that the specific response is what residents are looking for.

Mayor Labadie asked whether the information had been sent to Mr. Laurila. City Administrator Nevinski stated that the information was just included in the Agenda Packet.

Councilmember DiGruttolo stated that the resident identified a critical governance issue: that changes over time are not an adopted policy. She added that the Staff needs to explain to the resident what the policy is, when the policy was formally adopted, and where those decisions could be located in the formal record. She asked if the Staff needs any official policy direction from the Council in the future that should be included in the letter.

Mayor Labadie asked what Councilmembers Sanschagrin and DiGruttolo are proposing. No action is needed on this item. Councilmember DiGruttolo stated that the language needs to be added to the memo about when the policy changed and where residents can locate those decisions in the public record. Councilmember Sanschagrin shared that more specifics on the math used for the changes are being added. The residents have to go to the budget and calculate it themselves; instead, the information could be explained in the memo.

Mayor Labadie asked that the memo be amended and included on the agenda for the next meeting.

Park and Recreation Director Czech shared that last week there was the kick-off meeting for the SCEC Task Force, and it was a really good, productive meeting. He noted that there were many perspectives. He added that the meeting did not go too deep into the details, but it set some things up and brainstormed in the end. People on the Task Force who have never been in the building think the SCEC is a valuable amenity, and there are ways to enhance the building. There was a lot of discussion about marketing. He shared that on May 27, there was a Parks Unplugged event at Camp Fire from 5:00 to 8:00 P.M. He explained that the MBA Tournament would be June 5 and 6, and the Tonka Splash Tournament would be at Freeman from June 12 to 14.

Mayor Labadie asked how well attended the last Parks Unplugged event was. Mr. Czech noted that it was not great; there was only one person there specifically for the event, and they recruited others. Over time, 12 to 15 people attended. Mayor Labadie thanked the Staff for the outreach. Mr. Czech stated that those who came learned a lot about trees.

Planning Director Griffiths shared that things have been busy with the construction season. He noted that the Legislative session had ended, and, fortunately, none of the proposed zoning reforms that the Council had passed a resolution opposing had been passed. He added that the Staff is monitoring one piece of legislation that passed relative to homeowner's associations. He explained that at a previous meeting, the Council approved a boundary adjustment with Tonka Bay, and Tonka Bay approved the adjustment as well, so the Staff is working with the State to finalize the boundary adjustment. He shared that there are two opportunities for public engagement: feedback on the draft of the Zoning Code update and a survey on the Comprehensive Plan website. He asked the Council to share about the website. Residents can visit shorewoodmn.gov/compplan to complete the survey and sign up for email updates.

City Administrator Nevinski updated that the Council approved the Mill Street Watermain project. Chanhassen Water serves the area, and the City has been in contact with them throughout the planning process to discuss various matters. He shared that conversations have continued, but the City has hit a bit of a hurdle with Chanhassen, as they are suggesting that there should be connection charges paid to Chanhassen for Shorewood properties. He noted that this could have a significant impact on the project budget. In 2026, an agreement was put in place for the purchase of water from Chanhassen, which included installing a meter and a pipe. There was a charge at the time, and there have been several connections since then that have not paid charges. He stated that the matter will likely be before the Council shortly. He explained that the bonding bill included no funds for Highway 7. Considering this, the City will meet with the Highway 7 group to discuss the regional solicitation and move forward with the project. The consultant is meeting with MnDOT to discuss different things. He added that there is also a question about who the applicant is, so one city may have to handle that.

B. Mayor and City Council

Councilmember Gorham asked if there is a petition from Yellowstone for a sidewalk. City Administrator Nevinski shared that nothing had been submitted. There have been inquiries, and part of the conversation has been that the topic is appropriate for the Comprehensive Plan process. He added that it would be a good location for the conversation. Councilmember Gorham asked if any past studies had been communicated to the group. City Administrator Nevinski stated that he was unaware of any studies. Councilmember Gorham noted that the area had been discussed previously. Councilmember Maddy noted that it was talked about, but the geography makes it difficult. City Administrator Nevinski stated that there may be a conversation underway with the City Engineer, but he is not aware of any petition.

Councilmember Sanschagrin stated he attended the recycling event, that it seemed to go well, and that he looked forward to hearing from the Staff on that. He also attended the severe weather discussion at the Fire Department and learned a great deal from it.

Councilmember DiGruttolo asked whether there is a timeline for hiring a new fire chief. Mayor Labadie stated that the EFD board meets on May 27 and would discuss the matter.

Mayor Labadie shared that she attended the work session with the Minnetonka Schools, David Law, the Superintendent, and the mayors of the cities proper. They discussed classroom technology and the idea of changing the district calendar. She stated that school starts before Labor Day because the school has added additional holidays and is looking at adding more. The School Board would be discussing that at a work session on May 28. She noted that she attended the cleanup day and handed out flyers about the Comprehensive Plan. She asked if people had taken the survey in the past week. Planning Director Griffiths stated that people did. Mayor Labadie noted that outreach events like that work. She explained that at the last SLMPD meeting, there were two topics, one of which was the budget, which took up the majority of the meeting. She noted that the budget is not looking good, and the funding formula, which determines the percentages for each city, indicates that Shorewood and Tonka Bay will pay more. She encouraged the Council to attend the upcoming budget meetings if they are interested. She explained that the other topic at the meeting was the JPA, which governs the SLMPD and states that the mayors of the four cities shall be the representatives for their cities at the coordinating committee meetings, and that the administrator should be the representative at the operating committee meetings. She noted that Greenwood does not have a full-time administrator, but has an individual who is on call to the city and offices out of Tennessee. The mayor has historically served as the representative of both committees, which has been an issue in the past. She stated that the coordinating committee can hire and fire the chief, set the chief's salary, give bonuses, etc. The operating committee includes the chief, who can be in a difficult situation. She stated that the issue has been raised again by the three mayors of the other cities, and that a lawyer has been hired because there was no meeting of the minds. The lawyer has completed their analysis of both case law and statutes, and the League of Minnesota Cities has a handbook that defines the concept of wearing two hats. After looking at all of that, the lawyer stated that Greenwood does not allow what they are doing. She noted at the last meeting that Greenwood objected again. The lawyer went through the funding formula to see how the cities would pay for the lawyer. She explained that the cities are at an impasse and all of the Councils are discussing the issue at their next meetings. She asked for direction from the Council.

Councilmember Sanschagrin asked if the concern is that having the Greenwood mayor be on both committees undermines the operating committee. Mayor Labadie stated that it is correct. City Administrator Nevinski stated that there is an issue with incompatible offices. He added that there is difficulty when someone is in two roles, where hiring and firing decisions need to be made. There was an issue in the hiring process of the police chief in both roles. He shared that it was not a disaster but a recognized situation. He noted that he would send out the information from the lawyer, and further discussion could be had at a future meeting if desired.

Mayor Labadie stated that the issue has nothing to do with the current mayor as an individual; it is the concept that is hindering the process and procedure.

Councilmember Sanschagrin asked what the solution would be for Greenwood. He suggested having a councilmember fill the role. Mayor Labadie explained that it cannot be done without rewriting the JPA, and that is a whole different thing. Councilmember Sanschagrin asked if Greenwood has anyone on staff who could fill the role. Mayor Labadie stated that a woman on staff who lives in Tennessee could fill the role.

Councilmember Gorham asked what the Greenwood argument is. Mayor Labadie stated that Greenwood argues that Mayor Fletcher is also the administrator.

Councilmember DiGruttolo asked if the JPA can be amended. She asked which would cost more: litigating this or just having a lawyer amend the JPA. She added that this has not been a problem for Greenwood and that there is no cause for concern about the mayor. Mayor Labadie stated that it is a tough question. She noted that she does not know if this has been a problem for Greenwood in the past. She shared that opening the JPA is difficult because it loads the entire thing, and there's a risk it will implode. Litigation is never cheaper or the best option, but opening the JPA is tricky.

Councilmember Gorham asked if Greenwood needs to sign an amendment to the JPA. City Attorney Shepherd stated that Greenwood would have to sign. Councilmember Gorham stated that Greenwood could not sign it.

Councilmember DiGruttolo pointed out that there are only three options: stay the course, litigate, or change the JPA. Mayor Labadie shared that Greenwood could agree to accept the advice of the lawyer who was hired in good faith by the four cities. Councilmember DiGruttolo pointed out that she heard it is unlikely to happen. Mayor Labadie noted she did not know the opinion of the other councilmembers.

City Attorney Shepherd shared that if the JPA were opened, then that could be very difficult. There is still the lawyer's opinion about incompatible offices, which is a strong consideration.

Councilmember Sanschagrin asked whether it is possible to focus only on a specific issue and ensure nothing else comes up. City Attorney Shepherd stated that, in theory, yes. Mayor Labadie pointed out that, then, any time a city has a problem with something, it would set the precedent that the JPA could be opened. Councilmember Sanschagrin asked whether the cities could enter the process with the understanding that it would be about only one thing, and that if that is not what happens, the whole process would be abandoned. City Attorney Shepherd explained that it is all hypothetical, but in theory, the JPA is still being opened to several councils and many individuals. He noted that the opinion of the attorney hired by the SLMPD board needs to be considered. Mayor Labadie pointed out that the phrase "incompatible offices " may not have been used specifically by the attorney.

6. ADJOURN

Maddy moved, Sanschagrin seconded, Adjourning the City Council Regular Meeting of May 26, 2026, at 10:25 P.M.

Motion passed 5-0.

ATTEST:

____
Jennifer Labadie, Mayor

____
Sandie Thone, City Clerk

City of Shorewood

City Council Item 2.B.

Title/Subject: City Council Special Session Closed Minutes
Meeting Date: June 8, 2026
Prepared By: Marc Nevinski, City Administrator

Attachments

1. May 28, 2026 Special Meeting Minutes

Background

05-28-26 City Council Special Meeting Minutes

Strategic Alignment

Organizational Strength & Good Governance

- Sound and strategic record keeping of government activities lead to comprehensive long-term planning, principled, data, and stakeholder-driven decisions, and a culture of continuous improvement.

Budget Impact

Minute preparation costs vary based on length of meeting and level of detail.

Action Requested

Motion to Approve Consent Agenda. Simple Majority is required.

CITY OF SHOREWOOD | 5755 COUNTRY CLUB ROAD
CITY COUNCIL SPECIAL MEETING | LARGE CONFERENCE ROOM
THURSDAY, MAY 28, 2026 | 5:00 P.M.

CITY OF SHOREWOOD
CITY COUNCIL SPECIAL MEETING
THURSDAY, MAY 28, 2026

5755 COUNTRY CLUB ROAD
LARGE CONFERENCE ROOM
5:00 P.M.

MINUTES

1. CONVENE CITY COUNCIL SPECIAL MEETING

Mayor Labadie called the meeting to order at 5:00 P.M.

A. Roll Call

Present. Mayor Labadie; Councilmember, Sanschagrin, Gorham (at 5:14PM), Maddy and DiGruttolo; City Administrator Nevinski; Planning Director Griffith; City Attorney Shepherd, LMCIT appointed Attorney Justin Templin, Joe Neubauer LMCIT

Absent: None

B. Review Agenda

Maddy moved, Sanschagrin seconded, approving the agenda as presented.

Mayor Labadie stated that the meeting may be closed pursuant to Minnesota Statutes, section 13D. 05, subdivision 3(b), the City Council will move into closed session for a confidential attorney-client privileged discussion of newly threatened litigation by Gravity Investment LLC arising from its April 17, 2026 litigation threat letter and to discuss the litigation matter, "In Re Petition for an Environmental Assessment Worksheet for Watten Ponds,2nd Addition Subdivision, Minnesota Court of Appeals Case No. A26-0498.

Maddy moved, DiGruttolo seconded, to moving into closed session at 5:02 PM. Motion passed 4/0.

2. CLOSED SESSION WATTEN PONDS 2ND ADDITION – EAW DECISION – THREATENED LITIGATION BY GRAVITY INVESTMENT LLC

The Council met in Closed Session with LMCIT appointed Attorney Justin Templin.

Mayor Labadie reopened the meeting at 6:13 p.m.

3. ADJOURN

Sanschagrin moved, DiGruttolo seconded, adjourning the City Council Special Session Meeting of May 28, 2026, at 6:13 P.M. Motion passed 5/0.

ATTEST:

Jennifer Labadie, Mayor

Sandie Thone, City Clerk

City Council Item 2.C.

Title/Subject: Excelsior Fire District Board Minutes
Meeting Date: June 8, 2026
Prepared By:

Attachments

1. EFD Board Meeting Minutes March 10 & 11, April 8, April 22, 2026

Background

The Council is asked to accept the Excelsior Fire District Board meeting minutes from March 10 and 11, April 8, and April 22, 2026.

Strategic Alignment

Safe & Secure Community

- Strong, proactive, strategic, and cost-effective public safety services — Providing minutes from public safety board meetings increases the Council's awareness of the department's activities.

Budget Impact

NA

Action Requested

Motion to accept the attached minutes.
Simple majority votes is required.

EXCELSIOR FIRE DISTRICT BOARD MEETING MINUTES

12:00 p.m., Tuesday, March 10, 2026
Excelsior Fire Department
24100 Smithtown Road
Shorewood, MN 55331

CALL MEETING TO ORDER: Board Chair, Jennifer Gallagher, called the Board Meeting to Order at approximately 12:02 p.m.

BOARD MEMBERS PRESENT: Chair Jennifer Gallagher; Board Member, Jennifer Caron; Board Member, Tony Jewett; Alternate Board Member, Adam Jennings
VIRTUAL APPEARANCE: Board Member, Dustin Maddy (travel)
EX OFFICIO BOARD MEMBERS PRESENT: Chair Dan Madsen, Board Member, Marc Nevinski; Board Member, Tom Fletcher

ABSENT: Ex Officio Board Member, Kristi Luger
STAFF: Fire District Attorney, Joshua Dorothy (virtually); Fire Chief, Curt Mackey
OTHERS: Attorney, Tim O'Connor; Attorney, Allison Andersen

Operating Committee Chair, Dan Madsen, asked Chief Mackey and his attorney, Tim O'Connor, if they wished to have the meeting open to the public. Chief Mackey and Attorney O'Connor affirmed their intent to have the meeting closed to the public.

Operating Committee Chair Madsen explained that the meeting was set on pursuant to Minn. Stat. 13D.05, Subd. 2(b) to review an investigation report and consider allegations or charges against an individual subject to the authority of the Fire Board, and that the statute requires that the meeting be closed unless the individual who is the subject of the meeting requests that the meeting be open. Madsen continued that only members directly involved with the subject matter of the meeting were allowed to be present during the closed meeting, noting that people who may be called as witnesses or that may present evidence for consideration can wait outside the room and will be brought in for those purposes when appropriate.

Motion was then made by Alternate Board Member Jennings, and seconded by Board Member Caron, to enter into Closed Session as presented. Motion carried by unanimous roll-call vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye. The Fire District Board entered into Closed Session at approximately 12:08 p.m.

Motion was made by Board Member Jewett, and seconded by Board Member Caron, to recess the meeting and reconvene at 12:00 p.m., Wednesday, March 11, 2026 at Deephaven City Hall. Motion carried by unanimous roll-call vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye. The meeting was recessed at approximately 4:56 p.m.

Respectfully submitted this 13th day of May, 2026
Dan Madsen
City Administrator / Special Counsel

Deephaven, Minnesota

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EXCELSIOR FIRE DISTRICT BOARD MEETING MINUTES

12:00 p.m., Wednesday, March 11, 2026
Deephaven City Hall
20225 Cottagewood Road
Deephaven, MN 55331

CALL MEETING TO ORDER: Board Chair, Jennifer Gallagher, called the Board Meeting to Order at approximately 12:03 p.m.

BOARD MEMBERS PRESENT: Chair Jennifer Gallagher; Board Member, Jennifer Caron; Board Member, Tony Jewett; Alternate Board Member, Adam Jennings
VIRTUAL APPEARANCE: Board Member, Dustin Maddy (travel); Ex Officio Board Member, Tom Fletcher (travel)
EX OFFICIO BOARD MEMBERS PRESENT: Chair Dan Madsen, Board Member, Marc Nevinski;
ABSENT: Ex Officio Board Member, Kristi Luger
STAFF: Fire District Attorney, Joshua Dorothy (virtually); Fire Chief, Curt Mackey
OTHERS: Attorney, Tim O'Connor; Attorney Allison Andersen

Board Chair, Jennifer Gallagher, reconvened the meeting to order at approximately 12:03 p.m. Operating Committee Chair, Dan Madsen, again asked Chief Mackey and his attorney, Tim O'Connor, if they wished to have the meeting open to the public. Chief Mackey and Attorney O'Connor affirmed their intent to have the meeting closed to the public.

Operating Committee Chair Madsen explained that the meeting was being reconvened pursuant to Minn. Stat. 13D.05, Subd. 2(b) to review an investigation report and consider allegations or charges against an individual subject to the authority of the Fire Board.

Motion was made by Alternate Board Member Jennings, and seconded by Board Member Jewett, to enter into closed session as presented. Motion carried by unanimous roll-call vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye. The Fire District Board entered into Closed Session at approximately 12:05 p.m.

Motion was then made by Alternate Board Member Jennings, and seconded by Board Member Caron, to exit Closed Session. Motion carried by unanimous roll-call vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye. The Fire District Board entered into Open Session at approximately 7:13 p.m.

Operating Committee Chair Madsen announced the open meeting and various members of the Excelsior Fire Department and general public entered Council Chambers. Madsen stated that the Board had reviewed seven findings made by Investigator Soldo in the Investigation Report related to the performance and conduct of Fire Chief, Curt Mackey. The first item discussed was Subfinding 1, whether discipline may be warranted on the finding that Chief Mackey did not request or receive Fire Board authorization to participate in the Relief Association and receive additional compensation for working duty shifts plus receiving annual Relief Association pension benefits. After discussion and review, Motion was made by Jennings, and seconded by

Gallagher, finding discipline may be warranted. Motion carried by majority vote: Caron, Aye; Jewett, Nay; Jennings, Aye; Maddy, Nay; Gallagher, Aye.

The second item discussed was Subfinding 2, that Chief Mackey did not timely inform the Fire Board of an invoice in the amount of $51,409.57 for Fire Engine 11 manufacturing change orders. After discussion and review, Motion was made by Jennings, and seconded by Caron, that discipline may be warranted. Motion carried by majority vote: Caron, Aye; Jewett, Nay; Jennings, Aye; Maddy, Nay; Gallagher, Aye.

The third item discussed was Subfinding 3, that Chief Mackey did not timely inform the Fire Board of the Engine 21 crash that resulted in significant damage and rendered the engine out of service. After discussion and review, Motion was made by Caron, and seconded by Jennings, that discipline may be warranted. Motion carried by majority vote: Caron, Aye; Jewett, Nay; Jennings, Aye; Maddy, Nay; Gallagher, Aye.

The fourth issue discussed was the finding on Issue 3, which was determined by Motion from Jewett, seconded by Maddy, that no discipline was warranted. Motion carried by unanimous vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye.

The fifth issue discussed was the finding on Issue 4, that Chief Mackey had knowledge of, and did not act, in accordance with Excelsior Fire District Personnel Handbook Section 5.15 entitled "Harassment Prevention," to address multiple verbal reports personnel made to him over a period of approximately three years regarding perceived disrespectful and disparate treatment based on gender. After discussion and review, Motion was made by Jennings, and seconded by Gallagher, that discipline may be warranted. Motion carried by majority vote: Caron, Aye; Jewett, Nay; Jennings, Aye; Maddy, Nay; Gallagher, Aye.

The sixth issue discussed was the finding on Issue 5 that Chief Mackey initiated and supported behavior by some Excelsior Fire District personnel as prohibited religious and race-based discrimination. After discussion and review, Motion was made by Jennings, and seconded by Caron, that discipline may be warranted. Motion carried by unanimous vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye.

The final issue discussed was the finding on Issue 6, which was determined by Motion from Jewett, seconded by Maddy, that no discipline was warranted. Motion carried by unanimous vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye.

Motion was then made by Jennings, and seconded by Caron, that all of the items found that may warrant discipline, are affirmed and do warrant discipline. Motion carried by majority vote: Caron, Aye; Jewett, Nay; Jennings, Aye; Maddy, Nay; Gallagher, Aye.

The Fire Board held a discussion regarding a path forward and reviewed potential dates for the continuation of the disciplinary hearing. After additional discussion and review, Motion was made by Jennings, and seconded by Caron, to direct the Operating Committee to bring forward recommendations for disciplinary actions commensurate with the findings made by the Board for consideration at a disciplinary continuation hearing to be scheduled in April before the regular

April Fire Board Meeting. Motion carried by unanimous vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye.

Motion to adjourn was then made by Jewett, and seconded by Jennings. Motion carried by unanimous vote: Caron, Aye; Jewett, Aye; Jennings, Aye; Maddy, Aye; Gallagher, Aye, and the Loudermill phase of the disciplinary hearing was adjourned at approximately 7:42 p.m.

Respectfully submitted this 13th day of May, 2026
Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

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EXCELSIOR FIRE DISTRICT BOARD MEETING MINUTES

12:00 p.m., Wednesday, April 8, 2026
Deephaven City Hall
20225 Cottagewood Road
Deephaven, MN 55331

BOARD MEMBERS PRESENT: Chair Jennifer Gallagher; Board Member, Jennifer Caron; Board Member, Tony Jewett; Alternate Board Member, Adam Jennings; Board Member, Dustin Maddy
EX OFFICIO BOARD MEMBERS PRESENT: Chair Dan Madsen, Board Member, Kristi Luger; Board Member, Marc Nevinski; Board Member, Tom Fletcher; Board Member Max Peters
STAFF: Fire District Attorney, Joshua Dorothy (virtually); Fire Chief, Curt Mackey;
OTHERS: Attorney, Tim O'Connor; Attorney Allison Andersen

Board Chair, Jennifer Gallagher, called the meeting to order at approximately 12:03 p.m. Chair Gallagher read the items on the Consent Agenda and called for approval as follows:

1. Approve Excelsior Fire District Resolution #26,001, Annual Appointments
2. Approve Excelsior Fire District Resolution #26-002, Engine 21 Financing Options

Motion was made by Caron, and seconded by Jewett, to approve the Consent Agenda. Motion carried by unanimous vote.

Chair Gallagher then explained that the next item on the Agenda required the Board to enter into Closed Session. Operating Committee Chair Madsen explained that the Board would move into Closed Session pursuant to Minn. Stat. 13D.05, Subd. 3(b) to discuss threatened or pending employment-related litigation under the Attorney-Client exception to the Open Meeting Law. Motion was made by Jennings, and seconded by Jewett, to enter into Closed Session as presented. Motion carried by unanimous vote and the Board entered into Closed Session at approximately 12:15 p.m.

Motion was made by Jennings, and seconded by Caron, to move into Open Session. Motion carried by unanimous vote and the Board entered into Open Session at approximately 12:57 p.m.

Chair Gallagher explained the task of the Fire Board, to discuss and review the investigation report, all memoranda and evidence submitted during the hearing process, and make a determination on the level of discipline warranted by the conduct of Fire Chief, Curt Mackey. Members of the Fire Board discussed their impression, understanding and position of the testimony, evidence and facts presented with each Board Member providing their position on the matter. After an extended discussion and debate, Motion was made by Caron, and seconded by Jennings, to terminate the employment of Fire Chief, Curt Mackey, effective immediately. Motion carried by majority vote, with Gallagher, Jennings and Caron voting in favor; and Jewett and Maddy voting in opposition to the motion.

Motion was then made by Caron, and seconded by Jennings, to adjourn the meeting. Motion carried by unanimous vote and the meeting was adjourned at 3:23 p.m.

Respectfully submitted this 13th day of May, 2026

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

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Excelsior Fire District Board
EXFD Governing Board Meeting
Wednesday, April 22, 2026

24100 Smithtown Road
Shorewood, Minnesota
6:00 P.M.

MINUTES

1. CALL TO ORDER

Chair Gallagher called the meeting to order at 6:02 P.M.

ROLL CALL

Present: Excelsior Fire District (EXFD) Boardmembers: Gallagher, Maddy, Jewett, Vogel (alternate), and Broas

Also present: Excelsior Fire District Assistant Chief Basinger; Deephaven Administrator Madsen; Shorewood City Administrator Nevinski; Tonka Bay City Administrator Peters; Excelsior City Manager Luger

Absent: None Boardmember Jennings

2. APPROVAL OF AGENDA

Maddy moved, Jewett seconded, approving the EXFD Governing Board meeting agenda, as presented. Motion passed 5/0.

3. APPROVAL OF MINUTES

A. January 2026, EXFD Board Minutes
B. March 2026, EXFD Board Minutes

Broas moved, Maddy seconded, approving the EXFD Board Work Session Minutes of January and March 2026, as presented. Motion passed 4/0/1 (Vogel).

4. CONSENT AGENDA

A. Monthly Fire District Administrative Reports – January - March 2026
B. Report of the Operating Committee Minutes – January - March 2026
C. Third Account Signer

Braos moved, Jewett seconded, approving the Consent Agenda, items A through C, as presented. Motion passed 5/0.

5. MATTERS FROM THE FLOOR

Boardmember Maddy noted that a lot of dialogue was not picked up on the microphone in the January meetings. He asked if there was something they should be doing differently. Mr. Nevinksi stated that it was corrected by LMCC, and a microphone was reprogrammed.

6. REPORT AGENDA

A. 2025 Abdo Fire District Audit video presentation

Chair Gallagher asked if everyone had an opportunity to view the audit presentation and if there were any questions.

Boardmember Maddy stated he could queue up the presentation if anyone wanted to view it again.

Maddy moved, Jewett seconded to accept the 2025 audit. Motion passed 4/0/1 (Vogel).

Mr. Madsen asked if the audit would be available online somewhere. Assistant Chief Basinger stated it should be included in the Board's agenda packet.

Boardmember Maddy added that it was not in the packet but attached to the email that was sent out.

B. Chiller replacement at Station 1 (update)

Assistant Chief Basinger explained that the chiller startup is scheduled for a week from April 22, 2026. Electrical came and removed the old chiller, but the original wiring was damaged when it was installed.

Boardmember Jewett asked where the chiller sits in the building. Assistant Chief Basinger responded that it is up by the PD Garage.

Assistant Chief Basinger stated that the electrician recommended replacing the wiring, as the current wiring could damage the new chiller. The estimated cost to replace the wiring is $14,500. Staff have been working with the contractor on that change order to find some room to absorb those costs. The hope is that the staff can use liquidated damages to offset the costs.

Chair Gallagher asked if this was something done by the electrician. Assistant Chief Basinger stated this was an existing condition and was only discovered when the old chiller was pulled out. This is a legitimate change order, and the staff is trying to get any extra costs covered.

Assistant Chief Basinger stated that electrical work is being done this week, and startup will be next week, along with testing and balancing of the new chiller.

C. Fire Chief / Fire District Report / Major All Calls / Staffing update

Assistant Chief Basinger stated the Fire Department has received their new air packs and has been using them at a recent training burn. Fire Department staff put the Department's boat in the water, but it has an ongoing issue with the motor steering module. It is functional, but a backup boat will be used until the other boat is fixed.

Assistant Chief Basinger stated that last Thursday, April 16, there was a house fire in Shorewood, and the EXFD was sent an update. No other major all calls have occurred since the EXFD last met.

Boardmember Jewett asked what caused the house fire. Assistant Chief Basinger stated it was still under investigation, but once he got all the information, he would present it to the EXFD.

Chair Gallagher added that Mutual Aid helped with the house fire.

Boardmember Jewett asked how long it took the Fire Department to get to the fire in Shorewood. Assistant Chief Basinger stated that Minnetonka got there first, but arrived a few minutes after Minnetonka at just under six minutes.

Boardmember Maddy stated that Hennepin County has fire investigators who are offered for free, and this District has turned them away. He stated he wanted the EXFD to be aware of this, since this service is already provided through county taxes, and it should be utilized.

Chair Gallagher stated it would be wise for the District to use the Hennepin County fire investigators, as they have more resources available to them than the District does.

Boardmember Maddy asked if the EXFD Board should give Assistant Chief Basinger direction to utilize Hennepin County fire investigators in the event there is a structure fire. Assistant Chief Basinger stated there is nothing to lose by utilizing the Hennepin County fire investigators, and it would be a benefit to the District, and could act in a supportive role.

Boardmember Jewett asked if it is too late to bring in the Hennepin County fire investigators for the recent Shorewood fire. Assistant Chief Basinger confirmed it was too late. Boardmember Jewett asked if the investigation is happening internally. Assistant Chief Basinger stated that if the Fire Marshall is around, she will take on those investigations, but if she is unavailable, the District will call the Hennepin County fire investigators.

Boardmember Jewett asked if the Hennepin County fire investigators were on the scene of the Shorewood fire. Assistant Chief Basinger confirmed that they were there. Boardmember Jewett asked if the Hennepin County fire investigators did anything that might have helped with the investigation.

Chair Gallagher stated that she thought the fire investigators were turned away. Boardmember Maddy confirmed the fire investigators were turned away, but not by the Incident Commander, and that needs to be looked into.

Assistant Chief Basinger stated that the Incident Commander would be in charge of the whole scene, and decisions should be run through them for safety and accountability.

Assistant Chief Basinger added that he would put together a short presentation about the house fire in Shorewood that will be shared with the different city councils.

Assistant Chief Basinger added that staffing for the Department is at 43 members and is anticipating two retirements at the end of the year. The Third Battalion will be joining the District in 2027, which will be helpful as they lose two retirees. There are currently four to eight employees who may leave at any time for various reasons, which would put staffing closer to the mid-30's. Past experience has shown that it is when firefighters start to get burned out with shift requirements. This has led the District to push to hire four to six firefighters this fall to maintain staffing closer to the low 40's.

Boardmember Jewett asked how many of the employees who are considering leaving are at Station Two. Assistant Chief Basinger stated that probably two or three of the employees, and this is speculative, as he watches performance metrics.

Boardmember Maddy asked if it is policy to let firefighters leave for a while and welcome them back if they come back to the District. Assistant Chief Basinger stated that as long as firefighters can meet the onboarding requirements, they are welcome to come back.

Assistant Chief Basinger noted that there were questions about the part-time inspector role that is vacant. The Second Battalion Chief position is in charge of emergency management and has a primary responsibility to help manage special events. The idea was that the Second Battalion Chief would take on the role as part-time inspector as well, because it is now considered a separate role that a firefighter cannot fulfill because of dual service. This could require the District to hire someone from the outside if the Second Battalion Chief cannot pick up special event inspections.

Chair Gallagher asked how many hours per week this position would require. Assistant Chief Basinger stated that it is budgeted at 15 hours per week. Chair Gallagher asked if these inspections would be events like Concerts in the Commons. Assistant Chief Basinger confirmed it would be for those types of events.

Boardmember Jewett asked if it is typical for food trucks to be inspected on a Saturday, or if it can be done prior to an event. He added that residents mention that they are unaware that the Fire Department has to inspect food trucks, and it has held up events before. Assistant Chief Basinger stated that he is not aware of what is required, but typically, as the food truck gets set up for an event, an inspector would come look at it, but some of that is at the discretion of the municipality.

Boardmember Jewett stated there was a misconception that food trucks could be inspected once at the beginning of the year, but that is not really the case. Assistant Chief Basinger added that he was not sure how the inspections work. Boardmember Jewett noted that maybe everyone needs some education on this topic, especially as the District tries to fill this part-time inspector role.

Boardmember Maddy stated that in Excelsior, inspections would happen on Fridays before the events started. Those inspections checked that tents were weighed down and fuel was stored correctly.

Chair Gallagher stated she was wondering about inspections for events like Wednesday night Concerts in the Commons, and food trucks show up.

Ms. Luger noted that it was her understanding that inspections happened the day of the event.

Scott Gerlicher, Rotary Events Chair, added that in Excelsior, the food trucks are inspected twice and have to show up at a facility sometime between now and the first concert for inspection, and every Wednesday prior to the concert, they are inspected again on site.

Assistant Chief Basinger noted that the discussion is really about who will do those on-site inspections.

Assistant Chief Basinger added that there was a live burn in Tonka Bay that went really well, and other departments have requested to burn with the District due to the number of houses that are offered up to the District to burn and train on.

Chair Gallagher stated she was at the live burn and learned a lot.

Assistant Chief Basinger added that the EXFD is welcome to join the Department during a live burn and watch a live fire demonstration.

Boardmember Jewett asked how the city approval went for the live burn. Mr. Broas noted that the event brought up some concerns with the Tonka Bay Council.

Mr. Peters explained that the value of performing these burns and the education that the Fire Department gets from them far outweighs any of the concerns that were voiced, but it was discussed at the Council meeting, and they approved it.

Chair Gallagher noted that firefighters do inform the neighbors of the live burn and that the fire was under control.
Boardmember Jewett noted that they tried to do a live burn in Deephaven, but neighbors were too concerned, so they opted not to do it.

Mr. Broas added that there were similar concerns in Tonka Bay, but the Council took the position of helping the Fire Department.

Assistant Chief Basinger added that the Department really appreciates getting to do live burns, and Staff made calls back to anyone who called with concerns about smoke management and asbestos.

D. Communications

Assistant Chief Basinger added that it has been requested to upload the entire EXFD Board packet to the website, in addition to the agenda. He noted that the staff is trying to navigate uploading communications because it includes personal information and would not be appropriate to put on the website. While some personal information can be redacted, he asked for the EXFD to give him and the staff direction on how to handle that.

Chair Gallagher noted that it was a good call not to put personal information and account numbers on the website.

Mr. Madsen added that the Operating Committee could come up with some guidelines if that would be helpful.

Assistant Chief Basinger stated that it would be helpful, and he wants to keep up with best practices with government entities.

7. UNFINISHED BUSINESS

A. Engine 21 replacement financing (update)

Assistant Chief Basinger noted that at the last meeting on April 8, the resolution was passed for option three, and after following up with PNC, there was some mixed communication about when the rate would be locked in. This was communicated to the Operating Committee last week as well. The rate will lock in when they close on the truck, which contradicts what they were previously told. He added that the District would have to make an interest-only payment in 2027, with the first payment in 2028 to lock in an interest rate. Discussions with PNC will continue to finalize all the details.

Boardmember Jewett asked why a decision had to be made about this in March. Assistant Chief Basinger stated he was not entirely sure and got conflicting information from PNC.

Assistant Chief Basinger noted that Mr. Peters would be helping spearhead this and provide better insight.

B. Current Engine 21 repairs

Assistant Chief Basinger explained that Engine 21 is back in McQueen's body shop getting mechanical and pump repairs fixed, and should be back in service next week and will be tested by the Department.

Boardmember Jewett stated Engine 21 is not being totaled. Assistant Chief Basinger confirmed it is not being totaled.

Chair Gallagher asked if the EXFD had received the bill for that repair yet. Assistant Chief Basinger responded that the repair is going through insurance.

C. Mailbox replacement

Assistant Chief Basinger noted that there is a memo in the packet regarding this. The League denied the Homeowner Association (HOA) claim on the mailboxes, but the EXFD discussed reimbursing the HOA for those costs. The League of Minnesota Cities insurance adjuster did not have any issues with reimbursing the HOA, and Attorney Dorothy wrote an opinion, reimbursing the HOA, and Attorney Dorothy wrote an opinion that was included in the packet, settlement agreement, and release that was included in the packet. The damage was listed at $4,400. He asked if the EXFD would approve a reimbursement not to exceed $5,000.

Chair Gallagher stated Attorney Dorothy's memo mentioned that it was unclear if the payment was going to individuals or the HOA. Assistant Chief Basinger noted that the payment would go to the HOA.

Boardmember Jewett noted that the League of Minnesota Cities is covering the truck repairs, but not the mailboxes. Boardmember Maddy stated that insurance is covering the truck because it was responding to an emergency.

Chair Gallagher asked to make a motion to reimburse the HOA in an amount not to exceed $5,000.

Boardmember Maddy stated that when he read the memo, the lawyer stated that the EXFD has to base this on a moral issue, so there is no precedent set that will cover all damages in perpetuity. He asked the Administrators how much their cities spend on snowplow damage to mailboxes.

Mr. Nevinski indicated that he did not know that number. Boardmember Maddy noted that common business is to replace the damage that they do, and the Fire District should follow that same practice.

Mr. Madsen added that his city does not hit mailboxes, but if they did, they would replace them.

Chair Gallagher noted that it is a good neighbor policy. Boardmember Maddy stated he was strongly advocating that the Fire District pay for them.

Ms. Luger noted for the record that Excelsior's mail gets hand-delivered, so mailboxes are not hit there either, but will do sod repair.

Boardmember Maddy moved to reimburse the Homeowners Association not to exceed $5,000.

Assistant Chief Basinger stated there was one point of clarification in the memo from Attorney Dorothy about the HOA providing a W-9 form. If the HOA is reluctant to provide it, the EXFD should still pursue that.

Boardmember Maddy stated he would modify his motion.

Maddy moved, Jewett seconded to reimburse the Homeowner's Association not to exceed $5,000, and the Homeowner's Association will provide a W-9 if requested by the EXFD, before reimbursement. Motion passed 5/0.

D. 2027 Budget

Assistant Chief Basinger noted this will be discussed more in the May Work Session. The big question, though, for the budget will be regarding the building and the deferred maintenance.
Chair Gallagher asked if a spreadsheet had been created for capital improvements for the building. Assistant Chief Basinger responded that he has not seen anything like that.

Boardmember Maddy noted that the building assessment showed that the building is starting to age and will require some large-scale expenses. Typically, there is a 20-year projection estimate of work, which was done by Carl Sanderson.

Chair Gallagher asked if an assessment had ever been done previously. Boardmember Maddy responded that there was not another one that he had ever seen. He noted that he was told by previous members that the District was not allowed to sit on community funds and would have to ask when needed.

Chair Gallagher added that it would have been nice to know when things were going to fall apart, whether the District was setting money aside or not. Boardmember Maddy responded that the SCBAs were the icing on that cake, because the District never got the grant money they were hoping for.

Chair Gallagher asked if there is a realistic capital improvement plan. Boardmember Maddy stated that the beauty of having a 10 to 15-year lookout is that if something does last longer than expected, then the District reduces contributions to the Reserve fund accordingly.

Boardmember Jewett added that the biggest issue in the report was the leaking roof, which was the most immediate need.
Assistant Chief Basinger confirmed that for the flat roofs, that is correct, and is already included in the 2027 budget proposal.

8. NEW BUSINESS

A. Fourth of July/ Fireworks – Rotary

Zarir Erani, President of the Rotary, and Scott Gerlicher, Events Chair, introduced themselves. Mr. Erani noted that historically, the Excelsior Chamber has operated the Fourth of July fireworks, but the Mayor of Excelsior asked the Rotary to take over. He added that the Rotary is willing to raise the money and do the fireworks show on the water, but does not have the resources to support the fireworks show on land. The issue of Public Safety was recently addressed by the Rotary with the South Lake Minnetonka Police Department, and historically, cities have set aside funds donated to the Chamber, which are used to pay for overtime to accommodate Public Safety on the Fourth of July.

Mr. Erani continued that, given that there is no planned event on land, the question is whether fire support is needed while people watch the fireworks on the water. He noted that Deephaven had shown interest in doing a fireworks show on the Fourth of July as well, and asked if there was enough fire coverage for both events. He asked if the Rotary needs to coordinate an HCMC ambulance at an additional cost, if there is no event on land.

Chair Gallagher asked what the Rotary's ideal situation is.

Mr. Erani noted that the ideal situation would be to contract with the barge and the firework vendor, pay for those services, and have a firework show in the bay. The vendor would handle all insurance. The Rotary would have nothing to do with anything that happens on land, and the cities would commission their own Public Safety Departments to cover that extra cost.

Mr. Gerlicher added that after receiving budgets from the Police and the Fire Department, and speaking to some of the cities, there is a gap of $10,000 on the Public Safety aspect. If that is not doable by the cities, the fireworks would not happen. The Rotary has the ability to raise the funds for the fireworks show, but not for the Public Safety effort.

Ms. Vogel asked what Deephaven is doing.

Mr. Madsen responded that Deephaven is not doing a fireworks show, the Minnetonka Yacht Club is doing the fireworks show, and will comply with all special event protocols. The city of Deephaven would donate to the Minnetonka Yacht Club, but that is the extent of the city's support.

Ms. Vogel asked if that show would be visible from the Commons. Mr. Madsen responded that he did not know.

Mr. Erani responded that, according to what he heard last night, it would not be visible. Mr. Madsen asked who presented last night. Mr. Erani noted it was the Coordinating Committee, but it was the Mayor's office that said it would not be visible. Mr. Madsen asked where the Committee suggested the fireworks were going to be launched from.

Mr. Gerlicher noted it was suggested to launch fireworks from the Yacht Club.

Boardmember Jewett noted that the fireworks will be on a barge out on the water. The same pyrotechnic company will do both shows, synchronize the fireworks together, and they should be visible from where the barge is based, based on previous shows done in 2020 and 2021.

Mr. Gerlicher noted there was some serious negative feedback in Excelsior about previous shows. Boardmember Maddy added that there was negative feedback from his city, too.

Ms. Vogel noted that the shows were very disappointing.

Boardmember Maddy stated that the fireworks from Commons Park were tiny.

Chair Gallagher asked Assistant Chief Basinger how the Fire Department is staffed on July 4th. Assistant Chief Basinger noted that there are shifts for people to sign up based on the events and staffing needs. The biggest concern in the evenings is traffic and congestion, and the Fire Department's ability to respond to emergencies throughout the district, as there is a massive influx of people.

Chair Gallagher asked if there is going to be a race this year.

Mr. Erani noted that there is still going to be a race, and daytime activities are still occurring, but there will not be a fireworks show or any events in the park.

Mr. Gerlicher added that another issue that was raised was inspections of the barges and fireworks.

Assistant Chief Basinger stated he spoke with Chief O'Keefe and the Fire Marshal, and was told they cannot say yes or no without seeing plans for both of those events. If there are two barges, the District only has one boat that is capable of responding to an emergency, so another Department would have to assist in covering the second barge.

Mr. Gerlicher asked if that would affect the cost. Assistant Chief Basinger said it could potentially cost more for coverage from that other Department.

Boardmember Maddy asked if the EXFD makes that choice, or if Water Control dictates where resources are distributed on the water. Assistant Chief Basinger stated that Water Control runs the show, but he was told that if there were multiple barges, there needed to be more fire resources.

Boardmember Jewett asked if the District has two boats, and is using a backup boat right now. Assistant Chief Basinger confirmed they are using the backup boat, and there are two boats, but the second boat is a smaller 12 to 14-foot boat.

Chair Gallagher asked if the Fire Marshal had inspected the barges in the past. Assistant Chief Basinger confirmed that the Fire Marshal has done the inspections in the past.

Mr. Madsen asked to clarify if the Rotary is asking for funding from cities to help support police presence and response, and any Fire Department expenses. Mr. Erani added that they are also asking the cities for ambulatory responsibility, which has historically been provided pro bono by HCMC, but given their budget constraints, they have come back to the Rotary with a $5,000 cost.

Mr. Madsen stated the city of Deephaven's contribution was around $1,500 a year. He asked if the Rotary has factored in any other expenses or costs that may happen that would impact Excelsior, the Commons, parking, and crowd control.

Mr. Erani stated that the Rotary has not looked into any of that and assumed that Public Safety would cover all of the crowd control issues.

Mr. Gerlicher noted that because the races would be held by the Chamber of Commerce at the Commons, some of those traffic control devices, such as cones, could be reused.

Chair Gallagher asked if the Rotary had an agreement with the Chamber of Commerce for those items. Mr. Erani noted that they have had conversations with the Chamber of Commerce, but nothing is firmed up yet.

Mr. Madsen asked if the Chamber of Commerce has provided a playbook on what they have typically done, so that there are the same number of portable restrooms and the same number of garbage receptacles. Mr. Erani stated that the Chamber of Commerce has not provided the Rotary with any type of playbook and simply shared their budget.

Mr. Madsen added that he will not speak for the city of Excelsior; he was just trying to run through what this event would look like and will defer to Ms. Luger.

Ms. Luger noted there have not been conversations on the Council yet about how much financial support Excelsior would be providing for this event. There have been conversations with the Rotary about applying for a special event permit, but the event is only on the water, not on land. This does not mean that Excelsior would be supportive of an event, but there has not been a conversation about it. An event like this would require substantial Public Works and Public Safety time. The most important aspect of this event is whether the communities are willing to support the Public Safety costs, because those are the most substantial. If the other cities are willing to share the cost, then the Excelsior Council could have a conversation about hosting an event like this.

Mr. Madsen noted that Deephaven would like to see Excelsior have fireworks as well, but is already making a contribution to the Minnetonka Yacht Club, and any other contributions would have to be taken up with the Deephaven Council.
Mr. Erani noted that Deephaven is having fireworks and asked if Deephaven is picking up those Public Safety costs. Mr. Madsen stated that Deephaven does not have fireworks, but the Minnetonka Yacht Club does. Mr. Erani asked if the Minnetonka Yacht Club is covering those Public Safety costs.

Mr. Madsen noted that the impact on the city of Deephaven is drastically different from that of Excelsior. The other concern is that Deephaven only has a firework display on the water and does not have a Commons, large beaches, or parking for any type of event, which is problematic and is why working with the Minnetonka Yacht Club is manageable. If it is the only firework show in the area, that would be a different conversation.

Ms. Lugar added that if the only fireworks happening were in Deephaven, residents would notice that there are no fireworks in Excelsior and would be very upset. The Excelsior Council would not advertise to residents that Excelsior is having a fireworks show, either.

Mr. Madsen stated that if that is the case, Deephaven would circle back with their Council and staff and would have to work out restricting parking and access to roads, and cannot accommodate the people from Excelsior and the area that would normally be at the Commons on their small roadways.

Chair Gallagher asked Ms. Lugar if she is saying that if Deephaven has fireworks, Excelsior will not. Ms. Lugar clarified that if Deephaven were the only fireworks show on the lake, and the Rotary is not having it, she would not advertise to residents that Excelsior is having fireworks. Residents would have a certain expectation of what those fireworks would look like, and it would be drastically different.

Boardmember Maddy added that maybe Deephaven wants the show to happen in Excelsior, because otherwise their city might have a few thousand people that they do not have room for.

Mr. Madsen noted that if Excelsior is not going to have fireworks, there would have to be a serious conversation about limiting and restricting traffic and parking in Deephaven.

Mr. Erani asked if Deephaven had the only firework display and if people would come to the Commons to watch them. Ms. Luger stated she would anticipate people to come, and Excelsior would have to prep for that, and Public Safety and Public Works would have to be involved. The Excelsior Council would have to discuss what the community sentiment is, because if residents want their own fireworks show, there would have to be dollars contributed to that somehow.

Boardmember Maddy asked what the scope of the fireworks show is, and if there are two barges that need to be inspected, expected costs, and what Department one of those barges is contracted from, if there are two shows. Assistant Chief Basinger noted that a draft was put together based on what was done last year, and staffing was provided at an hourly rate, with the project coming in at $13,860.

Mr. Erani asked if that includes the whole day. Assistant Chief Basinger confirmed that it was for the whole day.

Boardmember Maddy noted that the Rotary would split that with the Chamber.

Assistant Chief Basinger added that the projection was broken down by hours provided in the morning and evening, and a standby crew on the boat, but there was only one barge last year. Boardmember Maddy noted the actual number would be bigger than the projection.

Boardmember Maddy stated that the actual number would be closer to $15,000. Mr. Erani stated that the Rotary came up with a total of $21,000.

Mr. Gerlicher stated that the Rotary has come up with half of that. Shorewood has budgeted $7,500, Tonka Bay has budgeted $2,500, and Greenwood and Excelsior have not budgeted for fireworks, and there is a gap there.

Boardmember Maddy added that the District does not want Deephaven paying for their fire coverage.

Ms. Luger noted that the barge inspection alone takes five hours. Mr. Gerlicher added that it would include both barge inspections.

Chair Gallagher asked if Rotary runs the Burgers and Bingo event by the bay. Mr. Erani noted the Rotary does not do that anymore. Chair Gallagher asked if that was the event that used to raise money for the fireworks. Mr. Erani stated that it provided a portion of their funding, but that event has progressively declined. He added that the Rotary has budgeted $10,000 for this event and will raise additional funds to cover the entire amount.

Chair Gallagher asked if the Rotary had not taken this event over for the Chamber, if there would not have been any fireworks. Mr. Erani confirmed that it is correct.

Chair Gallagher asked if the Rotary is committed to doing fireworks if the District can get this figured out. Mr. Erani responded that if this can be included in the District's operating budget and the Rotary does not have to worry about the Public Safety side of things, the Rotary would raise funds for fireworks every year.

Mr. Gerlicher noted that there are only 72 days until the Fourth of July, so there is very little time to deal with all the logistical issues that have been raised. Mr. Erani added that the Rotary has never done this event before, and just wanted to step up for the community.

Chair Gallagher stated that at this juncture, the EXFD needs to take this back to their city Council's and come up with what they are willing to make as a contribution towards the fireworks. Mr. Erani added that there is currently $10,000 budgeted from Tonka Bay and Shorewood.

Mr. Nevinski clarified that Shorewood has money budgeted for fireworks, but has not committed to anything, so this has to go back to the Council.

Chair Gallagher stated this needs to go back to all the Councils, and asked if the Rotary needs answers as soon as possible. Mr. Erani confirmed they do.

Boardmember Maddy asked where the money used to come from, which is now being asked for from cities to cover.

Mr. Erani explained that cities historically gave money to the Chamber, which was redirected for Public Safety. Boardmember Maddy noted that Shorewood contributes one dollar per head, but adding up all the contributions of similar scope would not cover the $20,000 to $30,000 the Rotary needs to spend.

Mr. Erani noted that the HCMC is asking for money for the ambulance. He asked how many Public Safety aspects need to be at the park if there are no fireworks happening in the park.

Mr. Gerlicher added that the nature of Boardmember Maddy's question is the reason the Excelsior Chamber of Commerce does not want to do fireworks anymore, because it costs a lot of money.

Mr. Madsen noted that he had an email from Tiffany King, the last Chamber Director, who shared that the pyrotechnics cost $25,000, the SLMPD cost was $10,600, the EFD was $6,700, with the total event cost of $42,367. The Rotary used to contribute $20,000, and all of the municipalities contributed $15,000 collectively. Other fundraising included a raffle for $500, and public donations coming in around $1,600. The revenues were $37,100, and this event was an expense for the Chamber every year.

Boardmember Maddy added that the total does not include paying for garbage and traffic control. Mr. Madsen confirmed that is correct, that only includes what was listed, and health, safety, and welfare needs to be focused on for large gatherings of people.

Chair Gallagher agreed that safety should be the number one aspect. When there are large gatherings of people, something will happen, and there needs to be an emergency response nearby. Action at this point will be discussing things with their respective Councils and getting back to the Rotary with an amount for a contribution.

Mr. Madsen asked if there is a specific ask the Rotary wants from the cities. Mr. Erani noted that there is a $10,000 gap as long as Tonka Bay and Shorewood approve what had been allocated in their budget, so that would be the ask from Excelsior, Greenwood, and Deephaven.

Boardmember Maddy stated that Excelsior has expenses in kind. Ms. Luger stated that it should be determined by looking at the funding formula and splitting it between the cities. She added that if she were taking it to the Excelsior Council, the Assistant Chief Basinger, along with the Chief of Police, should get together to discuss costs to ensure that the Rotary does not come up short with funding.

Boardmember Jewett asked if the Water Patrol asked the Fire Department to be out on the water last year, and if the pyrotechnic contractor was involved at all.

Assistant Chief Basinger stated his understanding was that Water Patrol gets the permits for the fireworks barges, and requests perimeter support for those barges from other Fire Departments.

Boardmember Jewett added that it seems like the pyrotechnics contractor should be paying for the Fire and Police to be there to provide support. Boardmember Maddy noted that if the contractor does that, they will pass on the costs to the Rotary, and the District ends up in the same place.

Boardmember Jewett stated that maybe that is already in the fire contract, but he would have to look through it to see.

Boardmember Maddy asked when Water Patrol asks for help on the lake, if that is a mutual aid agreement, and if there is no money transfer. Assistant Chief Basinger confirmed that is correct, and the District pays its own people to be out there.

Boardmember Maddy added that budgeted event activity is for everything except the fireworks display.

Boardmember Jewett asked if the Wayzata boat is out there, and if there are any other boats. Assistant Chief Basinger confirmed the Wayzata boat would be out there, but other boats will depend on staffing availability.

Mr. Erani asked if those shifts would be considered paid overtime. Assistant Chief Basinger confirmed it would be paid overtime.

Chair Gallagher asked if the EXFD should go with the $15,000 from last year and divvy up the ambulance cost among each city.

Mr. Madsen said he would need a specific dollar amount and what it is going to cover, because Deephaven already made a contribution to the Minnetonka Yacht Club, and this would be in addition to that.

Chair Gallagher asked if the Rotary needs a total of around $21,000. Mr. Erani noted that is what he heard for Police, Fire, and the ambulance.

Boardmember Maddy noted that it is a ballpark of about $2.00 a person community-wide for expected costs, and that could be the ask for the Councils.

Ms. Vogel asked if that was the funding formula. Ms. Luger responded that the funding formula is way more complicated than that.

Ms. Vogel asked if the group is recommending using the funding formula as they did with the chiller. Mr. Nevinski responded that he does not, because this is going to cost more.

Boardmember Maddy stated he thought the EXFD is just trying to find out what each city is willing to contribute to the Rotary's ask.

Mr. Nevinski responded that the cities will have to decide if they want to contribute.

Mr. Madsen noted that at $2.00 per head, Deephaven's contribution would be $7,800, and if using the Police and Fire Departments through the JPA, the expense would be $3,139, which is 29 percent of half of the $21,000. This would be in addition to the contribution made to another entity, so whatever information he can get to be reviewed at the Council meeting on May 4 would be helpful.

Boardmember Jewett stated he would have to try and sell the Deephaven Council on contributing to other fireworks, when they are already doing their own, along with paying Police overtime to do that, and the Fire Department when the fireworks display is not on land, and dividing things out in terms of who is using what resources.

Mr. Erani asked if Excelsior chooses not to do fireworks, and people show up at the Commons to cover those costs. He noted that Excelsior is going to have to cover that. Ms. Luger confirmed that it would be correct.

Mr. Erani noted the Rotary's ask then is for the cities to cover it, and the Rotary does not want to be in the middle of the Public Safety aspect and how this works. The Rotary is willing to raise funds to spend on the fireworks, and that is what they are willing to contribute for the community's sake, but if this is going to get really complicated, the Rotary does not have the bandwidth or the talent to make it happen. Ms. Luger suggested that the Operating Committee members come up with what the respective dollar amount should be, because her fear is that they come up short and are back at square one. She noted that the EXFD will go to their respective Councils with the formulas that they think are fair, run the request through their communities, and give an answer to the Rotary by May 7. She asked if that works with the Operating Committee to connect over email tomorrow.

Mr. Madsen stated that it would work, but it may not be a unanimous vote.

Boardmember Maddy stated that they would have to carve Deephaven out of some of the expenses. Ms. Luger stated that they would carve Deephaven out of the Police for sure, but Excelsior is going to have residual costs too because they are the host of the event and have to pick up the permit costs along with Public Works time.

Chair Gallagher added that Excelsior would have a lot of people coming into their city, and 70 percent of Fire calls are medical.

Ms. Luger added that she heard Mr. Madsen say he really wanted Excelsior to have the event, so Deephaven will have to negotiate.

Mr. Madsen noted that the challenge is that Deephaven has a Council that will not be expecting this conversation. The contribution made to the Minnetonka Yacht Club was also a divided conversation, so it may be difficult to approach this conversation, and there will be concern about using tax dollars to provide fireworks for the public.

Ms. Luger added that Excelsior does not even have this event budgeted, so it is in a similar situation, and even the $2,500 of what used to be budgeted will be exceeded. Ms. Vogel added that the Excelsior Mayor would really support it, though. Ms. Luger agreed, but noted that they would have to see where the rest of the Excelsior Council and community falls. She added that there needs to be a funding formula, which may fall woefully short of what is needed.

Mr. Madsen agreed and stated that a starting point would be to use the contribution formula used for the EFD, which is a factual basis to use, and for Deephaven would be $3,139.

Mr. Erani asked if there was anything Rotary needed to do to keep this conversation going.

Boardmember Maddy asked if the Rotary has exhausted their fundraising because people are passionate about the fireworks display. Mr. Erani noted the Rotary has not triggered all their fundraising yet, because they wanted to get an answer from the EXFD first and know what responsibility the Rotary is taking on.

Chair Gallagher asked how to get in touch with the Rotary after they met with their respective Council's and come up with their contributions. Mr. Erani stated he would leave his contact information with Ms. Luger.

Ms. Luger responded that her understanding is the Fire and Police Departments would be billing the cities for the costs, and the EXFD is indicating that they are willing to pay for that, so the bill is not going to the Rotary. The EXFD would be assuring the Rotary that the cities have those costs covered, and provided all cities are supportive, there would be a discussion of including this event in the 2027 budget moving forward.

Mr. Erani thanked the EXFD for their time.

B. Interim Fire Chief

Chair Gallagher noted that everyone got this information in their packet and asked if there was any discussion needed.

Boardmember Maddy stated he supported the Operating Committees' conclusion for this next step on the Interim Fire Chief.

Chair Gallagher stated that, at the May 27 meeting, the Operating Committee will recommend a third-party search firm to conduct the hiring process for the permanent Fire Chief and organizational consult for the EXFD's consideration. She asked for a motion to appoint Interim Fire Chief Basinger as the Interim Fire Chief until a permanent appointment is in place, and approve a retroactive temporary wage adjustment to be determined by the Operating Committee.

Maddy moved, Jewett seconded to appoint Interim Fire Chief Basinger as the Interim Fire Chief until a permanent appointment is in place, and approve a retroactive temporary wage adjustment to be determined by the Operating Committee. Motion passed 5/0.

C. Curt Mackey Severance

Chair Gallagher asked if there was any discussion regarding Curt Mackey's severance.

Mr. Madsen noted that the final hours would be helpful to know.

Boardmember Maddy stated the EXFD is doing their best to follow the handbook and did not see much grey area except for one aspect.

Mr. Madsen explained that the handbook states that when firefighters leave the District's employment, all vacation time earned as of the date of separation shall be paid upon termination. The policy also states that compensation for sick time will be bought back at one-half the unused sick leave, but that is if an employee leaves or resigns in good standing. The policy also states that the EXFD reserves the right not to pay severance compensation if an employee is terminated. He added that vacation time needs to be paid out hour per hour, and Mr. Mackey should receive his full compensation for the prorated salary to his last day of employment, so the question is whether he should be paid for his sick time. The Operating Committee and the EXFD have not been aligned in this process. There are three avenues they can take: either pay the sick time as provided at the one-half buyback, or do not pay sick time based on the termination clause, or find something agreeable to everyone, which is to ask for a waiver and release of any employment law claims that former Chief Mackey may have against the EXFD Board or the Fire District.

Ms. Vogel asked if they knew what the dollar amount was for the sick leave.

Boardmember Maddy asked if the EXFD should care what the amount is; it is based on policy and should not dictate the choice.

Ms. Vogel noted that the amount of money needed to be material to come to a mutual agreement.

Chair Gallagher noted that according to the policy, they pay out vacation, but sick time is not required and is at the EXFD's discretion. Mr. Madsen confirmed it is at the discretion of the EXFD.

Ms. Vogel asked if the EXFD was going to pay it out; would they be entering into a situation that would make it clean.

Mr. Madsen asked if Interim Fire Chief Basinger had the number of hours. Interim Fire Chief Basinger stated the total number would be 643.3 hours. Mr. Madsen noted that they would be agreeing to pay for half of that.

Ms. Vogel noted that it is the number of hours, not a dollar amount. Interim Fire Chief Basinger noted the payout for half those hours would be $21,730.67.

Chair Gallagher asked if they are voting on that and adding in the waiver.

Mr. Madsen explained that there was a termination here, and the policy reserves the right to a payout to the EXFD. While a payout is not warranted, there is another strong position that there were a lot of great years of service and a lot of accomplishments here by former Chief Mackey, and they should pay out the sick time. One way to gain majority from the EXFD to payout the sick time was to request a waiver of future employment litigation claims that the former Chief may have.

Mr. Nevinski stated that, really, Mr. Madsen is proposing a waiver, and then half the hours payout.

Mr. Madsen explained that he wrote up a motion that would be contingent upon the receipt of the waiver, as a condition precedent to issuing that check.

Boardmember Maddy added that he is struggling with the two options because former Chief Mackey was fired, but he earned the hours, so that feels like a good compromise. He added that he wants the District to move forward, and if there is a threat of litigation, he likes the idea that the Operating Committee came up with.

Ms. Vogel noted that the number of hours seems very high, and does not understand how that could be accrued.

Chair Gallagher stated that the hours keep rolling over every year. Ms. Vogel stated that means the former Chief never took any sick time.

Boardmember Maddy asked what the policy is on sick time. Interim Fire Chief noted the policy states sick time can be maxed out at 800 hours.

Ms. Luger asked how many sick days the Fire Department gets per year. Mr. Madsen stated it is possible the former Chief did not use sick time, and did not use all of his vacation time.

Mr. Broas stated the former Chief is getting paid vacation; this is exclusively accrued sick time. Mr. Madsen confirmed that is correct.

Boardmember Maddy stated it is only half the accrued sick time.

Ms. Vogel noted that half of that would still be $21,000, which is a lot of money.

Mr. Broas asked if there is no limit on sick time that can be accrued. Ms. Vogel noted the policy states 800 hours in total.

Mr. Madsen stated the cap is 800 hours. Ms. Vogel added that it takes a lot of time to accrue.

Chair Gallagher added that in the corporate world, you do not get that. Boardmember Maddy noted that he got laid off last year, and he got about that amount of time.

Mr. Broas stated he had never seen that amount of accrued hours before. Ms. Vogel agreed and noted she works in HR and has never seen this amount of accrual, which is really generous.

Mr. Broas stated that this would be a very clean way to separate, but $21,000 is still a lot of money, and he is struggling with the benefit.

Chair Gallagher noted that it is not a lot of money if there is a waiver attached to it. A lawsuit will cost a lot more. She asked about the possibility of the former Chief not accepting the money with the waiver.

Ms. Vogel added that it is the former Chief's choice, and usually, there is a rescission period.

Chair Gallagher stated she feels like it is the right thing to do.

Boardmember Maddy added that he has worked with other organizations for politically appointed positions, the company will write a check for six months' salary, and get rid of an employee for no reason whatsoever.

Boardmember Jewett asked if the former Chief had received his last paycheck. Mr. Madsen noted the former Chief received payment for his hourly wage and for his vacation.

Ms. Vogel asked how much the vacation payment was for. Interim Fire Chief answered that he did not have the vacation hours, but the amount was $25,608.

Ms. Luger noted that per the policy, the employee gets one day per month of service, so he would be eligible for 12 days per year. She added that quick math would total 96 hours per year, and the former Chief was there for seven years, which means he did not take any sick time at all, and that is why she is questioning it.

Boardmember Jewett added that this is why the former Chief would only get half.

Ms. Luger noted that means the former Chief never took any sick time the whole time he worked for the District.

Mr. Nevinski added that he very rarely takes sick time.

Mr. Madsen stated that as administrators, if they have two to three-night meetings and are in the office at 7:00 a.m., those are 13-hour days, so that could be 36 to 40 hours accrued in just three days.

Ms. Luger added that last week she did take a lot of sick time because she had a kid with a lot of dental issues, and this week she is working a lot of hours, so I guess it is possible, but the amount seemed high.

Mr. Broas asked if the half per sick day could be reduced to 0.25 per sick day. Mr. Madsen noted that it is at the discretion of the EXFD, but the handbook says to pay it out at half, but because it is discretionary, the EXFD could do something different.

Mr. Broas stated that they could easily go down to $10,000 plus the waiver. Mr. Madsen noted that half is in the policy, though, and is a known number. Mr. Broas added that it was just a suggestion.

Mr. Madsen added that there could be a counter request too from the former Chief, and this is just a starting point.

Mr. Broas stated that the former Chief did service this community for a long time, too. Mr. Madsen added that the former Chief had a lot of accomplishments, too.

Boardmember Maddy noted that whoever gets hired next will also be looking at how the EXFD treats their employees, too.

Jewett moved, Maddy seconded to approve the final payout of prorated salary and vacation time benefits as presented, with accrued sick time benefits to be paid as presented, subsequent to the receipt of a properly executed waiver of liability and employment released by Mr. Mackey in favor of the Excelsior Fire District. Motion passed 4/1 (Vogel).

Interim Fire Chief Basinger added that the Fire Department has a 2010 Ford Explorer that went in for an oil change and came back with $4,000 worth of repairs needed. He noted that they would like to put it up on the auction block to see if the Department can get anything for it, but wanted to ensure the EXFD was okay with that. That vehicle was not scheduled to be replaced, so any proceeds from the sale would be rolled back into the Department's vehicle fleet.

Boardmember Maddy asked if there would be a hole in the operation without this vehicle. Interim Fire Chief Basinger stated that the vehicle was only used when people had a class in another town, and was an extra, so the Department still has other vehicles available.

Maddy moved, Jewett seconded to direct staff to sell the aforementioned vehicle. Motion passed 5/0.

9. NEXT MEETING

A. Fire Board Meeting May 27, 2026, at 18:00

Interim Fire Chief Basinger stated he would like to have part of the next meeting be open so relief can come in with their presentation if that is okay with the EXFD.

Kyle Green stated this would be to present the annual raise, and if it is moved to the next scheduled open meeting, it would be too close to August, which could cause an unfunded raise.

Interim Fire Chief Basinger stated they would notice that the meeting is open, and then move it over to the Work Session for the budget. Mr. Madsen stated he liked that idea, because other items may come up during that time, too.

Chair Gallagher noted that the next Fire Board meeting will be on May 27, at 6:00 p.m., and will be open, and Relief will be there to discuss any items necessary.

10. ADJOURNMENT

(2:06:08) Maddy moved, Jewett seconded to adjourn the EXFD Governing Board Meeting of April 22, 2026, at 8:08 P.M. Motion passed 5/0.

City of Shorewood

City Council Item 2.D.

Title/Subject: Claims List
Meeting Date: June 8, 2026
Prepared By: Dalton Kraay, Senior Accountant

Attachments

1. Payroll 06-01-2026
2. Payroll 06-01-2026 AP
3. UB Refunds 06-08-2026
4. Council 06-08-2026

Background

Council is asked to verify payment of the attached claims. The claims include compensation, operational or contractual expenditures anticipated in the current budget, or otherwise approved by the Council. Funds will be distributed following approval of the claims list.

Claims for Council Authorization:	
Payroll 06-01-2026	$ 63,453.27
Payroll 06-01-2026 AP	$ 92,390.57
UB Refunds 06-08-2026	$ 3,843.37
Council 06-08-2026	$ 78,331.19
Total Claims: Checks & ACH	**$ 238,018.40**

Strategic Alignment

Fiscal Responsibility

- Implement best practices to support sound financial management
- Maintain stable and predictable finances over the long-term

Budget Impact

The expenditures have been reviewed and determined to be reasonable, necessary, and consistent with the City's budget.

Action Requested

Motion to approve the claims list as presented.

Simple Majority is required.

Clearing House

Distribution Report

User: DKraay@shorewoodmn.gov
Printed: 06/01/2026 - 2:00PM
Batch: 00001.06.2026

City of Shorewood

Account Number	Debit	Credit	Account Description
700-00-1010-0000	0.00	63,453.27	CASH AND INVESTMENTS
700-00-2170-0000	63,453.27	0.00	GROSS PAYROLL CLEARING
	63,453.27	63,453.27	
Report Totals:	63,453.27	63,453.27	

Accounts Payable

Computer Check Proof List by Vendor

User: DKraay@shorewoodmn.gov
Printed: 06/01/2026 - 3:29PM
Batch: 00001.06.2026 - PR-06-01-2026

City of Shorewood

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 4	AFSCME CO 5 MEMBER HEALTH FUND-UNION DENTAL			Check Sequence: 1	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 Dental-Union Benefit	294.00	06/01/2026	700-00-2185-0000	PR Batch 00001.06.2026 Dental-Union Be
	Check Total:	294.00			
Vendor: 12	AFSCME MN COUNCIL 5 - UNION DUES			Check Sequence: 2	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 Union Dues	216.37	06/01/2026	700-00-2182-0000	PR Batch 00001.06.2026 Union Dues
	Check Total:	216.37			
Vendor: 1511	ALLSTATE BENEFITS			Check Sequence: 3	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 Insurance-Critical Ben	367.41	06/01/2026	700-00-2189-0000	PR Batch 00001.06.2026 Insurance-Critica
PR-06-01-2026	PR Batch 00001.06.2026 Insurance-Hospital Ber	269.49	06/01/2026	700-00-2189-0000	PR Batch 00001.06.2026 Insurance-Hospit
PR-06-01-2026	PR Batch 00001.06.2026 Insurance-Accident Be	97.16	06/01/2026	700-00-2189-0000	PR Batch 00001.06.2026 Insurance-Accide
	Check Total:	734.06			
Vendor: 5	EFTPS - FEDERAL W/H			Check Sequence: 4	ACH Enabled: True
	PR Batch 00001.05.2026 FICA Employee Portio	-0.53	05/29/2026	700-00-2174-0000	PR Batch 00001.05.2026 FICA Employee I
	PR Batch 00001.05.2026 FICA Employer Portio	-0.53	05/29/2026	700-00-2174-0000	PR Batch 00001.05.2026 FICA Employer I
	PR Batch 00001.05.2026 Medicare Employee Pc	-0.12	05/29/2026	700-00-2174-0000	PR Batch 00001.05.2026 Medicare Employ
	PR Batch 00001.05.2026 Medicare Employer Po	-0.12	05/29/2026	700-00-2174-0000	PR Batch 00001.05.2026 Medicare Employ
PR-06-01-2026	PR Batch 00001.06.2026 Federal Income Tax	8,473.41	06/01/2026	700-00-2172-0000	PR Batch 00001.06.2026 Federal Income T
PR-06-01-2026	PR Batch 00001.06.2026 FICA Employee Portio	5,856.03	06/01/2026	700-00-2174-0000	PR Batch 00001.06.2026 FICA Employee I
PR-06-01-2026	PR Batch 00001.06.2026 Medicare Employee Pc	1,369.54	06/01/2026	700-00-2174-0000	PR Batch 00001.06.2026 Medicare Employ
PR-06-01-2026	PR Batch 00001.06.2026 Medicare Employer Po	1,369.54	06/01/2026	700-00-2174-0000	PR Batch 00001.06.2026 Medicare Employ
PR-06-01-2026	PR Batch 00001.06.2026 FICA Employer Portio	5,856.03	06/01/2026	700-00-2174-0000	PR Batch 00001.06.2026 FICA Employer I
	Check Total:	22,923.25			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1165	FIDELITY SECURITY LIFE INSURANCE COMPANY			Check Sequence: 5	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 Vision-Avesis Benefit	259.23	06/01/2026	700-00-2186-0000	PR Batch 00001.06.2026 Vision-Avesis Be
	Check Total:	259.23			
Vendor: 1510	GEN DIGITAL, INC.			Check Sequence: 6	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 Protection-NortonLife	94.41	06/01/2026	700-00-2188-0000	PR Batch 00001.06.2026 Protection-Norto
	Check Total:	94.41			
Vendor: 6	HEALTH PARTNERS-MEDICAL			Check Sequence: 7	ACH Enabled: True
	PR Batch 00001.05.2026 Health Insurance-HSA	-5.76	05/29/2026	700-00-2171-0000	PR Batch 00001.05.2026 Health Insurance
	PR Batch 00001.05.2026 Health Insurance-CoPa	-2.70	05/29/2026	700-00-2171-0000	PR Batch 00001.05.2026 Health Insurance
	PR Batch 00001.05.2026 Health Insurance - CoP	2.70	05/29/2026	700-00-2171-0000	PR Batch 00001.05.2026 Health Insurance
	PR Batch 00001.05.2026 Health Insurance-HSA	5.76	05/29/2026	700-00-2171-0000	PR Batch 00001.05.2026 Health Insurance
PR-06-01-2026	PR Batch 00001.06.2026 Health Insurance-HSA	730.83	06/01/2026	700-00-2171-0000	PR Batch 00001.06.2026 Health Insurance
PR-06-01-2026	PR Batch 00001.06.2026 Health Insurance-HSA	18,784.34	06/01/2026	700-00-2171-0000	PR Batch 00001.06.2026 Health Insurance
PR-06-01-2026	PR Batch 00001.06.2026 Health Insurance-CoPa	13,330.16	06/01/2026	700-00-2171-0000	PR Batch 00001.06.2026 Health Insurance
PR-06-01-2026	PR Batch 00001.06.2026 Health Insurance - CoP	79.01	06/01/2026	700-00-2171-0000	PR Batch 00001.06.2026 Health Insurance
	Check Total:	32,924.34			
Vendor: 1166	HEALTHPARTNER-DENTAL			Check Sequence: 8	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 Dental-Non Union Ben	1,820.00	06/01/2026	700-00-2184-0000	PR Batch 00001.06.2026 Dental-Non Unio
	Check Total:	1,820.00			
Vendor: 686	KANSAS CITY LIFE INSURANCE COMPANY			Check Sequence: 9	ACH Enabled: True
	PR Batch 00001.05.2026 Long Term Disability I	14.22	05/29/2026	700-00-2181-0000	PR Batch 00001.05.2026 Long Term Disab
	PR Batch 00003.12.2025 Short Term Disability I	272.12	05/27/2026	700-00-2181-0000	PR Batch 00003.12.2025 Short Term Disab
	PR Batch 00001.05.2026 Short Term Disability I	132.13	05/29/2026	700-00-2181-0000	PR Batch 00001.05.2026 Short Term Disab
PR-06-01-2026	PR Batch 00001.06.2026 Long Term Disability I	953.37	06/01/2026	700-00-2181-0000	PR Batch 00001.06.2026 Long Term Disab
PR-06-01-2026	PR Batch 00001.06.2026 Short Term Disability I	1,009.67	06/01/2026	700-00-2181-0000	PR Batch 00001.06.2026 Short Term Disab
	Check Total:	2,381.51			
Vendor: 11	MINNESOTA DEPARTMENT OF REVENUE			Check Sequence: 10	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 State Income Tax	4,344.97	06/01/2026	700-00-2173-0000	PR Batch 00001.06.2026 State Income Tax

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	4,344.97			
Vendor: 869	MINNESOTA UNEMPLOYMENT INSURANCE			Check Sequence: 11	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 MN PAID LEAVE PRI	835.26	06/01/2026	700-00-2190-0000	PR Batch 00001.06.2026 MN PAID LEAV
	Check Total:	835.26			
Vendor: 2	MISSION SQUARE RETIREMNT-302131-457			Check Sequence: 12	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 MissionSq-Flat Amour	2,768.85	06/01/2026	700-00-2176-0000	PR Batch 00001.06.2026 MissionSq-Flat A
PR-06-01-2026	PR Batch 00001.06.2026 MissionSq-ER	1,581.18	06/01/2026	700-00-2176-0000	PR Batch 00001.06.2026 MissionSq-Flat A
PR-06-01-2026	PR Batch 00001.06.2026 Mission Sq-Flat Amou	122.47	06/01/2026	700-00-2176-0000	PR Batch 00001.06.2026 MissionSq-Flat A
	Check Total:	4,472.50			
Vendor: 10	NCPERS GROUP LIFE INSURANCE			Check Sequence: 13	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 PERA Life Benefit	112.00	06/01/2026	700-00-2180-0000	PR Batch 00001.06.2026 PERA Life Bene
	Check Total:	112.00			
Vendor: 665	OPTUM BANK			Check Sequence: 14	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 HSA-Optum Bank-Ber	1,918.53	06/01/2026	700-00-2183-0000	PR Batch 00001.06.2026 HSA-Optum Ban
PR-06-01-2026	PR Batch 00001.06.2026 HSA-Optum Bank-Em	861.22	06/01/2026	700-00-2183-0000	PR Batch 00001.06.2026 HSA-Optum Ban
	Check Total:	2,779.75			
Vendor: 9	PERA			Check Sequence: 15	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 MN-PERA Deduction	6,236.37	06/01/2026	700-00-2175-0000	PR Batch 00001.06.2026 MN-PERA Dedu
PR-06-01-2026	PR Batch 00001.06.2026 MN PERA Benefit Em	7,195.82	06/01/2026	700-00-2175-0000	PR Batch 00001.06.2026 MN PERA Bene
	Check Total:	13,432.19			
Vendor: 1512	PRE-PAID LEGAL SERVICES, INC			Check Sequence: 16	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 Protection-LegalShield	131.70	06/01/2026	700-00-2187-0000	PR Batch 00001.06.2026 Protection-Legal
	Check Total:	131.70			
Vendor: 7	SECURIAN FINANCIAL			Check Sequence: 17	ACH Enabled: True
PR-06-01-2026	PR Batch 00001.06.2026 MN-Life Insurance Be	1,023.54	06/01/2026	700-00-2180-0000	PR Batch 00001.06.2026 MN-Life Insuran
	Check Total:	1,023.54			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1091	VOYA FINANCIAL			Check Sequence: 18	ACH Enabled: True
	PR Batch 00001.05.2026 Deferred Com-Voya	-16.08	05/29/2026	700-00-2176-0000	PR Batch 00001.05.2026 Deferred Com-Vo
PR-06-01-2026	PR Batch 00001.06.2026 Deferred Comp-Voya-I	1,660.38	06/01/2026	700-00-2176-0000	PR Batch 00001.06.2026 Deferred Comp-V
PR-06-01-2026	PR Batch 00001.06.2026 Deferred Com-Voya	1,867.19	06/01/2026	700-00-2176-0000	PR Batch 00001.06.2026 Deferred Com-Vo
PR-06-01-2026	PR Batch 00001.06.2026 Deferred Comp-Voya-I	100.00	06/01/2026	700-00-2176-0000	PR Batch 00001.06.2026 Deferred Comp-V
	Check Total:	3,611.49			
	Total for Check Run:	92,390.57			
	Total of Number of Checks:	18			

Accounts Payable

Computer Check Proof List by Vendor

User: DKraay@shorewoodmn.gov
Printed: 06/02/2026 - 4:37PM
Batch: 00002.06.2026 - UB Refunds 06.08.2026

City of Shorewood

Invoice No		Description	Amount	Pmt Date	Acct Number	Reference
Vendor:	UB*00722	CCS WALNUT GROVE VILLAS LLC			Check Sequence: 1	ACH Enabled: False
		Refund Check 006379-011, 25435 Park Ln	21.79	06/08/2026	631-00-2010-0000	
		Refund Check 006379-011, 25435 Park Ln	21.79	06/08/2026	621-00-2010-0000	
		Refund Check 006379-011, 25435 Park Ln	43.58	06/08/2026	601-00-2010-0000	
		Refund Check 006379-011, 25435 Park Ln	50.85	06/08/2026	611-00-2010-0000	
		Check Total:	138.01			
Vendor:	UB*00732	Christopher & Jennifer Crancer			Check Sequence: 2	ACH Enabled: False
		Refund Check 008892-000, 5474 Carrie Ln	46.21	06/08/2026	611-00-2010-0000	
		Refund Check 008892-000, 5474 Carrie Ln	19.80	06/08/2026	621-00-2010-0000	
		Refund Check 008892-000, 5474 Carrie Ln	19.80	06/08/2026	631-00-2010-0000	
		Check Total:	85.81			
Vendor:	UB*00729	Brian& Stacey Douville			Check Sequence: 3	ACH Enabled: False
		Refund Check 008678-000, 5250 St Albans Bay	136.67	06/08/2026	601-00-2010-0000	
		Refund Check 008678-000, 5250 St Albans Bay	159.45	06/08/2026	611-00-2010-0000	
		Refund Check 008678-000, 5250 St Albans Bay	68.33	06/08/2026	631-00-2010-0000	
		Refund Check 008678-000, 5250 St Albans Bay	68.34	06/08/2026	621-00-2010-0000	
		Check Total:	432.79			
Vendor:	UB*00728	Susan Herrmann			Check Sequence: 4	ACH Enabled: False
		Refund Check 009220-000, 5645 Grant Lorenz	56.74	06/08/2026	631-00-2010-0000	
		Refund Check 009220-000, 5645 Grant Lorenz	119.85	06/08/2026	611-00-2010-0000	
		Refund Check 009220-000, 5645 Grant Lorenz	84.77	06/08/2026	621-00-2010-0000	
		Check Total:	261.36			

Invoice No		Description	Amount	Pmt Date	Acct Number	Reference
Vendor:	UB*00726	Kevin & Wendy Kleiser			Check Sequence: 5	ACH Enabled: False
		Refund Check 009906-000, 25460 Park Ln	19.09	06/08/2026	631-00-2010-0000	
		Refund Check 009906-000, 25460 Park Ln	19.09	06/08/2026	621-00-2010-0000	
		Refund Check 009906-000, 25460 Park Ln	38.18	06/08/2026	601-00-2010-0000	
		Refund Check 009906-000, 25460 Park Ln	44.53	06/08/2026	611-00-2010-0000	
		Check Total:	120.89			
Vendor:	UB*00725	Lee Properties LLC			Check Sequence: 6	ACH Enabled: False
		Refund Check 009889-000, 6145 Apple Rd	52.92	06/08/2026	611-00-2010-0000	
		Refund Check 009889-000, 6145 Apple Rd	22.68	06/08/2026	621-00-2010-0000	
		Refund Check 009889-000, 6145 Apple Rd	45.37	06/08/2026	601-00-2010-0000	
		Refund Check 009889-000, 6145 Apple Rd	22.69	06/08/2026	631-00-2010-0000	
		Check Total:	143.66			
Vendor:	UB*00731	James & Jennifer Renfrew			Check Sequence: 7	ACH Enabled: False
		Refund Check 008779-000, 20025 Manor Rd	483.16	06/08/2026	601-00-2010-0000	
		Refund Check 008779-000, 20025 Manor Rd	563.68	06/08/2026	611-00-2010-0000	
		Refund Check 008779-000, 20025 Manor Rd	241.58	06/08/2026	631-00-2010-0000	
		Refund Check 008779-000, 20025 Manor Rd	241.58	06/08/2026	621-00-2010-0000	
		Check Total:	1,530.00			
Vendor:	UB*00724	Emily & Timothy Schmidt			Check Sequence: 8	ACH Enabled: False
		Refund Check 008361-000, 19440 Vine Ridge F	47.37	06/08/2026	631-00-2010-0000	
		Refund Check 008361-000, 19440 Vine Ridge F	47.37	06/08/2026	621-00-2010-0000	
		Refund Check 008361-000, 19440 Vine Ridge F	110.52	06/08/2026	611-00-2010-0000	
		Refund Check 008361-000, 19440 Vine Ridge F	94.74	06/08/2026	601-00-2010-0000	
		Check Total:	300.00			
Vendor:	UB*00727	Cynthia & John Sorensen			Check Sequence: 9	ACH Enabled: False
		Refund Check 008379-000, 4610 Bayswater Rd	120.80	06/08/2026	601-00-2010-0000	
		Refund Check 008379-000, 4610 Bayswater Rd	114.90	06/08/2026	611-00-2010-0000	
		Refund Check 008379-000, 4610 Bayswater Rd	54.57	06/08/2026	631-00-2010-0000	
		Refund Check 008379-000, 4610 Bayswater Rd	59.73	06/08/2026	621-00-2010-0000	

Invoice No		Description	Amount	Pmt Date	Acct Number	Reference
		Check Total:	350.00			
Vendor:	UB*00730	Paul Stelmachers			Check Sequence: 10	ACH Enabled: False
		Refund Check 005961-000, 5210 Shady Ln	73.72	06/08/2026	621-00-2010-0000	
		Refund Check 005961-000, 5210 Shady Ln	147.44	06/08/2026	601-00-2010-0000	
		Refund Check 005961-000, 5210 Shady Ln	73.72	06/08/2026	631-00-2010-0000	
		Refund Check 005961-000, 5210 Shady Ln	172.00	06/08/2026	611-00-2010-0000	
		Check Total:	466.88			
Vendor:	UB*00723	Melissa Veeser			Check Sequence: 11	ACH Enabled: False
		Refund Check 006220-000, 19927 Waterford Ct	4.41	06/08/2026	601-00-2010-0000	
		Refund Check 006220-000, 19927 Waterford Ct	5.15	06/08/2026	611-00-2010-0000	
		Refund Check 006220-000, 19927 Waterford Ct	2.21	06/08/2026	621-00-2010-0000	
		Refund Check 006220-000, 19927 Waterford Ct	2.20	06/08/2026	631-00-2010-0000	
		Check Total:	13.97			
		Total for Check Run:	3,843.37			
		Total of Number of Checks:	11			

Accounts Payable

Computer Check Proof List by Vendor

User: DKraay@shorewoodmn.gov
Printed: 06/03/2026 - 1:36PM
Batch: 00003.06.2026 - Council 06.08.2026

City of Shorewood

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1412	ARVIG			Check Sequence: 1	ACH Enabled: True
June 2026	Act#3101049-Monthly Phones/Internet Services	880.96	06/08/2026	101-19-4321-0000	
	Check Total:	880.96			
Vendor: 1509	BLUE NET INC			Check Sequence: 2	ACH Enabled: True
63620	Monthly Network Service June 2026	4,938.13	06/08/2026	101-19-4321-0000	
63652	Computer-LaptopVassar/Chamber	3,468.00	06/08/2026	403-00-4640-0000	
	Check Total:	8,406.13			
Vendor: 136	CENTERPOINT ENERGY-GAS			Check Sequence: 3	ACH Enabled: True
7945688-5 May 26	5735 Country Club Rd-SCEC May 2026	119.52	06/08/2026	201-00-4380-0000	
8650180-6 May26	20630 Manor Rd May 2026	41.86	06/08/2026	101-52-4380-0000	
	Check Total:	161.38			
Vendor: 137	CENTURY LINK			Check Sequence: 4	ACH Enabled: True
May 2026	Acct#334037388-C.H.-952-470-6340 May 2026	117.25	06/08/2026	101-19-4321-0000	952-474-6340-989-C.H.
May 2026	Acct#333778780-PWs-952-470-2294 May 2026	71.80	06/08/2026	101-32-4321-0000	952-470-2294-642-PWs
	Check Total:	189.05			
Vendor: 915	CINTAS CORPORATION (Formerly HUEBSCH)			Check Sequence: 5	ACH Enabled: False
4269960118	SCEC - Mat Maintenance	70.67	06/08/2026	201-00-4223-0000	
5337076704	PWs-First Aid Supplies	284.93	06/08/2026	101-32-4400-0000	
	Check Total:	355.60			
Vendor: 1403	CITY OF ST. PAUL			Check Sequence: 6	ACH Enabled: False
IN65200	Asphalt Patch Material	528.38	06/08/2026	101-32-4250-0000	

Invoice No		Description	Amount	Pmt Date	Acct Number	Reference
		Check Total:	528.38			
Vendor:	167	ECM PUBLISHERS INC			Check Sequence: 7	ACH Enabled: True
1100100		Legal Notices 6145 Club Valley Road	70.12	06/08/2026	101-18-4351-0000	
1100101		Legal Notices 5850 Boulder Bridge	70.12	06/08/2026	101-18-4351-0000	
1100102		Legal Notices 23120 Summit Ave	76.50	06/08/2026	101-18-4351-0000	
		Check Total:	216.74			
Vendor:	1199	GREENER BLADE FERTILIZATION CO. LLC			Check Sequence: 8	ACH Enabled: False
120356		Turf Maintenance-Freeman Park-Soccer Fields	961.39	06/08/2026	101-52-4400-0000	
120358		Turf Maintenance-Freeman Park	846.00	06/08/2026	101-52-4400-0000	
		Check Total:	1,807.39			
Vendor:	211	HAWKINS, INC.			Check Sequence: 9	ACH Enabled: True
7428946		Chlorine for Treatment	3,136.52	06/08/2026	601-00-4245-0000	
		Check Total:	3,136.52			
Vendor:	216	HENNEPIN COUNTY RECORDER'S OFFICE			Check Sequence: 10	ACH Enabled: False
1000269356		Record Service	22.50	06/08/2026	101-18-4433-0000	
		Check Total:	22.50			
Vendor:	1308	HI-LINE INC.			Check Sequence: 11	ACH Enabled: False
3299337		Drill Bits	154.72	06/08/2026	101-32-4240-0000	
		Check Total:	154.72			
Vendor:	226	INTEGRATED FIRE & SECURITY, INC.			Check Sequence: 12	ACH Enabled: True
104411		Cellular Fire Monitoring	635.40	06/08/2026	201-00-4321-0000	
		Check Total:	635.40			
Vendor:	1401	JENCO PROPERTY MAINTENANCE			Check Sequence: 13	ACH Enabled: True
7332		Landscaping Maint. MTCE-Badger-City Hall-PV	408.42	06/08/2026	101-52-4400-0000	
7332		Landscaping Maint. MTCE-Badger-City Hall-PV	408.29	06/08/2026	101-19-4400-0000	
7332		Landscaping Maint. MTCE-Badger-City Hall-PV	408.29	06/08/2026	101-32-4400-0000	

Invoice No		Description	Amount	Pmt Date	Acct Number	Reference
		Check Total:	1,225.00			
Vendor:	1332	JERRY'S PRINTING			Check Sequence: 14	ACH Enabled: False
102834		Name Badge	145.00	06/08/2026	101-13-4351-0000	
		Check Total:	145.00			
Vendor:	1515	KATH FUEL OIL SERVICE CO.			Check Sequence: 15	ACH Enabled: True
3755R		Fuel for Trailer Reversal	-1,441.09	05/26/2026	101-32-4212-0000	
4014		Fuel for Trailer	873.62	05/26/2026	101-32-4212-0000	
4375		Fuel for Trailer	983.12	06/08/2026	101-32-4212-0000	
4702		Fuel for Trailer	360.90	06/08/2026	101-32-4212-0000	
4983		Fuel for Trailer	1,274.32	06/08/2026	101-32-4212-0000	
		Check Total:	2,050.87			
Vendor:	1075	LAKE RESTORATION, INC.			Check Sequence: 16	ACH Enabled: False
INV081179		Manor Park Pond Maint Treatment	548.00	06/08/2026	101-52-4400-0000	
		Check Total:	548.00			
Vendor:	1291	LANO EQUIPMENT, INC			Check Sequence: 17	ACH Enabled: True
03-1239744		Valve & O-Ring	75.00	06/08/2026	101-32-4221-0000	
		Check Total:	75.00			
Vendor:	453	METROPOLITAN COUNCIL (SAC)			Check Sequence: 18	ACH Enabled: True
1st Qtr 2026		Quarterly SAC Report	14,760.90	06/08/2026	611-00-2082-0000	
		Check Total:	14,760.90			
Vendor:	903	PERRILL			Check Sequence: 19	ACH Enabled: True
266240		ROWay Web App-Monthly June 2026	150.00	06/08/2026	101-32-4400-0000	
		Check Total:	150.00			
Vendor:	864	QUALITY FLOW SYSTEMS, INC.			Check Sequence: 20	ACH Enabled: True
51103		Lift Station Maintenance	1,008.00	06/08/2026	611-00-4221-0000	
		Check Total:	1,008.00			

Invoice No		Description	Amount	Pmt Date	Acct Number	Reference
Vendor:	1641	Barb Randall			Check Sequence: 21	ACH Enabled: False
Refund		Rental Refund	200.00	06/08/2026	201-00-3410-0000	
		Check Total:	200.00			
Vendor:	1646	Recycling Certified			Check Sequence: 22	ACH Enabled: False
93045		Spring Clean-up Charges	5,786.30	06/08/2026	621-00-4347-0000	
		Check Total:	5,786.30			
Vendor:	1324	SAFE-FAST INC.			Check Sequence: 23	ACH Enabled: True
INV325807		Utility Marking Paint	252.00	06/08/2026	601-00-4245-0000	
INV325807		Utility Marking Paint	252.00	06/08/2026	611-00-4245-0000	
		Check Total:	504.00			
Vendor:	355	SHRED-N-GO _446138			Check Sequence: 24	ACH Enabled: True
199264		Shredded Svc May 2026	85.30	06/08/2026	101-19-4400-0000	
		Check Total:	85.30			
Vendor:	1181	SPLIT ROCK MANAGEMENT, INC.			Check Sequence: 25	ACH Enabled: True
100593		Custodial Service-CH Building June 2026	502.00	06/08/2026	101-19-4400-0000	
		Check Total:	502.00			
Vendor:	296	STATE OF MN-MINNESOTA DEPARTMENT OF HEALTH			Check Sequence: 26	ACH Enabled: False
4th Qtr 2025		4th Qtr Water Surcharge 2025	4,086.00	06/08/2026	601-00-2082-0000	
		Check Total:	4,086.00			
Vendor:	1219	STERICYCLE, INC.			Check Sequence: 27	ACH Enabled: False
1000522391		Shred It Event Truck	1,516.20	06/08/2026	621-00-4347-0000	
		Check Total:	1,516.20			
Vendor:	1194	THE McDOWELL AGENCY, INC.			Check Sequence: 28	ACH Enabled: False
168945		Employment Background- Kraay	93.50	06/08/2026	101-13-4400-0000	
		Check Total:	93.50			
Vendor:	694	TIMESAVER OFF SITE SECRETARIAL, INC.			Check Sequence: 29	ACH Enabled: True
32375		Park Meeting Apr 2026	178.00	06/08/2026	101-53-4400-0000	

Invoice No		Description	Amount	Pmt Date	Acct Number	Reference
32463		Council Meeting 5/11/2026	465.01	06/08/2026	101-13-4400-0000	
32465		Park Meeting May 2026	261.00	06/08/2026	101-53-4400-0000	
		Check Total:	904.01			
Vendor:	1348	TOSHIBA AMERICA BUSINESS SOLUT			Check Sequence: 30	ACH Enabled: True
5038664152		SCEC - Printer Lease-Acct#450-0107118-000 M	130.07	06/08/2026	201-00-4400-0000	
5038766033		PWs - Printer Lease-Acct#450-0104647-000 Ma	144.73	06/08/2026	101-32-4400-0000	
		Check Total:	274.80			
Vendor:	1644	TreeBiz			Check Sequence: 31	ACH Enabled: False
1735		GIS Equipment	13,615.00	06/08/2026	403-00-4640-0000	
		Check Total:	13,615.00			
Vendor:	402	WATER CONSERVATION SERVICES, INC.			Check Sequence: 32	ACH Enabled: True
150921		Water Main Leak Detection	651.00	06/08/2026	601-00-4400-0000	
		Check Total:	651.00			
Vendor:	405	WESTSIDE WHOLESALE TIRE & SUPPLY			Check Sequence: 33	ACH Enabled: True
983408		Tires for #10	823.28	06/08/2026	101-32-4221-0000	
984524		Tire	166.20	06/08/2026	101-32-4221-0000	
		Check Total:	989.48			
Vendor:	408	WM MUELLER & SONS INC			Check Sequence: 34	ACH Enabled: True
323344		Asphalt Patch Material	1,151.94	06/08/2026	101-32-4250-0000	
323404		Asphalt Patch Material	550.42	06/08/2026	101-32-4250-0000	
323652		Road Fill Materials	251.49	06/08/2026	101-32-4250-0000	
323716		Road Fill Materials	1,523.68	06/08/2026	101-32-4250-0000	
		Check Total:	3,477.53			
Vendor:	411	XCEL ENERGY, INC.			Check Sequence: 35	ACH Enabled: True
		09 5755 Country Club Road	0.00	05/11/2026	101-19-4380-0000	09 5755 Country Club Road
		05 Amesbury	0.00	05/11/2026	601-00-4394-0000	05 Amesbury
		13 5700 County Road 19 - Unit Light	0.00	05/11/2026	101-32-4399-0000	13 5700 County Road 19 - Unit Light
		14 5655 Merry Lane	0.00	05/11/2026	101-52-4380-0000	14 5655 Merry Lane

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	07 S.E. Area Svc	0.00	05/11/2026	601-00-4398-0000	07 S.E. Area Svc
	06 Boulder Bridge	0.00	05/11/2026	601-00-4396-0000	06 Boulder Bridge
	02 P.W. Bldg Svcs	0.00	05/11/2026	101-32-4380-0000	02 P.W. Bldg Svcs
	04 Parks	0.00	05/11/2026	101-52-4380-0000	04 Parks
	12 5700 County Road 19	0.00	05/11/2026	101-32-4399-0000	12 5700 County Road 19
	01 C.H. Svcs	0.00	05/11/2026	101-19-4380-0000	01 C.H. Svcs
	16 28125 Boulder Bridge Drive	0.00	05/11/2026	601-00-4396-0000	16 28125 Boulder Bridge Drive
	10 5735 Country Club Road	0.00	05/11/2026	201-00-4380-0000	10 5735 Country Club Road
	08 L.S. Street Lights	0.00	05/11/2026	611-00-4380-0000	08 L.S. Street Lights
	03 P.W. Street Lights Svcs	0.00	05/11/2026	101-32-4399-0000	03 P.W. Street Lights Svcs
	15 4931 Shady Island Road	0.00	05/11/2026	611-00-4380-0000	15 4931 Shady Island Road
	17 5500 Old Market Rd	0.00	05/11/2026	601-00-4398-0000	17 5500 Old Market Rd
	11 24253 Smithtown Rd	0.00	05/11/2026	601-00-4395-0000	11 24253 Smithtown Rd
51-0012042558-6	5755 Country Club Road	9.26	06/08/2026	101-19-4380-0000	
51-0012419266-2	28125 Boulder Bridge	1,920.22	06/08/2026	601-00-4396-0000	
51-4531711-9 Ma	26352 Smithtown Rd	23.55	06/08/2026	601-00-4396-0000	
51-4531711-9 Ma	5700 County Rd 19	22.78	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	27145 Edgewood Rd	98.07	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	5600 Woodside Ln	36.57	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	11.81	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	5700 County Rd 19	60.12	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	19832 State Highway 7	79.97	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	5590 Covington Road	2.29	06/08/2026	101-19-4380-0000	
51-4531711-9 Ma	5295 Shady Island Rd /MOUND CITY	23.53	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	20630 Manor Rd	45.30	06/08/2026	101-52-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	77.64	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	20995 Minnetonka Blvd	47.58	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	27922 Smithtown Rd	48.38	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	20405 Knightsbridge	1,149.42	06/08/2026	601-00-4394-0000	
51-4531711-9 Ma	20630 Manor Road	10.52	06/08/2026	101-52-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	1,367.82	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	23750 Highway 7	67.69	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	25800 Highway 7	65.19	06/08/2026	101-52-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	6.80	06/08/2026	101-32-4399-0000	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
51-4531711-9 Ma	5755 Country Club Road	4.51	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	5755 Country Club Road	122.29	06/08/2026	101-19-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	10.25	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	25800 State Highway 7	11.84	06/08/2026	101-52-4380-0000	
51-4531711-9 Ma	20630 Manor Road	6.20	06/08/2026	101-52-4380-0000	
51-4531711-9 Ma	4773 Lakeway Terr	38.34	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	4931 Shady Island Road	16.69	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	25800 State Highway 7	17.90	06/08/2026	101-52-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	40.43	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	24200 Smithtown Rd	243.22	06/08/2026	101-32-4380-0000	
51-4531711-9 Ma	25800 Highway 7	101.77	06/08/2026	101-52-4380-0000	
51-4531711-9 Ma	4915 Shady Island Rd /MOUND CITY	20.82	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	0.85	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	5755 Country Club Rd	564.14	06/08/2026	101-19-4380-0000	
51-4531711-9 Ma	4996 Shady Island Pt /MOUND CITY	17.77	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	28125 Boulder Bridge	645.61	06/08/2026	601-00-4396-0000	
51-4531711-9 Ma	26550 Noble Rd	23.07	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	5.91	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	3801 W 62nd St	22.97	06/08/2026	101-52-4380-0000	
51-4531711-9 Ma	26055 Birch Bluff Rd	14.01	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	32.75	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	4390 Enchanted Ln /MOUND CITY	89.14	06/08/2026	611-00-4380-0000	
51-4531711-9 Ma	5755 Country Club Road	308.52	06/08/2026	101-32-4399-0000	
51-4531711-9 Ma	24253 Smithtown Rd	952.70	06/08/2026	601-00-4395-0000	
51-4531711-9 Ma	5735 Country Club Rd	585.18	06/08/2026	201-00-4380-0000	
51-4536813-2 Ma	5700 County Rd 19	117.14	06/08/2026	101-32-4399-0000	
	Check Total:	9,188.53			
	Total for Check Run:	78,331.19			
	Total of Number of Checks:	35			

City of Shorewood

City Council Item 2.E.

Title/Subject: Freeman Park AED Donation
Meeting Date: June 8, 2026
Prepared By: Mitchell Czech, Park/Rec Director

Attachments

1. Resolution 26-33 Accepting AED and Cabinet Donation
2. MTKA Baseball Exhibit A: Maintenance and Capital Contribution Summary

Background

Minnetonka Baseball Association (MBA) is a valued partner of the City. In past years, MBA has kept and maintained an Automated External Defibrillator (AED) inside the Freeman Park south concession stand during their season. In an attempt to make the AED more accessible in case of an emergency, MBA has donated a mounted cabinet to store the AED outside the concession stand. The cabinet is weatherproof for the warm months and there is an alarm system to deter vandalism. Contributions for the wall mounted cabinet and AED are as described below:

Name of Donor	Item	Amount
Minnetonka Baseball Association	AED & Wall Mounted Cabinet	$2,000

The City developed a field use agreement with MBA in 2026. Within the agreement, maintenance and capital contributions provided by the association are documented in Exhibit A. This has been updated in the agreement to reflect the donation.

The City now maintains and has AED's available at the following locations:

- City Hall
- Public Works
- Shorewood Community & Event Center
- Freeman Park: Eddy Station
- Freeman Park: South Concession Stand (Spring, Summer, and Fall)
- Badger Park Restrooms (Spring, Summer, and Fall)
- Cathcart Park Warming House (Winter)
- Manor Park Warming House (Winer)

AED's must be stored in a warm climate, so they are removed from the outdoor cabinets during the winter months as they are not climate controlled. City staff conducts monthly checks on all AED's to ensure they are properly stocked and functional. The City will maintain the newly donated AED and store it during the winter months.

Strategic Alignment
Safe & Secure Community

- Safe built environment
- Strong, proactive, strategic, and cost-effective public safety services

AED's are a critical life-saving device that can significantly improve survival outcomes during cardiac emergencies. Adding an accessible device to our park system enhances the safety of all park users in the event of an emergency.

Budget Impact
Minimal additional City staff time will be required to conduct monthly checks for the AED.

Action Requested
Motion to Approve Consent Agenda. Simple Majority is required.

CITY OF SHOREWOOD
COUNTY OF HENNEPIN
STATE OF MINNESOTA

RESOLUTION 26-33

A RESOLUTION ACCEPTING THE DONATION OF AN AED AND MOUNTED CABINET FOR THE FREEMAN PARK SOUTH CONCESSION STAND

WHEREAS, the following persons and entities have offered to donate the items set forth below to the city; and

Name of Donor	Item	Contribution
Minnetonka Baseball Association	AED & Wall Mounted Cabinet	$1,500

WHEREAS, the City seeks to promote public health and safety within its facilities and public spaces; and

WHEREAS, the City seeks to promote public health and safety within its facilities and public spaces; and

WHEREAS, an Automated External Defibrillator (AED) is a critical life-saving device that can significantly improve survival outcomes during cardiac emergencies; and

WHEREAS, all such contributions have been given to the City for the benefit of its citizens, as allowed by law; and

WHEREAS, acceptance of this donation will improve community safety within Freeman Park and increase response time to medical emergencies; and

WHEREAS, the City Council finds that it is appropriate to accept the items offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD, MINNESOTA AS FOLLOWS:

1. The contribution described above is accepted and shall be utilized during the spring, summer, and fall months at Freeman Park.

2. The city clerk is herby directed to issue receipts to each donor acknowledging the city's receipt of the donor's contribution.

Adopted by the City Council of Shorewood, Minnesota this 8th day of June 2026.

____

Jennifer Labadie, Mayor

Attest:

____

Sandie Thone, City Clerk

Exhibit A

Maintenance & Capital Contribution Summary

City of Shorewood and Minnetonka Baseball

1. Purpose

This Exhibit documents maintenance contributions and completed capital improvement contributions the Association has provided to the City. All provisions herein are subject to and governed by the terms and conditions of the main Agreement.

2. Association Maintenance Contributions

Minnetonka Baseball provides routine maintenance to City fields on a annual basis. A list of the tasks, locations, and timeframes or frequencies are provided below. The yearly cost for the maintenance provided by Minnetonka Baseball Association is approximately $90,000.

Task	Location	Frequency/Timeframe
Level and grade batting cages	Freeman 1, 2, 3 & Cathcart Field	Start of season
Hang batting cages and dugout covers	Freeman Park	Start of season
Dethatch, sweep, and rake all fields	Freeman 1, 2, 3, 5, & Cathcart Field	Start of season
Fill ag-lime and black dirt bins	Freeman Park	As needed during season
Roll infields with weighted roller	Freeman 1, 2, 3, 5 & Cathcart Field	Start of season, then as needed
Aerate Fields	Freeman 1, 2, 3, 5, & Cathcart Field	2x per year
Top dress fields, overseed, and drag	Freeman 1, 2, 3, 5, & Cathcart Field	Start & end of season
Cut edges around field and add sod where needed	Freeman 1, 2, & 3	After spring season
Ensure proper drainage at home plate and first place by removing extra ag-lime and repacking	Freeman 1, 2, 3, 5, & Cathcart Field	As needed during season

Work up bullpen practice areas, reshape mounds, reshape home plate areas.	Freeman 1, 2, 3, 5, & Cathcart Field	Daily in season
Mow foul lines and paint	Freeman 1, 2, 3, 5, & Cathcart Field	1x per week
Mow and sweep infield and outfield to 1 ½” height	Freeman 1, 2, & 3	2x per week
Fill holes in front of bases	Freeman 1, 2, 3, 5, & Cathcart Field	Daily in season
Drag and rake infield using Pro-Groomer or drag mat, staying 6” from turf to avoid lip buildup	Freeman 1, 2, 3, 5, & Cathcart Field	Daily in season
Broom rake grass around field to remove ag-lime	Freeman 1, 2, 3, 5, & Cathcart Field	Daily in season
Hand drag/rake edges on the mound, base paths, and plate areas to prevent lip build up	Freeman 1, 2, 3, 5, & Cathcart Field	Daily in season
Paint infield foul lines and batter’s boxes	Freeman 1, 2, 3, 5, & Cathcart Field	Each game day
Monitor and maintain scoreboards	Freeman 1, 2, & 3	As needed in season
Monitor and maintain irrigation system in coordination with Kelly Green	Freeman 1, 2, & 3	Start of season, as needed in season, & end of season
Monitor rainfall and remove excess water with Dolphin Super Soakers	Freeman 1, 2, 3, 5, & Cathcart Field	Daily in season
Take down batting cages and hang batting mats over the fence	Freeman Park	End of season

3. Capital Improvements (Past Contributions)

Year	Project Description	Location	Provided By	Estimated Value
2026	AED and Wall Mount Donation	Freeman South Concession Stand	Association	$2,000
2025	Fence Replacement	Freeman Field 1	Association	$14,800

2024	Infield Refurbishment	Freeman Field	Association	$2,500
2024	Batting Cage Hitting Mats	Freeman Park	Association	$1,350

4. Documentation & Recordkeeping

Both parties agree to maintain documentation of all approved work, invoices, and correspondence related to maintenance and capital projects. This Exhibit will be updated as necessary to reflect completed or approved improvements.

5. Acknowledgment

The City and Association acknowledge that this Exhibit accurately reflects the division of maintenance responsibilities and recognizes the Association's past and ongoing contributions to the improvement and upkeep of City-owned athletic facilities.

City of Shorewood

City Council Item 4.A.

Title/Subject: Excelsior Fire District Presenation
Meeting Date: June 8, 2026
Prepared By: Marc Nevinski, City Administrator

Attachments

1. April EFD Reports

Background

Interim Fire Chief Nate Basinger will provide an update of EFD activities, including showing the new SCBAs, discussing the role of the new Battalion Chief 2, and sharing information about staffing and response times.

Strategic Alignment

Safe & Secure Community

- Strong, proactive, strategic, and cost-effective public safety services — Hearing from public safety officials about department activities builds relationships and increases understanding of activities and operations. This is especially important given the unusual structure for delivering public safety services in Shorewood and the south Lake Minnetonka area.

Budget Impact

None

Action Requested

No action is requested but the Council may have questions for the Interim Fire Chief.

Excelsior Fire District

Administrative Report

APRIL 2026

	CALL INFORMATION								CALL/CITY						BUDGET INFORMATION							AVERAGES		
MONTH	CALL TOTAL	# MEDICALS	# FALSE ALARM/ CXL	# HAZARDOUS	# FIRE	# PUBLIC SERVICE	# NONE	# RESCUES	DPN	EXC	GRN	SHD	TB	MA	FF CALL HOURS	FF CALL $ ($22/HR)	TRAIN HOURS	FF TRAINING $ ($22/HR)	DUTY CREW $	OVERNIGHT DC $	WEEKEND OVERNIGHT DC $	ENROUTE	ONSCENE	FFs PER CALL
January	98	67	22	6		2	1		11	29	4	47	5	1	472	10,384.00	248	5,456.00	16,188.00	7,725.71	4,800.00	2.01	4.09	7.18
February	77	40	25	6	2	2	2		16	15	2	35	8	1	327	7,194.00	324	7,128.00	13,813.50	7,040.00	3,600.00	1.87	4.23	6.39
March	112	61	23	16	4	5	2	1	26	29	5	45	4	3	528	11,616.00	206	4,532.00	15,198.00	8,000.00	4,000.00	1.81	4.01	6.63
April	92	50	18	7	6	8	3		23	30	5	29	3	2	488	10,736.00	538	11,836.00	15,069.00	7,520.00	3,700.00	2.44	6.46	10.4
May																0.00		0.00						
June																0.00		0.00						
July																0.00		0.00						
August																0.00		0.00						
September																0.00		0.00						
October																0.00		0.00						
November																0.00		0.00						
December																0.00		0.00						
TOTALS	**379**	**218**	**88**	**35**	**12**	**17**	**8**	**1**	**76**	**103**	**16**	**156**	**20**	**7**	**1,815**	**39,930.00**	**1,316**	**28,952.00**	**60,268.50**	**30,285.71**	**16,100.00**	**2.03**	**4.70**	**7.65**
APRIL 2025 TOTALS	97	74	7		23				15	30	6	35	11	0	715	14,300.00	715	14,300.00	15,799.00	9,040.00	4,000.00	1.91	4.04	8.19
2025 YTD TOTALS	400	310	32		81				71	123	28	144	28	6	2611	52,220.00	2175	43,505.00	56,850.00	32,800.00	16,700.00	2	4.25	7.62

Rochelle Johnson:
En Route and OnScene Times do not include Duty Officer Times

Call Types

Medical: any medical-related call, excluding lift assists
False Alarm/Cxl: No incident found or FD not n
Hazardous Situation: power lines, gas odors/leaks, motor vehicle accidents
Public Service: lift assists, assisting PD
Fire: smoke calls, structure fire, vehicle fire, grass fire, etc.
None: Utility work, test, misc. notification

Payroll YTD:

FF Call	$ 39,930.00
Training Hrs	$ 28,952.00
Officer Stipend Pay YTD	$ 7,918.34
DO Pay YTD	$ 7,492.83
Special Pay YTD	$ 5,137.00
Weekend Overnight DC YTD	$ 16,100.00
Overnight DC YTD	$ 30,285.71
last Month Payroll total:	$ 49,022.79
Monthly Payroll Total	$ 52,882.41
YTD Payroll	**$ 196,084.38**

Payroll Monthly:

Officer monthly Stipend	$ 1,833.47
DO Monthly Pay	$ 1,670.94
Special Pay Monthly	$ 517.00
ESST	$ -
	$ 4,021.41

	Calls Per City							
		Deephaven	**Excelsior**	**Greenwood**	**Shorewood**	**Tonka Bay**	**Mutual Aid**	***TOTAL***
	Total Calls	23	30	5	29	3	2	*92*
Call Types	Medical	11	20	0	17	2	0	*50*
	False Alarm/Cxl	5	6	3	4	0	0	*18*
	Hazardous Situation	3	2	0	2	0	0	*7*
	Public Service	2	0	1	4	1	0	*8*
	Fire	1	0	1	2	0	2	*6*
	None	1	2	0	0	0	0	*3*

							Monthly Average		
		Deephaven	**Excelsior**	**Greenwood**	**Shorewood**	**Tonka Bay**	90th%	Median	Mean
Times	All Call Enroute	2:54	1:50	4:29	3:29	2:03	5:20	2:27	2:44
	All Call At Scene	9:46	4:39	9:35	6:09	4:23	10:43	6:09	6:46
	Duty Crew Enroute	2:27	1:53	2:34	2:00	None	3:33	1:59	2:08
	Duty Crew At Scene	8:12	7:11	9:05	5:33	None	11:09	6:59	7:08

Legend

Times

Excludes DO calls, DO times, routine calls

90th% = "guarnteed" time

Median = doesn't factor in "outliers"

Mean = true average of every call

Call Types

Medical: any medical-related call, excluding lift assists

False Alarm/Cxl: No incident found or FD not needed

Hazardous Situation: power lines, gas odors/leaks, motor vehicle accidents

Public Service: lift assists, assisting PD

Fire: smoke calls, structure fire, vehicle fire, grass fire, etc.

None: Utility work, test, misc. notification

City of Shorewood

City Council Item 4.B.

Title/Subject: Discussion of ALPR (Flock) Audit
Meeting Date: June 8, 2026
Prepared By: Marc Nevinski, City Administrator

Attachments

1. South Lake Minnetonka PD 2026 Flock ALPR Audit Executive Summary
2. MS 13.824 - ALPRs
3. Compliance Confirmation Letter from the State

Background

The statutorially required audit of the South Lake Minnetonka Police Department's Automated License Plate Reader (ALPR) system (Flock) was completed in April. The audit was completed by an independent third party and found the SLMPD's system was used in compliance with Minnesota Statute13.824 which sets forth the requirements for use of ALPR systems in the state. The audit, compliance confirmation letter from the State, and the statute are attached for Council's review. Chief Ballsrud and Lt. O'Keefe will be present to update the Council about the Flock system and answer questions.

Strategic Alignment

Safe & Secure Community

Strong, proactive, strategic, and cost-effective public safety services — Reviewing the use, performance and regulatory compliance with a public safety tool such as Flock cameras helps elected officials and residents better understand the implications and applications of the tool and more informed decision-making.

Budget Impact

None

Action Requested

No specific action is requested but Council may wish to discuss the audit, ask questions, and provide feedback about the Flock system.

South Lake Minnetonka Police Department

2026 ALPR Audit (Flock System)

Executive Summary

Prepared for South Lake Minnetonka Police Department

April 10, 2026

Background:

South Lake Minnetonka Police Department retained Minnesota Security Consortium to audit its agency's use of their new Flock ALPR System against the requirements of MN Statute 13.824. Minnesota Security Consortium does not operate or have access to their ALPR systems, therefore allowing it to audit the systems as an independent auditor. South Lake Minnetonka Police Department had their new Flock ALPR system operational between 1/1/24 to 12/31/25. They had 4 stationary Flock ALPR units and no mobile Flock units, at the time of this audit. This is their first Flock ALPR Audit.

Department Policy & Procedures:

South Lake Minnetonka Police Department has an ALPR Policy in place entitled, "Policy 5033: ALPR (FLOCK)." They have been keeping their policy updated and have recently reviewed it. This policy is readily available to the public online at:

https://southlakepd.com/wp-content/uploads/5033-ALPR-FLOCK.pdf

A review of this policy found that the South Lake Minnetonka Police Department was compliant in this part of the statute.

Record Retention:

The South Lake Minnetonka Police Department ALPR Flock administrative control panel was audited to ensure that each setting was set for a retention period of no more than 60 days. The entire Flock system has a default 30-day retention period, which is set by the manufacturer. This was confirmed by the Flock Vehicle Reads report. South Lake Minnetonka Police Department was found to be compliant with this part of the statute.

Data Security and Access Control:

The South Lake Minnetonka Police Department's ALPR system is protected by an Access Control system built into the Flock backend server application. Members of the South Lake Minnetonka Police Department must undergo in-service training of the ALPR Policy prior to being permitted to use the ALPR System. User accounts and role-based accounts are reviewed on a regular basis by ALPR Administrators. A review of all users and their assigned roles was conducted as part of this audit. Roles and access were consistent for each user's job description, and sampling showed that users were being de-activated when no longer with the agency or using the system. The South Lake Minnetonka Police Department was found to be compliant in this part of the statute.

Data Classification:

South Lake Minnetonka Police Department ALPR Data that has been collected is classified as private unless access is permitted by law. Data requests for data collected on a license plate owner's vehicle are readily available through a proper records request via the South Lake Minnetonka Police Department. Citizens can make the data request by calling the administrative phone number and speaking with an administrative specialist.

South Lake Minnetonka Police Department was found to be compliant with this part of the statute.

Sharing Among Law Enforcement Agencies:

Appropriate sharing of ALPR data is conducted through inter-agency requests. The requests are documented in the Flock system by agency and justification. A sample of the whole month of December 2025 was reviewed as part of the audit, and all samples had a justifiable reason for the ALPR data share to the requesting agency. As a result of these findings, South Lake Minnetonka Police Department was found to be compliant with this part of the statute.

Public Log of Use:

The Flock ALPR system also contains a robust audit trail which was sampled to determine if it is logging access by users properly. South Lake Minnetonka Police Department compiles monthly reports that contain the requirements of 13.824 Subd. 5. Sample reports were reviewed during the audit process. These public logs of use are readily available through a proper records request through the South Lake Minnetonka Police Department. South Lake Minnetonka Police Department was found to be compliant with this part of the statute.

Notification to Bureau of Criminal Apprehension:

South Lake Minnetonka Police Department has made the required notification to the Bureau of Criminal Apprehension. This was validated on the BCA website. South Lake Minnetonka Police Department was found to be compliant with this part of the statute.

Biennial Public Accountability Audit:

South Lake Minnetonka Police Department installed their new Flock ALPR system in 2024. This is their first ALPR Audit of the new Flock system, and they plan on continuing an independent audit every two years, per MN Statute 13.824. Command Staff were very cooperative throughout the entire audit process and understood the intent of the public accountability and provided easy access to policies and procedures, staff interviews, and audit of their ALPR Reports. South Lake Minnetonka Police Department was found to be compliant with this part of the statute.

Breach Notification:

The South Lake Minnetonka Police Department utilizes the City's Incident Response Policy which includes procedures for Breach Notification. This is consistent with MN Statute 13.055 and MN Statute 13.824. South Lake Minnetonka Police Department was found to be compliant with this part of the statute.

Conclusion:

Based on the results of the South Lake Minnetonka Police Department ALPR Audit conducted by Minnesota Security Consortium, we can demonstrate that they were using the ALPR System as an effective law enforcement tool for the purpose of combating auto theft and other crimes linked to vehicle license plates. The South Lake Minnetonka Police Department also demonstrated that their security, public accountability, and administration of the program followed MN Statue 13.824.

This Audit was conducted and attested to by:

Dimitrios Hilton

Senior Auditor, Minnesota Security Consortium.

Submitted to:

- South Lake Minnetonka Chief of Police
- Minnesota Commissioner of Administration
- Legislative Commission on Data Practices and Personal Data Privacy
- Required Chairs of Legislative Committees
- Minnesota Legislative Library

13.824 AUTOMATED LICENSE PLATE READERS.

Subdivision 1. **Definitions.** (a) For purposes of this section, the following terms have the meanings given.

(b) "Automated license plate reader" means an electronic device mounted on a law enforcement vehicle or positioned in a stationary location that is capable of recording data on, or taking a photograph of, a vehicle or its license plate and comparing the collected data and photographs to existing law enforcement databases for investigative purposes. Automated license plate reader includes a device that is owned or operated by a person who is not a government entity to the extent that data collected by the reader are shared with a law enforcement agency. Automated license plate reader does not include a traffic safety camera system.

(c) "Traffic safety camera system" has the meaning given in section 169.011, subdivision 85a.

Subd. 2. **Data collection; classification; use restrictions.** (a) Data collected by an automated license plate reader must be limited to the following:

(1) license plate numbers;

(2) date, time, and location data on vehicles; and

(3) pictures of license plates, vehicles, and areas surrounding the vehicles.

Collection of any data not authorized by this paragraph is prohibited.

(b) All data collected by an automated license plate reader are private data on individuals or nonpublic data unless the data are public under section 13.82, subdivision 2, 3, or 6, or are active criminal investigative data under section 13.82, subdivision 7.

(c) Data collected by an automated license plate reader may only be matched with data in the Minnesota license plate data file, provided that a law enforcement agency may use additional sources of data for matching if the additional data relate to an active criminal investigation. A central state repository of automated license plate reader data is prohibited unless explicitly authorized by law.

(d) Automated license plate readers must not be used to monitor or track an individual who is the subject of an active criminal investigation unless authorized by a warrant, issued upon probable cause, or exigent circumstances justify the use without obtaining a warrant.

Subd. 2a. **Limitations; certain camera systems.** A person must not use a traffic safety camera system for purposes of this section.

Subd. 3. **Destruction of data required.** (a) Notwithstanding section 138.17, and except as otherwise provided in this subdivision, data collected by an automated license plate reader that are not related to an active criminal investigation must be destroyed no later than 60 days from the date of collection.

(b) Upon written request from an individual who is the subject of a pending criminal charge or complaint, along with the case or complaint number and a statement that the data may be used as exculpatory evidence, data otherwise subject to destruction under paragraph (a) must be preserved by the law enforcement agency until the criminal charge or complaint is resolved or dismissed.

(c) Upon written request from a program participant under chapter 5B, automated license plate reader data related to the program participant must be destroyed at the time of collection or upon receipt of the request, whichever occurs later, unless the data are active criminal investigative data. The existence of a request submitted under this paragraph is private data on individuals.

(d) Data that are inactive criminal investigative data are subject to destruction according to the retention schedule for the data established under section 138.17.

Subd. 4. **Sharing among law enforcement agencies.** (a) Automated license plate reader data that are not related to an active criminal investigation may only be shared with, or disseminated to, another law enforcement agency upon meeting the standards for requesting access to data as provided in subdivision 7.

(b) If data collected by an automated license plate reader are shared with another law enforcement agency under this subdivision, the agency that receives the data must comply with all data classification, destruction, and security requirements of this section.

(c) Automated license plate reader data that are not related to an active criminal investigation may not be shared with, disseminated to, sold to, or traded with any other individual or entity unless explicitly authorized by this subdivision or other law.

Subd. 5. **Log of use required.** (a) A law enforcement agency that installs or uses an automated license plate reader must maintain a public log of its use, including but not limited to:

(1) specific times of day that the reader actively collected data;

(2) the aggregate number of vehicles or license plates on which data are collected for each period of active use and a list of all state and federal databases with which the data were compared, unless the existence of the database itself is not public;

(3) for each period of active use, the number of vehicles or license plates in each of the following categories where the data identify a vehicle or license plate that has been stolen, a warrant for the arrest of the owner of the vehicle or an owner with a suspended or revoked driver's license or similar category, or are active investigative data; and

(4) for a reader at a stationary or fixed location, the location at which the reader actively collected data and is installed and used.

(b) The law enforcement agency must maintain a list of the current and previous locations, including dates at those locations, of any fixed stationary automated license plate readers or other surveillance devices with automated license plate reader capability used by the agency. The agency's list must be accessible to the public, unless the agency determines that the data are security information as provided in section 13.37, subdivision 2. A determination that these data are security information is subject to in-camera judicial review as provided in section 13.08, subdivision 4.

Subd. 6. **Biennial audit.** (a) In addition to the log required under subdivision 5, the law enforcement agency must maintain records showing the date and time automated license plate reader data were collected and the applicable classification of the data. The law enforcement agency shall arrange for an independent, biennial audit of the records to determine whether data currently in the records are classified, how the data are used, whether they are destroyed as required under this section, and to verify compliance with subdivision 7. If the commissioner of administration believes that a law enforcement agency is not complying with this section or other applicable law, the commissioner may order a law enforcement agency to arrange for additional independent audits. Data in the records required under this paragraph are classified as provided in subdivision 2.

(b) The results of the audit are public. The commissioner of administration shall review the results of the audit. If the commissioner determines that there is a pattern of substantial noncompliance with this section by the law enforcement agency, the agency must immediately suspend operation of all automated license plate reader devices until the commissioner has authorized the agency to reinstate their use. An order of suspension under this paragraph may be issued by the commissioner, upon review of the results of the audit, review of the applicable provisions of this chapter, and after providing the agency a reasonable opportunity to respond to the audit's findings.

(c) A report summarizing the results of each audit must be provided to the commissioner of administration, to the chairs and ranking minority members of the committees of the house of representatives and the senate with jurisdiction over data practices and public safety issues, and to the Legislative Commission on Data Practices and Personal Data Privacy no later than 30 days following completion of the audit.

Subd. 7. **Authorization to access data.** (a) A law enforcement agency must comply with sections 13.05, subdivision 5, and 13.055 in the operation of automated license plate readers, and in maintaining automated license plate reader data.

(b) The responsible authority for a law enforcement agency must establish written procedures to ensure that law enforcement personnel have access to the data only if authorized in writing by the chief of police, sheriff, or head of the law enforcement agency, or their designee, to obtain access to data collected by an automated license plate reader for a legitimate, specified, and documented law enforcement purpose. Consistent with the requirements of paragraph (c), each access must be based on a reasonable suspicion that the data are pertinent to an active criminal investigation and must include a record of the factual basis for the access and any associated case number, complaint, or incident that is the basis for the access.

(c) The ability of authorized individuals to enter, update, or access automated license plate reader data must be limited through the use of role-based access that corresponds to the official duties or training level of the individual and the statutory authorization that grants access for that purpose. All queries and responses, and all actions in which data are entered, updated, accessed, shared, or disseminated, must be recorded in a data audit trail. Data contained in the audit trail are public, to the extent that the data are not otherwise classified by law.

Subd. 8. **Notification to Bureau of Criminal Apprehension.** (a) Within ten days of the installation or current use of an automated license plate reader or the integration of automated license plate reader technology into another surveillance device, a law enforcement agency must notify the Bureau of Criminal Apprehension of that installation or use and of any fixed location of a stationary automated license plate reader.

(b) The Bureau of Criminal Apprehension must maintain a list of law enforcement agencies using automated license plate readers or other surveillance devices with automated license plate reader capability, including locations of any fixed stationary automated license plate readers or other devices. Except to the extent that the law enforcement agency determines that the location of a specific reader or other device is security information, as defined in section 13.37, this list is accessible to the public and must be available on the bureau's website. A determination that the location of a reader or other device is security information is subject to in-camera judicial review, as provided in section 13.08, subdivision 4.

History: *2015 c 67 s 3; 1Sp2021 c 11 art 3 s 4; 2024 c 127 art 3 s 2,3*

DEPARTMENT OF ADMINISTRATION
DATA PRACTICES

May 8, 2026

Chief Justin Ballsrud
South Lake Minnetonka Police Department
24150 Smithtown Road
Shorewood, MN 55331

Dear Chief Justin Ballsrud:

The Data Practices Office, on behalf of the Commissioner of Administration, has received the South Lake Minnetonka Police Department's automated license plate reader biennial audit report.

As required by law, the review of the report summarizing the results of the audit covers the audit of records to determine whether data currently in the records are classified, how the data are used, whether data are destroyed as required, and that the audit verified the South Lake Minnetonka Police Department's compliance with data accuracy, protection, and legitimate access procedures and applicable data breach notification requirements.

According to the report submitted by your department, Minnesota Security Consortium – MNSec found that the South Lake Minnetonka Police Department complies with Minnesota Statutes, section 13.824.

If you have any questions, please contact Casey Carmody at casey.carmody@state.mn.us or 651.201.2505.

Sincerely,

Taya Moxley-Goldsmith

TAYA MOXLEY-GOLDSMITH
DIRECTOR, DATA PRACTICES OFFICE
MINNESOTA DEPARTMENT OF ADMINISTRATION

By: Casey Carmody
Assistant Director, Data Practices Office

City of Shorewood

City Council Item 4.C.

Title/Subject: Report by Commissioner Hirner on the April 28 & May 19 Park Commission Meetings
Meeting Date: June 8, 2026
Prepared By: Mitchell Czech, Park/Rec Director

Attachments

1. 04.28.2026 Park Commission Minutes
2. 05.19.2026 Park Commission Draft Minutes

Background

Commissioner Hirner will provide a Park Commission report on the April 28, 2026 and May 19, 2026 Park Commission Meetings.

Strategic Alignment

N/A

Budget Impact

N/A

Action Requested

No action is required.

CITY OF SHOREWOOD
PARK COMMISSION MEETING
TUESDAY, APRIL 28, 2026

5755 COUNTRY CLUB RD
SHOREWOOD CITY HALL
7:00 P.M.

MINUTES

1. CONVENE PARK COMMISSION MEETING

Chair Hirner convened the meeting at 7:00 p.m.

A. Roll Call

Present: Chair Hirner, Commissioners Garske, Stern, and Sylvester; Park and Recreation Director Czech

Absent: Commissioner Bahneman

B. Review Agenda

Garske moved to approve the agenda as written. Sylvester seconded the motion. Motion carried 4-0.

2. APPROVAL OF MINUTES

A. March 24, 2026 Park Commission Meeting Minutes

Garske moved to approve the minutes of the March 24, 2026, meeting as written. Sylvester seconded the motion. Motion carried 4-0.

3. MATTERS FROM THE FLOOR

There were none.

Park and Recreation Director Czech welcomed Commissioner Kim Stern to the Commission. He noted that Commissioner Stern is a long-time Shorewood resident and asked him to share why he joined the Parks Commission. Commissioner Stern shared that he grew up in Shorewood and used to ride a dirt bike at Freeman Park until a park was built there. He noted that his children and grandchildren have played baseball and soccer at Freeman Park. He added that he has been with the Excelsior Fire Department for 51 years and is looking to retire soon, finding something to fill his time and give back to the community.

4. GENERAL BUSINESS

A. Park Commissioner Handbook Review

Park and Recreation Director Czech noted that there would be an annual review of the Handbook and asked if there were any suggestions or questions for this year.

Commissioner Sylvester stated that this year she skimmed the document and did not find anything that jumped out at her. Mr. Czech shared that there was some rearranging based on last year's feedback.

Chair Hirner pointed out on page nine of the Handbook, which discusses the trails, that the referenced Trail Plan Implementation Report is from 2011, and the Commission should look into getting it updated. He noted that page 13 of the Handbook discusses meeting agendas, minutes, and documents, which are mostly available on the website. The website reference should be included in the Handbook. He added that it goes for anything in the Handbook, such as the Park Master Plan; there should be a link or a website reference. He mentioned that there is a lot of reference to the City Code, which was not there when he started, so it is good to have all of that in one place.

Commissioner Sylvester asked whether the shared space created for the Commission was also included in the Handbook. Mr. Czech noted that it was not yet included, but a reference or link should be added to the Handbook as well.

Commissioner Garske noted that the Handbook was a lot. He shared that he was looking for ways to cut it down a little without compromising quality. There is nothing that adds no value, so that is a positive thing. He suggested removing the community feedback from the Parks Master Plan or the sample minutes from the Handbook, because with all the pages, people may be less likely to read. Mr. Czech pointed out that veteran Commissioners should not have to read the whole Handbook, but the document is there for the onboarding process.

Chair Hirner asked how a document of this size would compare to other cities. Mr. Czech shared that some cities have nothing, something very brief, or similar to this document. He added that, from a Staff perspective, more is better for orientation. If someone who has never been involved before gets involved, many of the items in the Handbook are great references. He stated that as things evolve, more technology can be put into it. Chair Hirner noted that it is possible to download the document, put it into ChatGPT, and ask it to summarize it, which will then give a good running start. He pointed out that the Handbook is long because it includes two large documents. He added that Commissioner Stern's perspective will also be helpful. Chair Hirner asked if the Handbook would be approved at a future meeting. Mr. Czech shared that no approvals are needed, as it was approved last year; the Commission is just updating as things go along. The Handbook and Commission Bylaws will be updated annually.

Commissioner Garske asked whether the Handbook included anything on the meeting process or how votes are taken. Mr. Czech noted that the Appendix contains a rules-of-order sheet outlining the meeting.

Commissioner Sylvester asked about filling in the Council Liaison on page six. Chair Hirner shared that it can be done at the end of the meeting. He added that if there are standard topics discussed in a specific month each year, they should be included in the Handbook. Commissioner Garske agreed and noted that the work plan is also in the Handbook.

B. Spring Parks Unplugged Review

Park and Recreation Director Czech reviewed the Spring Parks Unplugged as found in the Agenda Packet.

Commissioner Stern noted that the flyer for the Parks Unplugged On the Road states May 28. Mr. Czech shared that the date was changed yesterday, so the flyer will need to be updated to May 27.

Chair Hirner asked whether there might be an opportunity to learn about any available sports through the sports groups in the parks. The event would be directed at the little kids. Mr. Czech called it a sports demo day, with each association having a station. He added that it is a great idea. Chair Hirner suggested a "learn to ride a bike" or "how to fix your bike" day; Erik's Bike Shop might be willing to host it. Commissioner Garske noted liking both the upcoming events. He asked about the Freeman Park tree-planting and whether saplings could be handed out to take home and plant. Mr. Czech noted that the saplings would have to be donated; the purchasing policy does not allow for buying and handing out. He shared that it would be a great idea. Chair Hirner shared that the Arboretum may have things to donate. Commissioner Garske asked if the Camp Fire Minnesota event has a capacity. Mr. Czech shared that this is why the dates were switched: staffing will be more adequate on May 27, and Camp Fire Minnesota is ready to go with any number of attendees. He invited the Commissioners to attend. Commissioner Garske asked if help was needed for the setup. Mr. Czech stated that it was not needed; the Commission could attend.

C. 2026 Movie in the Park

Park and Recreation Director Czech gave an update on the 2026 Movie in the Park as found in the Agenda Packet.

Chair Hirner pointed out that the list included many great movies. How to Train Your Dragon was good, but maybe not for the younger kids. Commissioner Sylvester shared that the movie was a remake of the original. Chair Hirner noted that he had seen it and that Hoppers was a good movie for all ages. The Minecraft movie is for the older kids. Commissioner Garske shared that both his five-year-old son and eight-year-old daughter love The Minecraft Movie. All of the movies are good picks. Chair Hirner stated that the movies are fairly new, which is fabulous. Commissioner Garske noted that the Super Mario movie has not yet been released. Mr. Czech stated that a few of the movies are not available until August, so that they will be fresh. He added that there is usually a theme to the activities as well, so if any of the movies align with that nicely, that would be helpful. Commissioner Sylvester shared that she had not seen any of the movies but picked four from a variety of genres and explained how the movies could have fun activities or a them incorporated. She picked Super Mario, Zootopia 2, Smurfs, and How to Train Your Dragon to have a variety. Commissioner Stern mentioned that he picked the same four because they sounded likely to appeal to many people. Commissioner Garske stated putting Minecraft on the list because it is super popular. He suggested swapping it out of the list Commissioner Sylvester suggested for How to Train Your Dragon.

Garske moved to select Super Mario Galaxy, Zootopia 2, Smurfs, and A Minecraft Movie as the selected movies for community voting for the 2026 Movie in the Park. Sylvester seconded the motion. Motion carried 4-0.

D. SCEC Facility Analysis Update

Park and Recreation Director Czech presented on the SCEC Facility Analysis Update as found in the Agenda Packet.

Chair Hirner stated that he is surprised that it is only a four-month effort, given the many years of discussion that remain unresolved. Commissioner Garske shared that he is happy action is being taken, as it has been a pain point for years. Mr. Czech explained that, looking back at the history of conversations, they seem very similar to now, with the goal of the SCEC getting more use and breaking even. So, getting expert insight will be really valuable to finding solutions.

5. REPORTS / UPDATES

A. City Council

Park and Recreation Director Czech gave a brief overview of recent Council discussion and actions.

Commissioner Garske asked whether the Youth Commissioner's age, 16 to 18, was at the time of appointment. Mr. Czech noted that being correct. Commissioner Garske shared that he knows someone on the Waconia planning commission who has alternates, so that may be a good contact point. Mr. Czech shared that many planning commissions have alternates, but few park commissions do. He added that it makes sense because the impact of the parks commission may not be as great in the grand scheme of things as that of the planning commission.

Chair Hirner shared that, after talking with the high school, this will need to be done soon because many students need to get volunteer hours in. There could be students who would want to get in hours over the summer. Mr. Czech stated that a flyer was being prepared and sent to the volunteer coordinator at the high school and to the Vantage Program. The intent is to get the information out in the next week. Commissioner Sylvester mentioned that the Handbook stated the Youth Commissioner would be 14 to 18, so that will need to be updated to 16 to 18. Mr. Czech shared that he would get all of that adjusted.

Mr. Czech continued to give an overview of the recent Council discussion and actions.

B. Staff

Mr. Czech shared that the Adopt a Garden Program, which maintains certain areas in the City, is seeking a few more volunteers to help weed and keep the plants looking nice. There are still plots available at the community gardens at South Shore Park. Chair Hirner asked if doubles were done for those wanting two plots. Mr. Czech noted that it had been done, and the Staff is tracking plans at South Shore to ensure the plots are maintained. If the plots are not being filled, that can create a burden for both the Staff and the other gardeners. Commissioner Sylvester asked how much it cost to have a spot in the garden. Commissioner Stern shared that the charge is $30, and a $35 deposit, and if the plot is not cleaned at the end of the season, then the deposit is not returned. Chair Hirner assumed that the remaining spots are the really shady ones. Commissioner Stern shared that his garden is at Freeman in a shady spot, and he had a great garden last year. Chair Hirner shared that, in considering a potential move of the plots at South Shore, some people have put a lot of work into their plots, and if moved, those people would have to start over.

Commissioner Stern asked whether anyone was interested in getting involved in the Adopt a Garden Program and where they should go. Mr. Czech shared that they can call or email the Parks and Rec Department.

Mr. Czech shared that there would be a controlled burn at Gideon Glen sometime soon, when conditions are favorable, and that the Watershed Department would conduct it. The burn helps to manage invasive species. He added that the Staff has been securing quotes for the Cathcart tennis court resurfacing project. While companies were out there, they were asked to provide a basketball court as well, if the two were to be packaged. The basketball court is on the list to be completely redone in two years, but the question is whether resurfacing it would extend its lifespan. He added that it would be on the Agenda for next month to review the quotes and develop a plan.

Chair Hirner asked whether the inclusion of the Freeman North playground on the list of projects for next year meant the work would be completed then. Mr. Czech shared that the intent is for much of the work to be completed this year so that the playground will be complete next year. Chair Hirner stated that there needs to be enough time on the agenda to discuss what is being installed in the playground, especially with the thought of saving money.

i. Vegetative Management Plan Update

Mr. Czech shared that the Council did approve a Vegetative Management Plan. He shared that the Public Works Director put a lot of time and effort into the Plan. He noted that a request for proposals was issued to develop a plan for the City, but the proposals were extensive and did not align with the goals or budget. The project was then taken on internally. He explained that the Plan addresses all parks, natural areas, the right-of-way, stormwater facilities, and any land that the City maintains. The Plan outlines what the City does and how it is done, and provides a tracking mechanism throughout. He stated that since the Plan relates to the City Parks, there is no change in park management. He added that the Council was eager to see the Plan, so the draft could not go before the Commission first.

C. Commission

Commissioner Sylvester asked about the Cathcart hockey rink boards getting painted and the dog park. Mr. Czech stated that he reached out to a painting company that has supplied paint in the past to see whether that could be done again, and the company is checking on it. He added that he connected with the church by the park, and they are interested in volunteering, which could be a potential partnership. Now that it is nice, he is going to visit other cities that use hockey rinks as dog parks to gather ideas to bring back to the Commission. Chair Hirner stated that if enough help is available, some other things at Cathcart could be fixed at the same time.

7. ADJOURN

Garske moved to adjourn the Park Commission Meeting of April 28, 2026, at 8:05 p.m. Sylvester seconded the motion. Motion carried 4-0.

CITY OF SHOREWOOD
PARK COMMISSION MEETING
TUESDAY, MAY 19, 2026

5755 COUNTRY CLUB RD
SHOREWOOD CITY HALL
7:00 P.M.

MINUTES

1. CONVENE PARK COMMISSION MEETING

Chair Hirner convened the meeting at 7:02 p.m.

A. Roll Call

Present: Chair Hirner, Commissioners Bahneman, Stern, and Sylvester; Parks and Recreation Director Czech; Councilmember Sanschagrin

Absent: Commissioner Garske

B. Review Agenda

Sylvester moved to approve the agenda as written. Bahneman seconded the motion. Motion carried 4-0.

2. APPROVAL OF MINUTES

A. Park Commission Meeting Minutes of April 28, 2026

Commissioner Sylvester requested a correction to page 3, paragraph 3, to indicate: Commissioner Sylvester shared that she had not seen any of the movies but had picked four from a variety of genres and explained how the movies could incorporate fun activities.

Sylvester moved to approve the minutes of the April 28, 2026, meeting as amended. Bahneman seconded the motion. Motion carried 4-0.

3. MATTERS FROM THE FLOOR

There were none.

4. GENERAL BUSINESS

A. Park Commission City Council Report Assignments

Parks and Recreation Director Czech reviewed the Park Commission City Council Report Assignments as found in the Agenda Packet.

Chair Hirner shared that he would be gone on June 8. Commissioner Sylvester stated that she is not available on June 8, but she would be available on every other date.

Commissioner Stern asked if there was a Commission meeting on June 23. Parks and Recreation Director Czech shared that on June 23, there are park tours, but no report is generally given to the Council. Chair Hirner explained that for the park tours, there is a quorum with the Commission and the Council, and the tours take place, but there is no official meeting.

Chair Hirner asked if Commissioner Garske could do June 8. Park and Recreation Director Czech pointed out that Commissioner Garske would have been absent from this meeting, but he could report on the April 28 meeting and make the report on the May 19 meeting. Chair Hirner noted that he could be added to the June 8 meeting for now, and Commissioner Garske could be reached out to to see what he thinks.

Commissioner Bahneman stated she could do the September 14 Council meeting. Commissioner Sylvester noted she could do the August 10 Council meeting. Parks and Recreation Director Czech stated that Commissioner Garske could report at the October 12 Council meeting. Chair Hirner stated that he could do the November 9 Council meeting. Commissioner Stern noted that he could do the December 14 Council meeting. Commissioner Sylvester stated that she would do the January 11 Council meeting.

Hirner moved to send the Commissioner reporting dates to the Council. Bahneman seconded the motion. Motion carried 4-0.

Chair Hirner noted that the next items were in this year's CIP plan, for which planning has already begun.

B. Cathcart Tennis Court Resurfacing

Parks and Recreation Director Czech presented the Cathcart Tennis Court resurfacing as found in the Agenda Packet.

Chair Hirner asked when the CIP was scheduled to replace the tennis and basketball courts fully. Park and Recreation Director Czech stated that in 2028, the basketball court will be fully replaced, but the tennis court will not; it is just a resurfacing in the 10-year CIP.

Chair Hiner noted that if nothing is done to the tennis court, then it will continue to degrade. He asked if there was a general sense of how many years the tennis court could last if nothing is done. Park and Recreation Director Czech noted that the tennis court will not drastically decrease. If the City were to resurface right now, that would add another three to five years of quality life with the court. He added that Cathcart Court is used frequently, but it is not a demanding use with people on the court nonstop. He noted that if nothing is done, then things will stay as they are and the cracking will continue. He shared that there are a few areas of concern on the court, but the worst spots are not in the playing area itself, but rather on the edges. Chair Hirner questioned the timeline of the need of a full reconstruction if both courts were resurfaced this year. Park and Recreation Director Czech explained that in 2026, the Commission does not have the funding to do both the basketball and tennis courts. In 2028, there is $60,000 allocated for the basketball court reconstruction. If a simple resurface to extend the life of both courts by 3-5 years was the desire, that would need to wait until 2028 when the full basketball court reconstruction is scheduled.

Commissioner Sylvester asked if the Commission was discussing resurfacing versus redoing the whole tennis court. The Park and Recreation Director shared that if that is the route the Commission would like to take, it would involve resurfacing both courts in 2028 and extending their life by about 4 years. At that point, the Commission would need to look beyond the ten-year CIP and allocate funding for a full reconstruction. Commissioner Sylvester asked if the budget right included resurfacing the tennis court and redoing the basketball court. Park and

Recreation Director Czech confirmed that it was true. He added that it is $18,000 this year for resurfacing the tennis court and $50,000 in 2028 for the basketball court.

Commissioner Sylvester asked what Chair Hirner was suggesting. Chair Hirner asked whether, with the tennis court being resurfaced now, anything would need to be done to it in 2028. Park and Recreation Director Czech shared that if the tennis court is resurfaced this year, then nothing will have to be done for roughly five years. Chair Hirner asked, even with the root damage that has become a tripping hazard. Park and Recreation Director Czech stated that those will not be corrected 100 percent, but will be leveled out and be in better condition than they are now. He noted that a resurface will not create a perfectly level surface, but will improve things by filling in the high and low areas. Over time, the current cracks will reappear. He added that the best way to maintain the court is to clear the water and debris from it.

Chair Hirner stated that, without seeing the courts, he did not remember their condition. He thought that the basketball court was more concerning than the tennis court. He added that if there were a way to get a weighted roller on the tennis court to flatten things out, that would be a good idea before doing anything with the court. He stated that the roots will not stop unless the tree is taken out. He suggested postponing any action in court and taking a look at them during the park tour. Commissioner Sylvester agreed that it might be best to wait until the park tour and take a look. She added that she has some questions, but is in favor of resurfacing the tennis court this year. She knows the court and feels it does need resurfacing this year, but would be best for the Commission to look at it first. She asked about the ATE Recreation quote, stating that they would apply Sport Master Acrylic. She added that the sports master has a range of acrylic qualities and would be curious which acrylics would be used. She asked how long a life that would have been. She added that ATE Recreation handled the tennis courts at Minnetonka High School, which is good to know because the school did its homework. She pointed out that the ATE Recreation and C & H Sport Surfaces quotes are for different resurfacing methods. She noted that it would be helpful to know which acrylics are being used in the quotes.

Chair Hirner stated that the City spent $350,000 on the double court and the fencing. He stated that PRO Track and Tennis mentioned $150,000 to $200,000 for Cathcart. Given those numbers and the fact that the Commission has $50,000 for the basketball court over three years, they do not seem to work. He noted asking that question during the Master Plan and being assured it would be good for the basketball court, but that does not seem to have been the experience. Park and Recreation Director Czech explained that reconstructing the tennis court would cost between $60,000 and $100,000. He added that a basketball court is smaller, so $50,000 is likely.

Commissioner Stern shared that both courts need to be resurfaced, with the basketball court needing it more.

Hirner moved to postpone a decision on the Cathcart Park Tennis Court until a site assessment is conducted by the Commission during the park tours on June 23, 2026. Sylvester seconded the motion. Motion carried 4-0.

C. Off-Leash Dog Area Pilot Program

Park and Recreation Director Czech presented on the Off-Leash Dog Area Pilot Program as found in the Agenda Packet. He stated that no action would be required at this time, just a topic to discuss.

Commissioner Sylvester asked that the information be shared so she could visit some of the spots before the meeting. Park and Recreation Director Czech shared that he would also provide links to websites of other directors who have dog areas in their cities.

Chair Hirner pointed out that the fencing is interesting and the boards in the hockey rink are about four feet high. He asked what the recommended height is for the fencing when being used as a dog area. He also asked if the fencing would need to go all the way around. Park and Recreation Director Czech stated that the fencing would probably not need to go all the way around. He shared that he could get exact heights from other cities. He explained that a dog could technically jump over a four-foot wall, but that would be more on the owner to ensure the dog is under control. That may be a rule to consider.

Chair Hirner pointed out that the last time something was done to the rink, the community came together to complete the project, which helped keep costs down. He thought the same thing could be done again, and some additional things could be done with the money saved. The Park and Recreation Director noted that the Staff is working on the volunteer-led effort and is currently working with a painting company to see how volunteers could lead the bulk of the effort. He added that the church across the street is willing to help, as are other community members. Commissioner Sylvester reminded that primer should be used along with the painting, which may not have been done the last time.

Chair Hirner noted that the timing of the project could leave little time to open the dog area before it must be closed for the ice rink. Park and Recreation Director Czech stated that, depending on timing, there could be a fall opening of the pilot, or the materials could be purchased this year and the pilot officially open in the spring. Chair Hirner stated it would be great to get the pilot going this year, so that feedback could be received to fix for next year. He noted that the Commission should aim to reach a decision in July. The Commission would look at the rink during the June tours.

D. Memorial Bench, Sponsorships, and Donations Program

Park and Recreation Director Czech presented on the item as found in the Agenda Packet. He shared examples of the SeeMyLegacy software.

Commissioner Stern asked how the bench program is currently run. Park and Recreation Director Czech stated that currently, there is no program. Commissioner Stern asked about a specific bench on the trail before Freeman Park. He added that there is a plaque bearing someone's name. Park and Recreation Director Czech noted he was not sure and would take a look at the bench. He stated that the process for putting a memorial bench out now is not good. People will call, and then that goes to the Commission. The cost of the concrete pad needs to be figured out; the bench costs about $1,000. He shared that there is a lot of back-and-forth. It was discussed by the Commission to have a more formal process with baseline pricing already established.

Commissioner Stern asked how much of the cost is to cover the costs of putting the bench in. Park and Recreation Director Czech shared that the program's intent is to cover costs.

Chair Hirner asked how much of the money that a person pays for the donation goes to SeeMyLegacy. He stated that when donating online, there are usually credit card fees associated with the donation. Park and Recreation Director Czech stated that the City would be responsible for the credit card fees. He stated that the City pays the annual subscription fee, so no percentage goes back to the company.

Chair Hirner stated that the software does everything. He asked who would be called if a person is using the software and there is a problem. Park and Recreation Director Czech shared that the City's information would be on the website. Still, the City would have a dedicated customer service representative if the issue was outside of the City's control.

Chair Hirner noted that he likes the software because it is well organized. He asked whether there is a project component to the software in which the company sends the required materials to the City. Park and Recreation Director Czech explained that the City would receive an email about a bench or other item being ordered and would go through the City's vendor to order the materials. He added that there would still need to be contact with the person. The software serves as a platform for gathering all the information.

Chair Hirner asked if other cities have been happy with the software. Park and Recreation Director Czech stated that other cities that utilize the software have great things to say, and most have seen an increase in overall sponsorship as well, by having an accessible platform.

Chair Hirner asked who sets up how the page looks. Park and Recreation Director Czech shared that, if the City is to proceed, a customer service representative would undergo orientation and have a website set up with the Staff. The company would set up the website with guidance from the Staff's goals. Chair Hirner asked whether the City would have someone in IT handle the website after the initial setup, or the Staff. Park and Recreation Director Czech noted that he would learn how to add content to the website. Chair Hirner stated that there would be other costs associated with maintaining the website that are not always considered. Park and Recreation Director Czech stated that a lot of time is spent on the current donation process, and this software would provide cost savings.

Commissioner Sylvester stated that she loves the software and it was a good find. Chair Hirner shared that the software is a good choice and reasonably priced. Park and Recreation Director Czech explained that, since it's only a one-year commitment, the City could always do something different next year.

Sylvester moved to recommend approval of the SeeMyLegacy software to the City Council. Bahneman seconded the motion. Motion carried 4-0.

5. REPORTS / UPDATES

A. City Council

Councilmember Sanschagrin gave a brief overview of recent Council discussion and actions.

B. Staff

i. Parks Unplugged Event Reminder

Park and Recreation Director provided an update on the upcoming events, including the tree planting on May 21. He stated that many questions are coming in about the trees coming down, and that those trees are dead or dying due to the emerald ash borer, with more removals planned at Freeman Park in the future. He added that on May 27, there would be a Parks Unplugged at Camp Fire Minnesota.

ii. SCEC Task Force Update

Park and Recreation Director stated that a Task Force is in place, with a kick-off meeting on May 20. The group has a wide range of experiences and perspectives. He added that Commissioner Sylvester is the Parks Commission representative and will provide information. He noted that the intent is to provide the public with information along the way. He shared that a purpose statement was developed with the consultant: The Task Force serves in an advisory capacity to provide community-based insight and feedback that supports the evaluation of current operations and the development of practical, financially realistic recommendations to increase utilization and revenue at the SCEC.

Park and Recreation Director noted that things are very busy, especially with sports up and running.

C. Commission

Commissioner Sylvester asked where the Commission is meeting for the June 23 meeting. Park and Recreation Director Czech shared that he would send out information. Generally, the Commission starts at 6:00 p.m. to take advantage of extra daylight. He stated that tours would be at Freeman and Cathcart. The Commission would start at Freeman Park at 6:00 p.m. He noted that some materials would also be prepared to guide the meeting. He added that the tours are open to the public as well. He noted that the tours would be good for upcoming projects. Chair Hirner shared that, in only going to Cathcart and Freeman, the Commission should also visit the other parks to identify any needs there. The City has been good if given a list of things to fix to get it done. The Commission praised the Public Works Staff for all that they do.

7. ADJOURN

Stern moved to adjourn the Park Commission Meeting of May 19, 2026, at 8:52 p.m. Bahneman seconded the motion. Motion carried 4-0.

City of Shorewood

City Council Item 4.D.

Title/Subject: SeeMyLegacy Program
Meeting Date: June 8, 2026
Prepared By: Mitchell Czech, Park/Rec Director

Attachments
1. SeeMyLegacy Quote
2. SeeMyLegacy Overview

Background
The 2026 Park Commission Work Plan includes focus areas of developing a memorial tree & bench program, a formal volunteer program, and exploring parks sponsorships & donations. During the initial stages of developing these programs, staff discovered a platform called "SeeMyLegacy." SeeMyLegacy is a digital platform designed specifically to help parks and recreation agencies manage and grow community-based giving and engagement programs.

The City currently has a sponsorship program geared towards the special events it offers on an annual basis. During the first year of the sponsorship program in 2025, $4,350 in sponsorship was generated through sponsorship to assist in offsetting event associated costs. To date, $4,050 in sponsorship has been generated for City events in 2026. The City has a PDF sponsorship packet that is updated on an annual basis and processes sponsorship applications manually. Sponsor perks, recognition, logos, etc. are organized and tracked manually. The current process can create inefficiencies in administration, inconsistent user experiences, and allow for potential missed engagement opportunities. A unified, technology-supported platform could allow the City to modernize its current sponsorship program and provide a more clear, accessible, and professional experience for users. In addition, the platform could also serve as a host to the key initiatives outlined in the 2026 Park Commission work plan.

SeeMyLegacy would provide a single platform to manage the City event sponsorship program, memorial tree program, volunteer program, and parks sponsorship & donations. Benefits this platform would provide for each program are summarized below. Staff will also provide a digital walkthrough of a sample website during the meeting.

- **Memorial Bench & Tree Program:** SeeMyLegacy was originally designed as a memorial bench platform before adding additional capabilities with donations, sponsorships, and volunteer management. Once the Commission and staff locate ideal bench locations throughout the park system, the locations and the associated cost to install a bench would be displayed on a virtual map. Users would also be able to view the locations of benches that have already been placed, along with a story (if any) of the person the bench is in memory of. Those interested in purchasing a bench could apply directly online. The same would apply if a memorial tree program were implanted, although this would create a much more efficient, faster process for both the user and staff.
- **Volunteer Program:** The City has a goal to develop a more formalized volunteer

program within the park system. The City currently has a yearly Adopt-a-Garden program, where volunteers maintain monuments and designated areas throughout the park system. Volunteer events, such as the Freeman Park cleanup and tree planting events, have also taken place in recent years. These events are all managed manually by staff. SeeMyLegacy would allow for increased marketing for events and volunteer needs, online signup and waiver completion, and an accessible database to communicate and engage with existing volunteers.

- **Park Donations & Sponsorship:** With the recent adoption of the Park System Master Plan, there is a funding gap that will need to be addressed for the capital needs over the next 10 years. The Commission and City Council have had preliminary discussions on implementing a donation and/or sponsorship program for park projects and amenities, such as legacy bricks, to assist in funding. Further discussion on what a donation and sponsorship program may look like is needed. If the City were to pursue a program like this, SeeMyLegacy would be a valuable resource for marketing, tracking, and accepting donations and/or sponsorship for park amenities.

An annual subscription to SeeMyLegacy is $2,499 per year. However, they are currently offering a $500 off special bringing the initial 12-month subscription total to $1,999. With the City averaging over $4,000 per year since the implementation of the sponsorship program, the subscription cost is fully covered by current revenues. With a legitimate platform for event sponsorship, it is also expected that total event sponsorship will increase if implemented. Additionally, there is funding within the Parks & Recreation Contractual Services budget to absorb the cost of the service. The City would also have a platform to utilize for a formal memorial bench program, memorial tree program, volunteer program, and park donations and sponsorship.

There is no obligation to renew after the 12-month subscription has ended. If approved, staff would report on the effectiveness of the platform with performance metrics involving sponsorship, donations, and engagement for the Park Commission and City Council to review prior to next year's renewal.

Strategic Alignment

Organizational Strength & Good Governance

- Strategic and comprehensive long-term planning
- Principled, data, and stakeholder-driven decisions
- Culture of continuous improvement

Implementation of the SeeMyLegacy program strengthens organizational effectiveness by providing a centralized, data-driven platform that helps address key focus areas within the 2026 Park Commission work plan. It also promotes continuous improvement through streamlined processes and enhanced community engagement.

Budget Impact

The annual subscription for SeeMyLegacy is $2,499 per year. However, they are currently offering a $500 off special bringing the initial 12-month subscription total to $1,999. The Parks & Recreation Contractual Services budget has funding to cover the full subscription fee. In addition, the City already brings in over $4,000 annually in event sponsorship, which is anticipated to increase with the implementation of this platform.

Action Requested

A motion to approve the quote for implementation of the SeeMyLegacy platform in the amount of $1,999.

Simple majority vote is required.

SeeMyLegacy

Shorewood, MN Quote

Quote created: February 5, 2026 Reference: 20260205-134523975

Shorewood, MN
5755 Country Club Road
Shorewood, MN 55331
United States

Mitchell Czech
mczech@ci.shorewood.mn.us
+19529607925

SeeMyLegacy Platform

The leading all-in-one platform for Community Engagement and Fundraising. With SeeMyLegacy, parks and local communities can launch engaging digital campaigns for fundraisers, sponsorship opportunities, memorial programs, volunteer events, and more.

Quote Details

12-Month SML Subscription 1 x $2,499.00

SeeMyLegacy Annual Subscription that includes all features and functionality of the platform.

One-time subtotal	$2,499.00
June Special	($500.00)
Total	$1,999.00

Signature

To e-sign this Quote, please click the "Sign Now" button below.

Mitchell Czech
mczech@ci.shorewood.mn.us

[sig|req|signer1]

This quote expires on June 30, 2026

Customer Success Resources

All Customers have access to SeeMyLegacy's dedicated Customer Success Team. Assistance can be provided for campaign creation, promotion + marketing support, and ongoing technical training.

Terms and Conditions

Your Quote acts as your contract for your See My Legacy Subscription, providing 12-months of access. Your subscription is subject to all terms and conditions.

Payment Instructions

Net 30 Payment. Once Quote is signed, customer can pay directly through the Quote using the Credit Card/ACH or an Invoice can be provided to allow alternative payment options.

Check Make checks payable to: See My Legacy LLC	**ACH** Remit payment via ACH to: See My Legacy LLC	**Wire Transfer** Remit payment via wire to: See My Legacy LLC
Mail To See My Legacy LLC 18500 Lake RD STE 220 Rocky River OH 44116 Please reference Quote Reference# in Memo	**ACH Only** Bank Routing #: 044000037 Bank Account #: 2900610749 Chase Bank 270 Park Avenue, 43rd Floor New York, NY 10017 Please reference Quote Reference# on payment	**Wire Only** Bank Routing #: 021000021 Bank Account #: 2900610749 Chase Bank 270 Park Avenue, 43rd Floor New York, NY 10017 Please reference Quote Reference# on payment

See My Legacy LLC
18500 Lake Rd, Suite 220
Rocky River OH 44116
(216) 435-7878

finance@seemylegacy.com

SeeMyLegacy

Community Engagement Platform

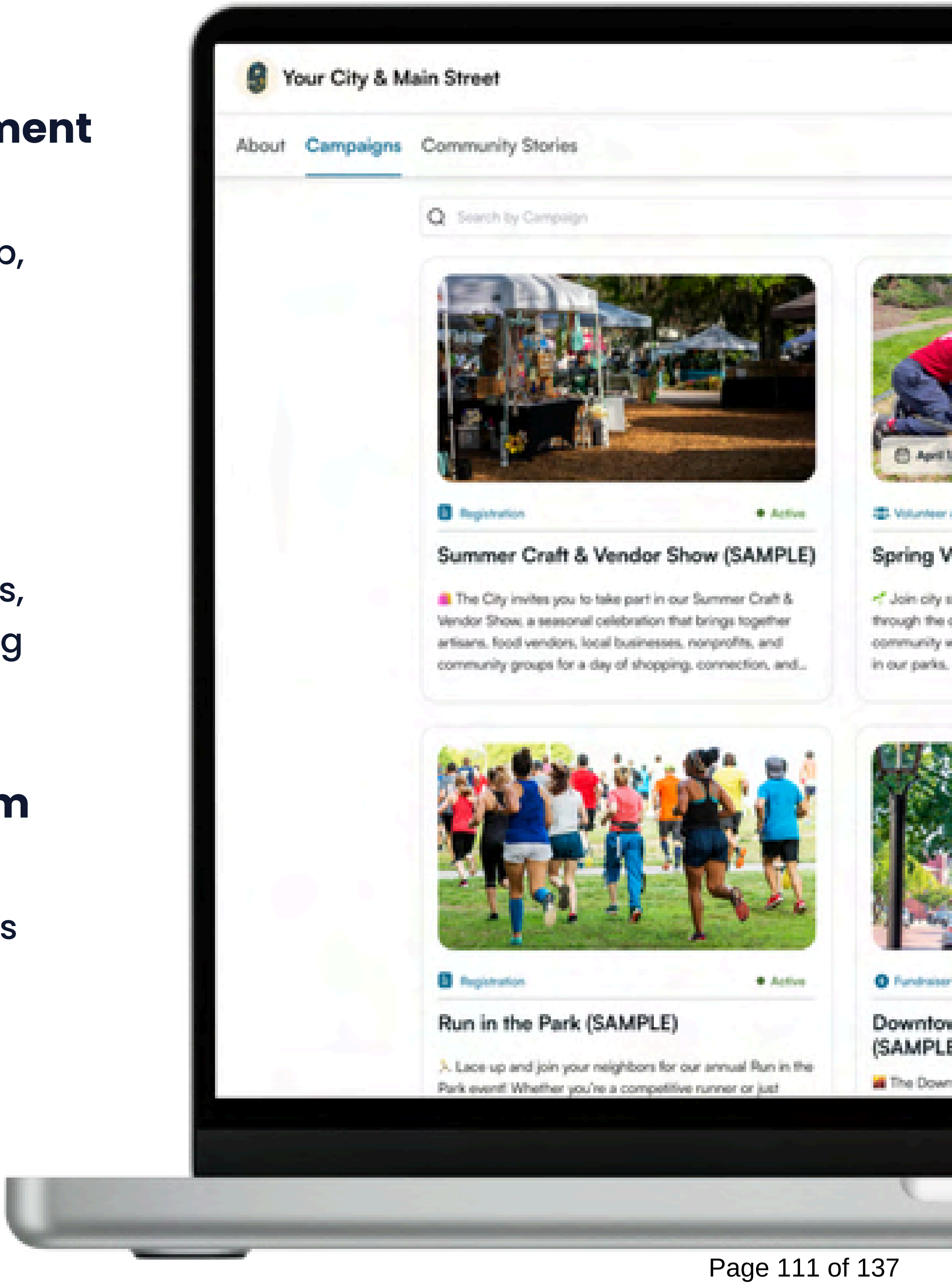
Boost Participation | Drive Funding | Connect Your Community

All-in-One Platform for

You and Your Community

SeeMyLegacy centralizes your community's engagement efforts, amplifying your impact and growing community involvement.

Unlock the engagement potential in your community



Unify Community Engagement

Bring all programs, events, and activities together in a central hub, powering admin work and eliminating disjointed tools.

Drive More Participation

Boost involvement with a simple and modern participation process, and grow your impact by reaching more community members.

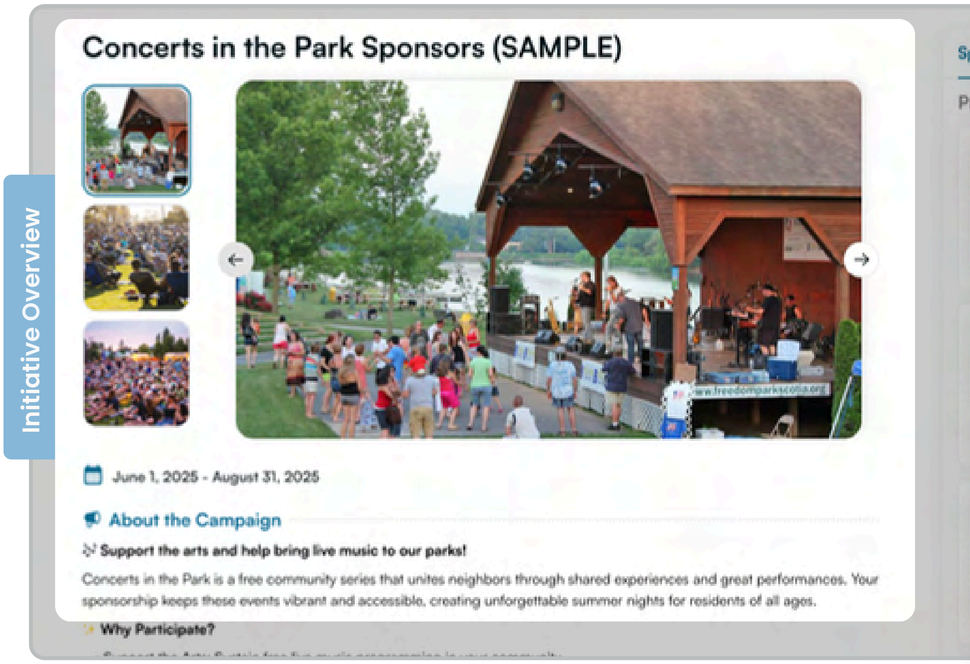
Join Community Ecosystem

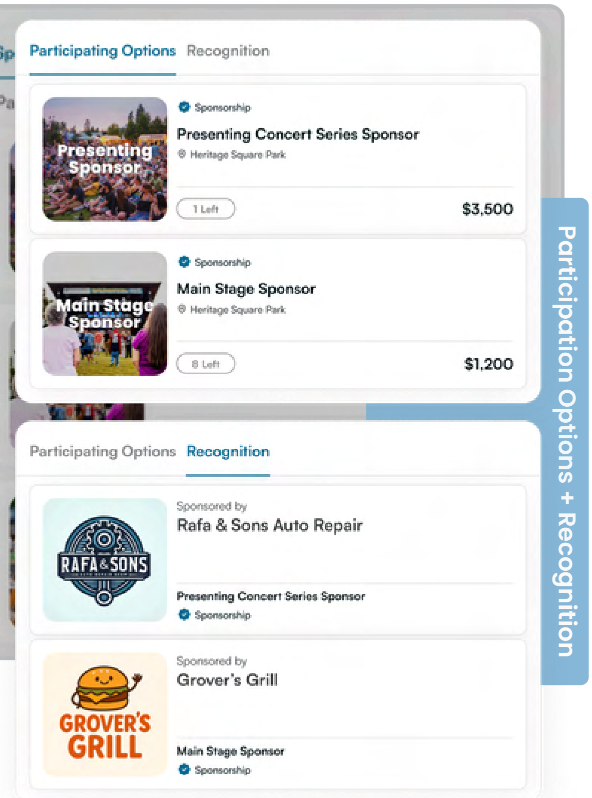
Access the best practices, templates, and trending initiatives trusted by community leaders nationwide.

SeeMyLegacy

Boosting Community Involvement

Engagement Campaigns





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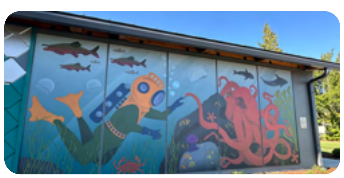
Your campaign page is set up to drive increased participation.

With all the management tools you need!.

SeeMyLegacy Campaigns

Registrations

Craft + Vendor Markets
Free Activities
Local Contests + Parades



Interactive Tours

History Walk
Downtown Directory
Art + Culture Trail

Volunteer Events

Clean Up Projects
Event + Festival Help
Community Outreach

Memorial Programs

Memorial Bench + Trees
Hometown Hero Banners
Engraved Pavers + Bricks

Sponsorships

Events + Festivals
Downtown Activities
Business Banners

Fundraisers

New Amenities
Beautification Funds
Programs + Causes

Ticketing

Shows, Festivals, "Crawls"
Classes + Seminars
Free Local Activities

[Explore Ready-to-Use Campaign Templates →]

Streamlining Your Work

Platform Features

Professional, secure payment processing

- PCI-Level 1 compliant payment processing for ACH, Card, & Google Pay
- Automatic tax receipts to donors + recorded transactions
- Record offline payments to manage all transactions in one place

Sponsor + donor management

- List sponsorship options, accept online payments, and provide digital recoginition
- Collect sponsor applications with customizable forms
- Track sponsor/donor notes, payments, and applications in a unified dashboard

Volunteer management

- Collect contact info, waivers, and custom volunteer questions
- Track shift schedules, attendance, and volunteer hours
- Automated confirmation + reminder emails

Event + vendor management

- Customizable forms with unlimited questions, e-signatures, and uploads
- Private payment links for approved vendors or select participants
- Participant dashboard to track sign-ups and payments

Interactive mapping + memorial programs

- Create digital walking tours or directories with profiles for each stop
- Map out available memorial items and past dedications
- Streamline memorial item applications and payments

Ticket management + guest check-in tools

- Sell paid or free tickets with multi-quantity checkout and digital QR ticket delivery
- Track ticket sales, manage your guest list, and report on attendance
- Check guests in via QR scan or manual check-in from any device, no hardware needed

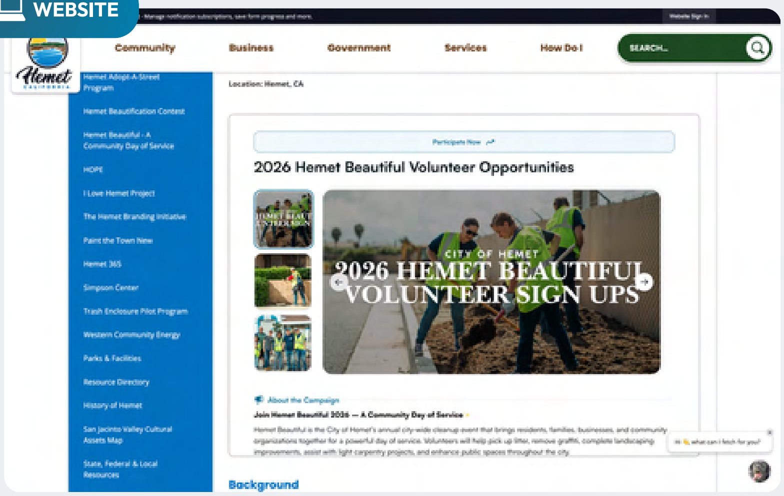
Promotion + marketing tools

- Campaign URL to be linked on website, shared on socials, or sent via email
- Campaign Embed for direct website implementation
- Campaign QR codes for use in flyers/brochures

Explore all Platform Features →

Promoting your Campaigns

WEBSITE



SOCIAL

FLYERS

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Embed directly on website, add links on pages + events calendar
No website rebuild needed.

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Share programs, events, and opportunities with one click to social platforms participants use

Physical Promotion + One-to-One Outreach
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Built-in Promotion Tools

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https://app.seemylegacy.com/community/690/campaign/7168 | Copy

- Campaign QR Code >
- Embed on Your Website >
- Private Share Link >

Dedicated Promotion Support

Your dedicated success rep will assist in building promotional flyers and providing access to proven checklists, guides, and resources to ensure you exceed your goals!

Storytelling Plaques

Preserve Community Stories

QR Plaques

Gateway to a Digital Story

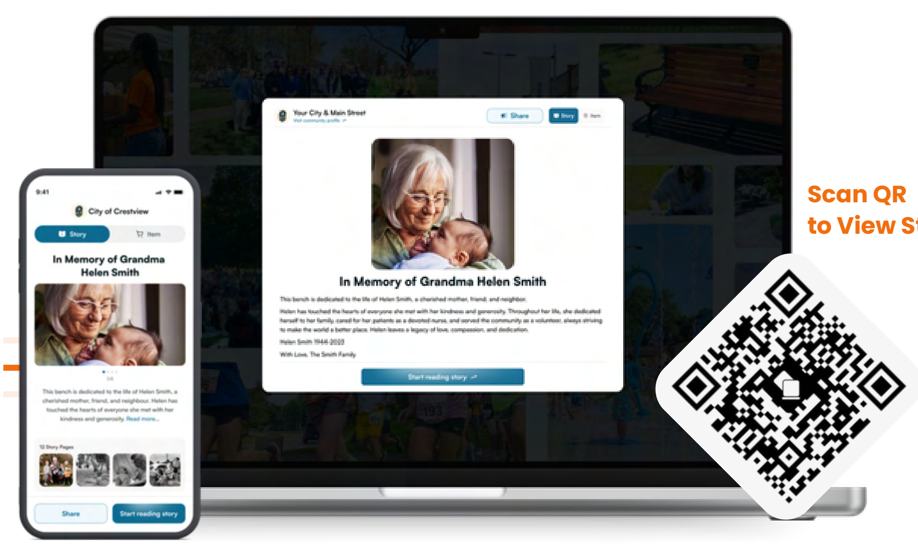
Story Board $199

Story Tag $49

Story Dedication $107

Digital Stories

An interactive Story filled with photos, captions, and links - sharing memories, history, legacy, and so much more.



Scan QR to View Story

Share the Stories of:

- Community Heroes
- Public Art
- Sponsor Recognition
- Memorial Dedications
- Veteran Commemoration
- Educational Content
- Historical Landmarks
- Points of Interest

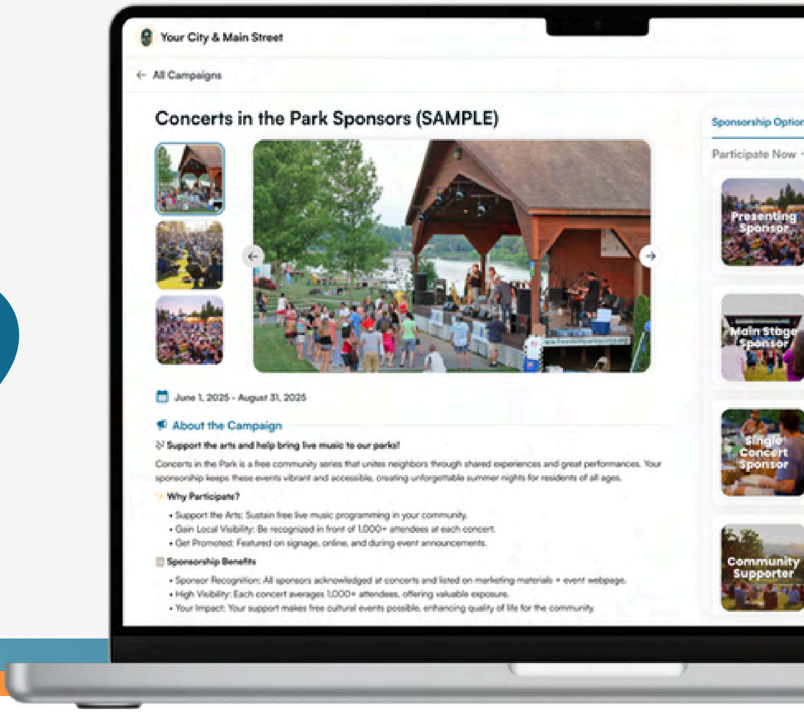
SeeMyLegacy

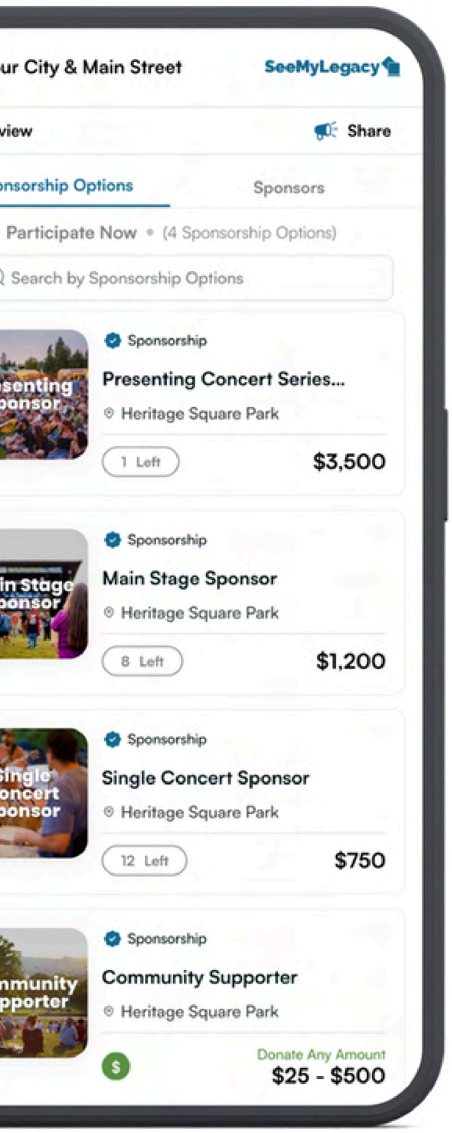
Annual Subscription

Billed Annually

$2,499

Only $208 per Month





Partnering with SeeMyLegacy Gives You

Community Profile

- Landing page for all community programs
- Unlimited campaigns, custom forms, and participants
- Cloud-based platform with no limit to number of users

Tools to Drive Engagement

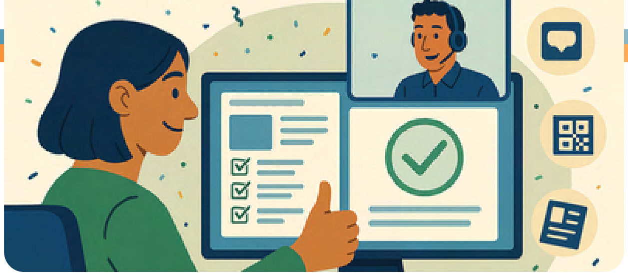
- Mobile-friendly guest checkout with online payments
- Customizable participation forms to collect custom questions, e-signatures, file uploads, and waivers
- Automated communication & streamlined workflows

Dedicated Support

- Guided onboarding with campaigns built for you
- Ongoing campaign creation throughout subscription
- Promotion flyer created for your campaigns and guidance provided to help you maximize participation

Getting Started

with SeeMyLegacy



1 E-sign Quote

- Simple quote gives you 12-months of Access
- 30 days to pay + schedule onboarding when convenient
- Subscription "Start Date" begins when you onboard or pay

2 Onboard with Customer Success

- Convert current + new programs to digital Campaigns
- Present built-out campaigns to your community leaders
- Connect more team members with Dedicated Success Rep

3 Grow with SeeMyLegacy

- Get inspired with ideas + guides from communities like yours
- Tap into best practices, templates, and trending services

Special June Pricing

$1,999

$500 in Savings

Limited-time Offer

Set your community up for success!

- **Your best activities, events + programs**
- **Most participation + funding**
- **Least headaches for you + participants**

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Explore the programs we are currently offering:

America 250 Community Program ›

Sponsorship Set Up Program ›

Community Traditions + Free Activities ›

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Proven Success in Communities Like Yours

Borough of Emmaus Pennsylvania 1859

Birmingham A Walkable City

Middletown Township New Jersey 1664

Village of Round Lake Beach Corporate Seal

Farmville Downtown Partnership

Borough of Red Bank New Jersey

City of Sebastian Home of Pelican Island

Smithville Texas

Historic Minden Main Street

Ripley Main Street

Town of Atoka

City of Prior Lake Minnesota

West Long Branch Recreation Commission

coraopolis community development

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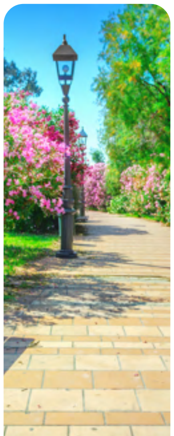



City of Shorewood

City Council Item 4.E.

Title/Subject: Watermain Repairs
Meeting Date: June 8, 2026
Prepared By: Matt Morreim, Public Works Director

Attachments

1. Digrite Quote-Watermain Repairs

Background

City staff have identified three (3) watermain leaks located on the east side of Shorewood on Chestnut Terrace, Near Mountain Boulevard and Shady Lane. These leaks were identified through routine system monitoring and field observation.

Permanent repairs are necessary to restore full system integrity and prevent additional water loss or potential service disruptions. The work will include excavation, repair and restoration of the disturbed areas.

To complete the work in a timely and cost-effective manner, the City solicited quotes from three qualified contractors that have experience with similar repair work:

- Precision Utilities – $18,450
- Widmer Construction, LLC – $16,750
- Digrite Excavating – $15,660

Strategic Alignment

Functionally and Financially Sound Infrastructure:

Maintain water system to provide safe and reliable drinking water to residents

Budget Impact

Adequate funding for watermain repairs are in Fund 601-Water.

Action Requested

Motion to approve quote from Digrite Excavating in the amount of $15,660 to perform the identified waterman repairs.

Simple majority is required.

16805 Langley Ave
Cologne, MN 55322

Phone: 952.451.3236

Quote

Quote Number: DRE 3182
Date: 6.2.2026

Customer: City of Shorewood
Chris Heitz
952.960.7917

Description Of Services: Water Main Repairs

5255 Shady Lane- Repair 6" DI pipe leak with 15" stainless repair band
Excavate, repair and compact backfill with onsite material or provided materials from Shorewood. Trench box included in pricing.

$4490.00

6105 Chestnut-Repair 8" DI pipe leak with 15" stainless repair band
Excavate, repair and compact backfill with onsite material or provided materials from Shorewood. Trench box included in pricing.

$4760.00

19675 Near Mountain BLVD-Excavate 3 8" valves at "T" intersect. Replace bolts and gaskets as necessary.
Excavate, repair and compact backfill with onsite material or provided materials from Shorewood. Trench box included in pricing. If repair kits are not available for valve repair new valves will be replaced as needed for an additional cost of materials and labor as necessary.

$6410.00

Total cost: $15,660.00

Not included in quote:
Hydro Excavation/dewatering
Parts other than what is stated in above pricing.
Import/export of aggregate materials
Blacktop or curb and gutter work
Lawn, landscape and irrigation repair or replacement
Soil Corrections (all material to be used on site is assumed to be good usable material)
Export of excess material
Staking, surveying, or compaction tests
Permits (cost plus basis)
Erosion Control
Private utility locates
Disposal of hazardous material
Unforeseen circumstances

A signature below will serve as an agreement to proceed using the above terms and conditions.

City of Shorewood Representative_________________________________Date_______________

We Appreciate The Opportunity Of Serving You!

City of Shorewood

City Council Item 4.F.

Title/Subject: Mill Street Watermain Project
Meeting Date: June 8, 2026
Prepared By: Marc Nevinski, City Administrator
Andrew Budde, City Engineer
Matt Morreim, Public Works Director

Attachments

1. Shorewood - Chanhassen JPA-Apple Road Watermain Connection
2. Exhibit A
3. Exhibit B

Background

The City awarded a bid in April to install watermain along a portion of Mill Street as part of the Hennepin County-led Mill Street Trail project. The area is already served with municipal water by Chanhassen and Shorewood buys water in bulk and bills residents. Following the bid award Chanhassen raised the topic of additional connection fees being paid to Chanhassen for the additional properties which would have access to municipal water. This was new information and had not been previously discussed with Chanhassen in the planning stages of the project. A metered interconnection between Chanhassen and Shorewood had previously been installed in 2006 due to a failing Shorewood well and a connection fee of $230,000 was paid at the time. Information from Chanhassen identifies a service area along Apple Road to Mill Street. Six additional properties in the area were connected between 2007 and 2025, and it appears no additional fees were paid. Several parcels that receive water from Excelsior are also included in the service area.

Since this matter emerged, staff has met with Chanhassen twice to discuss the connection charges and explore options. Chanhassen is insistent on charging a fee but appears to be open to the amount and how it is paid. Initially, Chanhassen wanted connection charges paid for the 6 new services and the additional 25 proposed services on Mill Street for a total of $305,133 ($9,843 x 31). Staff have completed more research on the topic and had further discussion with Chanhassen, they appear open to the interpretation that the original fee of $230,000 applied to the entire Watermain Interconnect Service Area, therefore only needing connection fees for parcels outside that area. Chanhassen has also been open to the idea of a reduced connection fee for the additional parcels since Shorewood is responsible for the ownership and maintenance of the watermains within its municipal boundary and bills the residents. Chanhassen wants their connection fees to cover its expenses related to construction & maintenance of wells, treatment, storage, and conveyance up to the municipal boundary. To date, the details of this discount have not been discussed further with Chanhassen. Initial evaluation by Shorewood staff estimates that a total connection fee in the range of $100,000-$175,000 is likely to be negotiated with Chanhassen. It is anticipated that Shorewood would distribute this fee across the 25 additional connections to the Mill Street Trail project and would add $4000 - $7000 to Shorewood's $10,000 connection charge. Payment options with

Chanhassen broadly include:

1. Recovering the connection fee through increased water usage rates of $9.07/1000 gallons.
2. Payment for connection fee when connections are made.
3. Reduced connection fee considering Shorewood is installing and maintaining the new watermain.
4. Payment in full up front for all anticipated connections.

Staff have also discussed and considered Shorewood fee schedule changes to include an additional connection fee in the Chanhassen service area to account for Chanhassen's connection fee.

Lastly, the city has an option is to cease the waterman project through a change order. To date, no construction work has been completed or materials purchased.

Staff recommends exploring options over the next few weeks with Chanhassen for the Council to consider at a future meeting. A decision should be made no later than June 22, 2026.

Strategic Alignment
Functionally & Financially Sound Infrastructure

- Plans to finance infrastructure improvements, maintenance, and replacement — The Mill Street Trail project provides a cost-effective opportunity to extend water to properties along Mill Street and set the stage for additional extension in the future. However, this opportunity must be balanced with the costs of the project.

Budget Impact
Design and Consulting costs to date:

a. November 2022 – June 1, 2025, Trail & Watermain Scoping: $25,569.
b. June 12, 2025 – November 24, 2025, Final Design: $69,481.
c. November 25, 2025 thru current, Construction Administration: $4,776.
d. Total to Date: $99,826

Action Requested
Council direction on this matter is requested.

JOINT POWER AGREEMENT BETWEEN THE CITY OF CHANHASSEN AND THE CITY OF SHOREWOOD

THIS AGREEMENT is entered into between the **CITY OF CHANHASSEN,** a Minnesota municipal corporation ("Chanhassen") and the **CITY OF SHOREWOOD,** a Minnesota municipal corporation ("Shorewood"), hereinafter collectively referred to as the "Cities."

RECITALS

A. Shorewood has a failing well that serves 35 single family residential dwellings in Shorewood.

B. The most economical means of providing water service to the 35 homes in Shorewood is for Shorewood to abandon the well serving the homes and for Chanhassen to provide water service to the homes.

C. Minn. Stat. § 471.59 authorizes two or more governmental units to enter into agreements to jointly or cooperatively exercise any power common to the contracting parties or any similar power.

NOW, THEREFORE, the Cities agree as follows:

1. **PURPOSE.** This Agreement shall establish the responsibilities of the Cities for the construction, maintenance, ownership, and operation of a water improvement project to serve property in Shorewood.

2. **IMPROVEMENT AND PROJECT COSTS.** Shorewood shall prepare plans and specifications for a water improvement project to connect the subject property to the Chanhassen municipal water system. Shorewood include in the plans a single meter to measure the water provided to the subject properties. Chanhassen will review and approve the plans prior to solicitation of bids. Shorewood shall solicit bids or quotes to contract the project and award a construction contract. City of Shorewood shall abandon the existing well.

4. **OWNERSHIP AND MAINTENANCE.** Upon completion of the improvement project each party shall own and maintain the portion of the project located within its corporate boundary.

EXHIBIT A

5. **CONNECTION CHARGES.** Shorewood shall pay a fee of $230,000 for connecting to the Chanhassen municipal water system. Payment shall be made in full on or before September 30, 2006.

6. **WATER USAGE.** Chanhassen shall bill Shorewood for the water used by the subjected properties. Usage of water in Shorewood shall be subject to the same usage rules imposed upon Chanhassen residents including sprinkling regulations. Billing shall be on a monthly or quarterly basis in accordance with Chanhassen policies. The water usage rate charged Shorewood will be the same rate charged Chanhassen residents. Upon receipt of a bill, Shorewood shall remit payment to Chanhassen within thirty (30) days.

Dated: August 28, 2006.

CITY OF CHANHASSEN

BY: Thomas A. Furlong
Thomas A. Furlong, Mayor

AND Todd Gerhardt
Todd Gerhardt, City Manager

Dated: AUGUST 14, 2006.

CITY OF SHOREWOOD

BY: ______________________
Its Mayor

AND ______________________
Its Administrator/Clerk

CITY OF SHOREWOOD

RESOLUTION NO. 06-059

A RESOLUTION AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE CITY OF CHANHASSEN FOR MUNICPAL WATER SERVICES

WHEREAS, the Woodhaven Well, located at 6140 Apple Road, has reached it's service life; and

WHEREAS, The most economical means of providing water service to the 35 homes within the Woodhaven Well service district is for Shorewood to abandon the Woodhaven Well and for Chanhassen to provide water service to this district.

WHEREAS, Minnesota State Statute § 471.59 authorizes two or more governmental units to enter into agreements to jointly or cooperatively exercise any power common to the contracting parties or any similar power.

WHEREAS, a Cooperative Agreement has been prepared between the City of Shorewood and the City of Chanhassen for the City of Chanhassen to provide municipal water service to the City of Shorewood for a specified service area,

WHEREAS, City Council has reviewed said Cooperative Agreement and found it to be in order.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Shorewood, Minnesota:

1. That the Mayor and City Administrator, on behalf of the City of Shorewood, are hereby authorized to enter into the Cooperative ("Joint Powers") Agreement, attached hereto as Exhibit A, with the City of Chanhassen, for providing municipal water services.

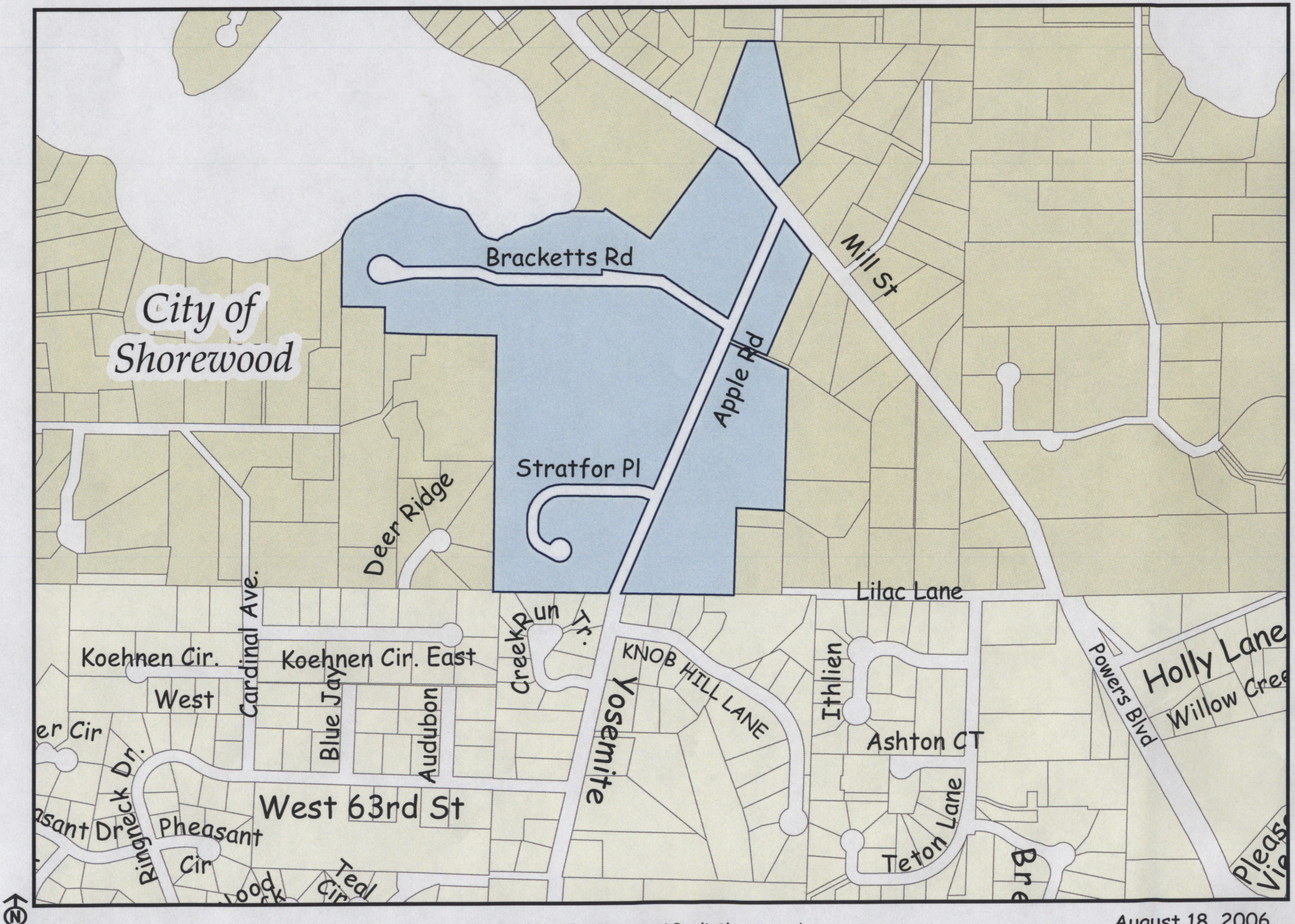
ADOPTED BY THE CITY COUNCIL OF THE CITY OF SHOREWOOD this 14th day of August, 2006.

Woody Love, Mayor

ATTEST:

Craig W. Dawson, City Administrator/Clerk

Watermain Interconnect Service Area - Exhibit A



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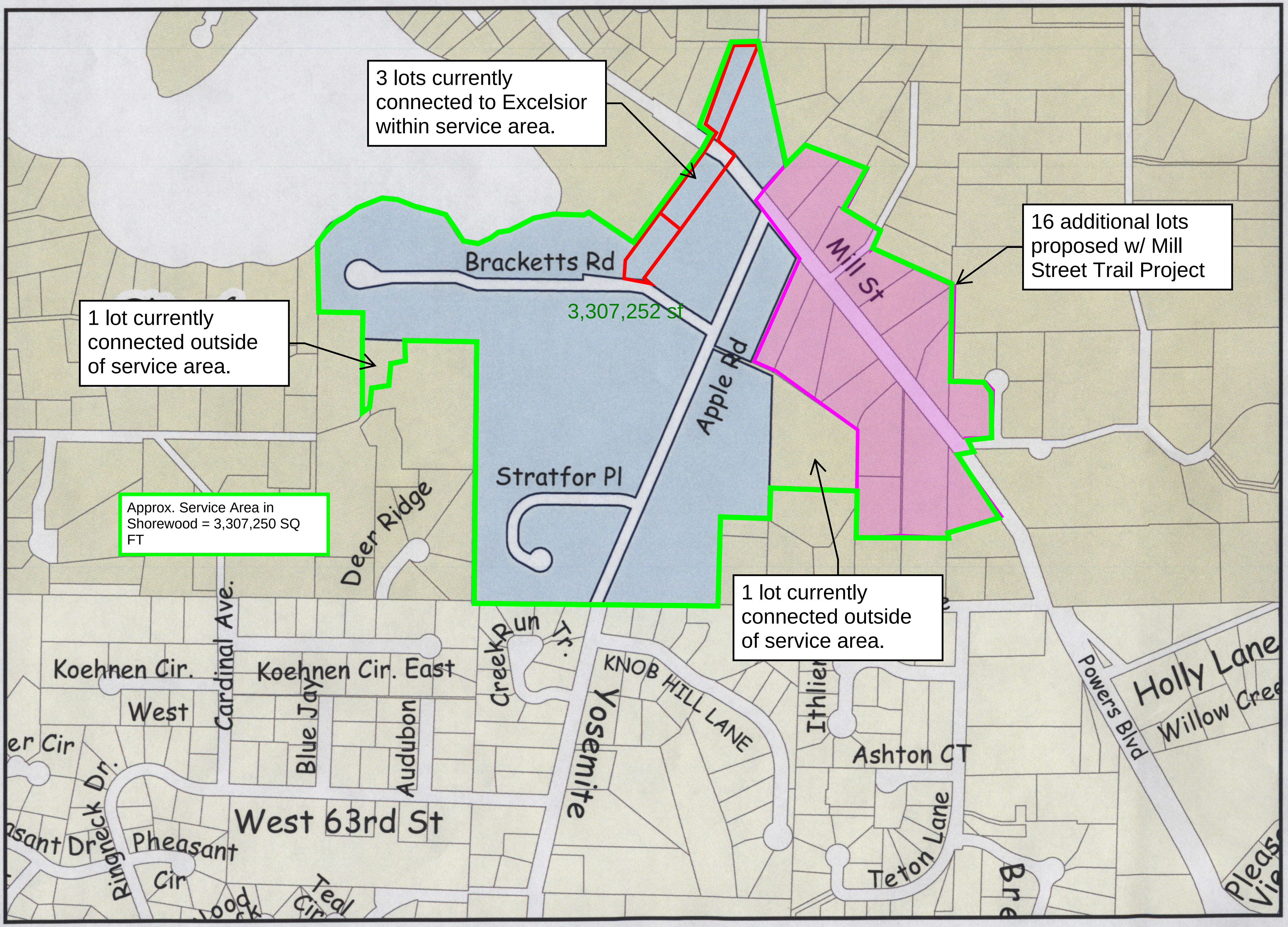
August 18, 2006

Watermain Interconnect Service Area - Exhibit B



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August 18, 2006

City of Shorewood

City Council Item 5.A.i.

Title/Subject: Response: Duane Laurila, Matter from the Floor
Meeting Date: June 8, 2026
Prepared By: Marc Nevinski, City Administrator

Attachments

1. Graph of Historic-Projected Fees

Background

At Matters from the Floor at the May 11 Council meeting, Mr. Daune Laurila, 5595 Eureka Rd, asked several questions about his utility bill.

In 2025 the City engaged Northland Securities to develop a Financial Management Plan to serve as a guide for the city's ongoing financial management. The plan functions as a model to estimate the taxes and fees needed to fund operations and capital improvements expected over the next ten years. The plan was discussed with Council in a work session on June 23, 2025 and meeting materials include a PowerPoint presentation summarizing the plan. The plan included a rate analysis for utilities, and the Council approved adjustments to utility fees in September to the 2026 Master Fee Schedule based the analysis as well as discussion at the June 9, 2025 meeting where water utility policy was discussed. The Financial Management Plan includes examples of fee impacts in Appendices A-2 and A-3. Additionally, attached is a graph shared in the 2026 budget discussion showing the historical and projected fees. The green line represents where the utility rates would have been if an annual increase of 4.5% was applied over this time period.

In summary, the following adjustments were made to the fee schedule for 2026:

Water

The City separated the base fee from the consumption fee. Historically, the base fee included the charge for the first 5,000 gallons of water consumed and was charged to only those connected to City water. This new structure removes the base fee from the consumption fee. The base fee of $32.51 is designed to cover the fixed operation and maintenance costs of the water system and is now charged to all properties that have City water service available. Only properties using water are charged a consumption fee. Changes were also made to the consumption tier structure to promote conservation and fairness. The first tier of 0 to 5,000 gallons remained the same. The second tier of 5,001 to 50,000 gallons was split into two tiers: 5,001 to 25,000 gallons and 25,001 to 50,000 gallons. The split resulted in a fourth tier for those consuming over 50,000 gallons. The water access charge remained unchanged.

Sanitary Sewer

The sanitary sewer fee increased 30% in 2026 ($142.25 to $184.93, or $42.68) to fund planned capital improvements and sewer treatment costs. The fee increases are expected to level off with a 6% increase in 2027 ($196.02, or $11.10) and then 3-4% in the following years (roughly $7.00 -$10.00 each year). Because Shorewood has properties served by both municipal water and private wells, the City charges a flat rate for sanitary sewer service. Water usage commonly serves as a proxy for sewer usage, but because roughly half of the City is served by private wells there is no way to measure actual sewer use. Sewer charges fund operations, capital improvements and treatment fees from the Met Council.

Stormwater

The stormwater fee increased 60% for 2026 ($43.49 to $69.58, or $26.09) (Note that lot size impacts actual stormwater charges - City Code 905.03) and is planned to increase 35% in 2027 (to $93.94, or $24.35) and then level off to 2% annually in the following years, roughly $2.00 each year. The increases average approximately $4.50 annually between 2026–2035. The increases are to replace franchise fee dollars which were reallocated to the street fund and to fund improvements to the City's stormwater system. The system includes a network of underground pipes, catch basins, and surface level features that collect and convey rain and snowmelt runoff to ponds and natural waters. Structures such as wet and dry holding ponds, rain gardens, and underground storage structures slow stormwater flow, reduce flooding, and improve water quality by settling and filtering pollutants before discharge into lakes and rivers.

Mr. Laurila also commented that if the City is not going to assess a water access charge when installing watermain, a refund should be given to those who have paid the charge. While this is not feasible, those who have paid the access charge have locked in that cost and will not face any increased cost if and when the charge increases in the future. A June 9, 2025 memorandum to the Council summarizes how the City's polices and practices have evolved over the decades. This information can be found on the City's website on the Minutes & Agendas page, Agenda Item 7A -Water Discussion. The materials include a memo, powerpoint, and approximately 25 historical documents regarding municipal water. The Council spent considerable time at that meeting considering options to promote connections to the water system. The City has also updated its subdivision ordinance (April 28, 2025 Item 4D) requiring water to be available in order to subdivide land. It also amended its code on November 24, 2025 (Item 4A) removing an assessment process for installing water and authorizing the establishment by policy the funding of improvements. Expansion of the system is also expected to be discussed as part of the 2050 Comprehensive Plan process where objectives and goals, along with implementation steps, such as plans and policies, can be identified.

Strategic Alignment

NA

Budget Impact

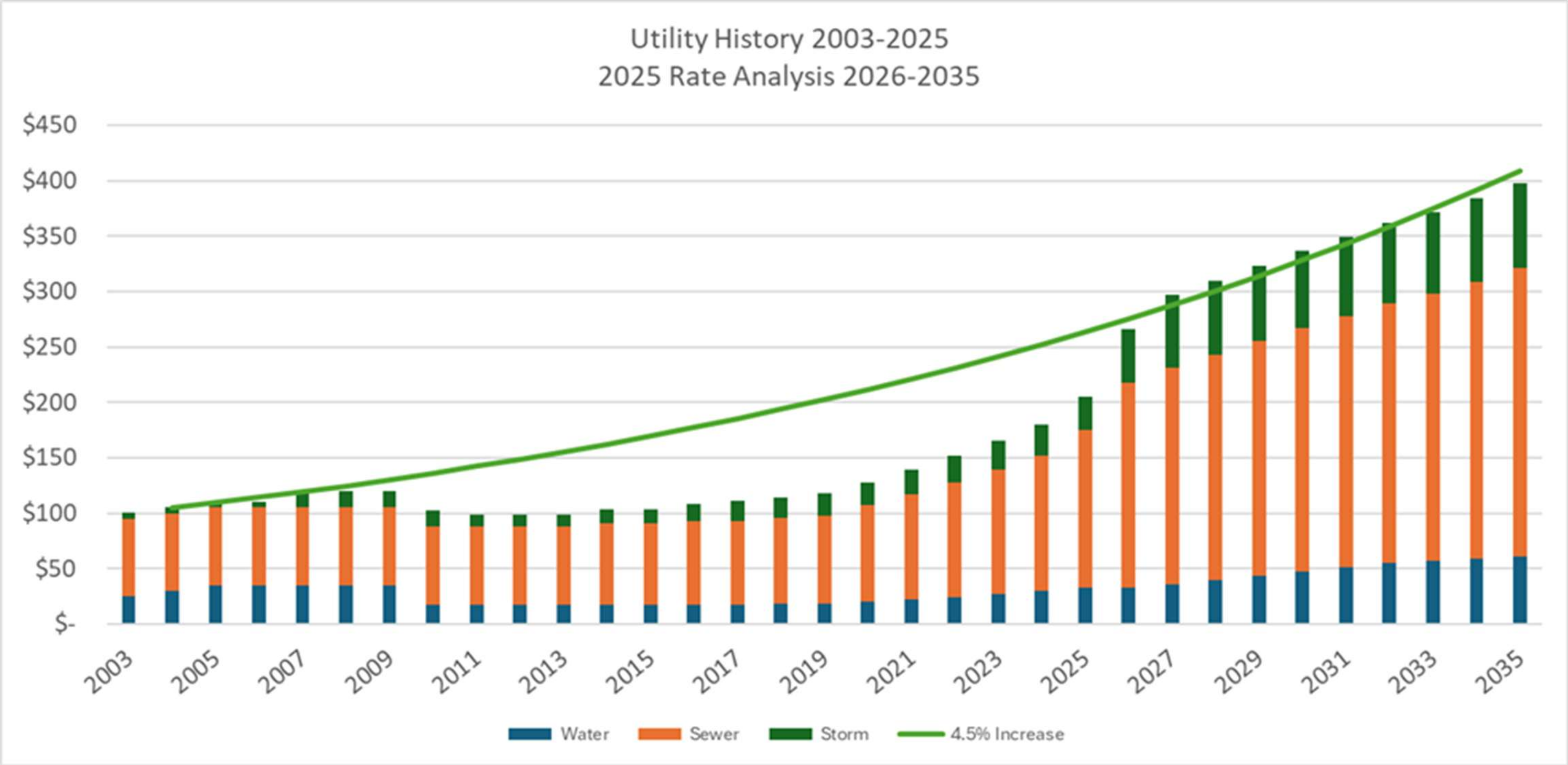
NA

Action Requested

No action is requested.

City of Shorewood

2026 Master Fee Schedule



City of Shorewood

City Council Item 5.A.ii.

Title/Subject: Spring Cleanup 2026 Recap
Meeting Date: June 8, 2026
Prepared By: Eric Wilson, Communications/Recycling Coordinator

Attachments

Background
This memo provides a summary of the City of Shorewood's Spring Cleanup Event held on May 16, 2026, including participation, materials collected, and overall outcomes.

Event Overview
The City of Shorewood hosted its annual Spring Cleanup and Paper Shred Event on Saturday, May 16, 2026. The event provided residents with a convenient opportunity to properly dispose of household items, recyclable materials, and other waste not accepted through regular curbside collection.

The Spring Cleanup Event was held at Shorewood Public Works and the Paper Shred Event was held at Shorewood City Hall, with support from City staff, volunteers and contracted vendors.

Participation
Participation levels were consistent with previous years, indicating continued community interest in responsible disposal options. 201 vehicles were in attendance at the Spring Cleanup Event. An official count was not taken of vehicles in attendance at the Paper Shred Event.

Materials Collected
The event resulted in the safe disposal and recycling of a variety of materials, including:

- Household refuse: 6,420 lbs (3,240 lbs to trash; 3,180 lbs to recycling)
- Scrap metal: 3,180 lbs
- Electronics (e-waste): 5,514 lbs
- Lead Acid Style Batteries: 792 lbs
- Appliances: 47
- Light bulbs: 71
- Tires: 25
- Power/small gas equipment: 33
- E-scooters: 2
- Propane Tanks: 9
- Bikes: 20-30 (estimated)
- Paper: 8,400 lbs

These efforts helped divert a significant amount of material from landfills and ensured proper handling of recyclable and hazardous items.

Operations and Logistics
The event was coordinated by City staff in partnership with Certified Recycling, Recovery Bike Shop, Stericycle (WM) and WM. Operations ran smoothly, except for a jam that occurred with the truck at the Paper Shred Event. City Staff and volunteers played a key role in ensuring a well-organized and positive experience for residents.

In a follow-up message from a WM representative, their staff said the City of Shorewood is one of the more organized event holders that they have been a part of, and were very happy with the way things went. This was the first year the City of Shorewood has contracted with WM for the Spring Cleanup event.

In a message left by Certified Recycling, their representative said that Public Work's placement of their dumpsters made it easy for them and safer for their workers.

Shorewood Public Works Equipment Operator Rob Hanson has worked the Spring Cleanup Event for over 7 years. He was happy to report that things went well at the event with little to no hiccups, and that WM was great to work with.

5 Shorewood residents volunteered at this event. 3 of these are returning volunteers to the event.

Event Communications & Promotions
The event was promoted through flyers in utility bill inserts, emails, social media, and the Shore Report.

Key Takeaways
The event continues to be a valued service for Shorewood residents, and participation demonstrates community support for environmental stewardship.

Opportunities for future improvement may include adjusting traffic flow or site layout, expanding accepted materials or capacity and tracking attendance at paper shred event.

Next Steps
Staff will review event data and feedback to inform planning for the 2027 Spring Cleanup Event and identify any operational improvements.

Strategic Alignment
Environmental Stewardship

- Clear and strategic environmental policies and practices

Budget Impact
Expenses: $10,612.82 (Total event cost)
Stericycle (WM): $1,516.20
Certified Recycling: $5,786
WM (refuse): $3,309.82

Cost does not include day of event city staff time (roughly 50 hours)

Revenue/fees collected: $6,373.75
Northern Metals (scrap metal): $198.75
Spring Cleanup Revenue Collected: $6,175

Net cost to the City: $4,239.05
Fees for certain items (e.g., TVs, mattresses, tires) helped offset event costs.

Action Requested

City of Shorewood

City Council Item 5.A.iii.

Title/Subject: Upcoming Tentative Agenda Topics
Meeting Date: June 8, 2026
Prepared By: Marc Nevinski, City Administrator

Attachments

1. June 8 2026 Tentative Upcoming Meeting Topics

Background

Attached is a list of anticipated topics for future City Council work sessions and regular meetings. The list is not exhaustive and topics and their meeting dates are subject to change.

Strategic Alignment

Budget Impact

Action Requested

Tentative Meeting	Tentative Meeting Topic	Meeting Type
6/22/2026	City Council Budget Work Session #2: Personnel	Work Session
6/22/2026	Resolution Denying 25485 State Highway 7 PUD Concept Plan	Regular Meeting
6/22/2026	Accept May Planning Commission Minutes	Regular Meeting
6/22/2026	6145 Club Valley Rd Variance	Regular Meeting
6/22/2026	23120 Summit Ave Variance	Regular Meeting
6/22/2026	5850 Boulder Bridge LN Conditional Use Permit	Regular Meeting
6/22/2026	Public Hearing: 5815 Club LN Demolition Cost Asessment	Regular Meeting
6/22/2026	Election Judge Appointments	Regular Meeting
6/22/2026	Presentation by Commissioner Edelson	Regular Meeting
6/22/2026	Curbside Organics Reports	Regular Meeting
6/22/2026	Mill Street Watermain Connection	Regular Meeting
7/13/2026	City Administrator Annual Review (Closed Session)	Work Session
7/13/2026	Hwy 7 TMO Study Presentation	Regular Meeting
7/13/2026	Engineering Consultant Contract	Regular Meeting
7/13/2026	Fire and Police Chief Updates (Budgets)	Regular Meeting
7/13/2026	Award Contract - Galpin Lake Trail	Regular Meeting
7/13/2026	Adopt by Ordinance Annual City Code Codification	Regular Meeting
7/13/2026	2nd Quarter Communications Report	Regular Meeting
7/27/2026	City Council Budget Work Session #3: 2027-2036 Capital Improvement Plan.	Work Session
7/27/2026	Zoning Code Update	Regular Meeting

7/27/2026	Annual Financial Report	Regular Meeting
8/10/2026	City Council Budget Work Session #4: Presentation of the Long-Term Financial Management Plan.	Work Session
8/10/2026	Annual Approval of Retention Schedule	Regular Meeting
8/24/2026		Work Session
8/24/2026		
9/14/2026		Work Session
9/14/2026	Adopt 2027 Master Fee Schedule (Res) (Ord-Zoning)	Regular Meeting
9/14/2026	City Council Meeting - 7:00 p.m. City Council approves preliminary 2027 Budget, sets proposed 2027 Tax Levy, and establishes Budget Hearing Date. Adopt 2027 fee ordinances and fee schedule.	Regular Meeting
9/21/2026	Discuss Strategic Planning Session	Work Session