DEEPHAVEN CITY COUNCIL WORKSHOP
COUNCIL CHAMBERS, CITY HALL
20225 COTTAGEWOOD ROAD
6:00 P.M. Monday, June 1st, 2026

AGENDA

6:00 P.M. WORKSHOP

A. Fire Department Joint Powers Agreement Amendment Process
B. Marina Policy Definition Review, “Property Owner”
C. Retaining Walls Discussion

DEEPHAVEN CITY COUNCIL WORKSHOP / COUNCIL MEETING MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

6:00 p.m., Monday, June 1, 2026
Workshop Agenda / Consent Agenda:
Excelsior Fire Department Joint Powers Amendment

The Excelsior Fire District Board met Wednesday, June 27th, 2026, and briefly reviewed the Deephaven proposed amendments to the Joint Powers Agreement for Fire Services between the cities of Deephaven, Excelsior, Tonka Bay, Shorewood and Greenwood. The Fire Board discussed the proposed amendments at a high level and with varying opinions, and ultimately concluded that each Board Member would engage in a high-level discussion with their respective Councils to gauge their city's position regarding the amendments and / or what other amendments they may want to propose to the JPA. A timeline was set for this review process, with the Fire Board anticipating an update or discussion to be held at the July Fire Board Meeting.

On a parallel timeline, Staff were asked to prepare a Resolution for review by the Council to be placed on the Consent Agenda that would formally initiate a Fire Board JPA Amendment review process that would require the Fire Board to issue a report within 90 days of the submission of the Resolution and proposal for Amendment. Member cities would then have 90 days after the Board issues the report in which to adopt City Council Resolutions based upon the findings in the report. Excelsior Fire District Joint Powers Agreement, Section 15.2. "Submittal/Consideration/Action Process."

The Resolution referenced in this process requires clearly identified proposed amendments to the JPA, along with the reasons supporting each proposed amendment. Attached for your consideration and review are the Memorandum and proposed Amendments to the JPA presented to the Fire Board at the June 27th meeting. Staff recommend discussing and refining these proposed amendments and outlining the specific reasons supporting each amendment. If the Council wishes to proceed, Staff can refine these amendments and provide the same for review and approval in Resolution form at the June 16, 2026, Council Meeting.

Additionally, or as an alternate approach, if some of the reasons or basis supporting the JPA Amendment process are better handled through the Dispute Resolution process as outlined in Section 9 of the JPA, the Council can discuss and review those as an additional or alternate approach to resolve our concerns.

All of these matters can be discussed at our Workshop on Monday night. Thank you, and as always, please send any questions, comments, concerns or requests for additional information you may have prior to the meeting.

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

DEEPHAVEN CITY COUNCIL WORKSHOP MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, June 1, 2026
Workshop:
Defining Marina Residency Policy and Boating Season

Recommended Action: This matter is set on for discussion purposes only. Any recommended changes or adjustments will be incorporated into a new draft and, at the Council's discretion, set on as New Business for an Ordinance Amendment First Reading at the June 15, 2026, Council Meeting.

Deephaven City Staff recently encountered a scenario that highlighted a lack of clarity in the Marina Dock Slip residency / property owner requirement and underscored an inconsistency between the residency requirement and the definition of "boating season."

Section 900 of the Deephaven City Code entitled "City Watercraft Spaces" sets forth the requirements and regulations for the permitted leases of municipal dock slips. Section 900.05 entitled "Mooring of Watercraft" prohibits the mooring, placement or storage of any watercraft at City dock slips without a permit. Properly issued permits authorize the owner of a watercraft to use a designated dock slip during the specified boating season. DEEPHAVEN CITY CODE, §900.06. The boating season for dock slips is defined as the period of time commencing "April 1 to November 1 of a given year…." DEEPHAVEN CITY CODE, §900, Subd. 5.

The renewal period for dock slip permits commences on October 15th of the year preceding the permitted season and ends November 30th of that same year. DEEPHAVEN CITY CODE, §900.06, Subd. 2(c). Permits for dock slips are only issued to "property owners," defined as the fee owner of land in the City who resides on the property from May 15th to October 1st, whose interest is primarily one of possession and enjoyment in contemplation of ownership. DEEPHAVEN CITY CODE, §900, Subd. 9.

The case study testing the interpretation of this Ordinance is as follows: Dennis Dockspace has lived as a property owner in Deephaven for many years, including the time between May 15 and October 1 of 2025. Mr. Dockspace applies for renewal of their dock permit for the last year of their 10-year term in early November of 2025. Mr. Dockspace then sells their house and moves out of Deephaven in April of 2026. Mr. Dockspace parked his boat in the permitted dock slip on April 1st of 2026 and intends to use the space all summer long. Should Mr. Dockslip be allowed to retain their permitted dock space for the entirety of the 2026 boating season?

The first definitional issue is the application of the residency requirement provided above. One reading of the Ordinance supports the notion that a resident / "property owner" of Deephaven between May 15 and October 1 of a given year qualifies them to receive a permit for dock space during the boating season of the following year. Stated illustratively, Betsy Boatslip is a Deephaven resident and property owner from May 15 to October 1, 2025. Ms. Boatslip sells her house and moves out of Deephaven on October 2nd, 2025, and later files for renewal of her dock

space permit in early November of 2025. Ms. Boatslip should receive her permit and be allowed to use the dock space for the entirety of the 2026 boating season, even though she sold her home and has not been a resident of Deephaven since October of 2025.

Alternatively, a contrary reading of the Ordinance supports the position that a person must be a resident / "property owner" of Deephaven from May 15 to October 1 of the current year to be able to use and maintain their dock slip permit that same year. In that case, in the scenario presented above, Betsy Boatslip would not be able to retain her dock space permit because she sold her house in October of 2025 and was no longer a Deephaven property owner as of May 15, 2026. In that event, Ms. Boatslip would be refunded her permit fee and the dock space would be offered to the next resident / "property owner" in line. This was the approach Staff used to resolve the situation that occurred with the dock space permit this year.

As Staff worked through the two potential applications of the Ordinance, Staff relied on the language of the definition of "boating season" as the period of time between April 1 and November 1 of a given year. Staff also considered the definition of "property owner" as a person who resides on the property from May 15th to October 1st, whose interest is primarily one of possession and enjoyment in contemplation of ownership." That language seemed to align more directly with the intention that people issued dock slip permits should be Deephaven property owners during the current boating season. The alternative approach would result in people holding dock slips for a year that have no connection to Deephaven outside of their dock slip permit. It should also be noted that by operation and history, Staff have refunded boat slip fees to property owners that move out of town and have offered the dock slip to the next person in line as a matter of practice for the past several years.

To resolve this inconsistency, Staff recommend making it clear in the language of the Ordinance that the permittee for dock space must be a "property owner" during the current "boating season" to have the use and enjoyment of the dock slip. That language is redlined in the attached Amendment to Section 900, Subd. 9, and reads as follows:

Subd. 9. "Property Owner" means the fee owner of land in the City, or the beneficial owner of land in the City, who resides on the property during the permitted boating season. ~~from May 15th to October 1st, whose interest is primarily one of possession and enjoyment in contemplation of ownership~~. The term includes residential tenants and purchasers under a contract for deed.

As a secondary issue that was discovered during the above-mentioned situation, the Boating Season is defined as the period of time from April 1 to November 1 of a given year. The definition of "property owner" used a timeframe from May 15 to October 1st. This discrepancy allowed the opportunity for a property owner who moved out of Deephaven prior to the "boating season" to use a dock slip under their renewed permit from April 1 to May 15. On May 16, as interpreted, the "property owner" would no longer be a property owner by definition, as they no longer lived or owned property in Deephaven, and the boat slip permit would be revoked. With the change in language above, the definition of "boating season" would still run from April 1 to November 1, but the time reference for a "property owner" has been changed to the "permitted boating season." As such, this conflict in language is remedied.

This matter is set on for preliminary discussion and review; Staff intend to continue to make edits and changes to the draft policy pursuant to Council discussion and look forward to reviewing this information on Monday night. As always, send any questions, comments or requests for additional information you may have, and we will have that information available for review on Monday night.

Sincerely,

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

CITY OF DEEPHAVEN
Hennepin County, Minnesota

ORDINANCE NO: XX-26

An Ordinance Amending Chapter 9, Section 900 entitled "City Watercraft Spaces" Regarding Leased Space Permitting and the Definition of Property Owner

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NOTICE IS HEREBY GIVEN that on **June 16, 2026, Ordinance No. XX-26** was adopted by the Council of the City of Deephaven, Minnesota that amended Section 900, Section 900.01, Subd. 9 entitled "Property Owner."

NOTICE IS FURTHER GIVEN that, because of the lengthy nature of Ordinance Section 900 and the limited amendments thereto, the following is a summary of the ordinance that has been prepared for publication, and approved by the City Council, as authorized by state law:

CHAPTER 9. CITY WATERCRAFT SPACES
SECTION 900 CITY WATERCRAFT SPACES
900.01 Definitions. For purposes of this Section, the following terms will have the meanings ascribed to them in this Section:
Subd. 9. "Property Owner" means the fee owner of land in the City, or the beneficial owner of land in the City, who resides on the property during the permitted boating season. ~~from May 15th to October 1st, whose interest is primarily one of possession and enjoyment in contemplation of ownership~~. The term includes residential tenants and purchasers under a contract for deed.

A printed copy this Ordinance is available for inspection by any person during the City's regular office hours or on the City's website.

APPROVED for publication by the Council of the City of Deephaven, Minnesota, this 16th day of June, 2026.

CITY OF DEEPHAVEN

_____
Kent Carlson, Mayor

ATTEST:

_____
Kimberly Lenaz-Greenwaldt, City Clerk

STAFF REPORT

Pat Smith, Planning Director

Deephaven City Council
June 1, 2026

BACKGROUND

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

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

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

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

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



Below is a table comparing how cities regulate retaining walls

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

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

PROPOSED CHANGES

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

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

CITY COUNCIL ACTION REQUESTED

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

Attachments:

1) Draft Ordinance

City of Deephaven
Hennepin County, Minnesota

ORDINANCE NO. 13-XX

AMENDING SECTION 1310 OF THE DEEPHAVEN ZONING ORDINANCE, RETAINING WALLS

THE CITY COUNCIL OF THE CITY OF DEEPHAVEN HEREBY ORDAINS:

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

1310.08 Fences and Walls

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

1310.09 Retaining Walls.

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

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

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

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

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

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

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

_____
Kent M. Carlson, Mayor

ATTEST:

_____

Dan Madsen, City Administrator

DEEPHAVEN CITY COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL
20225 COTTAGEWOOD ROAD
7:00 p.m. Monday, June 1st, 2026

AGENDA

1. **CALL MEETING TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVE CONSENT AGENDA**

   A. Approve May 18th, 2026, Workshop and Council Meeting Minutes
   B. Approve Payment of Claims
   C. Thorpe Park Restroom Cleaning Services
   D. Village Hall Retaining Wall Replacement
   E. Pickus, Jeremy Removal from Probationary Status
   F. Special Event Permit, United Healthcare Children's Foundation
   G. Special Event Permit, Firecracker Run
   H. FD JPA Resolution

4. **LEGISLATIVE UPDATE, REPRESENTATIVE PATTY ACOMB**

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

6. **PLANNING & ZONING MATTERS**

   A. Conditional Use Permit to Exceed Hardcover Limit for a Swimming Pool and an Addition at 19160
   Azure Road
   B. Creating the Public and Institutional Use Zoning Districts – Second Reading

7. **UNFINISHED BUSINESS**

   A. Resolution / Amendment of Fund Balance Policy

8. **NEW BUSINESS**
   A. Deephaven PD Server Replacement Quote
   B. Request for Proposals, Review Banking Services
   C. PD Body Worn Camera Audit

9. COUNCIL REPORTS:

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

10. DEPARTMENT REPORTS

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

11. ADJOURNMENT

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

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

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

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

WORKSHOP:

A. **Fund Balance Policy:**
   Council had time to discuss the subject

B. **Odds and Ends**

1. **Summer Hours / Schedule:**

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

2. **Hardcover:**

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

3. **Marina Policy:**

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

4. **Special Event:**

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

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

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

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

DEEPHAVEN CITY COUNCIL MEETING MINUTES
7:00 P.M. Monday May 18th, 2026

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

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

ABSENT: Mayor Kent Carlson

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

GUEST: NONE

2. PLEDGE OF ALLEGIANCE:

The Council recited the Pledge of Allegiance

3. APPROVE THE CONSENT AGENDA:

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

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

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

4. MATTERS FROM THE FLOOR:

Nothing

5. PLANNING & ZONING MATTERS:

Nothing

6. UNFINISHED BUSINESS

Nothing

7. NEW BUSINESS:

A. Deephaven Fund Balance Policy Discussion and Review

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

B. Minnetonka Boulevard Storm Sewer Replacement

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

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

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

C. Village Hall Pavilion Engineering / Civil Design Proposal

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

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

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

8. COUNCIL REPORTS:

A. Mayor Carlson: Absent

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

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

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

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

9. DEPARTMENT REPORTS:

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

B. Excelsior Fire: Nothing new to report

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

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

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

10. ADJOURNMENT:

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

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

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

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

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

CITY OF DEEPHAVEN

*Check Detail Register©

Batch: BorellCorrection,PAY260528

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CASH					
42352	05/28/26	**Applied Concepts, Inc.**			
E 101-42100-319		EQUIP MAINTENANCE	$3,750.00	477956	New PD radar
		Total	$3,750.00		
42353	05/28/26	**Brett & Carla Carver**			
R 605-36201		BOAT USER FEES	$100.00	Canoe Rack	Canoe rack refund
		Total	$100.00		
42354	05/28/26	**CINTAS CORP**			
E 101-43900-211		UNIFORMS	$29.00	4269525099	uniform service
E 101-43900-211		UNIFORMS	$19.00	4270292614	uniform service
		Total	$48.00		
42355	05/28/26	**DELTA DENTAL OF MINNESOTA**			
G 101-21711		DENTAL FAMILY - NON T	$2,037.55	CNS0002162	6/2026 dental insurance
		Total	$2,037.55		
42356	05/28/26	**ECM PUBLISHERS INC**			
E 101-41400-351		LEGAL NOTICES	$51.00	1099161	5/19/2026 PH - Zoning Code amendment
E 101-41400-351		LEGAL NOTICES	$57.37	1099162	5/19/2026 PH - 19160 Azure Rd CUP
		Total	$108.37		
42357	05/28/26	**Excel Lawn & Landscape**			
E 101-45100-309		PROFESSIONAL SERVIC	$4,523.83	31251	Excel Lawn & Landscape parks treatment
E 101-41900-409		R&M CONTRACTURAL-O	$304.00	31251	irrigation repair, start up
		Total	$4,827.83		
42358	05/28/26	**HENNEPIN COUNTY ACCOUNTS RECEIVABLE**			
E 101-42100-302		JAIL HOUSE FEES	$75.00	1000268259	4/2026 Jail booking fees
		Total	$75.00		
42359	05/28/26	**HENNEPIN COUNTY PROPERTY TAX**			
E 603-49520-309		PROFESSIONAL SERVIC	$105.00	59-2026	Annual special assessments billing
		Total	$105.00		
42360	05/28/26	**JEFF KASK**			
E 101-41900-307		JANITORIAL SERVICES	$300.00	5/27/2026	Clean City Hall/Police Dept/Public Works Dept
		Total	$300.00		
42361	05/28/26	**LANO EQUIPMENT INC**			
E 101-43900-221		EQUIP/VEHICLE SUPPLI	$327.97	011233440	flail mower knifes, bolts, clevis
E 101-43900-221		EQUIP/VEHICLE SUPPLI	$6.14	011235605	washer/spring
		Total	$334.11		
42362	05/28/26	**LMCC**			
E 101-41100-309		PROFESSIONAL SERVIC	$100.00	1765	Video services for 5/19/2026 Planning Commission meeting
		Total	$100.00		
42363	05/28/26	**Maria Borell**			
E 101-42400-309		PROFESSIONAL SERVIC	$21.80	Notary Reimb	Reimbursement for Notary Stamp and Registration
		Total	$21.80		

CITY OF DEEPHAVEN

*Check Detail Register©

Batch: BorellCorrection,PAY260528

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
42364	05/28/26	**MENARDS**			
E 101-45100-229		R&M SUPPLIES	$732.28	46209	parks cleaning supplies, shovels, trash bags, paper products
		Total	$732.28		
42365	05/28/26	**Metro Garage Door**			
E 101-41900-409		R&M CONTRACTURAL-O	$296.39	016318	garage door spring tempoary repair.
		Total	$296.39		
42366	05/28/26	**Office of MNIT Services**			
E 101-42100-309		PROFESSIONAL SERVIC	$7.35	W26030689	PD language line use
E 101-42100-309		PROFESSIONAL SERVIC	$100.80	W26040688	PD language use line
		Total	$108.15		
42367	05/28/26	**ProTree**			
E 101-45100-409		R&M CONTRACTURAL-O	$3,302.50	1890	ash tree removal
		Total	$3,302.50		
42368	05/28/26	**REPUBLIC SERVICES #894**			
E 603-49520-409		R&M CONTRACTURAL-O	$242.00	08940075305	6/2026 organics recycling
		Total	$242.00		
42369	05/28/26	**SHRED-N-GO INC**			
E 101-41400-201		OFFICE SUPPLIES	$35.00	198758	5/13/2026 document destruction - Admin
E 101-42100-201		OFFICE SUPPLIES	$35.00	198758	5/13/2026 document destruction - PD
		Total	$70.00		
42370	05/28/26	**SIR LINES A LOT LLC**			
E 101-43100-409		R&M CONTRACTURAL-O	$5,931.39	H260117001	lane striping
		Total	$5,931.39		
42371	05/28/26	**STANDARD INSURANCE COMPANY**			
G 101-21715		LIFE INSURANCE-NON T	$496.69	00 772587 00	6/2026 life insurance premiums
		Total	$496.69		
42372	05/28/26	**Stantec Consulting Services Inc**			
E 101-42400-303		ENGINEERING FEES	$1,478.00	2554468	3/2026 engineering fees - CUP plan review
E 602-43200-303		ENGINEERING FEES	$3,910.50	2554468	3/2026 I&I inspections engineering fees
E 101-41100-303		ENGINEERING FEES	$792.00	2554469	3/2026 general engineering fees
E 101-41100-303		ENGINEERING FEES	$297.00	2554469	3/2026 engineering fees - parks
E 402-43100-590		CAPITAL OUTLAY	$25,308.95	2554470	3/2026 engineering fees - 2026 St Improvement Proj
		Total	$31,786.45		
42373	05/28/26	**Stepp Mfg**			
E 101-43900-221		EQUIP/VEHICLE SUPPLI	$85.19	068467	lift cylinders tar wagon
		Total	$85.19		
42374	05/28/26	**STREICHERS**			
E 101-42100-211		UNIFORMS	$176.97	11827182	PD uniform for new CSO
E 101-42100-211		UNIFORMS	$15.00	11828125	PD uniform alteration
		Total	$191.97		

CITY OF DEEPHAVEN

*Check Detail Register©

Batch: BorellCorrection,PAY260528

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
42375	05/28/26	**TN Diesel Loretto**			
E 101-43100-221		EQUIP/VEHICLE SUPPLI	$1,525.82	11017	#7 dot inspection, repairs
		Total	$1,525.82		
42376	05/28/26	**Tom Snyder**			
E 101-43100-224		MAINTENANCE	$440.00	Mailbox Repa	Mailbox repair reimbursement
		Total	$440.00		
42377	05/28/26	**Triple Q Inc**			
E 101-45100-223		BUILDING REPAIR	$620.71	1004	faucet replacement thorpe park
		Total	$620.71		
42378	05/28/26	**U.S. BANK EQUIPMENT FINANCE**			
E 101-42100-309		PROFESSIONAL SERVIC	$282.42	582279956	5/10 - 6/10 PD copier contract
		Total	$282.42		
42379	05/28/26	**Uline**			
E 101-45100-249		MINOR EQUIPMENT	$1,138.06	208061095	picnic table, harlson park
		Total	$1,138.06		
42380	05/28/26	**VERIZON WIRELESS**			
E 101-42100-321		COMMUNICATIONS-TEL	$313.66	6143449954	4/13 - 5/12 PD cells & hot spots
E 101-43900-321		COMMUNICATIONS-TEL	$80.04	6143449954	4/13 - 5/12 PW iPad service
		Total	$393.70		
42381	05/28/26	**WEX BANK CIRCLE K**			
E 101-43900-212		FUEL	$1,840.89	112497161	pw fuel
E 602-43200-212		FUEL	$212.26	112497161	fuel, sewer
		Total	$2,053.15		
42382	05/28/26	**WM MUELLER & SONS INC**			
E 101-43100-229		R&M SUPPLIES	$723.35	323082	asphalt
E 101-43100-224		MAINTENANCE	$129.20	323254	asphalt
E 101-45100-225		LANDSCAPING	$192.35	323309	topsoil
E 101-43100-224		MAINTENANCE	$176.80	323372	asphalt
E 101-43100-224		MAINTENANCE	$260.10	323426	asphalt
E 101-43100-224		MAINTENANCE	$211.65	323475	asphalt
		Total	$1,693.45		
42383	05/28/26	**Maria Borell**			
E 101-42400-309		PROFESSIONAL SERVIC	$58.20	Notary Reimb	Reimbursement for Notary Stamp and Registration
		Total	$58.20		
		10100	$63,256.18		

CITY OF DEEPHAVEN

*Check Detail Register©

Batch: BorellCorrection,PAY260528

Check #	Check Date	Vendor Name	Amount	Invoice	Comment

Fund Summary

10100 CASH	
101 GENERAL FUND	$33,377.47
402 CAPITAL IMPROVEMENT FUND	$25,308.95
602 SEWER FUND	$4,122.76
603 RECYCLING FUND	$347.00
605 MARINA FUND	$100.00
	$63,256.18

ITEM 3C

Deephaven Public Works

20225 Cottagewood Rd, Deephaven MN 55331.

5/28/2026

Dear Honorable Mayor and Councilmembers

Staff have obtained quotes for cleaning services at Main Beach and the Thorpe Park restroom facility. Last year Thorpe Park was cleaned three times per week from June through the end of September and Main Beach was cleaned three times per week from June through the end of August. This service was a tremendous benefit to the community. The restrooms stayed clean throughout the weekends/holidays and the busy beach season. This led to many compliments from residents and general appreciation by all who utilized them. Continued vandalism and frequent "messes" have made this a very time-consuming daily task for the department.

Quotes were received from Cady Building Maintenance, MAYA Maintenance LLC, and Katies Cleaners LLC. Cady Building maintenance provided the lowest bid at $995 per month they were also the provider in 2025. For reference the cost difference is $5.00 per month than 2025 and comes under the budget amount of $1000.00 per month. This is a budgeted expense with costs being paid out of the professional services marina budget and the parks contracting budget.

Staff recommend approving Cady Building Maintenance to provide cleaning services to Thorpe Park and Deephaven Main beach Restrooms for $995.00 per month. Staff also recommend continuing this service year-round but limited to once a week during the off season (October-May). The cost will be readjusted when the frequency is reduced in October. Updated pricing will be provided to the council as soon as it is available.

Sincerely,

Jeff Kask
Public Works Supervisor
City of Deephaven

A CUSTOMIZED

CLEANING PROPOSAL

PREPARED FOR

CITY OF DEEPHAVEN

CADY

Building Maintenance, Inc.

Commercial & Industrial • Since 1986



CADY
Building Maintenance, Inc.
Commercial & Industrial • Since 1986

9220 Bass Lake Road Suite 360
Minneapolis, MN 55428
(763) 531-0010
Fax (763) 531-0020
www.cadybuildingmaintenanceinc.com
The office cleaning specialists where the customer comes first

April 23, 2026

CITY OF DEEPHAVEN
Jeff Kask / Public Works Supervisor
20225 Cottagewood Road
Deephaven, MN 55331

Dear Mr. Kask,

Founded in 1986, Cady Building Maintenance, Inc. has been providing premier cleaning services to satisfied customers for nearly 40 years. A local company, headquartered in New Hope, Minnesota, we currently service 300 customers spread throughout the Twin Cities metro area. Our customers include medical, office, industrial, apartment and retail environments.

At Cady Building Maintenance, we pride ourselves in providing the best cleaning service possible at economical pricing via the utilization of our proprietary "Workload System." This enables us to customize our service to the individual needs of our customers. This customization, along with our "Green Cleaning" and "Quality Control" processes, ensures the satisfaction of our customers.

All of our cleaners are licensed and bonded to ensure the protection of our customers, and includes liability insurance in excess of one million dollars.

Cordially,

Jim Thorson

Jim Thorson
V.P. of Business Development
Cady Building Maintenance, Inc.
jim@cadybldgmaint.com
Phone: 763-531-0010
Cell: 763-486-7265





CADY
Building Maintenance

About Us

Cady's Cleaning System

Our History

Founded in 1987, Cady Building Maintenance, Inc. has been providing premier cleaning services to satisfied customers for nearly 40 years. A local company, headquartered in New Hope, we currently have over 300 customers spread throughout the Twin Cities metro area. Our customers include medical, office, industrial, apartment and retail environments.

Cady Building Maintenance realizes the importance of appearance and the image of our customers, and we pride ourselves in providing the best cleaning service possible at economical pricing via the utilization of customizing our service to the individual needs of our customers.

All of our cleaners are licensed and bonded to ensure protection of our customers, and includes liability insurance in excess of one million dollars.

Cady Building Maintenance is a "full service" janitorial company. That means that besides the general cleaning of our customer's facilities, we can also provide more specialized services, such as carpet cleaning, hard floor maintenance, window cleaning and duct cleaning.

CADY's cleaning system is comprised of several components to ensure the cleanliness and health of your facility.

Our Employees

The first, and most important component of our cleaning system, is the utilization of personnel that has

CADY
Building Maintenance

About Us

Cady's Cleaning System

been extensively trained for the different duties required of a cleaning professional. Before hiring and training takes place, a thorough background check has been performed to ensure that the individual has the legal requirements to work within our country and does not have any criminal history in which to put our customer's facilities at risk.

Green Cleaning

The second component of our cleaning system is our focus on "Green Cleaning," with the goal being to provide cleaning chemicals and equipment that have a reduced environmental impact, while providing superior cleaning performance. CADY utilizes Betco's "Green Earth" chemical line for your cleaning needs. Betco is one of the industry's leading manufacturers of Green cleaning chemicals; designed for health and sustaining the environment.

CADY also provides cleaning equipment with health and our environment in mind. All of the vacuum cleaners that are placed in our customer's facilities utilize "HEPA" filters. The HEPA filters are designed to reduce airborne organisms that can be harmful to humans. HEPA filters can help trap dust mites, mold spores and pollen pollutants and provide allergy relief for your employees.

Workload System

The third component of our system is the utilization of a sophisticated workload program, which was developed using industrial time studies for our industry. The importance of this program is that it accurately calculates the labor hours required to effectively clean your building, based on the needs of your facility. This program takes into consideration several factors, such as square footage, floor coverings, number of restrooms & fixtures, building population, etc. All buildings are different and this program enables CADY to develop a customized cleaning program for your facility based on your expectations and the uniqueness of your building. Experience tells us that a cleaner needs to have the appropriate time to effectively clean any given facility, and this program ensures that the cleaner has the required time to do their jobs.

Quality Control

The fourth and final component of our cleaning system is Customer Service, which is the main ingredient to our success. Besides, the regular inspections performed by our management staff, our customers are contacted monthly by our customer service rep to ensure the quality and satisfaction of our customers. We've learned that maintaining the quality service that our customers expect is dependent on a strong management team.

Summary

Hire good people & train them, give them the tools and time to do their jobs, and consistently monitor their work, are the secrets to our success. That success is dependent on providing superior service at a competitive rate and we hope, if selected to be your cleaning service, to have a long, professional partnership.

Our workload system enables us to customize our cleaning to your needs and expectations.

REFERENCE LIST

CITY OF WACONIA / SAFARI ISLAND COMMUNITY CENTER

City Hall - Jackie Schulze 652-442-3103
Safari Island Community Center - Dan Montague 952-442-3101

CITY OF MOUND

Jesse Dickson
952-472-0633

CITY OF MAPLE GROVE TRANSIT

Mike Opatz
763-494-6005

CITY OF SOUTH ST. PAUL

Melissa Blair
651-554-3218

CITY OF DELANO

Nick Neaton
763-972-0575



CLEANING SPECIFICATIONS
for
CITY OF DEEPHAVEN
Thorpe Park & Main Beach Restrooms
Clean 3 Days per Week

Restrooms

1. Sweep, mop, and disinfect all floors
2. Replenish dispensers, soap, towels and toilet tissue
3. Spot clean walls, partitions and tops, glass, light switches, shelves, mirrors and dispensing units
4. Clean and disinfect urinals and commodes
5. Clean, polish and disinfect sinks and vanities
6. Empty waste receptacles



CADY BUILDING MAINTENANCE
SUMMARY OF CHARGES
For

CITY OF DEEPHAVEN

Clean 3 Days per Week

	MONTHLY
Main Beach & Thorpe Park Restrooms	**$995.00**

Note: Pricing does not include sales tax, unless tax exempt.

ADDITIONAL SERVICES

Carpet cleaning (Minimum $240)	$ .20 per square ft
Stripping & waxing (Minimum $480)	$ .55 per square ft
Power Scrub (Minimum $480 @ 1000 Sq Ft and under)	$ .45 per square ft

SPECIAL NOTE:

Any extra cleaning or special projects not set forth above, i.e., carpet cleaning, strip/seal/wax tile floors, window cleaning, power scrubbing, etc., can and will be performed upon request at an additional charge.

Paper products, hand soap, air freshener, and other requested products (other than cleaning products), will be provided at an additional cost appropriate to the product.

AGREEMENT

Cady Building Maintenance, 9220 Bass Lake Road, Suite 360, New Hope, Minnesota 55428, and **CITY OF DEEPHAVEN, 20225 Cottagewood Road, Deephaven, Minnesota 55331,** have entered into this Agreement under the following conditions:

1. **Cady Building Maintenance**, in consideration of the price and terms **CITY OF DEEPHAVEN** payment hereinafter set forth, agrees to perform special services for **CITY OF DEEPHAVEN** as outlined on the attached Schedule of Service Cleaning Specifications.

2. **Cady Building Maintenance** shall act hereupon as an independent contractor, not as an agent, employee, or subcontractor of **CITY OF DEEPHAVEN. Cady Building Maintenance** shall furnish all equipment, cleaning chemicals and tools necessary to perform the service under this agreement.

3. **Cady Building Maintenance** undertakes to pay its employees working at the facility for **CITY OF DEEPHAVEN,** all wages required by law. **Cady Building Maintenance** agrees, at its own expense to hold **CITY OF DEEPHAVEN** harmless from all liens for labor and/or materials asserted under or arising out of performance of this agreement.

4. **CITY OF DEEPHAVEN** agrees not to hire, or contract with, any employee of **Cady Building Maintenance** for a period of either one year after the employee has left **Cady Building Maintenance's** employment or one year after **Cady Building Maintenance's** services have been terminated.

5. **Cady Building Maintenance** shall maintain, at its own expense, during the term of this contract:

   a) Worker's Compensation Insurance as required under the Worker's Compensation Act, and
   b) Liability Insurance in an amount of at least one million ($1,000,000.00) dollars.
   c) Cady Building Maintenance carries a Janitorial Service Bond.

SERVICES: Janitorial services as described on attached pages.

FEE: The fee for cleaning at Thorpe Park & Main Beach three days per week is $995 per month, plus tax, unless tax exempt, as stipulated in the Summary of Charges. Payment terms are as follows: Net thirty days upon receipt of monthly invoices.

TERMS: This agreement is to commence on the _____ day of _____, 2026, and will continue at listed price for a period of one year unless additional services are added to the Schedule of Services. Charges for subsequent years of the agreement will be adjusted based on cost of living increase as published in the Consumer Price Index. The Agreement will terminate if either party gives a written 30 day notice.

CITY OF DEEPHAVEN	**Cady Building Maintenance**
By _____	**By** Jim Swenson
Date _____	**Date** 4/23/26

Katie's Kleaners LLC
5936 Ridgewood Road
Mound, MN 55364 612-590-0801

Date: May 27th, 2026
Jeff Kask City of Deephaven Public Works

Invoice No: 1002

Invoice

DATE

City of Deephaven parks bathroom cleaning 3x per week with a total of 12 times a month

HOURS

Why not come home to a clean house?

Total $ 1650



Please send payment within 15 days after receiving Invoice
Katie Morris 5936 Ridgewood Road Mound, MN 55364

MAYA
MAINTENANCE L.L.C.
SERVICE - SAFETY - SOLUTIONS

Service Agreement

Customer Information:

Company: City of Deephaven
Bill To Address:

Subject Property: 20225 cottagewood road
Physical Address: Excelsir Mn , 55331

Customer Contact Information

Name: Jeff Kask
Title: FM
Phone: 952.2378706
Email: j.kask@cityofdeephaven.org

Service Estimate Provided By:

Estimator: Neyvash Nandlall
Title: COO
Company: Maya Maintenance LLC
Email: Neyvash@maya-maintenance.com
Phone: 612.325.7781

Authorized Signatory

Name: Marta Nandlall
Title: Owner / CEO
Company: Maya Maintenance LLC
Address: PO Box 21303
Columbia Heights, MN 54421
Phone: 612.735.0766
Email: mailto:Marta@maya-maintenance.com

Brief Description of Services	Service Fee
See exhibit B - Price Frequency for work discription	exhibt B
Price does not include hourly rate line items and/or applicable tax.	

SERVICE AGREEMENT GENERAL TERMS AND CONDITIONS: Exhibit A , page 1

This agreement is effective on this the 5/27/2026 , by and between **Maya Maintenance L.L.C** (hereinafter referred to as "Maya") , and City of Deephaven (hereinafter referred to as "Customer").

Customer engages and hereby employs Maya as an independent contractor to provide maintenance services, as described in Exhibit B, for the building(s) known as:

20225 cottagewood road

SERVICE AGREEMENT GENERAL TERMS AND CONDITIONS: Exhibit A, page 2

PAYMENT FOR SERVICES: Maya invoice terms call for payment net thirty (30) days upon receipt. Failure to pay invoices within thirty (30) days will be considered a breach of this contract and could result in discontinuance of our services without prior notice. Should expenses be incurred as a result of our attempt to collect invoice payments, reasonable fees may be assessed. Any deviations from these terms must have written approval.

TERM. This agreement shall be considered "month to month" in nature, and may be cancelled by either party, with or without cause, upon giving thirty (30) days written notice to the other party.

CHANGES IN WORK PERFORMED: The pricing is based upon the size, occupancy, and use of the areas to be serviced, as well as the tasks and frequencies of services performed. If there are any material changes in these, Customer and Maya agree to negotiate a reasonable price adjustment.

INSURANCE: Maya agrees to maintain and keep in force all required insurance, including a minimum of $2,000,000 in liability coverage. Certificate naming Customer as additional insured is available upon request.

HOLIDAYS: Maya does not schedule service on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day or Christmas Day. Our pricing has already been adjusted accordingly. Should Customer desire service on these days, an additional fee will be required.

EXTRAORDINARY COST CHANGES: If any extraordinary event affects Maya's cost, upon notice to Client, the parties agree to negotiate an adjustment. Such events shall include (but are not limited to) armed hostilities, riots, strikes, picketing, boycotts, acts of God, national financial or economic disturbances or other events not reasonably foreseeable or against which Maya cannot protect itself.

EMPLOYEE AGREEMENT: Both parties agree that they will not directly or indirectly hire personnel from the other party's employment during and for up to one year after the termination of this agreement, unless agreed upon in writing by both parties. In the event that such mutual consent is not obtained, the hiring party hereby agrees to compensate the other party in the amount of thirty-three percent (33%) of the annualized wages of the person hired payable before start date.

PROPERTY: Any and all intellectual property created by Maya or Customer shall remain the property of the creator, unless agreed upon in writing by both parties. This includes but is not limited to: Training, Schedules, Historical Data, etc.

ENTIRE AGREEMENT: This agreement contains the entire agreement between the parties. All prior negotiations between the parties are merged in this Agreement, and there are no understandings or agreements other than those incorporated herein. This Agreement may not be modified except by a written instrument signed by both parties. In the event of conflict between any of the foregoing provisions of this Agreement and the attached specifications, the former shall be controlling.

CONFIDENTIALITY: Confidential Information shall be received and maintained by the Recipient in confidence and shall not be disclosed to third parties without the prior written consent of the Discloser, however, if any law or legal process requires the Recipient or any of its representatives to disclose or to surrender Confidential Information other than as permitted by this Agreement, the Recipient shall promptly first notify the Discloser and shall cooperate in the efforts of the Discloser to seeka protective order, or other reasonable assurance, that confidential treatment will be accorded any Confidential Information so disclosed or surrendered.

Acceptance

Signature:		Signature:	
Printed Name:		Printed Name:	Marta Nandlall
Title:		Title:	Owner / CEO
Date:		Date:	5/27/2026

Price and Frequency: Exhibit B

MAYA
MAINTENANCE L.L.C.
SERVICE - SAFETY - SOLUTIONS

Customer	Quote Provided By	Property Serviced
Jeff Kask	Maya Maintenance LLC	20225 Cottagwood road
Facility Manager	Neyvash Nandlall	Excelsior , Mn ,55331
952.237.8706	612.325.7781	
j.kask@cityofdeephaven.org	neyvash@maya-maintenance.com	

Deephaven Beach	Frequency	Monthly Cost
Parkway Street and lake Av Wayzata , Mn 55391 . 3x week cleaning of bathrooms June 1 to September 1 (Tuesday , Thursday and Satursday)	3 days / week	$1,260.00
Parkway Street and lake Av Wayzata , Mn 55391 . 1x week cleaning of bathrooms September 2 to May 31 (Satursday)	1 days / week	$560.00
Thorpe Park warming house		
3725 Hamilton Ave Wayzata , Mn 55391. 3x weekly cleaning 2 bathrooms and warming house area (Tuesday , Thursday , Satursday) October 1 to May 1	3 day /week	$1,260.00
3725 Hamilton Ave Wayzata , Mn 55391. 2x weekly cleaning 2 bathrooms and warming house area (Tuesday & Satursday) May to September 31	2 day /week	$950.00

NOTE: *TAX NOT INCLUDED*

ITEM 3D

Deephaven Public Works

20225 Cottagewood Rd, Deephaven MN 55331.

5/27/2026

Dear Honorable Mayor and Councilmembers

Staff have obtained quotes for the replacement of the retaining walls at Village Hall Park. The walls are badly deteriorated and have become unsafe. The walls were originally installed in the late 1980's using concrete blocks. The new walls will be constructed with boulders to match the other retaining walls at City Hall. Boulders walls are far more durable, less expensive, and less prone to damage,

In addition, the timbers along the north side of the playground will be replaced due to rot and misalignment. The large arborvitae on the southeast side of the tennis court will be removed due to its root system becoming too large. The roots are causing upheaval to the path, upheaval of the asphalt on the tennis court, and dislodging of the retaining walls. This will also allow us to straighten out the path to provide better access to the playground and improve drainage. Three 6-foot Techny Arborvitae will be planted in its place. Upon completion of the project, public works will re-pave the path from the parking lot to the playground.

Three bids were obtained for this project. Bids were received from Excel Lawn and Landscape, Dvorak Lawn and Landscape, and Superior Lawn and Landscape. Excel Lawn and Landscape submitted the lowest bid at $19,950.00. This comes under the budget of $20,000.00 set in the park's capital improvement fund.

Staff recommend approval to Excel Lawn and Landscape in the amount of $19,950.00 to replace the retaining walls at Village Hall Park.

Sincerely,

Jeff Kask
Public Works Supervisor
City of Deephaven

ESTIMATE

Excel Lawn & Landscape
3615 Elmwood Pl
Minnetonka, MN 553451213

joeylynch21@gmail.com
+1 (952) 393-9034

EXCEL
Lawn & Landscape

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

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

Estimate details
Estimate no.: 1382
Estimate date: 05/26/2026
Expiration date: 06/02/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.			Tennis Court Walkway/Walls			
2.		**Tearout/Removal**	Tear out/Removal: Removal of existing asphalt walkway leading from parking lot to backside of tennis court.	1	$1,750.00	$1,750.00
3.		**Boulder Retaining Wall**	Boulder Retaining Wall: up to 300 sq ft of boulder wall installed in place of the failing block wall. Includes removal of existing wall.	1	$15,000.00	$15,000.00
4.		**Base Material**	Class 5: Install of new class 5 base material to prep for new asphalt on 140'x4' walkway. ***Asphalt to be installed by the city.	1	$1,700.00	$1,700.00
5.		**Planting**	Planting: (3) #20 Techny Arborvitae delivered/installed. ***There is no warranty provided for these shrubs.	3	$500.00	$1,500.00

Total **$19,950.00**

Expiry date 06/02/2026

Accepted date

Accepted by

DVORAK Lawn Care
MINNETONKA, MN
Making Your Neighbors Green With Envy

City of Deephaven
Jeff Kask
20225 Cottagewood Road
Deephaven, MN 55331

Deephaven City Tennis Court Walkway and retaining wall replacement

▪ Remove asphalt:	***$3,000***
▪ Repair of timbers on edge of playground	***$1,500***
▪ Install new class 5 for proposed new asphalt	***$2,500***
▪ Install new boulder walls on either side of walkway Approx. 300 sq ft	***$16,500***
▪ Install 3 new Techny arborvitae 6'	***$2,400***
▪ Install new mulch around shrubs	***$500***
	Total: $26,400

***We ask for a 50% down payment prior to start of project, remaining 50% due upon completion of project.

SUPERIOR LAWN AND LANDSCAPE
PO BOX 207
ST. BONIFACIUS, MN 55375
+19524421215

ADDRESS
CITY OF DEEPHAVEN 20225 COTTAGEWOOD RD EXCELSIOR, MN 55331

ESTIMATE #	DATE	
31578	05/22/2026	

DATE	ACTIVITY	QTY	RATE	AMOUNT
	CITY HALL WALKWAY PROJECT:	1	0.00	0.00
	APPROX. 675 SQ. FT. OF OLD ASPHALT REMOVAL/ DISPOSAL	1	2,340.00	2,340.00
	APPROX. 675 SQ. FT. COMPACTED BASE, 3/4 MINUS INSTALLED TO PREP FOR NEW WALKWAY	1	1,475.00	1,475.00
	REMOVAL/ DISPOSAL OF EXISTING RETAINING WALLS AND TIMBERS PER MEETING, INCLUDES TREE ROOT REMOVAL ALSO	1	1,100.00	1,100.00
	APPROX. 30 L. FT. OF TIMBER EDGING INSTALLED ALONG FRONT SIDE OF PLAYGROUND ACCESS	1	675.00	675.00
	APPROX. 250 SQ. FT. BOULDER RETAINING WALL INSTALLED ALONG PATHWAY, BOTH SIDES PER MEETING, INSTALELD WITH 3/4 ROCK BACKFILL AND STRUCTURAL FABRIC	1	15,562.00	15,562.00
	PERFORATED DRAINTILE INSTALLED BEHIND LARGER WALL	1	325.00	325.00
	5) #15 CONTAINER NORTH POLE ARBORVITAE INSTALLED ALONG TOP OF NEW WALL PER MEETING	4	435.00	1,740.00
	SOIL AMMENDMENTS AT TIME OF PLANTING, MULCH INSTALLED TO FINISH	1	365.00	365.00
	CITY WILL CUT AND REMOVE OLD TREES PRIOR TO CONSTRUCTION	1	0.00	0.00
	EQUIPMENT/ ACCESS FEE	1	460.00	460.00
	APPLICABLE SURCHARGE/ INSURANCES	1	1,688.00	1,688.00

NOTE
*All plant prices, sizes, and varieties contingent upon availability.
*Seed/sod/irrigation repair not included in estimate unless noted as line item.
*No Warranty on sod or seed, success or failure is dependent on care, maintenance and weather conditions after installation.
*Payment with cash/check, we require up to 1/2 down upon signing, balance due upon completion.
*4% Service fee on credit card transactions over $3,000 upon signing.

SUBTOTAL	25,730.00
TAX	0.00
TOTAL	**$25,730.00**

Accepted By

Accepted Date



Deephaven Public Works

20225 Cottagewood Rd, Deephaven MN 55331.

5/21/2026

Dear Honorable Mayor and Councilmembers

On December 1st, 2025, Jeremy Pickus was hired to the Public Works Department. On June 1st, 2026, he will have completed his 6-month probationary period. During Jeremy's time here he has shown great ability in the Department. Jeremy works well with others, has a broad skill set, and has adapted well to working in a new City. He has shown perfect attendance and a positive attitude. He approaches new projects and challenges with ease. He is indeed a great asset to The City of Deephaven.

Staff recommend ending Jeremys probationary status making him an official full time Deephaven Public Works Employee.

Sincerely,

Jeff Kask
Public Works Supervisor
City of Deephaven

DEEPHAVEN CITY COUNCIL MEETING MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, June 1st, 2026
Consent Agenda:
Special Event; United Healthcare Children's Foundation- Bike ride

Dear Mayor Carlson & Councilmembers,

The City has received a special event application from the United Healthcare Children's Foundation (UHCCF) requesting approval for their annual fundraising bike ride on July 18, 2026. The contact person for the event is Mary Cich.

The event includes three separate bike ride routes identified as the Century, Metric Century, and Easy Rider routes, which will utilize Deephaven roads as part of the overall course. Route marking is scheduled to take place July 16 and 17, with all route signage being removed immediately following the event.

The applicant anticipates approximately 120-130 participants and 3-5 staff members. No spectators are anticipated. The application states that no special considerations, food service, or alcohol are proposed as part of the event.

Staff has coordinated with the Police Department and Public Works Department regarding the request. Both departments indicated they do not have concerns with the event as proposed, provided all route signage is properly removed following the event.

Staff is recommending approval of the special event permit request.

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

Thanks,

Kimberly Lenarz-Greenwaldt
City Clerk
Deephaven, MN

SPECIAL EVENT PERMIT APPLICATION

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

Filing Fee
$50.00

Name of Sponsoring Entity: United Healthcare Children's Foundation (UHCCF)

Contact Person: Applicant: Mary Cich Phone Number: 612-807-5267

Address: Attn: MN017-W4009700 Health Care Lane, Mtka 5534 Email: mcich@andersonraces.com

Date and Time of the Special Event: July 18,

Describe and List all Activities at the Special Event:

We have three separate rides will be using Deephaven roads. Century, Metric Century, Easy Rider

Route marking will take place July 16 & 17

Route signs will be removed immediately following the ride.

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

Estimated number of: Staff 3-5 Participants 120-130 Spectators 0

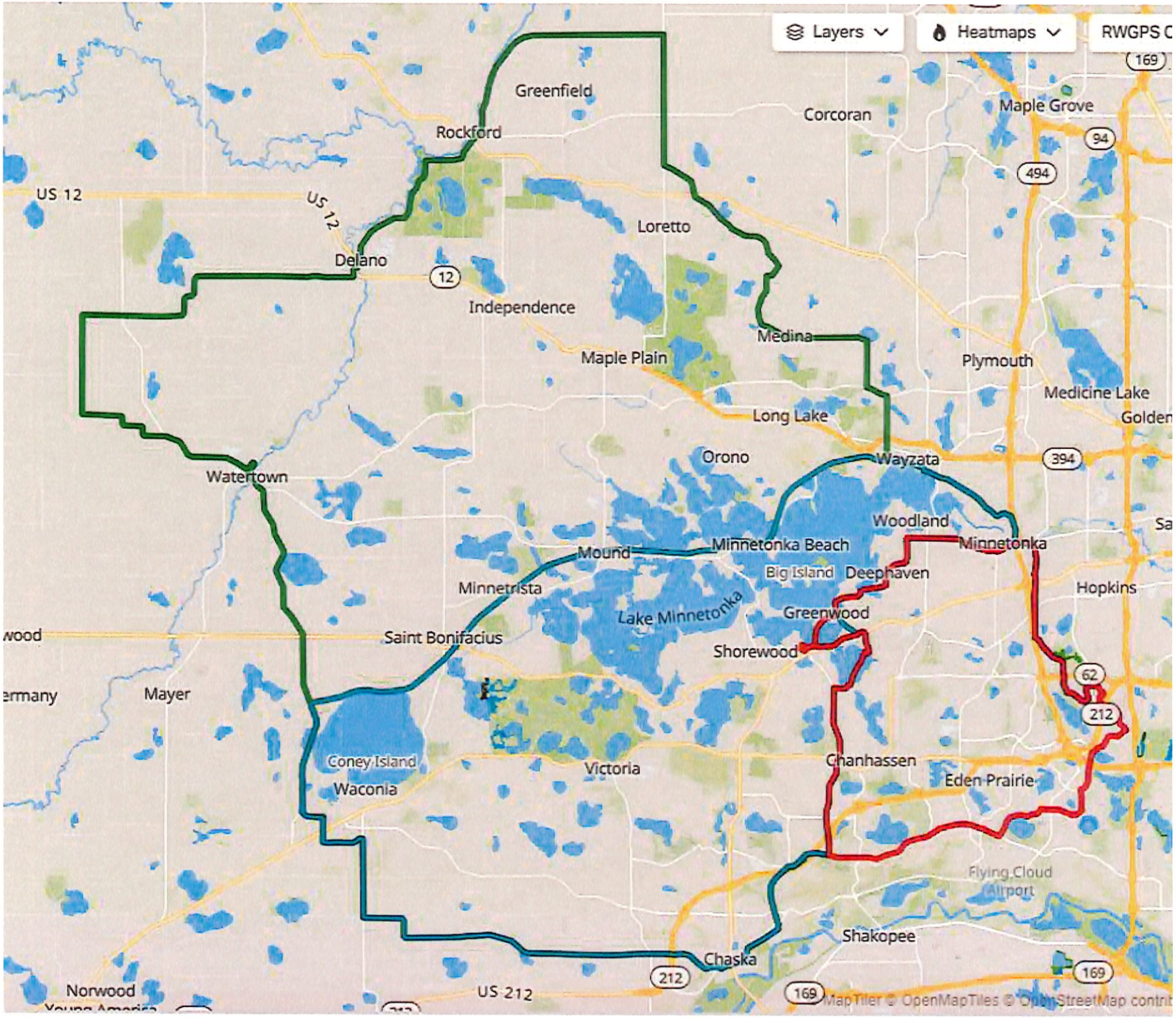
List All Special Considerations: Parking, Security Plans, Fire & Emergency Medical Services, Safety Provisions, Traffic Control, Pedestrian Access, Garbage Collection, Water Service, Electric Service, Public Restrooms: (Please list on separate sheet, if necessary)

None needed

Please list the admission fee, donation or other consideration to be charged or requested for admission to the special event, if applicable: This is a fundraising event. Riders pay entry fee/fundraise

Will food or alcohol be served or sold at the special event: NA

Applicant's Signature: Mary Cich Date: 05/13/2026


Layers
Heatmaps
RWGPS C
Greenfield
Rockford
Corcoran
Maple Grove
US 12
US 12
Loretto
Delano
12
Independence
Medina
Maple Plain
Plymouth
Medicine Lake
Long Lake
Golden
Orono
Wayzata
Watertown
Woodland
Minnetonka Beach
Minnetonka
Mound
Big Island
Deephaven
Minnetrista
Hopkins
Lake Minnetonka
Greenwood
Saint Bonifacius
Shorewood
Mayer
Coney Island
Victoria
Chanhassen
Waconia
Eden Prairie
Flying Cloud Airport
Shakopee
Chaska
Norwood
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DEEPHAVEN CITY COUNCIL MEETING MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, June 1st, 2026
Consent Agenda:
Special Event; Annual Firecracker Run

Dear Mayor Carlson & Councilmembers,

The City has received a special event application from the Excelsior-Lake Minnetonka Chamber of Commerce requesting approval for the annual Firecracker Run on July 4, 2026, from 6:00 AM to 11:00 AM. The contact person for the event is Mercury King.

This is an annual community event that has historically taken place in the area and includes a 1-mile, 5K, and 10K race. All races will begin at Excelsior Elementary, with portions of the race routes traveling through Deephaven. The 1-mile race begins at 7:30 AM, the 10K begins at 7:50 AM, and the 5K begins at 8:00 AM. All post-race activities will take place at Excelsior Commons.

The applicant anticipates approximately 2,200 participants and 3 staff members. Traffic control will be managed by the South Lake Minnetonka Police Department, and the Special Event Emergency Response Plan has been coordinated with the Excelsior Fire District and South Lake Minnetonka Police Department. Garbage collection will be managed by TVG Events, and portable restrooms will be provided by Biff's.

The application notes that pre-packaged food items will be distributed at the finish line, and the appropriate Hennepin County Health Department permits/licenses have been obtained.

Staff has coordinated with the Police Department and Public Works Department regarding the request. Both departments indicated they do not have concerns with the event as proposed, provided all traffic control and cleanup measures are completed following the event.

Staff is recommending approval of the special event permit request.

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

Thanks,

Kimberly Lenarz-Greenwaldt
City Clerk
Deephaven, MN

SPECIAL EVENT PERMIT APPLICATION

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

Filing Fee
$50.00

Name of Sponsoring Entity: Excelsior-Lake Minnetonka Chamber of Commerce

Contact Person: Mercury King Phone Number: 952-686-6046

Address: 2378 Wilshire Blvd, Suite 4, Mound, MN 55364 Email: mercury@elmcc.org

Date and Time of the Special Event: July 4, 2026 6AM-11AM

Describe and List all Activities at the Special Event: Firecracker Run: 1-mile, 5k, and 10k. All races start at Excelsior Elementary. 1-mile begins at 7:30AM, 10k at 7:50AM, and 5k at 8AM. The race routes travel through Deephaven but all post-race activities are held at Excelsior Commons.

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

Estimated number of: Staff 3 Participants 2,200 Spectators _____

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

Special Event Emergency Response Plan set with EFD & SLMPD. Traffic control managed by SLMPD. Garbage collection managed by TVG Events. Biff's delivering public restrooms.

Please list the admission fee, donation or other consideration to be charged or requested for admission to the special event, if applicable: FREE Community Admission

Will food or alcohol be served or sold at the special event: Pre-packaged items handed out at finish line. Hennepin County Health Department permit/license acquired.

Applicant's Signature: Mercury King Date: 5/8/26

DEEPHAVEN CITY COUNCIL WORKSHOP / COUNCIL MEETING MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

6:00 p.m., Monday, June 1, 2026
Workshop Agenda / Consent Agenda:
Excelsior Fire Department Joint Powers Amendment

The Excelsior Fire District Board met Wednesday, June 27th, 2026, and briefly reviewed the Deephaven proposed amendments to the Joint Powers Agreement for Fire Services between the cities of Deephaven, Excelsior, Tonka Bay, Shorewood and Greenwood. The Fire Board discussed the proposed amendments at a high level and with varying opinions, and ultimately concluded that each Board Member would engage in a high-level discussion with their respective Councils to gauge their city's position regarding the amendments and / or what other amendments they may want to propose to the JPA. A timeline was set for this review process, with the Fire Board anticipating an update or discussion to be held at the July Fire Board Meeting.

On a parallel timeline, Staff were asked to prepare a Resolution for review by the Council to be placed on the Consent Agenda that would formally initiate a Fire Board JPA Amendment review process that would require the Fire Board to issue a report within 90 days of the submission of the Resolution and proposal for Amendment. Member cities would then have 90 days after the Board issues the report in which to adopt City Council Resolutions based upon the findings in the report. Excelsior Fire District Joint Powers Agreement, Section 15.2. "Submittal/Consideration/Action Process."

The Resolution referenced in this process requires clearly identified proposed amendments to the JPA, along with the reasons supporting each proposed amendment. Attached for your consideration and review are the Memorandum and proposed Amendments to the JPA presented to the Fire Board at the June 27th meeting. Staff recommend discussing and refining these proposed amendments and outlining the specific reasons supporting each amendment. If the Council wishes to proceed, Staff can refine these amendments and provide the same for review and approval in Resolution form at the June 16, 2026, Council Meeting.

Additionally, or as an alternate approach, if some of the reasons or basis supporting the JPA Amendment process are better handled through the Dispute Resolution process as outlined in Section 9 of the JPA, the Council can discuss and review those as an additional or alternate approach to resolve our concerns.

All of these matters can be discussed at our Workshop on Monday night. Thank you, and as always, please send any questions, comments, concerns or requests for additional information you may have prior to the meeting.

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

Item 6A

STAFF REPORT
Pat Smith, Planning Director

Deephaven City Council
June 1, 2026

APPLICATION INFORMATION

APPLICANT: Matt and Sarah Pavek

PROPERTY OWNER(S): Matt and Sarah Pavek

LOCATION: 19160 Azure Road (please see attached Location Map)

ZONING: R-3, Residential

SYSNOPSIS: An addition and swimming pool are proposed that would increase the hardcover from 24.5% to 35%, exceeding the 25% hardcover limit (please see attached narrative)

PLANNING COMMISSION RECOMMENDATION: Recommended Approval

STAFF RECOMMENDATION: Approval

60/120-DAY REVIEW DEADLINE: July 7, 2026/September 5, 2026

BACKGROUND/REQUEST

The house was built in 1933 according to Hennepin County property records. The existing hardcover is 24.5%. The applicants are proposing to remove the existing detached garage, add a three-car garage, rear addition and a swimming pool. The resulting hardcover would increase from 24.5% to 35%.

The existing building coverage is 2,247 square feet. The proposed house is 3,528 square feet or 16.2% of the lot area. The maximum building coverage for a lot of this size in the R-3 zoning district is 4,258 square feet.

A 10’x14’ shed is located in the northeast corner of the site. The shed is setback 2.2 feet from the side property line. A shed over 120 square feet in area must be setback a minimum of 10 feet from the property line. Staff recommends the shed be brought into conformance with the zoning ordinance.

Zoning Analysis

The property is 21,720 square feet in area and zoned R-3, Single Family Residential. The table below compares the required, existing and proposed setbacks and hardcover.

	Permitted/ Required	Existing	Proposed
Front Yard Setback	35 feet	54.5 feet	54.5 feet
Side Yard Setback – west	15 feet	38 feet	16 feet (pool)
Side Yard Setback – east	10 feet	64.6 feet	18 feet
Rear Yard Setback	15 feet	42.6 feet	15.5 feet (pool)
Building Height (max.)	36 feet	24.5 feet	24 feet (addition)
Hardcover (max.)	25%	24.5%	**35%**
Building Coverage (max.)	4,258 SF	2,247 SF	3,528 SF (16.2%)

CONDITIONAL USE PERMIT

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

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

To mitigate the hardcover over the 25% maximum hardcover limit, the applicants are proposing an infiltration trench in the northwest corner of the site and a second infiltration trench in the southwest corner of the property. Both infiltration trenches have been placed to retain the maximum the amount of stormwater. The project exceeds the 25% hardcover limit by 2,173 square feet, which requires 181 cubic feet of stormwater mitigation. The two proposed infiltration trenches are sized to provide 236 cubic feet of stormwater mitigation (after applying the City's 25% reduction). The resulting effective hardcover is 21.96%.

The attached Drainage Map shows the existing and proposed drainage patterns. Currently all stormwater drains off the property, with the majority of the site draining towards to the backyard of the lot located at 19205 Rutledge Road. With the proposed

improvements, the amount of stormwater draining towards the property at 19205 Rutledge Road and the property at 19230 Azure Road (east of the subject site) will be reduced significantly. The City Engineer has reviewed and approved the grading and stormwater management plans (please see attached letter).

PUBLIC COMMENT

Staff sent a public notice to all property owners within 350 feet of the subject site prior to the Planning Commission meeting of May 19, 2026. Public comments are attached.

STAFF RECOMMENDATION

Staff recommends approval of a Conditional Use Permit to exceed the hardcover limit by 10% for a swimming pool and an addition to the house located at 19160 Azure Road, as it has been determined that the stormwater from the proposed addition will not negatively impact neighboring properties, subject to the following conditions:

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

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

3. The applicant shall comply with all requirements of City Engineer letter dated May 12, 2026.

4. Prior to issuance of a building permit, the non-conforming shed shall be brought into compliance with the zoning ordinance.

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

PLANNING COMMISSION ACTION TAKEN ON 5/19/26 (on a 6-0 vote)

Moved to accept the recommendation and findings of staff and recommend the City Council **approve** a conditional use permit to increase the hardcover to 35% for an addition to the house located at 19160 Azure Road, as presented.

CITY COUNCIL ACTION REQUESTED

Possible motions include:

1) I move the City Council accept the recommendation and findings of staff and the Planning Commission and **approve** a conditional use permit to increase the hardcover to 35% for an addition to the house located at 19160 Azure Road, as presented.

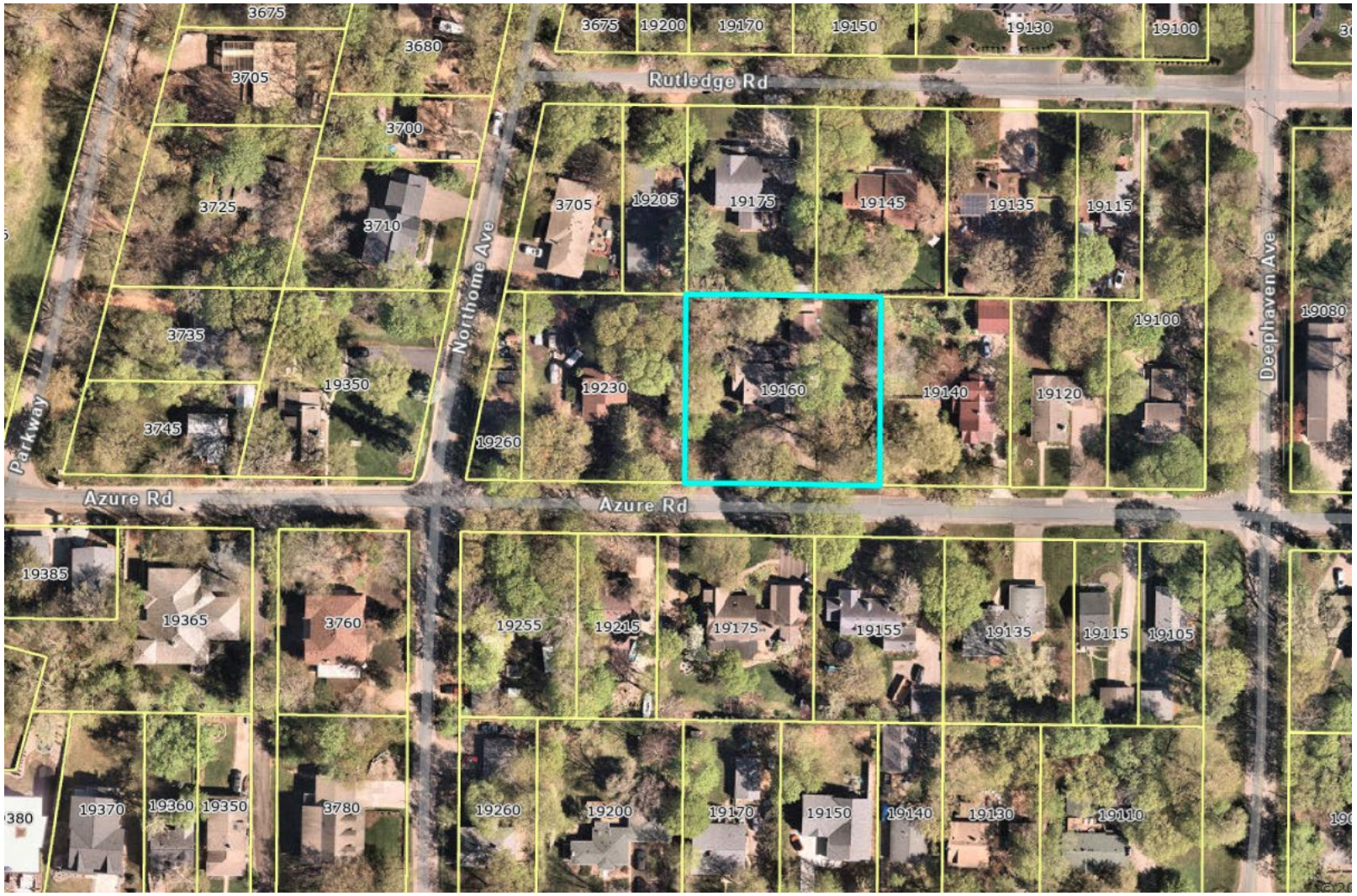
OR

2) I move the City Council **deny** the conditional use permit to increase the hardcover to 35% for an addition to the house located at 19160 Azure Road. The motion is based on the following findings: _____.

Attachments:

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

LOCATION MAP
19160 Azure Road



N

19160 Azure Rd. Deephaven, MN 55391

CUP Application 4/21/26 - Written Statement;

The subject property is a single-family home site with an existing home, detached garage, two sheds and bituminous driveway. The proposal is to remove the detached garage, one of the sheds, the attached deck and the existing driveway and add a building addition, new patio and pool, new deck and new driveway. The proposal will increase the building coverage (house and sheds) from 2247 to 3800 and the paved surfaces (driveway, patios, pool) from 3079 to 4500.

Per city requirements, 25% maximum hardcover is allowed, but may be exceeded if:

1. Stormwater runoff does not negatively impact adjacent properties
2. Effective hardcover is mitigated below 25%
3. Proposed stormwater facilities shall retain 1" of runoff of that portion of hardcover that exceeds 25% (at 75% credit)
4. Property owner enters into a maintenance agreement per city requirements.
5. Additional requirement that the building footprint shall not exceed 15% of the lot area plus 1000 square feet.

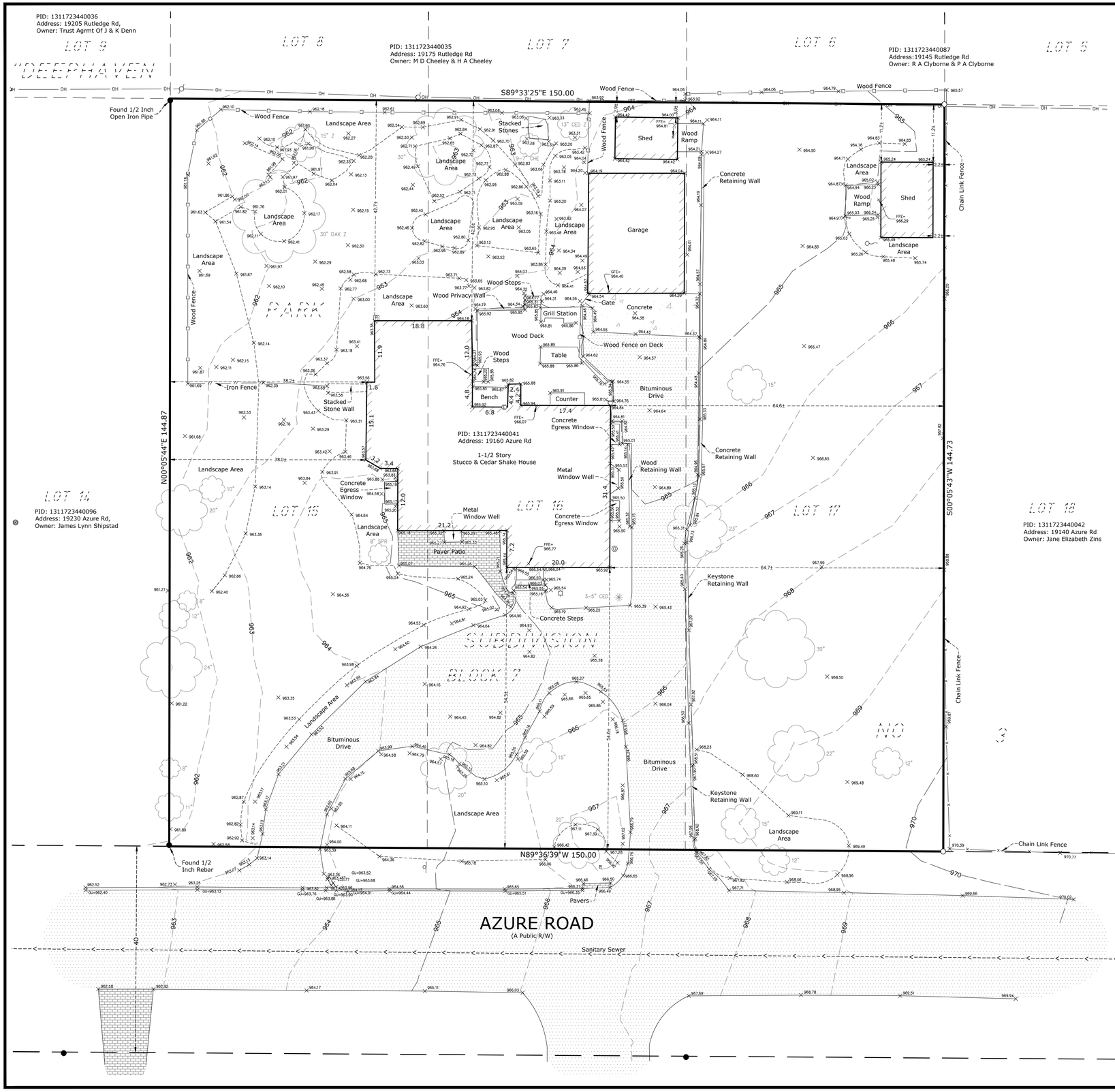
The proposal is meeting / exceeding these requirements as follows.

1. Per the stormwater calculations, the proposed runoff rates to adjacent private properties is reduced from the existing rates.
2. The project mitigates the hardcover through the construction of infiltration basins (rain gardens) and rerouting runoff to the public street to improve drainage conditions to adjacent private properties.
3. The project meets the required 1" of runoff volume retained for the site.
4. The property owner will enter into a maintenance agreement.
5. The proposed building coverage is less than the maximum allowed.
6. The use is or will be compatible with present and future land uses of the area as the proposed use is a single family home.
7. The use or structure housing the use will be compatible in appearance with the existing or intended character of the general vicinity and will not change the essential character of that area.
8. The use will not have an undue, adverse impact on the health, safety and welfare of occupants of surrounding lands.
9. Traffic generated by the proposed use is the same as the existing condition.









DESCRIPTION OF PROPERTY SURVEYED

Lots 15, 16, and 17, Block 7, "DEEPHAVEN PARK SUBDIVISION NO 3", Hennepin County, State of Minnesota.

(Per Trustee's Deed Doc. No. 6892052)

(Abstract Property)

GENERAL SURVEY NOTES

1. Bearings are based on the Hennepin County Coordinate System (1986 Adjustment).
2. Elevations are based on the NGVD 29 Datum. Site Benchmark is the top of the sanitary manhole rim lying in the center of Azure Road, approximately 60 feet southeasterly of the southeast corner of the subject property, as shown hereon. Elevation = 970.00.
3. We have shown the location of utilities to the best of our ability based on observed evidence together with evidence from the following sources: plans obtained from utility companies, plans provided by client, markings by utility companies and other appropriate sources. We have used this information to develop a view of the underground utilities for this site. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, the client is advised that excavation may be necessary. Also, please note that seasonal conditions may inhibit our ability to visibly observe all the utilities located on the subject property.
4. Site Address: 19160 Azure Road, Deephaven, Minnesota 55391.
5. This property is contained in Zone X (area determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map, Community Panel No. 27053C0317F, effective date of November 4, 2016.
6. The gross land area is 21,720 +/- square feet or 0.499 +/- acres.
7. The names of the adjoining owners of the platted lands, as shown hereon, are based on information obtained from the Hennepin County Interactive Property Map.
8. The fieldwork was completed on 03-03-2026.

N

10 5 0 5 10 20

SCALE IN FEET

Linetype & Symbol Legend

- E — ELECTRIC LINE
- E — ELECTRIC LINE (RECORD)
- F — FIBER/COMM. LINE
- F — FIBER/COMM. LINE (RECORD)
- G — GASMAIN
- G — GASMAIN (RECORD)
- OH — OVERHEAD UTILITIES
- SANITARY SEWER
- SANITARY SEWER (RECORD)
- STORM SEWER
- STORM SEWER (RECORD)
- T — TELEPHONE LINE
- T — TELEPHONE LINE (RECORD)
- W — WATERMAIN
- W — WATERMAIN (RECORD)
- CHAINLINK FENCE LINE
- WOODEN FENCE LINE
- IRON FENCE LINE
- GUARDRAIL
- ACCESS RESTRICTION
- CONCRETE SURFACE
- PAVER SURFACE
- BITUMINOUS SURFACE
- GRAVEL/LANDSCAPE SURFACE

- AIR CONDITIONER
- CABLE TV BOX
- ELECTRIC MANHOLE
- ELECTRIC TRANSFORMER
- ELECTRICAL METER
- FIBER/COMM. MANHOLE
- POWER POLE
- GUY WIRE
- GAS METER
- GAS MANHOLE
- GAS VALVE
- ROOF DRAIN
- SEWER CLEAN OUT
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- FLARED END SECTION
- TELEPHONE BOX
- TELEPHONE MANHOLE
- TRAFFIC SIGNAL
- HYDRANT
- FIRE CONNECTION
- POST INDICATOR VALVE
- WATER MANHOLE
- WATER VALVE
- WELL
- SATELLITE DISH

- UTILITY VAULT
- UTILITY MANHOLE
- ELECTRICAL OUTLET
- HAND HOLE
- BOLLARD
- FLAG POLE
- FUEL TANK
- HANDICAP SYMBOL
- LIGHT POLE
- MAIL BOX
- SIGN
- CONIFEROUS TREE
- DECIDUOUS TREE
- BUSH/SHRUB
- SB SOIL BORING
- FOUND IRON MONUMENT
- SET OR TO BE SET IRON MONUMENT
- CAST IRON MONUMENT

CivilSite GROUP
Civil Engineering • Surveying • Landscape Architecture
5000 Glenwood Avenue
Golden Valley, MN 55422
civilsitegroup.com 612-615-0060

19160 Azure Road

Deephaven, Hennepin County, Minnesota 55391

PROJECT

Matt Pavek

CLIENT

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA

RORY L. SYNSTELIEN

DATE 3-10-2026 LICENSE NO. 44565

QA/QC	
FIELD CREW	DM/SV
DRAWN BY	DD
REVIEWED BY	CJ
UPDATED BY	

VICINITY MAP



REVISION SUMMARY

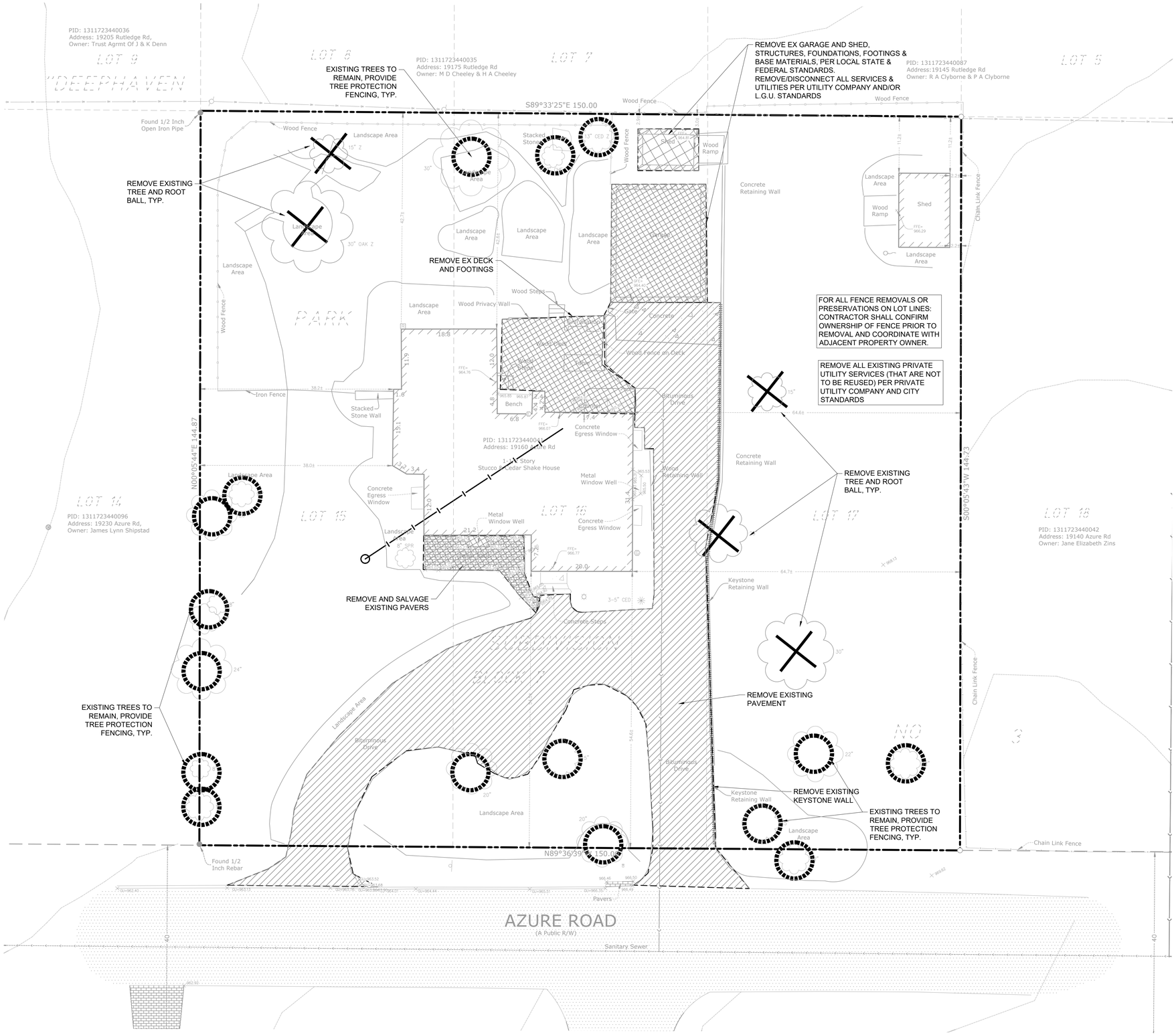
DATE	DESCRIPTION

PROJECT NO.: 26112.00

ALTA/NSPS LAND TITLE SURVEY

V1.0

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REMOVALS PLAN LEGEND:

- REMOVAL OF PAVEMENT AND ALL BASE MATERIAL, INCLUDING BIT., CONC., AND GRAVEL PVMTS.
- REMOVAL OF STRUCTURE INCLUDING ALL FOOTINGS AND FOUNDATIONS.
- CONSTRUCTION LIMITS
- PROPERTY LINE
- REMOVE RET WALL
- TREE PROTECTION
- TREE REMOVAL - INCLUDING ROOTS AND STUMPS

Know what's **below.** Call before you dig.

1" = 10'-0"
5'-0" 0 10'-0"

CivilSite GROUP
Civil Engineering * Surveying * Landscape Architecture
5000 Glenwood Avenue
Golden Valley, MN 55422
civilsitegroup.com 612-615-0060

PROJECT
PAVEK RESIDENCE
19160 AZURE RD, DEEPHAVEN MN 55391

OWNER
MATT AND SARAH PAVEK

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Matthew R. Pavek
DATE 05/07/2026 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
05/07/26	CUP SUBMITTAL

PROJECT MANAGER	FULL NAME
CONTACT NUMBER	612-615-0060 X XXX
DRAWN BY	
REVIEWED BY	
PROJECT NUMBER	

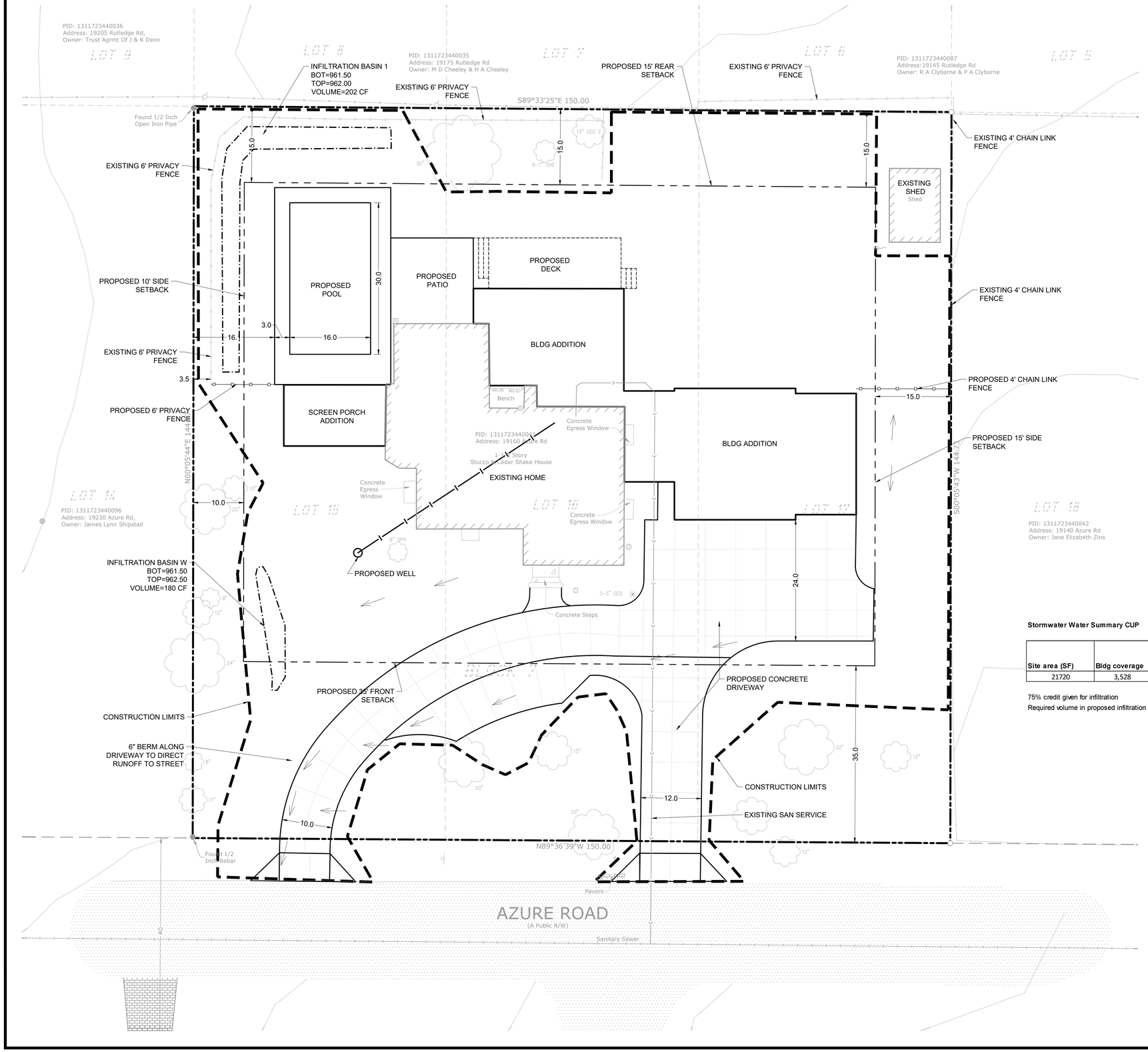
REVISION SUMMARY

DATE	DESCRIPTION

REMOVALS PLAN

C1.0

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SITE AREA CALCULATIONS	EXISTING CONDITION			PROPOSED CONDITION		
IMPERVIOUS SURFACES						
BUILDING COVERAGE	2,247 SF	10.3%		3,528 SF	16.2%	
PAVEMENT	3,079 SF	14.2%		4,075 SF	18.8%	
TOTAL	5,326 SF	24.5%	0.1 AC	7,603 SF	35.0%	0.2 AC
PERVIOUS SURFACES						
TOTAL	16,394 SF	75.5%	0.4 AC	14,117 SF	65.0%	0.3 AC
TOTAL SITE AREA	21,720 SF	100.0%	0.5 AC	21,720 SF	100.0%	0.5 AC
DIFFERENCE (EX. VS PROP.)	2,277 SF	10.5%				
DISTURBED AREA	16,125 SF		0.4 AC			

EROSION CONTROL QUANTITIES	
DISTURBED AREA	16,125 SF
SILT FENCE/BIO-ROLL	600 LF
EROSION CONTROL BLANKET	0 SF
INLET PROTECTION DEVICES	0 EA

NOTE IMPERVIOUS BUILDING COVERAGE EXCLUDES 120 SF OF EXISTING SHED

ZONING INFORMATION	
ZONING DISTRICT	R3 - RESIDENTIAL DISTRICT 3
DIMENSIONAL STANDARDS	
MINIMUM LOT AREA	20,000
MAXIMUM BUILDING HEIGHT	36 FT
MINIMUM FRONT YARD BUILDING SETBACK	35 FT
MINIMUM SIDE YARD BUILDING SETBACK	25' TOTAL WITH 10' MINIMUM
MINIMUM REAR YARD BUILDING SETBACK	15 FT
FENCE SETBACK	2/3 THE HEIGHT (6' FENCE = 4' SETBACK)
RETAINING WALL SETBACK	NO SETBACK UNDER 3.5 FT
RAIN GARDEN SETBACK	5' PER CITY ENGIENER
MAX BUILDING FOOTPRINT	15% OF LOT AREA + 1,000 SF
ALLOWABLE BUILDING FOOTPRINT = 21720*.15 + 1000	4,258
PROPOSED BUILDING FOOTPRINT	**3,528**

Stormwater Water Summary CUP

Site area (SF)	Bldg coverage	Pavement / pool coverage	Total hardcover	Hardcover %	area in excess of 25% (SF)	volume of 1" over excess area (CF)
21720	3,528	4,075	7603	35.00%	2173	181

75% credit given for infiltration

Required volume in proposed infiltration basins = (volume required / 0.75)

181	**CF REQURIED**
314	**CF PROVIDED**
236	**CF provided at 75% credit**

SITE PLAN LEGEND:

CONCRETE PAVEMENT (IF APPLICABLE) AS SPECIFIED (PAD OR WALK) SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & CONCRETE DEPTHS, WITHIN ROW SEE CITY DETAIL, WITHIN PRIVATE PROPERTY SEE CSG DETAIL.
HATCH PATTERN DENOTES MATERIAL TYPE ONLY, JOINT LOCATIONS AND LAYOUT TO BE CONSTRUCTED BY CONTRACTOR IN THE FIELD

PROPERTY LINE

CONSTRUCTION LIMITS

HEAVY DUTY BITUMINOUS PAVEMENT (IF APPLICABLE). SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH, SEE DETAIL.

Know what's **below.** **Call** before you dig.

1" = 10'-0"
5'-0" 0 10'-0"

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PAVEK RESIDENCE
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OWNER
MATT AND SARAH PAVEK

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Matthew R. Pavek
DATE 05/07/2026 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
05/07/26	CUP SUBMITTAL

PROJECT MANAGER	FULL NAME
CONTACT NUMBER	612-615-0060 X XXX
DRAWN BY	
REVIEWED BY	
PROJECT NUMBER	

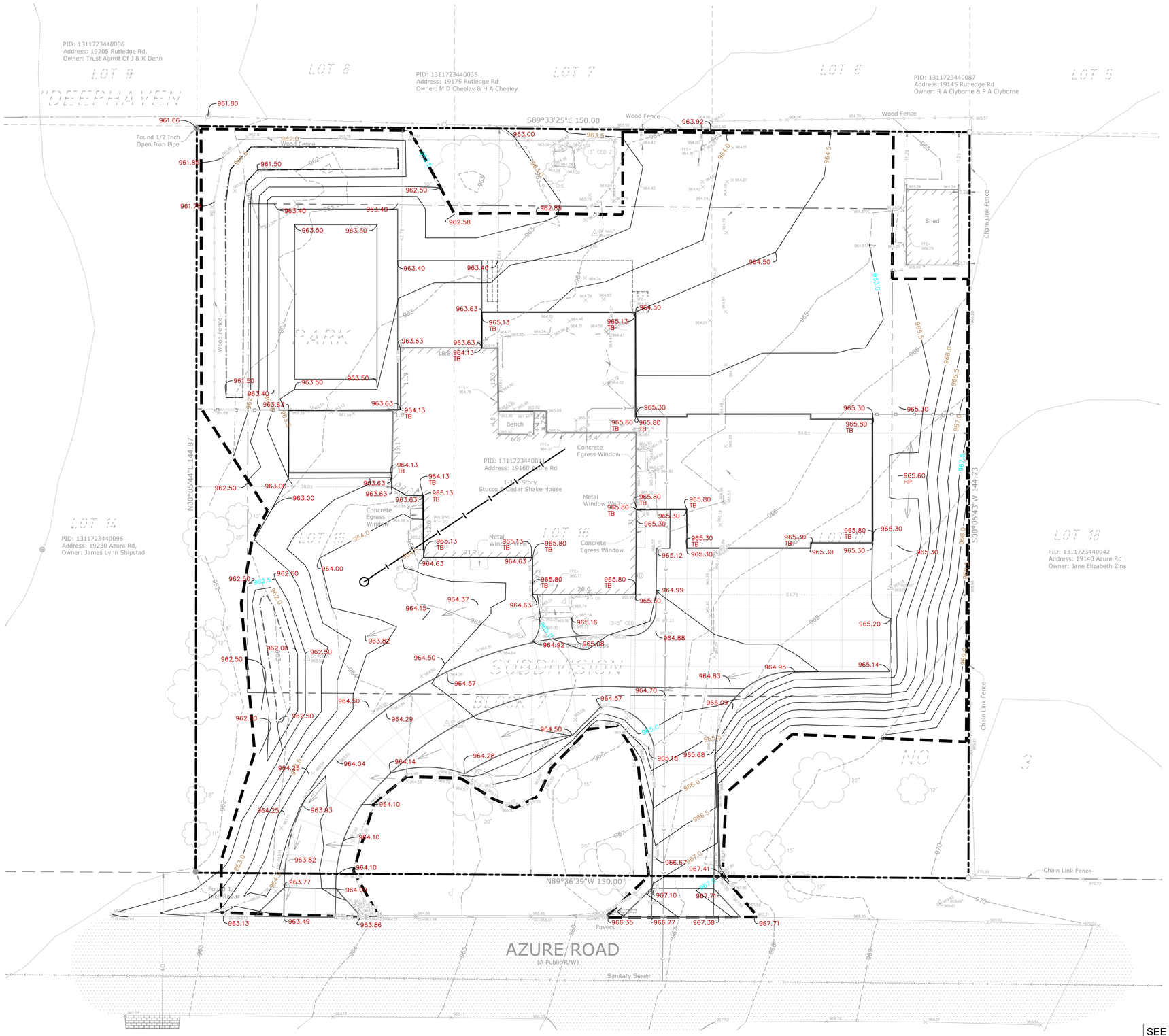
REVISION SUMMARY

DATE	DESCRIPTION

SITE PLAN

C2.0

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GRADING PLAN LEGEND:

1125	EX. 1' CONTOUR ELEVATION INTERVAL
1137	0.5' CONTOUR ELEVATION INTERVAL
41.26	SPOT GRADE ELEVATION (GUTTER/FLOW LINE UNLESS OTHERWISE NOTED)
891.00 G	SPOT GRADE ELEVATION GUTTER
891.00 TC	SPOT GRADE ELEVATION TOP OF CURB
891.00 BS/TS	SPOT GRADE ELEVATION BOTTOM OF STAIRS/TOP OF STAIRS
891.00 ME	SPOT GRADE ELEVATION MATCH EXISTING
GB	GRADE BREAK - HIGH POINTS
EOF=1135.52	EMERGENCY OVERFLOW
	CONSTRUCTION LIMITS

SEE SHEET C0.1 FOR GENERAL GRADING NOTES

Know what's **below.** **Call** before you dig.

1" = 20'-0"
10'-0" 0 20'-0"

CivilSite GROUP
Civil Engineering * Surveying * Landscape Architecture
5000 Glenwood Avenue
Golden Valley, MN 55422
civilsitegroup.com 612-615-0060

PROJECT
PAVEK RESIDENCE
19160 AZURE RD, DEEPHAVEN MN 55391

OWNER
MATT AND SARAH PAVEK

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Matthew R. Pavek
DATE 05/07/2026 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
05/07/26	CUP SUBMITTAL

PROJECT MANAGER	FULL NAME
CONTACT NUMBER	612-615-0060 X.XXX
DRAWN BY	
REVIEWED BY	
PROJECT NUMBER	

REVISION SUMMARY

DATE	DESCRIPTION

GRADING PLAN

C3.0

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PAVEK RESIDENCE

19160 AZURE ROAD, WAYZATA, MN 55391

ARCHITECTURE:

North Arrow Architecture
2855 Autumn Woods Drive
Chaska, MN 55318
Contact: Carl Olson, AIA
Cell: 612.850.2469



1 PROJECT LOCATION

SCALE: N.T.S.

GENERAL NOTES

1. THE GENERAL CONTRACTOR, ASSOCIATED SUBCONTRACTORS, AND ALL OF THEIR SUBORDINATES (REGARDLESS OF THE TRADE INVOLVED) SHALL FAMILIARIZE THEMSELVES WITH ALL INFORMATION LOCATED WITHIN THE COMPLETE CONSTRUCTION DOCUMENT SET.
2. CONTRACTOR TO VERIFY ALL DIMENSIONS AND CONDITIONS IN THE FIELD, NOTIFY OWNER/ARCHITECT OF ALL DISCREPANCIES, AND COORDINATE W/ ARCHITECT FOR CLARIFICATION ON ANY DETAILS OR CONDITIONS NOT UNDERSTOOD.
3. DO NOT SCALE DRAWINGS FOR BUILDING PURPOSES. USE PLAN INFORMATION, DIMENSIONS, DETAILS, SHOP DRAWINGS & FIELD VERIFICATION.
4. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL LOCAL, STATE, & NATIONAL BUILDING CODES, ORDINANCES AND ACCESSIBILITY CODE.
5. THE CONTRACTOR SHALL AT ALL TIMES KEEP THE PREMISES FREE FROM WASTE MATERIAL AND RUBBISH CAUSED BY THE WORK. EACH CONTRACTOR/ SUBCONTRACTOR SHALL LEAVE SPACE CLEAN FOR NEXT TRADE. THE CONTRACTOR SHALL WASH CLEAN ALL SURFACES & LEAVE THE JOB SITE IN A CLEAN CONDITION.
6. ALL MECHANICAL, ELECTRICAL, PLUMBING, FIREPROTECTION AND AV WORK IS DESIGN-BUILD. COORDINATION WITH THE ARCHITECTURAL DRAWINGS WILL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
7. GLAZING TO BE TEMPERED AS REQUIRED BY CODE AND AS NOTED.
8. EXISTING CONSTRUCTION THAT HAS BEEN DAMAGED AS A RESULT OF THE WORK SHALL BE REPAIRED TO AN EXTENT AND AS REQUIRED TO MATCH ADJACENT.
9. GENERAL CONTRACTOR SHALL PROVIDE ALL BLOCKING/STRAPPING AS REQUIRED FOR ANCHORING WALL AND CEILING MOUNTED ITEMS INCLUDING, BUT NOT LIMITED TO, MILLWORK, CASEWORK, SHELVING, EQUIPMENT, SYSTEMS, FURNITURE, ETC. ALL BLOCKING SHALL BE ANCHORED SECURELY TO WALL OR FLOOR/CEILING CONSTRUCTION AS REQUIRED.
10. PROVIDE TEMPORARY CONSTRUCTION PARTITIONS AS REQUIRED TO PROTECT THE PUBLIC, MAINTAIN EGRESS AND LIMIT DISTURBANCES FROM NOISE, SMELLS, AND DIRT.
11. ALL NEW AND EXISTING GYPSUM BOARD SURFACES WITHIN THE CONSTRUCTION LIMITS TO RECEIVE PAINT UNLESS NOTED OTHERWISE.
12. THE REMOVAL OF HAZARDOUS MATERIALS IS OUTSIDE THE SCOPE OF THIS WORK. THE GC TO CONFIRM AND COORDINATE WITH OWNER'S ABATEMENT CONTRACTOR (IF REQUIRED) PROVIDING ANY ABATEMENT SERVICES PRIOR TO THIS WORK. IF ADDITIONAL HAZARDOUS MATERIALS ARE DISCOVERED DURING DEMOLITION OR CONSTRUCTION WITHIN THIS SCOPE OF WORK, STOP WORK AND NOTIFY ARCHITECT AND OWNER IMMEDIATELY; HAZARDOUS MATERIALS INCLUDE, BUT ARE NOT LIMITED TO: REGULATED ASBESTOS CONTAINING MATERIALS, LEAD, PCB'S, AND MERCURY.
13. PROVIDE FIRE/SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS AT ALL LOCATIONS AS REQUIRED BY CODE. VERIFY LOCATION IN FIELD W/ ARCHITECT PRIOR TO WIRING/ INSTALLATION.
14. SEE THE ROOM FINISH SCHEDULE FOR ADDITIONAL NOTES AND INFORMATION.
15. CONTRACTOR IS TO COORDINATE ALL WORK BETWEEN TRADES TO ENSURE THAT ONE TRADE'S WORK DOES NOT PREVENT ANOTHER TRADE FROM COMPLETING THEIR WORK IN ACCORDANCE WITH THESE DOCUMENTS. ANY CORRECTIONS THAT NEED TO BE MADE ARE THE SOLE RESPONSIBILITY OF THE GENERAL CONTRACTOR
16. MECHANICAL SUBCONTRACTOR IS TO PROVIDE ARCHITECT WITH A FULL DUCT LAYOUT, INCLUDING SIZES OF DUCTS, AND DIMENSIONS OF REGISTERS PRIOR TO ANY FABRICATION OR INSTALLATION.
17. MECHANICAL SUBCONTRACTOR TO CALCULATE ALL BATH FAN CFM & PROVIDE MAKE-UP AIR AS REQUIRED BY CODE FOR ALL APPLIANCES, FANS, EQUIPMENT & FIREPLACES.
18. CONTRACTOR-PROPOSED PRODUCT SUBSTITUTIONS MUST BE OF EQUAL OR GREATER QUALITY AND APPEARANCE TO THE SPECIFIED PRODUCT, AND MUST BE APPROVED BY THE OWNER AND ARCHITECT PRIOR TO PURCHASE OF PRODUCT.
19. DRAFT STOPS PER CODE.
20. CONTRACTOR TO COORDINATE ALL PRODUCTS AND FIXTURES PURCHASED BY OWNERS.
21. ALL SPRAYFOAM (SPF) INSULATION TO BE MEDIUM-DENSITY CLOSED CELL.
22. GENERAL CONTRACTOR TO FOLLOW EROSION CONTROL MEASURES:
    - 22.1. INSTALL PERIMETER EROSION CONTROL AT THE LOCATIONS SHOWN ON THE PLANS PRIOR TO THE COMMENCEMENT OF ANY LAND DISTURBANCE OR CONSTRUCTION ACTIVITIES.
    - 22.2. BEFORE BEGINNING CONSTRUCTION, INSTALL A TEMPORARY ROCK CONSTRUCTION ENTRANCE AT EACH POINT WHERE VEHICLES EXIT THE CONSTRUCTION SITE. USE 2 INCH OR GREATER DIAMETER ROCK IN A LAYER AT LEAST 6 INCHES THICK ACROSS THE ENTIRE WIDTH OF THE ENTRANCE. EXTEND THE ROCK ENTRANCE AT LEAST 50 FEET INTO THE CONSTRUCTION ZONE USING A GEO-TEXTILE FABRIC BENEATH THE AGGREGATE TO PREVENT MIGRATION OF SOIL INTO THE ROCK FROM BELOW.
    - 22.3. REMOVE ALL SOILS AND SEDIMENTS TRACKED OR OTHERWISE DEPOSITED ONTO PUBLIC AND PRIVATE PAVEMENT AREAS. REMOVAL SHALL BE ON A DAILY BASIS WHEN TRACKING OCCURS AND MAYBE ORDERED BY THE CITY OF MINNETONKA BEACH INSPECTORS AT ANY TIME IF CONDITIONS WARRANT. SWEEPING SHALL BE MAINTAINED THROUGHOUT THE DURATION OF THE CONSTRUCTION AND DONE IN A MANNER TO PREVENT DUST BEING BLOWN TO ADJACENT PROPERTIES.
    - 22.4. INSTALL INLET PROTECTION AT ALL PUBLIC AND PRIVATE CATCH BASIN INLETS, WHICH RECEIVE RUNOFF FROM THE DISTURBED AREAS. CONTRACTOR SHALL CLEAN, REMOVE SEDIMENT OR REPLACE STORM DRAIN INLET PROTECTION DEVICES ON A ROUTINE BASIS SUCH THAT THE DEVICES ARE FULLY FUNCTIONAL FOR THE NEXT RAIN EVENT.
    - 22.5. SEDIMENT DEPOSITED IN AND/OR PLUGGING DRAINAGE SYSTEMS IS THE RESPONSIBILITY OF THE CONTRACTOR. HAY BALES OR FILTER FABRIC WRAPPED GRATES ARE NOT ALLOWED FOR INLET PROTECTION.
    - 22.6. LOCATE SOIL OR DIRT STOCKPILES NO LESS THAN 25 FEET FROM ANY PUBLIC OR PRIVATE ROADWAY OR DRAINAGE CHANNEL. IF REMAINING FOR MORE THAN SEVEN DAYS, STABILIZE THE STOCKPILES BY MULCHING, VEGETATIVE COVER, TARPS, OR OTHER MEANS. CONTROL EROSION FROM ALL STOCKPILES BY PLACING SILT BARRIERS AROUND THE PILES. TEMPORARY STOCKPILES LOCATED ON PAVED SURFACES MUST BE NO LESS THAN TWO FEET FROM THE DRAINAGE/GUTTER LINE AND SHALL BE COVERED IF LEFT MORE THAN 24 HOURS.
    - 22.7. MAINTAIN ALL TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES IN PLACE UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED. INSPECT TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES ON A DAILY BASIS AND REPLACE DETERIORATED, DAMAGED, OR ROTTED EROSION CONTROL DEVICES IMMEDIATELY.
    - 22.8. TEMPORARILY OR PERMANENTLY STABILIZE ALL CONSTRUCTION AREAS WHICH HAVE UNDERGONE FINAL GRADING, AND ALL AREAS IN WHICH GRADING OR SITE BUILDING CONSTRUCTION OPERATIONS ARE NOT ACTIVELY UNDERWAY AGAINST EROSION DUE TO RAIN, WIND AND RUNNING WATER WITHIN 7-14 DAYS. USE SEED AND MULCH, EROSION CONTROL MATTING, AND/ OR SODDING AND STAKING IN GREEN SPACE AREAS. REMOVE ALL TEMPORARY SYNTHETIC, STRUCTURAL, NON-BIODEGRADABLE EROSION AND SEDIMENT CONTROL DEVICES AFTER THE SITE HAS UNDERGONE FINAL STABILIZATION WITH PERMANENT VEGETATION ESTABLISHMENT. FINAL STABILIZATION FOR PURPOSES OF THIS REMOVAL IS 70% ESTABLISHED COVER OVER DENUDED AREA.
    - 22.9. READY MIXED CONCRETE AND CONCRETE BATCH/MIX PLANTS ARE PROHIBITED WITHIN THE PUBLIC RIGHT OF WAY. ALL CONCRETE RELATED PRODUCTION, CLEANING AND MIXING ACTIVITIES SHALL BE DONE IN THE DESIGNATED CONCRETE MIXING/WASHOUT LOCATIONS AS SHOWN IN THE EROSION CONTROL PLAN. UNDER NO CIRCUMSTANCE MAY WASHOUT WATER DRAIN ONTO THE PUBLIC RIGHT OF WAY OR INTO ANY PUBLIC OR PRIVATE STORM DRAIN CONVEYANCE.
    - 22.10. CHANGES TO APPROVED EROSION CONTROL PLAN MUST BE APPROVED BY THE EROSION CONTROL INSPECTOR PRIOR TO IMPLEMENTATION. CONTRACTOR TO PROVIDE INSTALLATION AND DETAILS FOR ALL PROPOSED ALTERNATE TYPE DEVICES.
    - 22.11. IF DEWATERING OR PUMPING OF WATER IS NECESSARY, THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ANY NECESSARY PERMITS AND/OR APPROVALS PRIOR TO DISCHARGE OF ANY WATER FROM THE SITE. IF THE DISCHARGE FROM THE DEWATERING OR PUMPING PROCESS IS TURBID OR CONTAINS SEDIMENT LADEN WATER, IT MUST BE TREATED THROUGH THE USE OF SEDIMENT TRAPS, VEGETATIVE FILTER STRIPS, OR OTHER SEDIMENT REDUCING MEASURES SUCH THAT THE DISCHARGE IS NOT VISIBLY DIFFERENT FROM THE RECEIVING WATER. ADDITIONAL EROSION CONTROL MEASURES MAY BE REQUIRED AT THE DISCHARGE POINT TO PREVENT SCOUR EROSION. THE CONTRACTOR SHALL PROVIDE A DEWATERING/PUMPING PLAN TO THE EROSION CONTROL INSPECTOR PRIOR TO INITIATING DEWATERING ACTIVITIES.

ABBREVIATIONS

ASL	ABOVE SEA LEVEL
BM	BEAM
B.O.	BOTTOM OF
BRNG	BEARING
C/L	CENTERLINE
CJ	CONTROL JOINT
CLG	CEILING
CONC	CONCRETE
DIMS	DIMENSIONS
EA	EACH
EQ	EQUAL
F.O.	FACE OF
FLR	FLOOR
FNDTN	FOUNDATION
FoFIN	FACE OF FINISH
FoFRM	FACE OF FRAMING
FoSHTNG	FACE OF SHEATHING
FTNG	FOOTING
G.C., GC	GENERAL CONTRACTOR
G/L, GL	GRIDLINE
HT	HEIGHT
I.R.	INSIDE FACE
INSUL	INSULATION
L.L.	LOWER LEVEL
L.R.	LIVING ROOM
M.L.	MAIN LEVEL
MAX	MAXIMUM
MIN	MINIMUM
O.C.	ON CENTER
P/L	PLATE
PRTL HT	PARTIAL HEIGHT WALL
PTD	PAINTED
QTY	QUANTITY
SHTNG	SHEATHING
SIM	SIMILAR DETAIL
SPF	SPRAY FOAM INSULATION
STL	STEEL
SS	STAINLESS STEEL
T&G	TONGUE AND GROOVE
T.O.	TOP OF
TYP	TYPICAL DETAIL
U.N.O.	UNLESS NOTED OTHERWISE
U.L.	UPPER LEVEL
VIF	VERIFY IN FIELD
WD	WOOD

SHEET INDEX

T-001	TITLE SHEET / PROJECT SCOPE
A-100	LOWER LEVEL PLAN- PROPOSED
A-101	MAIN LEVEL PLAN- PROPOSED
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A-200-201	EXTERIOR ELEVATIONS- PROPOSED
AB-100	LOWER LEVEL PLAN- EXISTING
AB-101	MAIN LEVEL PLAN- EXISTING
AB-102	UPPER LEVEL PLAN- EXISTING
AB-200	EXTERIOR ELEVATIONS- EXISTING

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NORTH ARROW ARCHITECTURE

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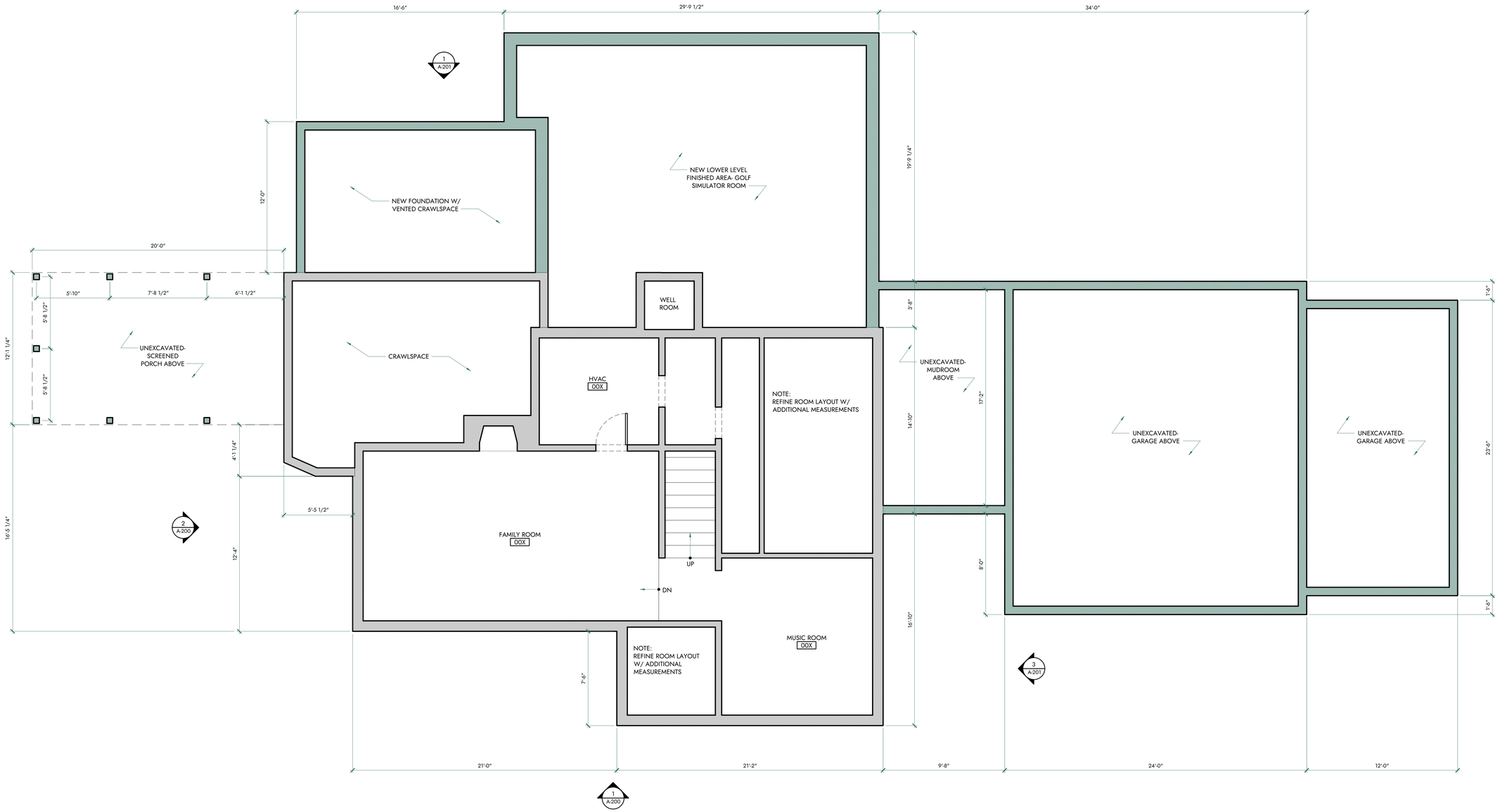
PAVEK RESIDENCE
19160 AZURE ROAD
WAYZATA, MN 55391

DESCRIPTION	DATE
REVIEW	4/15/2026

TITLESHEET
PROJECT INFORMATION
AND REQUIREMENTS

T-001

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EXISTING WALL

NEW WALL

1 LOWER LEVEL FLOOR PLAN- PROPOSED

SCALE: 1/4" = 1'-0"

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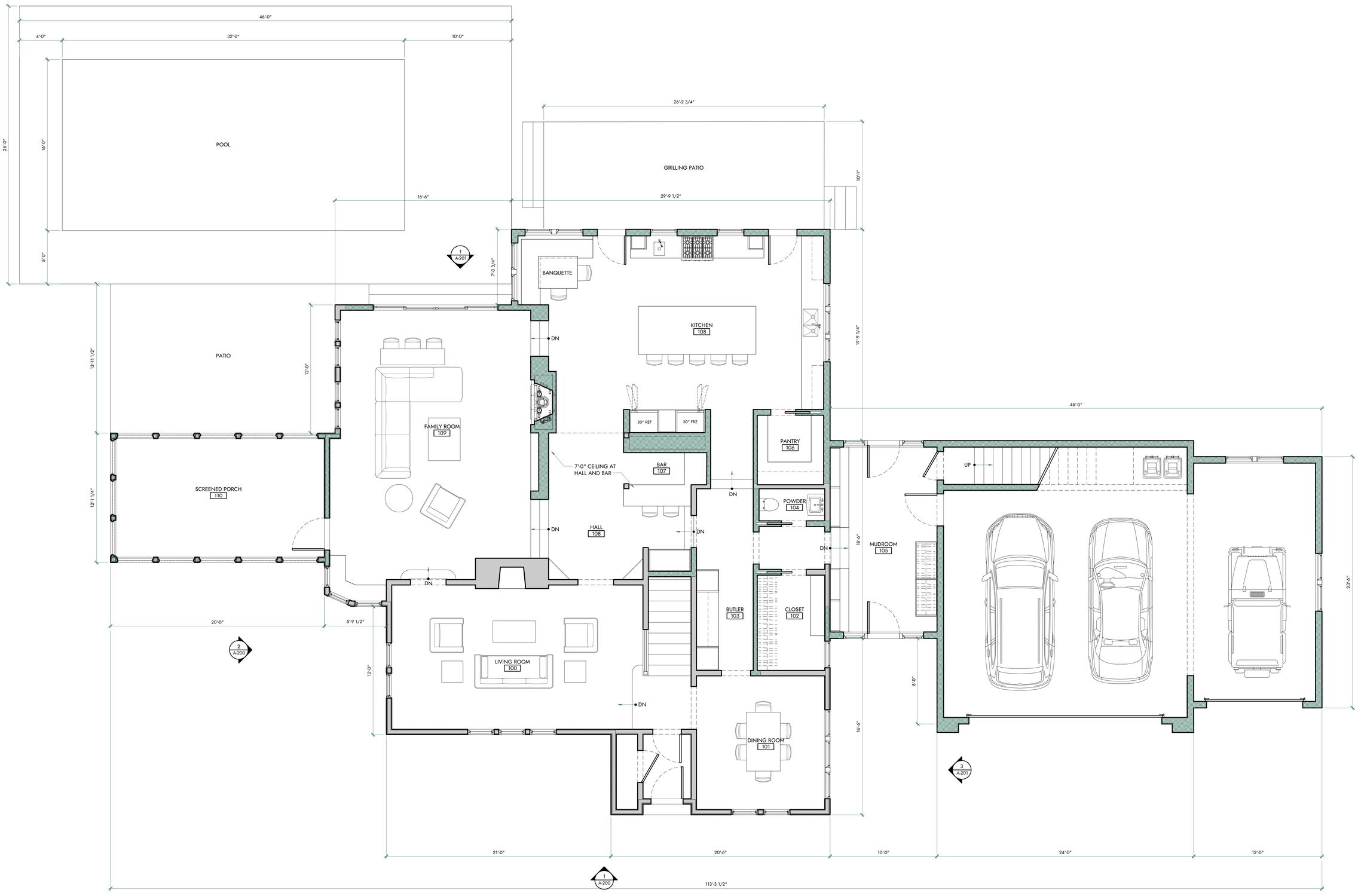
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MAIN LEVEL PLAN
PROPOSED

A-100

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1 MAIN LEVEL FLOOR PLAN- PROPOSED

SCALE: 1/4" = 1'-0"

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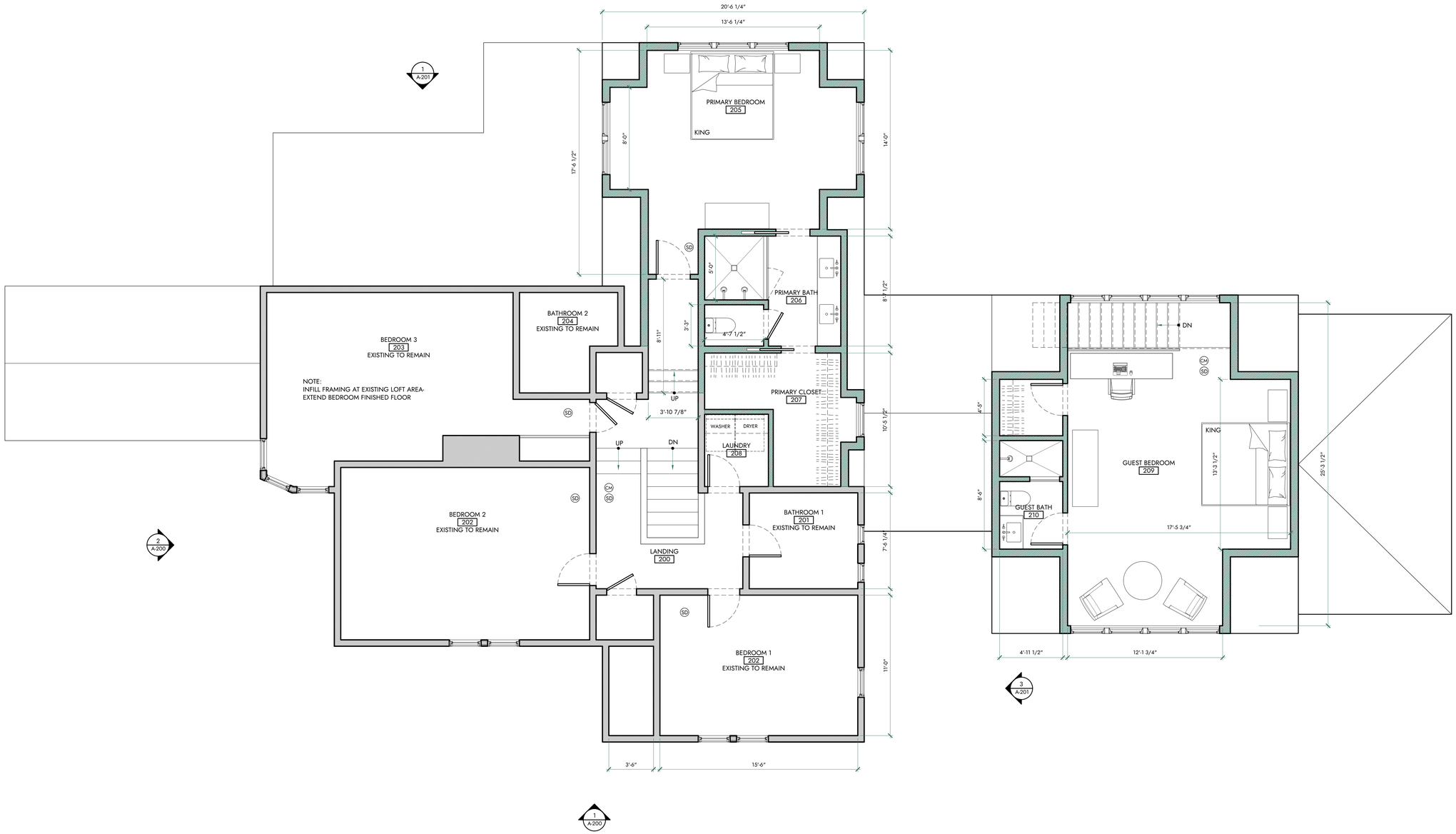
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MAIN LEVEL PLAN
PROPOSED

A-101

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1 UPPER LEVEL FLOOR PLAN- PROPOSED

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UPPER LEVEL PLAN
PROPOSED

A-102

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1 SOUTH ELEVATION- PROPOSED

SCALE: 1/4" = 1'-0"



2 WEST ELEVATION- PROPOSED

SCALE: 1/4" = 1'-0"

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EXTERIOR ELEVATIONS- EXISTING

A-200

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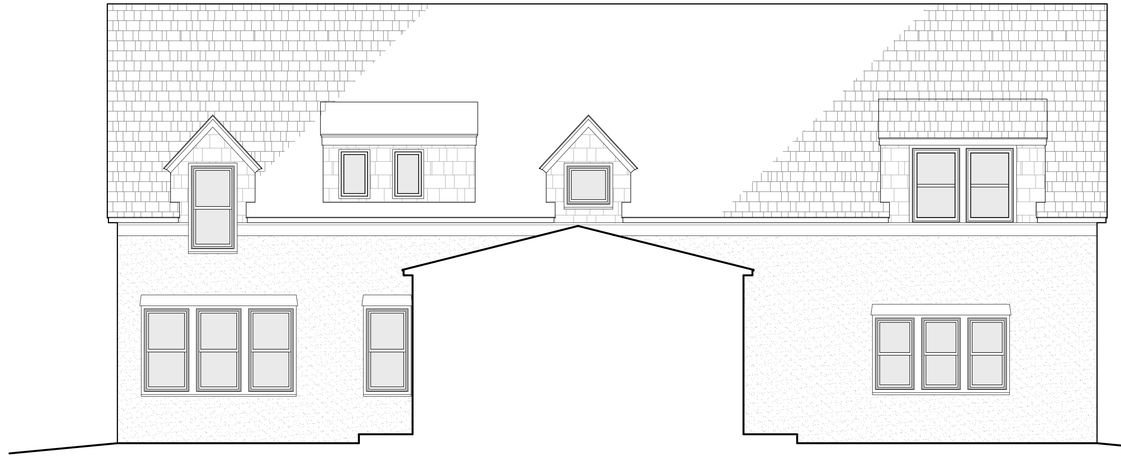
1 NORTH ELEVATION- PROPOSED

SCALE: 1/4" = 1'-0"



2 EAST ELEVATION- PROPOSED

SCALE: 1/4" = 1'-0"



2 EAST ELEVATION- PROPOSED

SCALE: 1/4" = 1'-0"

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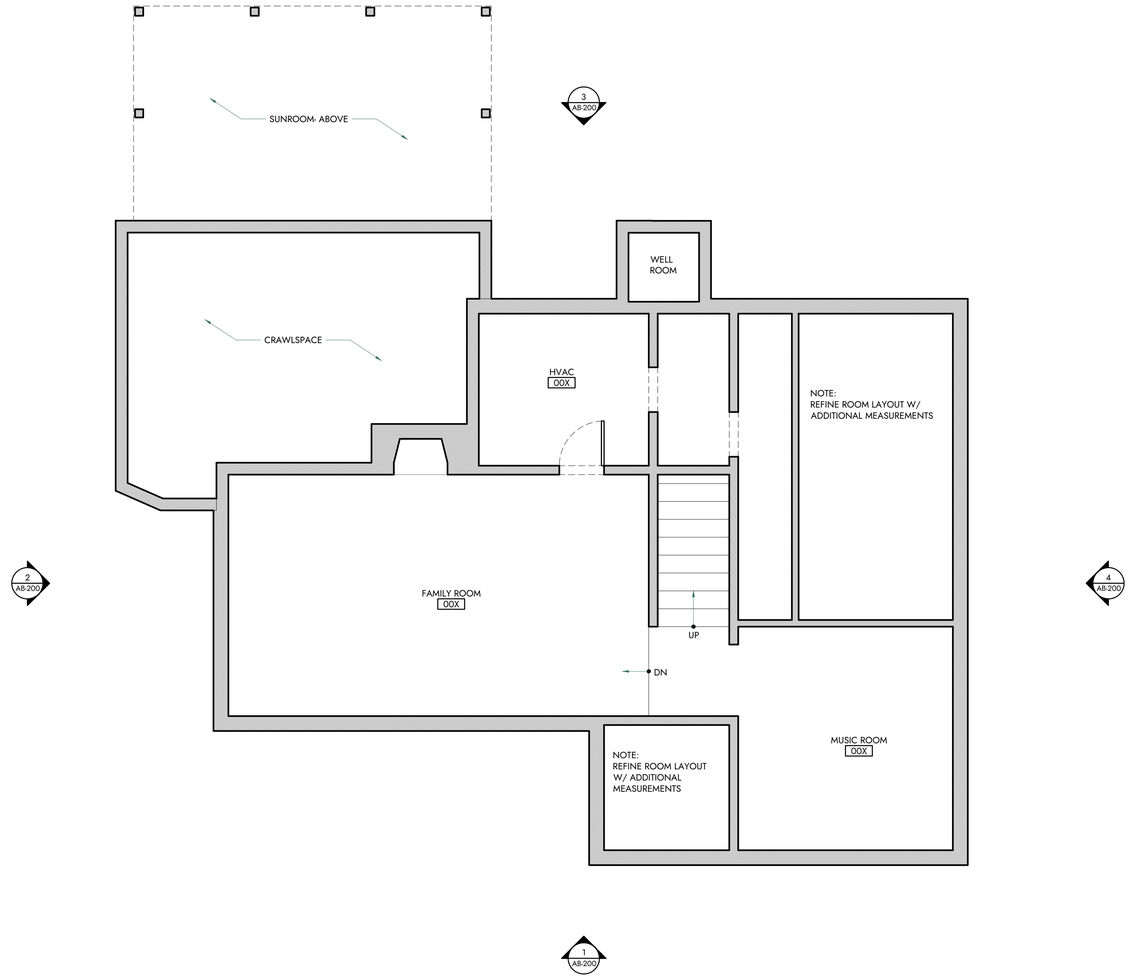
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EXTERIOR ELEVATIONS- EXISTING

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1 LOWER LEVEL FLOOR PLAN- EXISTING

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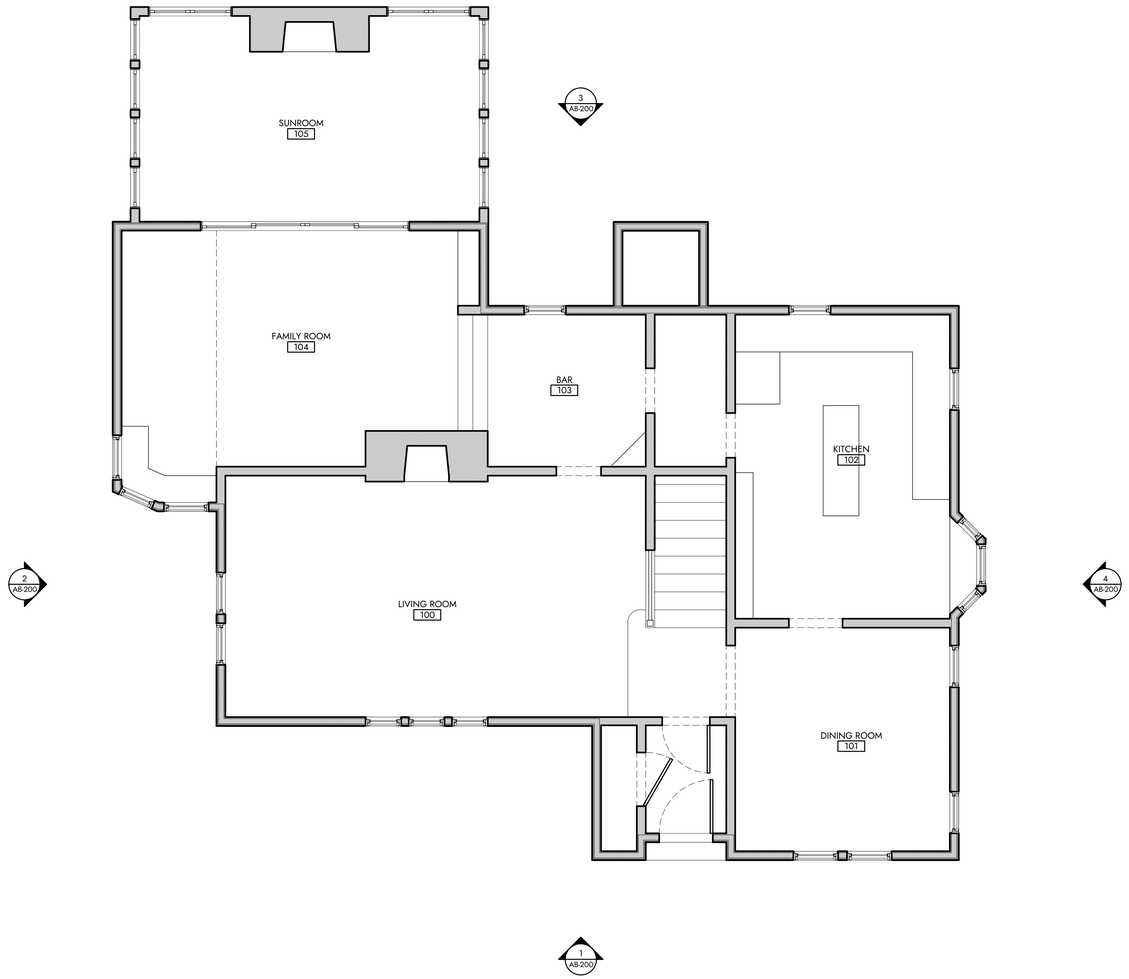
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MAIN LEVEL PLAN
EXISTING

AB-100

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1 MAIN LEVEL FLOOR PLAN- EXISTING

SCALE: 1/4" = 1'-0"

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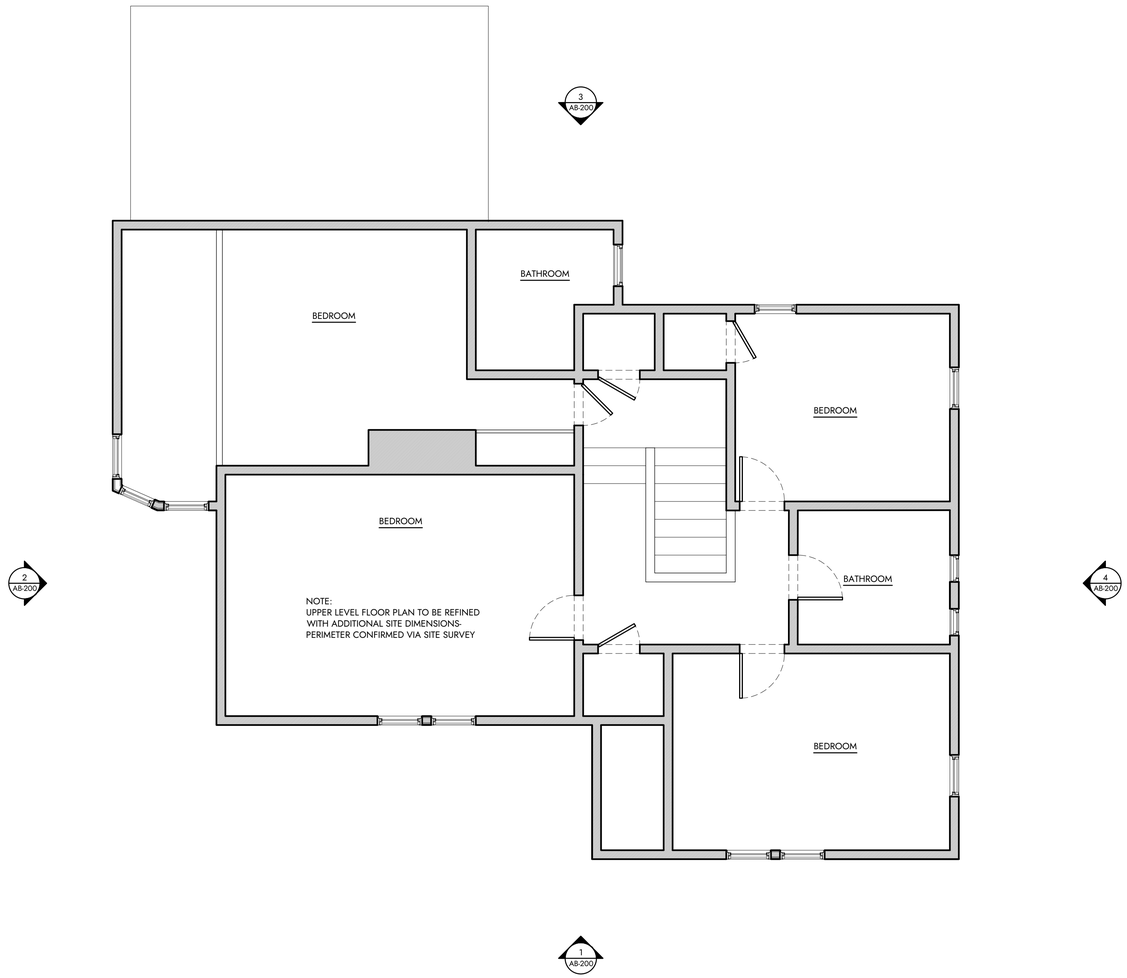
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MAIN LEVEL PLAN
EXISTING

AB-101

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1 UPPER LEVEL FLOOR PLAN- EXISTING

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DESCRIPTION	DATE
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UPPER LEVEL PLAN
EXISTING

AB-102

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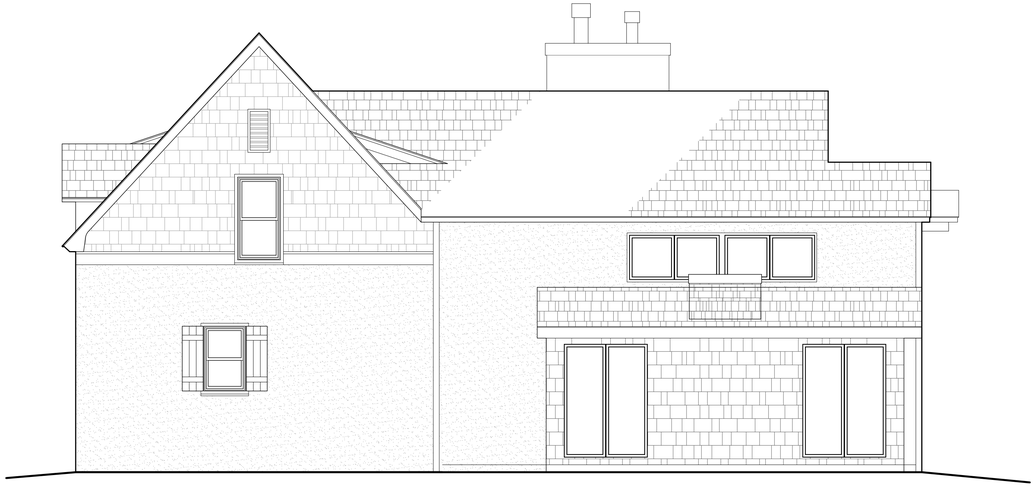
1 SOUTH ELEVATION- EXISTING

SCALE: 1/4" = 1'-0"



2 WEST ELEVATION- EXISTING

SCALE: 1/4" = 1'-0"



3 NORTH ELEVATION- EXISTING

SCALE: 1/4" = 1'-0"



4 EAST ELEVATION- EXISTING

SCALE: 1/4" = 1'-0"

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NOT FOR CONSTRUCTION

PAVEK RESIDENCE

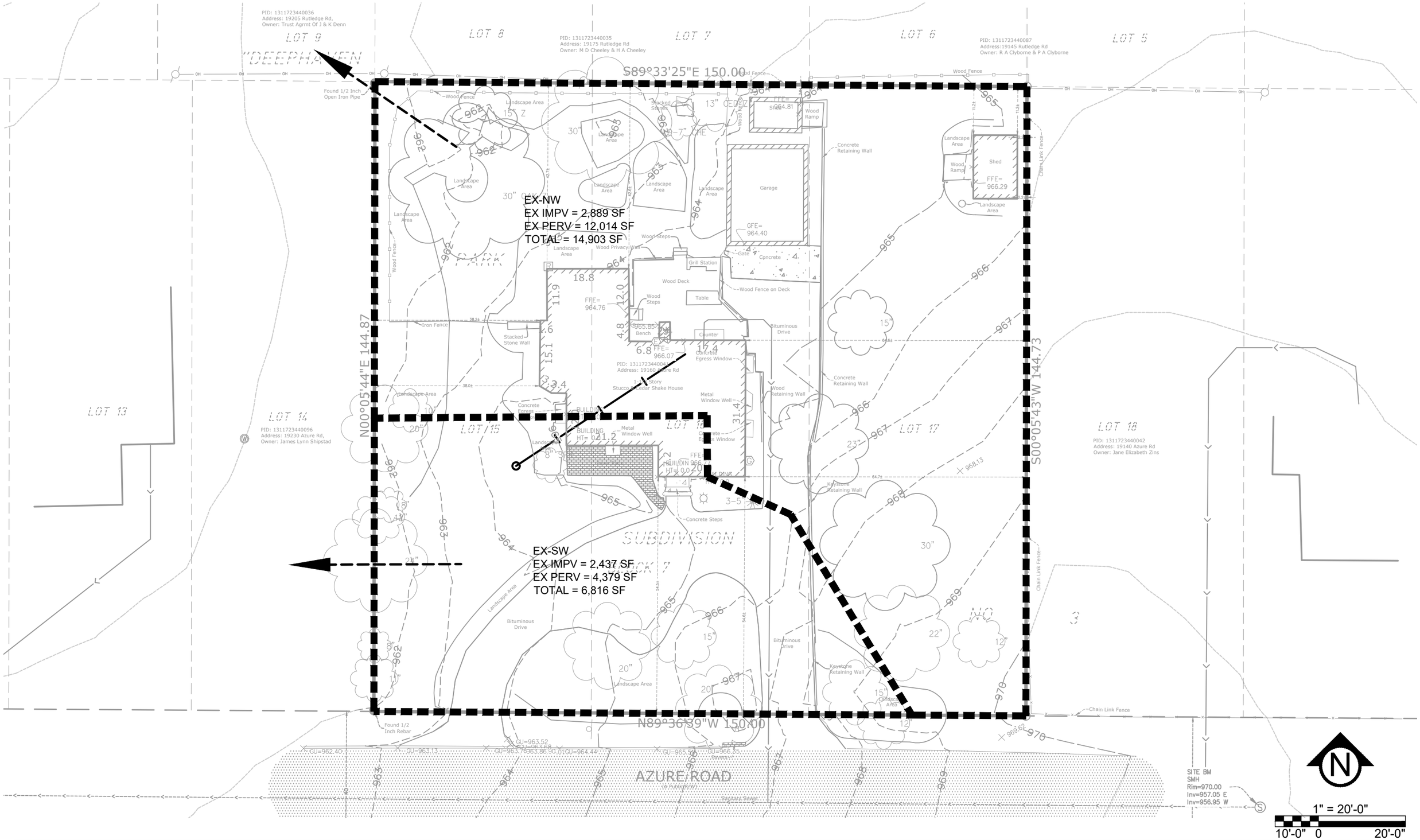
19160 AZURE ROAD
WAYZATA, MN 55391

DESCRIPTION	DATE
REVIEW	4/15/2026

EXTERIOR ELEVATIONS- EXISTING

AB-200

© 2026 NORTH ARROW ARCHITECTURE



PAVEK RESIDENCE

CivilSite GROUP

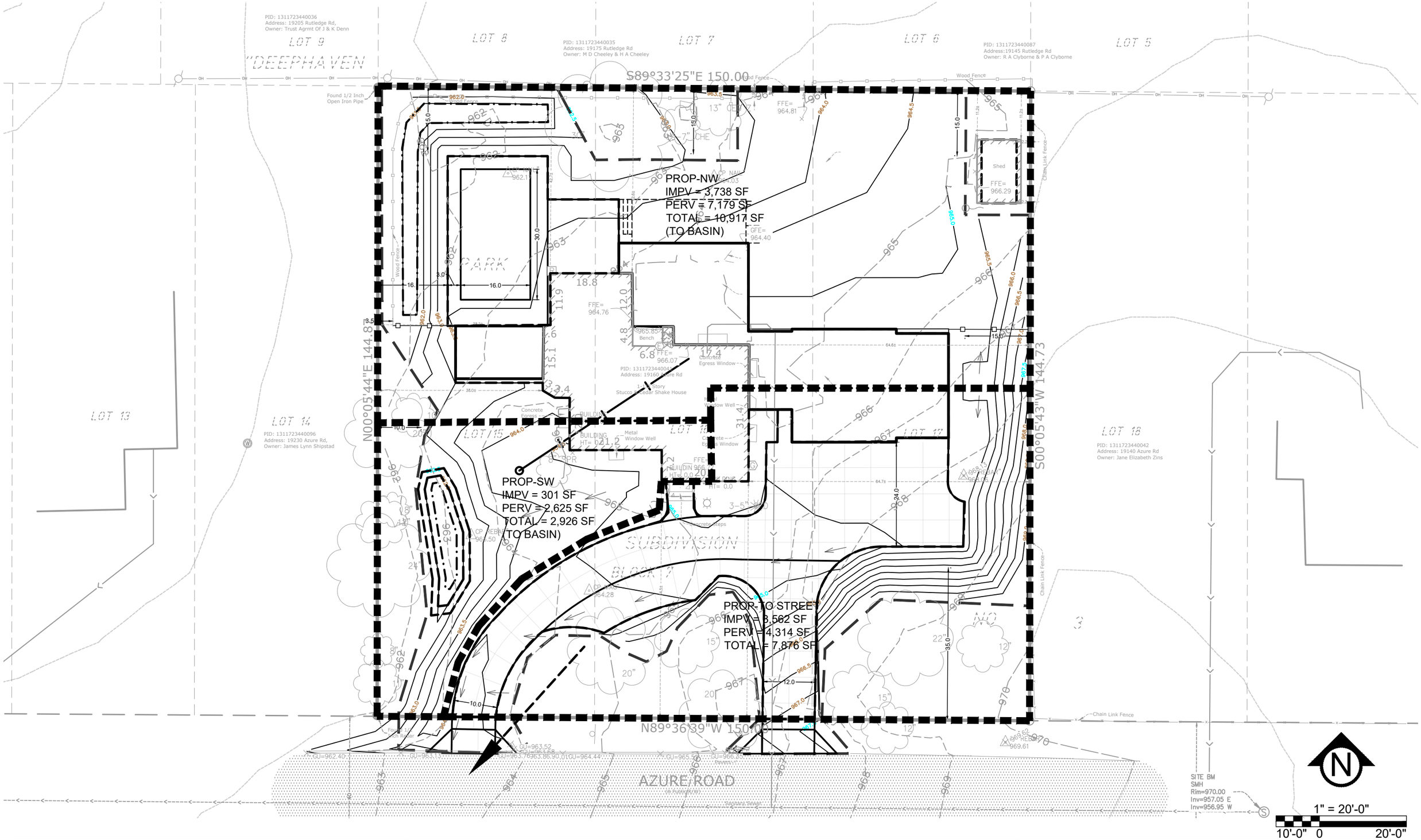
5000 Glenwood Avenue
Golden Valley, MN 55422
612-615-0060
www.CivilSiteGroup.com

EXISTING DRAINAGE MAP

19160 AZURE RD

Project Number:	26112	Revision Number:	.
Issue Date:		Revision Date:	.

EX DA



PAVEK RESIDENCE

19160 AZURE RD

CivilSite GROUP

5000 Glenwood Avenue
Golden Valley, MN 55422
612-615-0060
www.CivilSiteGroup.com

PROPOSED DRAINAGE MAP

Project Number:	26112	Revision Number:	.
Issue Date:		Revision Date:	.

DA 2

19160 AZURE
Civil Site Group - Stormwater Calculations

Existing Conditions

Drainage Area	Impervious Area		Pervious Area		Total Area	
	Area [SF]	CN Value	Area [SF]	CN Value	Area [SF]	CN Value
EX1	2889	98	12014	61	14903	68
EX2	2437	98	6816	61	9253	71

Proposed Conditions

Drainage Area	Impervious Area		Pervious Area		Total Area	
	Area [SF]	CN Value	Area [SF]	CN Value	Area [SF]	CN Value
PR1	4220	98	6697	61	10917	75
PR2	296	98	2630	61	2926	65
PR3	3784	98	4092	61	7876	79

Site Area Summary

	Impervious [SF]	Impervious [AC]	Pervious [SF]	Pervious [AC]	Total [SF]	Total [AC]
Existing Site	5326	0.12	18830	0.43	24156	0.55
Proposed Site	8300	0.19	13419	0.31	21719	0.50

Stormwater Rate Summary

Drainage Area	Existing Rate (cfs)		
	2-YR [2.94"]	10-YR [4.47"]	100-YR [7.81"]
EX1 TO NW	0.28	0.79	2.17
EX2 TO SW	0.22	0.57	1.46
TOTAL (REACH)	0.50	1.36	3.63

Drainage Area	Proposed Conditions Rate (cfs)		
	2-YR [2.94"]	10-YR [4.47"]	100-YR [7.81"]
PR1 TO NW	0.25	0.78	1.86
PR 2 TO SW	0.00	0.01	0.39
PR3 TO STREET	0.32	0.66	1.47
TOTAL (REACH)	0.57	1.45	3.72

Overall Site Stormwater Rate Summary

	Existing Conditions Rate (cfs)	Proposed Conditions Rate (cfs)
2-Year Event	0.50	0.57
10-Year Event	1.36	1.45
100-Year Event	3.63	3.72

Stormwater Rate Summary - To NORTHWEST Adj Property

	Existing Conditions Rate (cfs)	Proposed Conditions Rate (cfs)
2-Year Event	0.28	0.25
10-Year Event	0.79	0.78
100-Year Event	2.17	1.86

Stormwater Rate Summary - To SOUTHWEST Adj Property

	Existing Conditions Rate (cfs)	Proposed Conditions Rate (cfs)
2-Year Event	0.22	0.00
10-Year Event	0.57	0.01
100-Year Event	1.46	0.39

Stormwater Rate Summary - To STREET

	Existing Conditions Rate (cfs)	Proposed Conditions Rate (cfs)
2-Year Event	0.00	0.32
10-Year Event	0.00	0.66
100-Year Event	0.00	1.47

Stormwater Water Summary CUP

Site area (SF)	Bldg coverage	Pavement / pool coverage	Total hardcover	Hardcover %	area in excess of 25% (SF)	volume of 1" over xcess area (CF)
21720	3800	4500	8300	38.21%	2870	239

75% credit given for infiltration
required volume in proposed infiltration basins = (volume required / 0.75) **319** **CF REQURIED**

Pat Smith

From: Matt Pavek <Mpavek@civilsitegroup.com>
Sent: Friday, May 8, 2026 12:11 PM
To: Pat Smith
Subject: RE: drainage maps

Here is the effective hardcover calcs.

onsite retention requirement: 1.0" storm event over proposed impervious area equal to area over 25% maximum hardcover r

21720 SF (total area) x 0.25 = 5430 SF Max hardcover
7603 SF (proposed) = 2173 SF overage

required storage for 1.0" storm event:
1.0/12 sf x 2173 sf = 181 CF

Onsite retention of 314 CF in proposed infiltration basins

314 CF x 75% (reduction per city credit) = 236 provided

effective hardcover = 21.96%

I do have a table on the site plan as well.

Matt Pavek P.E. | Principal Civil Engineer
e: mpavek@civilsitegroup.com
c: 763-213-3944 | o: 612-615-0060 x 701 |
5000 Glenwood Avenue, Golden Valley, MN 55422



https://www.civilsitegroup.com/" style='position:absolute;margin-left:-.05pt;margin-top:-.05pt;width:137.9pt;height:36.7pt;z-index:251659264;visibility:visible;mso-wrap-style:square;mso-width-percent:0;mso-height-percent:0;mso-wrap-distance-left:9pt;mso-wrap-distance-top:0;mso-wrap-distance-right:9pt;mso-wrap-distance-bottom:0;mso-position-horizontal:absolute;mso-position-horizontal-relative:text;mso-position-vertical:absolute;mso-position-vertical-relative:text;mso-width-percent:0;mso-height-percent:0;mso-width-relative:page;mso-height-relative:page' o:button="t">

From: Pat Smith <pat@cityofdeephaven.org>
Sent: Friday, May 8, 2026 8:51 AM
To: Matt Pavek <Mpavek@civilsitegroup.com>
Subject: drainage maps

Hey Matt,

To: Pat Smith

Planning Director

City of Deephaven

Re: 19160 Azure Condition Use permit application

Pat, I have reviewed the plans that Matt and Sarah Pavek have put together for their house addition and drainage plan for the Conditional Use Permit and offer my support of the project.

Thank you



Hakanson Anderson

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

May 12, 2026

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

RE: 19160 Azure Road Site Plan Review

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

1. ALTA/NSPS Land Title Survey by Civil Site Group dated 3/10/2026
2. Drainage Plans by Civil Site Group
3. Removals Plan, Site Plan and Grading Plan by Civil Site Group revision dated 5/7/2026
4. Drainage Calculations

We offer the following comments:

1. The existing site generally drains from east to west, with both northern and southern discharge points crossing the western lot line and flowing onto the adjacent property. The proposed site plan includes installation of Best Management Practices (BMPs) at both the northern and southern discharge points along the western lot line and reroutes driveway runoff to Azure Road. From Azure Road, runoff flows west to Northome Avenue, where it is collected by the municipal storm sewer system.
2. The proposed development is proposing to increase the impervious surface of the lot from 5,323 sf to 7,603 sf. The proposed total impervious coverage is in excess of the 25% as allowed by section 1302.05 of the City Zoning ordinance and stormwater mitigation is required. The applicant is proposing to mitigate the additional hardcover with two infiltration basins located along the western side of the parcel.
3. The proposed impervious area exceeds the allowable impervious coverage by 2,173 square feet. One inch of stormwater storage over this additional impervious surface equates to approximately 181 cubic feet of storage. Applying the 75 percent stormwater BMP credit, the minimum required stormwater storage volume is 242 cubic feet. The two proposed BMPs together provide a combined storage capacity of approximately 314 cubic feet, which exceeds the minimum requirement.
4. The applicant has provided stormwater modeling demonstrating the anticipated changes in site runoff as a result of the proposed development. The modeling indicates that, with installation of the proposed BMPs and rerouting of driveway runoff to the roadway, runoff

directed onto the adjacent western parcel will be less than existing conditions. While there is a slight increase in total runoff from the site overall, offsite impacts to the neighboring property are reduced. This is achieved through installing the BMP's and routing the driveway runoff to the street. This review is based on the 2,173 sf of additional impervious surface provided mitigation for and any additional impervious surface for the site should be reviewed for impacts.

5. Azure Road, like many roadways within the City of Deephaven, is not constructed with standard curb and gutter. Instead, downstream runoff control is provided by a bituminous curb installed by Public Works staff. To ensure that additional runoff discharged to the roadway does not create downstream impacts, the applicant shall provide drainage and spread calculations demonstrating that runoff collected within the roadway alongside and downstream of the property will be adequately contained by the bituminous curb and will not overtop the curb or continue to drain across the adjacent property.
6. The applicant will be required to obtain the necessary watershed permits for the proposed improvements. A copy of the permit approval shall be provided to the City upon final approval.
7. The proposed grading does not appear to alter the elevations of the site by more than three feet.
8. According to the USDA Web Soil Survey, the site soils are potentially classified as Hydrologic Soil Group A. The stormwater treatment system shall be designed to fully drain within 48 hours based on the applicable hydrologic soil group. Soil borings or potholing shall be conducted to verify soil conditions and infiltration capacity.
9. The applicant shall provide a maintenance agreement for the proposed BMP's which defines the maintenance responsibilities, maintenance activities and reporting requirements.
10. The applicant shall coordinate with the City Engineer to observe the construction of the BMP to ensure compliance with the approved plans.

Sincerely,
Hakanson Anderson

Steven Hegland, City Engineer

Hakanson Anderson

RESOLUTION NO. XX-26

Motion by Member: _____

Seconded by Member: _____

A Resolution Approving a Conditional Use Permit to Exceed the Hardcover Limit at 19160 Azure Road

WHEREAS, Matt and Sarah Pavek ("Applicant") are seeking a conditional use permit to exceed the hardcover limit at 19160 Azure Road, Deephaven, Minnesota, PID 13-117-23-44-0041; and

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

WHEREAS, the Planning Commission held a Public Hearing on the conditional use permit request on May 19, 2026 and voted to accept the recommendation and findings of staff and recommended the City Council approve the conditional use permit to exceed the hardcover limit by 10%; and

WHEREAS, the City Council has received the staff report at its meeting on June 1, 2026 and considered testimony and other evidence submitted by the public, the Applicant, and the recommendations of staff and the Planning Commission.

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

FINDINGS OF FACT

1. That the real property located at 19160 Azure Road, Deephaven, Minnesota, is a single lot of record located within the R-3 District. This property is used for single family residential purposes.

2. The Applicant has made application for a Conditional Use Permit to exceed the hardcover limit by 10%.

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Deephaven, Minnesota, hereby approves the conditional use permit to exceed the hardcover limit by 10% at 19160 Azure Road, subject to the following conditions:

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

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

3. The applicant shall comply with all requirements of City Engineer letter dated May 12, 2026.

4. Prior to issuance of a building permit, the non-conforming shed shall be brought into compliance with the zoning ordinance.

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

ADOPTED THIS 1st DAY OF JUNE, 2026 BY THE CITY COUNCIL OF DEEPHAVEN, MINNESOTA.

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

CITY OF DEEPHAVEN

_____
Kent M. Carlson, Mayor

ATTEST:

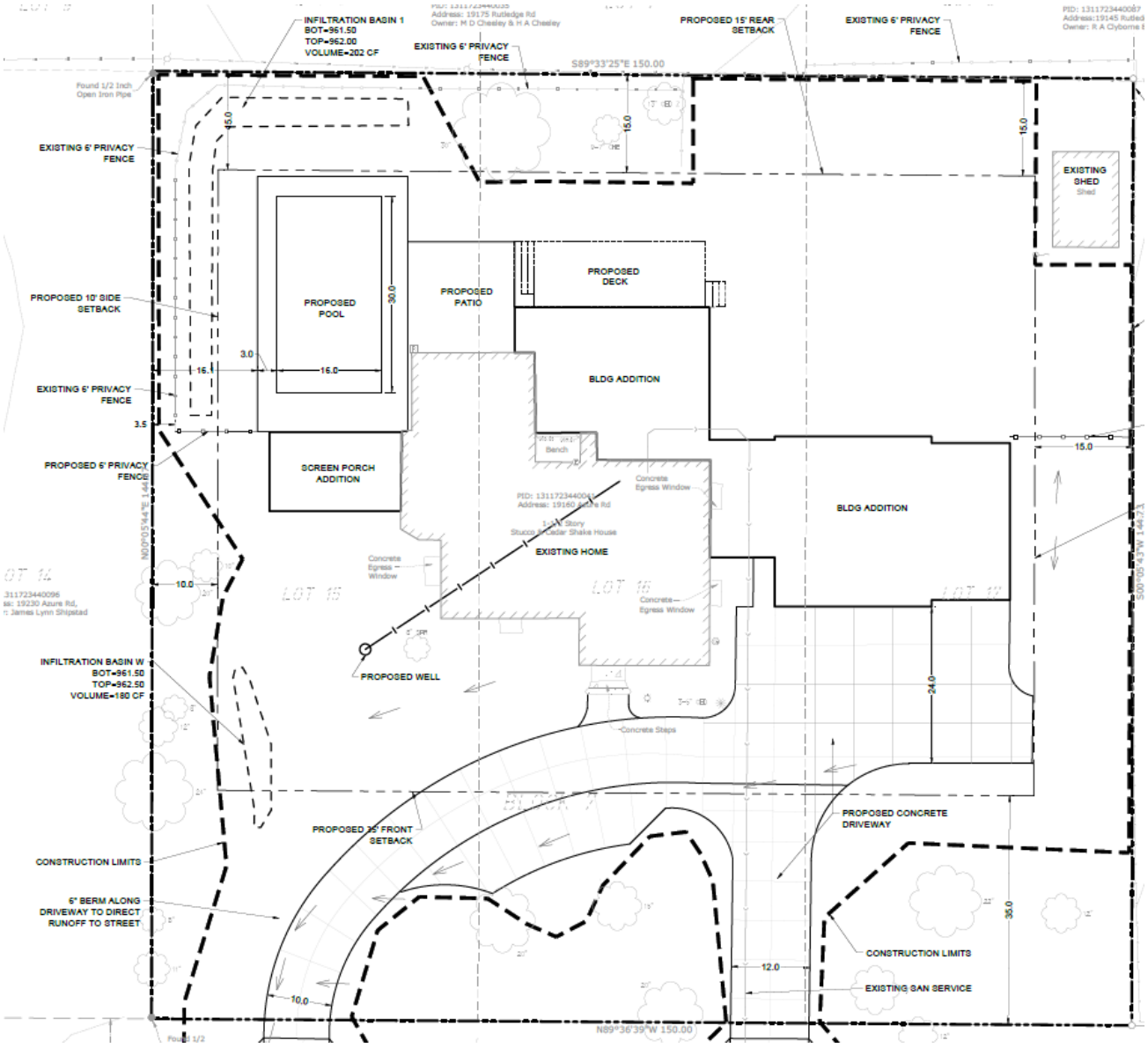
_____
Dan Madsen, City Administrator

EXHIBIT A

Legal Description

Lots 15, 16, and 17, Block 17, “DEEPHAVEN PARK SUBDIVISION NO 3”, Hennepin County, State of Minnesota

EXIBIT B
STORMWATER MANAGEMENT



Item 6B

STAFF REPORT

Pat Smith, Planning Director

Deephaven City Council
June 1, 2026

BACKGROUND

State law requires the cities' comprehensive plans to be consistent with the zoning ordinance. Minnesota statute 473.858 states, "If the comprehensive municipal plan is in conflict with the zoning ordinance, the zoning ordinance shall be brought into conformance with the plan by local government units in conjunction with the review."

There are several properties that are guided public or institutional but zoned differently as shown in the table below.

Property	Comprehensive Guide	Zoning
Deephaven Elementary School	Public/Semi-Public	R-2 Residential
City Hall	Public/Semi-Public	R-3 Residential
St. Therese	Public/Semi-Public	R-3 Residential
Calvary Church	Public/Semi-Public	Downtown Commercial
Cleveland Park	Park	R-3 Residential
Thorpe Park	Park	R-3 and R-2 Residential
Burton Park	Park	R-2 Residential
Shuck Park	Park	R-3 Residential
Cottagewood Park	Park	R-3 Residential
Bug Island	Limited Commercial	R-3 Residential
Lighthouse Island	Limited Commercial	R-3 Residential
General Store	Limited Commercial	R-3 Residential

PROPOSED CHANGES

Create a new Public Park zoning district (P) and a new Public and Institutional zoning district (PI).

Permitted uses in the Public Park zoning district would include:

- Parks and recreational fields, structures, buildings and trails
- Public docks and associated facilities
- Dry stacking pursuant to duly issued city permit
- Essential services and essential service structures necessary for the health, safety and general welfare of the community (e.g. utilities)

Permitted uses in the Public and Institutional zoning district would include:

- Governmental Facilities
- Libraries
- Religious Assemblies
- Schools, public or private

- Utilities and Public Service facilities
- Parks and recreational fields, structures, buildings and trails

Possible lot and building regulations

	P – Public Park District	**PI – Public/ Institutional District**	**R-2 Residential Zoning District (for comparison)**
Front Yard Setbacks	20 feet	35 feet	50 feet
Exterior Side Yard Setbacks	20 feet	30 feet, except when across a street from a residential district, then 50 feet	25 feet
Side Yard Setbacks	15 feet, except when abutting a residential district, then 20 feet	25 feet, except when abutting a residential district, then 50 feet	20 feet
Rear Yard Setbacks	20 feet	25 feet	20 feet
Building Coverage	10%	25%	15%
Hardcover (Max)	25%	75%	25%
Building Height (Max)	25 feet	40 feet	30 feet

ANALYSIS OF REZONING DIFFERENT PARKS

Thorpe Park (would be rezoned P)
- Hockey rink – no setback established
- Parking lot – no setback established
- Ball diamonds – no setback established
- Tennis courts – no setback established
- Basketball court – no setback established
- Warming house – minimum front yard setback is 20 feet; existing setback is 73 feet.

City Hall Park (would be rezoned PI)
- Hockey rink – no setback established
- Parking lot – no setback established
- Ball diamonds – no setback established
- Tennis courts – no setback established
- City Hall – minimum front yard setback is 35 feet; existing setback of portico is 26 feet, existing setback of main building is 35 feet.
- Fire Station – minimum setback from LRT is 30 feet; existing setback is 25 feet. The fire station and City Hall would be considered legal non-conforming structures.

The zoning ordinance does not regulate the setback of play structures.

Non-Conforming Structures
Non-conforming structures may be repaired at any time. If damaged, non-conforming structures could be replaced within one year of being damaged. Non-conforming structures may be expanded outside of the setback area.

EXCELSIOR AND WAYZATA EXAMPLES

Attached are the public use district of the cities of Excelsior and Wayzata. Excelsior has a P, Public Park District, and PI, Public Institutional District. Wayzata has a P, Parks and Open Space District, and INS, Institutional District.

PLANNING COMMISSION ACTION TAKEN ON 4/21/26 (on a 7-0 vote)

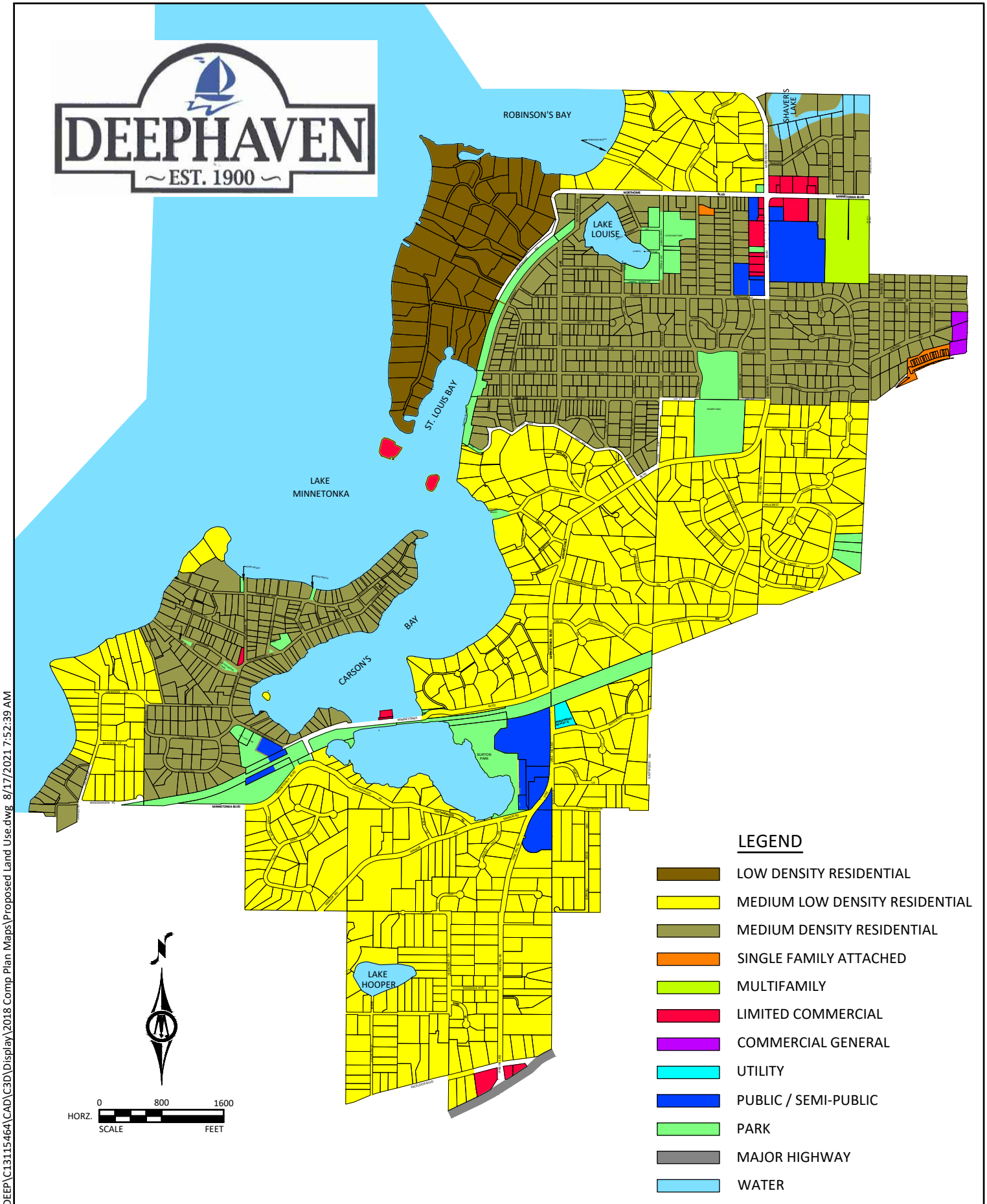
Recommended approval of the proposed P and PI zoning districts with a maximum height of 38 feet in the PI zoning district.

CITY COUNCIL ACTION REQUESTED

Move the City Council waive the second reading of Ordinance No. 13-XX, with or without changes.

Attachments:

1) Zoning Map
2) Comprehensive Plan Map
3) Draft Ordinance



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Zoning

- C-1 Downtown Commercial
- C-2 General Commercial
- C-3 Highway Commercial
- PUD-1
- PUD-2
- R-1
- R-2
- R-3
- Hennepin County Municipalities
- Schools

ANDOVER PLACE	B6
AZURE RD	C3-D3-E3
BALDWIN STREET	C4
BAY STREET	B4-B5
BAYVIEW COURT	A5
BERRY LANE	F3
CARSON ROAD	A5-B5
CARSONWOOD AVENUE	D4
*CEDARHURST	C2-D2
CHICKADEE LANE	D5
*CHIMO EAST	C5-D5
*CHIMO WEST	C5
CIRCLE DRIVE	D5
COTTAGEWOOD AVENUE	B5-C4
COTTAGEWOOD ROAD	B5-B6-C6
COTTONWOOD LANE	A5
CREST AVENUE	D2
DALE AVENUE	D4
DAY LANE	C3
DEEPHAVEN AVENUE	D2-D3
DEEPHAVEN COVE COURT	F3
DYER LANE	C6
*EAST VALLEY ROAD	D4
EASTON ROAD	D3
EASTWOOD DRIVE	D6
EASTWOOD ROAD	E5-E6
ELM STREET	C4
EXCELSIOR BOULEVARD	B8-C8-D8
FAIRHOMES LANE	E3-F3
FAIRHOMES ROAD	F3
HAMILTON AVENUE	E2-E3
HARPER ROAD	A5
HEATHCOTE DRIVE	D4-E4
HEATHCOTE LANE	E4
HEATHCOTE ROAD	D5-E4-E5
HIGHCREST DRIVE	C7
HIGHLAND AVENUE	D2-E2-F2
HILL LANE	E2
HILLCREST COURT	E4
HILLCREST LANE	E4-F4
HILLCREST ROAD	E3-E4-F4
HILLCREST WAY	E4-F4
HILLSIDE STREET	C6
HONEYSUCKLE LANE	E3-F3
HONEYSUCKLE ROAD	E3
HOOPER LAKE ROAD	C7
HUMMINGBIRD ROAD	C8
HUSS STREET	B5
JAMES AVENUE	D2-D3
JEFFERSON STREET	B4-B5
JERICHO ROAD	F3
KEEWAYDIN STREET	B4-B5
LAKE AVENUE	C3-D3-E3
LAKEVIEW AVENUE	A4-B4-C4
LAUREL DRIVE	F3
LEROY STREET	F2-F3
LINDEN ROAD	A5-A6-B5-B6
LINWOOD CIRCLE	A6
PRIVATE ROAD	*
SOUTH HALF PRIVATE ROAD	**

LINWOOD LANE	A6
LINWOOD ROAD	A5-A6
LOWELL STREET	F2-F3
MANOR ROAD	B6-C6-D6
MAPLE CHASE	C6
MAPLE HILL DRIVE	C6
MAPLE LANE	D6
MAPLE RIDGE ROAD	E1
MAPLEWOOD ROAD	E1-E2
MINNETONKA BOULEVARD	A6-B5-B6-C5-D4 D5-E2-E3-E4-F2
MONALTRIE AVENUE	D3
MONTGOMERIE AVENUE	E2-E3
MOUNT CURVE	B4-B5
NORTH LANE	A4
NORTHERN ROAD	B4-B5
NORTHOME AVENUE	D3
NORTHOME BOULEVARD	D2-E2
**NORTHOME ROAD	C2-C3-D2
OLD KENT ROAD	B6
PAMELA PLACE	F3
PARK AVENUE	C3-D3-D4
PARK PLACE	A5-B5
PARKWAY	C3-D2
PEDERSON STREET	B5
RAMSEY ROAD	D4
RIDGEWOOD ROAD	D5
ROBINSON'S BAY ROAD	D1-D2
ROSEDALE AVENUE	C7
*ROSEDALE COURT	D7
RUTLEDGE ROAD	D3-E3
SHAVER'S LAKE DRIVE	E2-F1
SHAVER'S LAKE ROAD	F2
SHAVER'S LANE	E1-F1
SIBLEY AVENUE	D4
*SPRING CREEK DRIVE	D6
ST JAMES GATE	B6
ST LOUIS AVENUE	E4-D4
STATE HIGHWAY NO 101	F2-F3
STATE HIGHWAY NO7	C8-D8
STONECRAFT LANE	F3
SUMMERVILLE ROAD	B5
TALTON PLACE	D3
THERESE STREET	F2-F3
THORPE ROAD	E3
VINE HILL ROAD	C7-D5-D6
VINE STREET	B7-C7
VIRGINIA AVENUE	E3
WALDEN LANE	D4
WALDEN ROAD	D4
*WALDEN SHORES ROAD	C3-C4
WALDEN TRAIL	D4
WATER STREET	B4-B5
WESTERN ROAD	A5-B5
WESTVIEW DRIVE	E3
*WILLOW HAVEN	D6
WOODHAVEN PLACE	A6
*WYNDHILL CIRCLE	D5

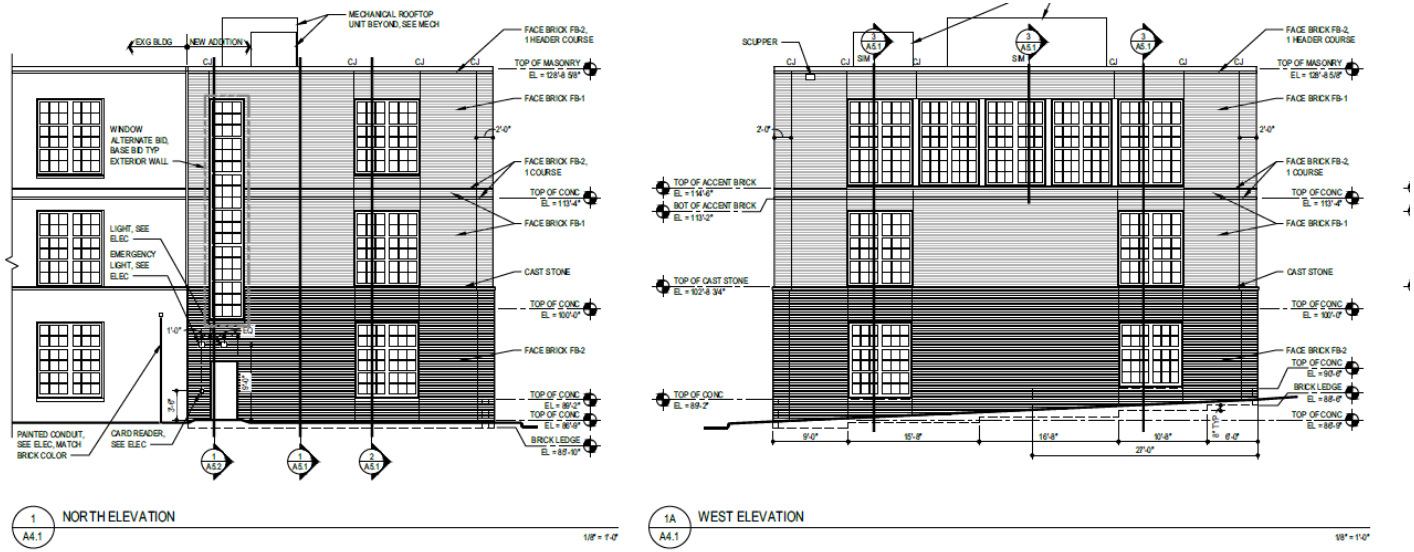
February 2025 Zoning

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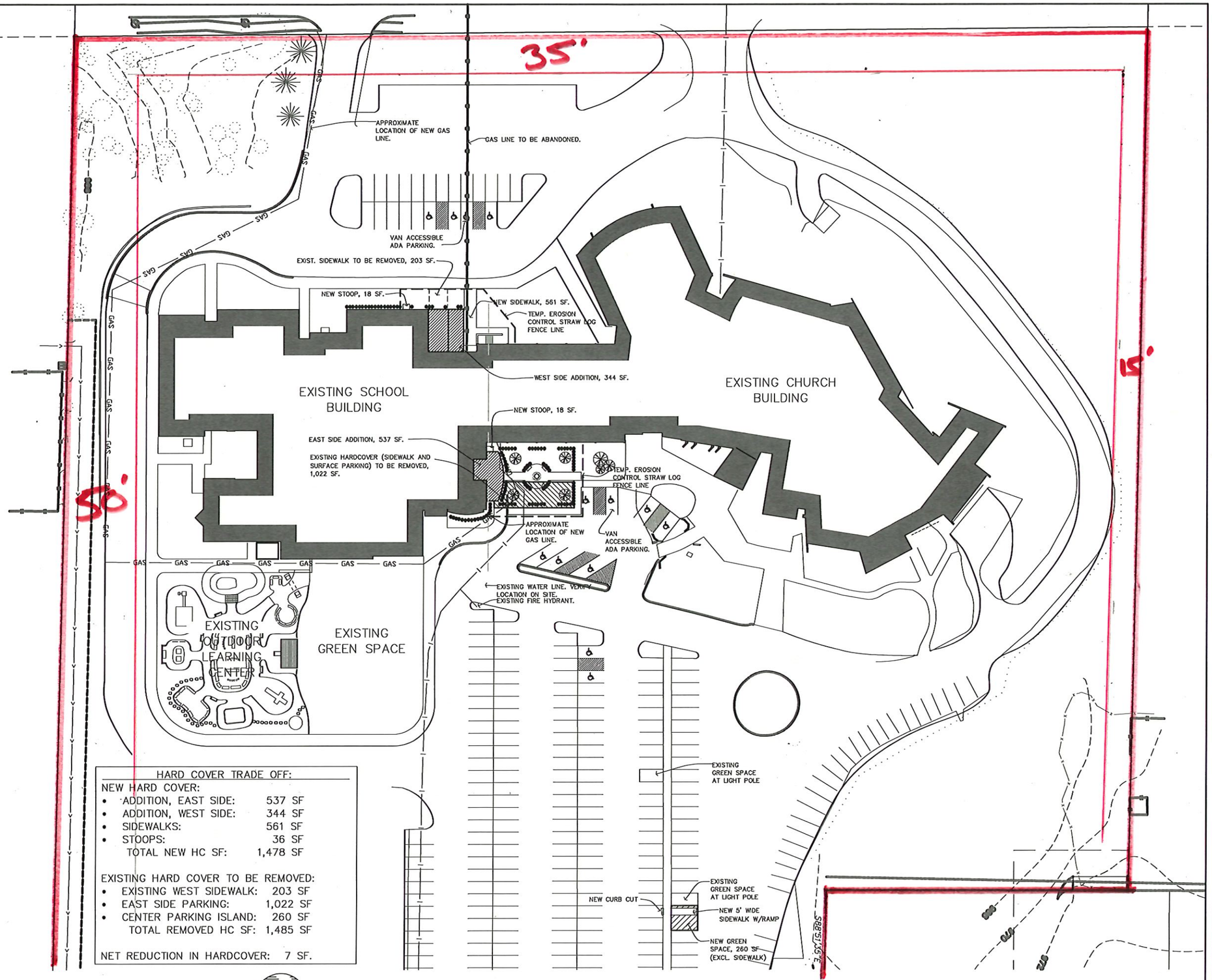
0 360 720 1,440
Feet

(At original document size of 8.5x11)
1:4,320

Deephaven Elementary Administration – 42 feet high







HARD COVER TRADE OFF:

NEW HARD COVER:
- ADDITION, EAST SIDE: 537 SF
- ADDITION, WEST SIDE: 344 SF
- SIDEWALKS: 561 SF
- STOOPS: 36 SF

TOTAL NEW HC SF: 1,478 SF

EXISTING HARD COVER TO BE REMOVED:
- EXISTING WEST SIDEWALK: 203 SF
- EAST SIDE PARKING: 1,022 SF
- CENTER PARKING ISLAND: 260 SF

TOTAL REMOVED HC SF: 1,485 SF

NET REDUCTION IN HARDCOVER: 7 SF.

1 / A0.2 SITE PLAN
1/32"=1'-0"

NORTH

St Therese A0.2.dwg

DANIEL K. DUFFY ARCHITECTS, INC.
13911 Ridgedale Drive
Suite 401
Minnetonka, MN. 55305
(952) 541 7888 phone

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT, WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

DANIEL K. DUFFY, AIA, CID, LEED AP

REG. NO. 23696 DATE 3/24/2021

REVISED FOR HARDCOVER	04/05/21
ISSUE FOR PERMIT/PRICING	03/24/21
Number Issue	Date

Revisions:

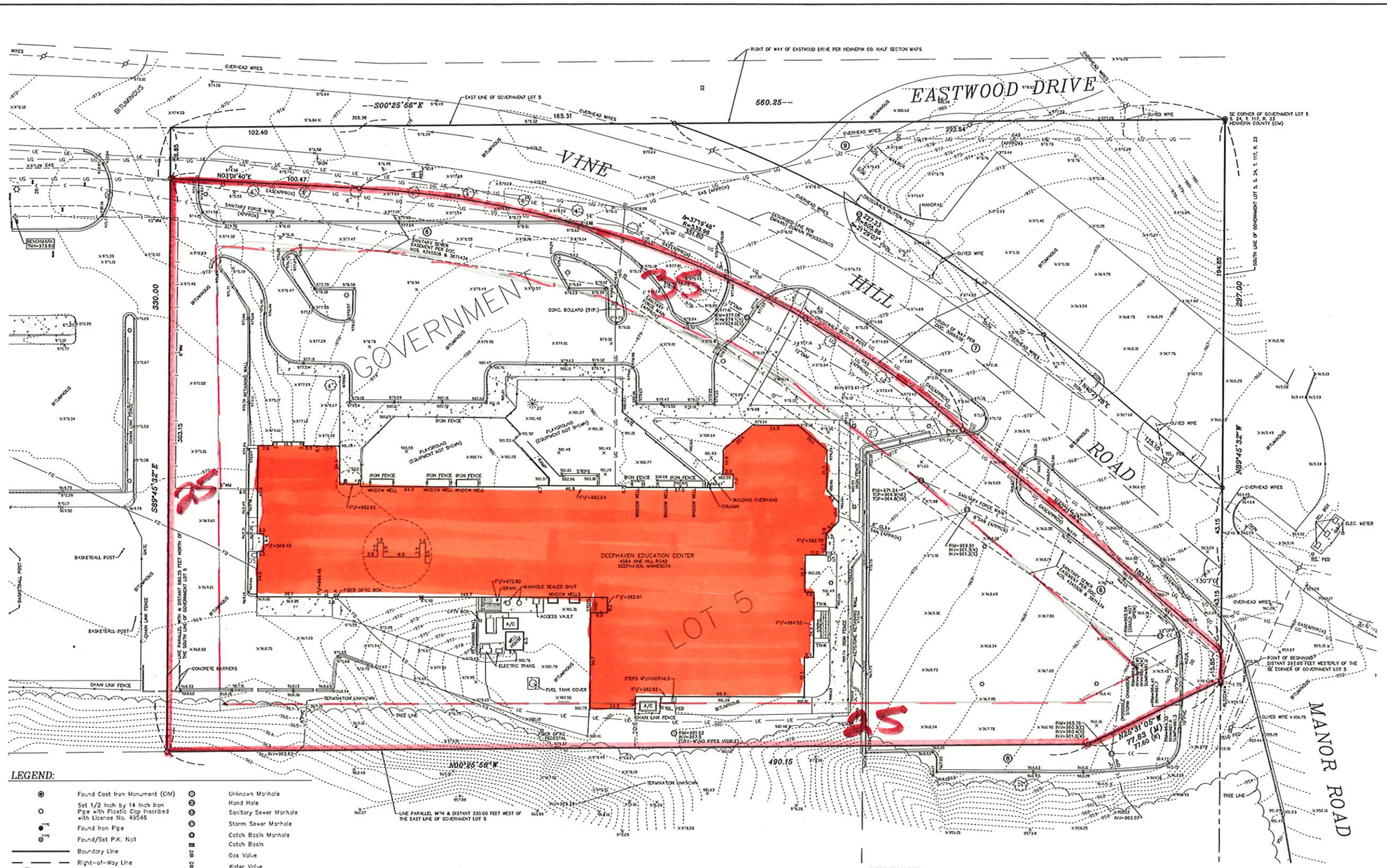
Project Key Plan:

Project Title:
ST. THERESE SCHOOL ADDITION AND REMODEL
18325 MINNETONKA BOULEVARD
DEEPHAVEN, MN 55391

Date:	4/5/21
Job Number:	20.115
Scale:	1/32"=1'-0"
Drawn By:	BA
Checked:	DD
Approved:	DD

Title:
SITE PLAN

Sheet:
A0.2



LEGEND:

Found Cast Iron Monument (CIM)	Unknown Manhole
Set 1/2 Inch by 14 Inch Iron Pipe with Plastic Cap Inscribed with License No. 49546	Hand Hole
Found Iron Pipe	Sanitary Sewer Manhole
Found/Set P.K. Nail	Storm Sewer Manhole
Boundary Line	Catch Basin Manhole
Right-of-Way Line	Catch Basin
Existing Elevation Contour Line	Gas Valve
Existing Spot Elevation	Water Valve
Concrete Surface	Fire Hydrant
Curb Line	Down Spout
Fence Line	Roof Drain
Underground Electric Line	Utility Pedestal
Underground Fiber Optic Line	Electric Meter
Underground Gas Line	Gas Meter
Sanitary Sewer Line	Utility Pole
Storm Sewer Line	Signal Pole
Water Utility Line	Flag Pole
(M) Denotes Measured Distance	Bollard/Guard Post
(R) Denotes Distance Per Recorded Document	Sign
Note Number	Light Pole
RIM Structure Rim Elevation	Deciduous Tree
INV Structure Invert Elevation	Coniferous Tree
	FFE Finished Floor Elevation
	TNH Top Nut Hydrant

GENERAL NOTES

1. Background information is based on a survey on the ground performed by Clark Engineering Corporation on May 20, 2008, June 25, 2013 and September 5, 2013, exclusively for this project.
2. All dimensions depicted on this survey are in feet and decimals of a foot, unless indicated otherwise.
3. Certificate of Title No. 710309 was relied upon as to matters of record.
4. For the purposes of this survey, a Gopher State One-Call public utility locate ticket (no. 80045768) was prepared, however, private utility locations were not identified as part of this survey. The contractor must verify all utility locations prior to construction/excavation.
   Note: State law requires underground utility locations to be located 48 hours prior to excavation.
   GOPHER STATE ONE-CALL: (651) 454-0002
5. For the purposes of this survey, the east line of Government Lot 5 has an assumed bearing of South 00 degrees 25 minutes 56 seconds East.
6. Property is subject to a sanitary sewer easement per Document Nos. 4345506 and 3871434. As shown on this survey.
7. Property is subject to a road easement per Document No. 3066638. As shown on this survey.
8. The parking lot near the southwest corner of subject property appears to extend approximately 14.7 feet west of the west line of subject property.
9. At the time of this survey, no easement was found in the Hennepin County records for Eastwood Drive.

BENCHMARK

Top nut hydrant located approximately 95 feet northwest of the northeast corner of the subject property.

Elevation = 973.60 feet (NGVD29)

LEGAL DESCRIPTION

(Parcel 1: Certificate of Title No. 710309)

That part of Government Lot 5, Section 24, Township 117, Range 23, described as follows:

Beginning at a point on the South line of said Government Lot 5, distant 297.00 feet Westerly from the Southeast corner of said Government Lot 5; thence Easterly along said South line a distance of 297.00 feet to said Southeast corner; thence Northerly along the East line of said Government Lot 5, a distance of 560.25 feet; thence Westerly, parallel with the South line of said Government Lot 5, a distance of 330.00 feet; thence Southerly, parallel with said East line, a distance of 490.15 feet; thence Southeasterly a distance of 77.60 feet to the point of beginning.

CERTIFICATION

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

Craig Johnson, PLS, CFedS
Minnesota License No. 44530

9/11/13
Date

GRAPHIC SCALE
20 0 10 20 40 80
(IN FEET)
1 inch = 20 ft.

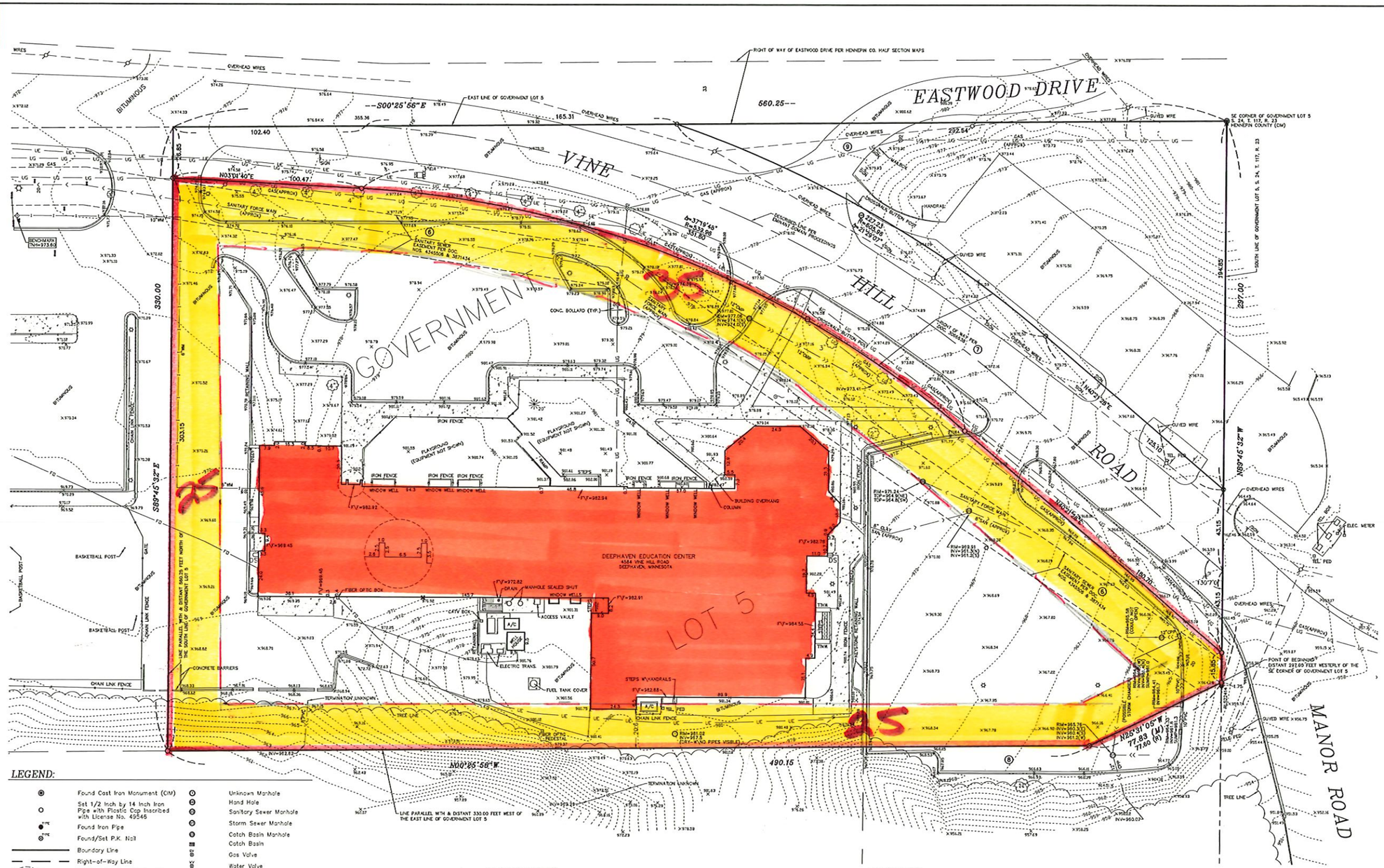
CLARK ENGINEERING CORPORATION
621 Lilac Drive North
Minneapolis, MN 55422
(763) 545-9196
Fax (763) 525-1666
www.clark-eng.com

SEC. 24, T. 117, R. 23
HENNEPIN COUNTY, MN

SHEET TITLE: BOUNDARY & TOPOGRAPHIC SURVEY
PROJECT: DEEPHAVEN EDUCATION CENTER
DEEPHAVEN, MINNESOTA

REVISIONS
DATE

DRAWN BY: DSB
CHECKED BY: JRG/CEJ
DATE: SEPTEMBER 11, 2013
PROJECT NO.: C13513
SHEET NO.: 1
SHEET 1 OF 1



LEGEND:

- Found Cast Iron Monument (CIM)
- Set 1/2 Inch by 14 Inch Iron Pipe with Plastic Cap Inscribed with License No. 49546
- Found Iron Pipe
- Found/Set P.K. Nail
- Boundary Line
- Right-of-Way Line
- Existing Elevation Contour Line
- Existing Spot Elevation
- Concrete Surface
- Curb Line
- Fence Line
- Underground Electric Line
- Underground Fiber Optic Line
- Underground Gas Line
- Sanitary Sewer Line
- Storm Sewer Line
- Water Utility Line
- (M) Denotes Measured Distance
- (R) Denotes Distance Per Recorded Document
- Ⓑ Note Number
- RIM Structure Rim Elevation
- INV Structure Invert Elevation
- Unknown Manhole
- Hand Hole
- Sanitary Sewer Manhole
- Storm Sewer Manhole
- Catch Basin Manhole
- Catch Basin
- Gas Valve
- Water Valve
- Fire Hydrant
- Down Spout
- Roof Drain
- Utility Pedestal
- Electric Meter
- Gas Meter
- Utility Pole
- Signal Pole
- Flag Pole
- Bollard/Guard Post
- Sign
- Light Pole
- Deciduous Tree
- Coniferous Tree
- FFE Finished Floor Elevation
- TNH Top Nut Hydrant

GENERAL NOTES

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Top nut hydrant located approximately 95 feet northwest of the northeast corner of the subject property.

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Beginning at a point on the South line of said Government Lot 5, distant 297.00 feet Westerly from the Southeast corner of said Government Lot 5; thence Easterly along said South line a distance of 297.00 feet to said Southeast corner; thence Northerly along the East line of said Government Lot 5, a distance of 560.25 feet; thence Westerly, parallel with the South line of said Government Lot 5, a distance of 330.00 feet; thence Southerly, parallel with said East line, a distance of 490.15 feet; thence Southeasterly a distance of 77.60 feet to the point of beginning.

CERTIFICATION

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

Craig Johnson, PLS, CFedS
Minnesota License No. 44530

9/11/13
Date

GRAPHIC SCALE

20 0 10 20 40 80
(IN FEET)
1 inch = 20 ft.

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SEC. 24, T. 117, R. 23
HENNEPIN COUNTY, MN

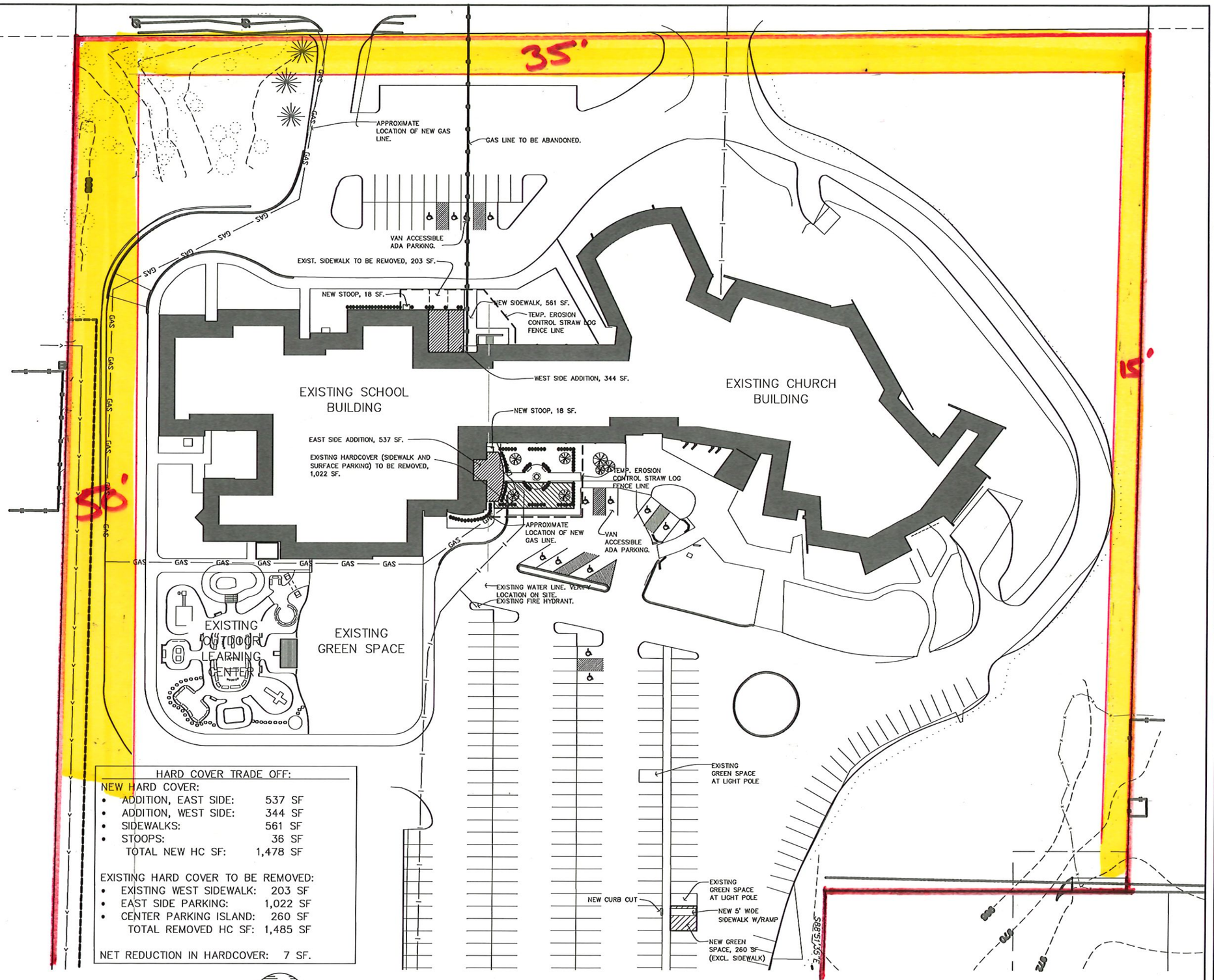
SHEET TITLE: BOUNDARY & TOPOGRAPHIC SURVEY

PROJECT: DEEPHAVEN EDUCATION CENTER
DEEPHAVEN, MINNESOTA

DATE

REVISIONS

DRAWN BY: DSB
CHECKED BY: JRG/CEJ
DATE: SEPTEMBER 11, 2013
PROJECT NO.: C13513
SHEET NO.: 1
SHEET 1 OF 1



HARD COVER TRADE OFF:

NEW HARD COVER:

• ADDITION, EAST SIDE:	537 SF
• ADDITION, WEST SIDE:	344 SF
• SIDEWALKS:	561 SF
• STOOPS:	36 SF
TOTAL NEW HC SF:	1,478 SF

EXISTING HARD COVER TO BE REMOVED:

• EXISTING WEST SIDEWALK:	203 SF
• EAST SIDE PARKING:	1,022 SF
• CENTER PARKING ISLAND:	260 SF
TOTAL REMOVED HC SF:	1,485 SF

NET REDUCTION IN HARDCOVER: 7 SF.

1 / A0.2 SITE PLAN
1/32"=1'-0"

NORTH

St Therese A0.2.dwg

DANIEL K. DUFFY ARCHITECTS, INC.
13911 Ridgedale Drive
Suite 401
Minnetonka, MN. 55305
(952) 541 7888 phone

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT, WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

DANIEL K. DUFFY, AIA, CID, LEED AP

REG. NO. 23896 DATE 3/24/2021

REVISED FOR HARDCOVER	04/05/21
ISSUE FOR PERMIT/PRIONG	03/24/21
Number Issue	Date

Revisions:

Project Key Plan:

Project Title:
ST. THERESE SCHOOL ADDITION AND REMODEL
18325 MINNETONKA BOULEVARD
DEEPHAVEN, MN 55391

Date:	4/5/21
Job Number:	20.115
Scale:	1/32"=1'-0"
Drawn By:	BA
Checked:	DD
Approved:	DD

Title:
SITE PLAN

Sheet:
A0.2

ARTICLE 56. - P, PUBLIC PARK DISTRICT

Excelsior

Footnotes:

--- (18) ---

Editor's note— *Ord. No. 364, adopted June 16, 2003, enacted provisions intended for use as article 55, §§ 55-1—55-7. Per the request of the city, said provisions have been redesignated as article 56, §§ 56-1—56-7, so that provisions dealing with the B-5 district follow provisions dealing with the B-6 district.*

Sec. 56-1. - Purpose.

The purpose of the P, Public Park district is intended to provide a specific zoning district for public park and trail use. It is unique in that the primary objective of uses within this district is the provision of recreational facilities. It is intended that uses within such a district will be compatible with adjoining development.

Sec. 56-2. - Permitted uses.

In addition to other uses specifically permitted within this District that are identified elsewhere in this Appendix E, the following are permitted uses in the P District:

(1) Parks and recreational fields, structures, buildings, and trails.

(2) Public docks and associated facilities.

(3) Dry stacking pursuant to duly issued city permit.

(4) Essential services and essential service structures necessary for the health, safety, and general welfare of the community.

(Ord. No. 457, § 3, 4-19-2010)

Sec. 56-3. - Permitted accessory uses.

In addition to other uses specifically accessory within this district that are identified elsewhere in this Appendix E, the following are permitted accessory uses in a P district:

(1) Accessory uses, buildings, and structures customarily incidental and directly related to the uses allowed as permitted, conditional, interim, and administrative permits in this section, subject to applicable regulations of this Appendix E.

(2) Fences, as regulated by article 21 of this Appendix E.

(3) Signs, as regulated by article 24 of this Appendix E.

(4)

Off-street parking and off-street loading, as regulated by articles 18, 19, and 23 of this Appendix E.

Sec. 56-4. - Conditional uses.

In addition to other uses specifically conditional within this district that are identified elsewhere in this Appendix E, the following are conditional uses in a P district and require a conditional use permit based upon procedures set forth in and regulated by article 4 of this Appendix E. Additionally, besides the specific standards and criteria what may be cited below for respective conditional uses, each request for a conditional use permit shall be evaluated based upon the standards and criteria set forth in subsection 4-3(5) of this Appendix E.

(1) Operation of rail transit systems, but not switching, storage or other railroad operation.

a. The hours of operation shall be limited to 6:00 a.m. to 11:00 p.m., unless extended by the city council as part of the conditional use permit.

b. Provisions are made to control and reduce noise in accordance with section 16-9 of this Appendix E.

Sec. 56-5. - Interim uses.

In addition to other uses specifically interim within this district that are identified elsewhere in this Appendix E, the following are interim uses in a P district based upon procedures set forth in and regulated by article 5 of this Appendix E:

(1) WECS, as regulated by article 28 of this Appendix E.

(2) Temporary structures, as regulated by article 27 of this Appendix E.

Sec. 56-6. - Uses by administrative permit.

In addition to other uses specifically allowed by administrative permit within this district that are identified elsewhere in this Appendix E, and subject to applicable provisions of this section, performance standards established by this Appendix E, and processing requirements of article 8 of this Appendix E, the following are uses allowed in a P district by administrative permit as may be issued by the zoning administrator:

(1) All telephone lines, pipelines, and structures for local distribution, underground transmission lines, and overhead transmission lines of 35 KV or less, as regulated by article 26 of this Appendix E.

Sec. 56-7. - Lot requirements and setbacks.

The following minimum requirements shall be observed in a P district subject to the following additional requirements, exceptions, and modifications set forth in this Appendix E:

	All Lots
Building Setbacks [1]	
Abutting a Residential District	
Front Yard	50 feet
Side Yard	10 feet
Rear Yard	10 feet
Building Height [2]	25 feet
Green Space	85%
Impervious Surface Coverage Maximum [3]	50%

NOTES:

1 Setback allowances and exceptions are found in section 17-6 of this Appendix E.

2 Building height exceptions are found in section 17-4 of this Appendix E.

3 Impervious surface coverage requirements of the Shoreland Management district are found in article 60 of this Appendix E.

(Ord. No.393, 11-7-2005)

ARTICLE 57. - PI, PUBLIC INSTITUTIONAL DISTRICT

Sec. 57-1. - Purpose.

(a) To ensure that the public, semi-public and institutional use of property is related to the purposes and policies of the comprehensive plan.

(b) To recognize the public, semi-public and institutional nature of particular parcels of land and provide standards and guidelines for their continued use and future development.

(c)

To ensure that the public, semi-public and institutional structures and developments in the district will be compatible with surrounding districts and uses.

(Ord. No. 626, § 1, 3-15-2021)

Sec. 57-2. - Permitted uses.

Table 57.1 lists the permitted, conditional, interim and accessory uses for the public institutional districts.

Table 57.1		
P=Permitted Use; C=Conditional Use; I=Interim Use; A=Accessory Use	PI	Specific Standard
Community Uses		
Cemeteries	C	
Day care facilities	C	Article 30
Government and public utility buildings and substations	P	
Libraries and museums	P	
Public safety facilities	C	
Religious assembly	C	
Schools, public or private	C	

A state licensed residential facility serving six or fewer persons, a state licensed day care serving 12 or fewer persons, and a group family day care facility licensed under MN Rules, parts 9502.0315 to 9502.0445 to serve 14 or fewer children	P	
More than one principal building on a lot	C	
Transportation, Communications, and Utilities		
Building or tower mounted wireless, home television and radio antennas including satellite dish antennas one meter or less in diameter	A	Article 29
Television, radio and wireless towers	C	Article 29
Essential services	A	Article 26
Accessory Uses		
Accessory buildings and uses incidental and customary to allowed uses	A	Article 11
Off-street parking, garages, and off-street loading	A	Articles 19, 11 and 20

Signs	A	Article 24
Fences	A	Article 21
Temporary Structures	I	Article 27

(Ord. No. 626, § 1, 3-15-2021)

Sec. 57-3. - Lot and building regulations.

Table 57.2 establishes lot and building regulations for the residential districts, except as otherwise expressly stated in this zoning ordinance.

Table 57.2	
	PI
Lot and Density Standards (minimums)	
Lot Area (square feet)	None Specified
Lot Width (feet)	None Specified
Primary Structure Standards (minimums)	
Front Yard Setback (feet)	20
Side Yard Setback (feet)	10, except when abutting a Residential District, where it shall be the same as the Residential District
Rear Yard Setback (feet)	10, except when abutting a Residential District, where it shall be the same as the Residential District

Max. Building Height (feet)	35
Other Standards	
Maximum Lot Coverage (%)	75
Accessory Structures	See Article 11
Projections into Required Yards	See Article 14
Setbacks from Ordinary High-Water Mark	See Section 60-4

(Ord. No. 626, § 1, 3-15-2021)

Sec. 57-4. - Design standards.

Themes for design, architecture, parking lot design, pedestrian/bicycle access, environment, utilities and signage shall be reviewed for their accordance with the design standards manual referenced in article 35 of this Appendix E.

(Ord. No. 626, § 1, 3-15-2021)

Wayzata

CHAPTER 960 - P PARKS AND OPEN SPACE DISTRICT

960.01 - Purpose.

The purpose of the P Parks and Open Space District is to provide a district for public parks, open spaces, natural areas, and recreational uses.

(Ord. 812 [6-16-2022])

960.02 - Permitted Uses.

Subject to applicable provisions of this Ordinance, the permitted uses in the P District are:

A. Public parks, open spaces, playgrounds, swimming pools, natural and recreational areas,
B. Park buildings,
C. Public docks,
D. Public service and water treatment structures, and
E. Utility substations.

(Ord. 812 [6-16-2022])

960.03 - Interim Uses.

No interim uses are allowed in the P District.

(Ord. 812 [6-16-2022])

960.04 - Accessory Uses.

Subject to applicable provisions of this Ordinance, the accessory uses allowed in the P District are:

A. Uses customarily and incidental to the uses permitted in Sections 960.02, and
B. Off-street parking and loading areas.

(Ord. 812 [6-16-2022])

960.05 - Conditional Uses.

No Conditional Uses are allowed in the P District.

(Ord. 812 [6-16-2022])

960.06 - Lot Size and Setbacks.

The following minimum requirements must be met for all lots and structures in the P District, subject to additional requirements, exceptions, and modifications set forth in this Ordinance:

A. Minimum Lot Size:
   1. Lot Area: No minimum.
   2. Lot Width: No minimum.
   3. Lot Depth: No minimum.

B. Minimum Setbacks for Principal and Accessory Structures:
   1. Front Yard: 10 feet.
   2. Side Yard: 10 feet.
   3. Rear Yard: 10 feet.

(Ord. 812 [6-16-2022])

960.07 - Building Height.

All buildings in the P District may not exceed a height of one story or 20 feet.

(Ord. 812 [6-16-2022])

CHAPTER 970 - INS INSTITUTIONAL DISTRICT

970.01 - Purpose.

The purpose of the INS Institutional District is to provide a district for facilities that provide public services and places of assembly, as opposed to commercial or residential uses. It is intended that uses within this district be compatible with adjoining districts and uses, and that property within this district generally be located on an arterial street or thoroughfare.

(Ord. 811 [6-30-2022])

970.02 - Permitted Uses.

Subject to applicable provisions of this Ordinance, the permitted uses in the INS District are listed in the Table shown in Section 937.02 of this Ordinance.

(Ord. 811 [6-30-2022])

970.03 - Interim Uses.

No interim uses are allowed in the INS District.

(Ord. 811 [6-30-2022])

970.04 - Accessory Uses.

Subject to applicable provisions of this Ordinance, the accessory uses allowed in the INS District are listed in the Table shown in Section 937.02 of this Ordinance.

(Ord. 811 [6-30-2022])

970.05 - Conditional Uses.

Subject to applicable provisions of this Ordinance, the conditional uses in an INS District are listed in the Table shown in Section 937.02 of this Ordinance. All conditional uses require a conditional use permit approved under procedures set forth in Chapter 904.

(Ord. 811 [6-30-2022])

970.06 - Lot Size and Setbacks.

The following minimum requirements must be met for all lots and structures in the INS District, subject to additional requirements, exceptions, modifications set forth in this Ordinance:

A. Lot Area:
    1. Minimum Lot Area:
        a) Places of Assembly: 3 acres.
        b) Hospitals: 10 acres.
        c) Public Parking Structure: 1 acre.
    2. All area requirements for Places of Assembly prescribed above may be reduced if the site is combined with or included within a neighborhood park.
B. Minimum Setbacks:
    1. Schools:
        a) Front Yard: 50 feet.
        b) Side Yard: 100 feet.
        c) Rear Yard: 100 feet.
    2. Hospitals:
        a) Front Yard: 50 feet.
        b) Side Yard: 100 feet.

c) Rear Yard: 100 feet.

3. Public Works Facilities:
   a) Front Yard: 50 feet.
   b) Side Yard: 100 feet.
   c) Rear Yard: 100 feet.
4. Public Parking Structures: No minimum front yard, side yard or rear yard setback requirements unless adjacent to a residential district, in which case, the minimum setback shall be the same as the setback for the adjacent residential district. In addition, the minimum requirements of Section 970.06.B.6 do not apply to a public parking structure.
5. All Other Institutional Uses:
   a) Front Yard: 50 feet.
   b) Side Yard: 50 feet.
   c) Rear Yard: 50 feet.
6. In addition to these minimum requirements, setbacks of buildings located within the Institutional District shall be at least equal to the height of such buildings.

(Ord. 811 [6-30-2022])

970.07 - Lot Coverage and Height.

The following limits apply in the INS District:

A. The total lot coverage of all buildings may not exceed 30 percent, except that rest homes and housing for the elderly may not exceed a lot coverage of 40 percent, and public parking structures may not exceed a lot coverage of 60 percent.
B. Principal structures and their accessory buildings may not exceed a height of three stories or 40 feet.

(Ord. 811 [6-30-2022])

City of Deephaven
Hennepin County, Minnesota

ORDINANCE NO. 13-XX

AMENDING SECTION 1302 OF THE DEEPHAVEN ZONING ORDINANCE, CREATING A PUBLIC INSTITUTIONAL ZONING DISTRICTS

THE CITY COUNCIL OF THE CITY OF DEEPHAVEN HEREBY ORDAINS:

SECTION ONE: Amendment. That Section 1302 be amended as follows:

1302.06 P - Public Open Space

Subd. 1. Intent.
The purpose of the P, Public Open Space district is intended to provide a specific zoning district for public park and trail use. It is unique in that the primary objective of uses within this district is the provision of recreational facilities.

Subd. 2. Uses Permitted.
a) Parks and recreational fields, structures, buildings, and trails.
b) Public docks and associated facilities.
c) Essential services and essential service structures necessary for the health, safety, and general welfare of the community.

Subd. 3. Permitted Accessory Uses.
Customary accessory uses incidental to the foregoing principal uses including, but not limited to, the following:
a) Accessory uses, buildings, and structures customarily incidental and directly related to the uses allowed as permitted, conditional, interim, and administrative permits in this section, subject to applicable regulations of this zoning ordinance.
b) Fences, as regulated by the zoning ordinance.
c) Signs as regulated in the zoning ordinance
d) Off-street parking and loading facilities.

Subd. 4. Lot and Building Regulations

The following table establishes lot and building regulations for the P zoning district.

Front Yard Setbacks	20 feet
Exterior Side Yard Setbacks	20 feet
Side Yard Setbacks	15 feet, except when abutting a residential district, then 20 feet
Rear Yard Setbacks	20 feet
Building Coverage	10%
Hardcover	25%

Building Height, Principle	25 feet
Building Height, Accessory Structures	15 feet

1302.07 PI – Public and Institutional Buildings

Subd. 1. Purpose.

a) To ensure that the public, semi-public and institutional use of property is related to the purposes and policies of the comprehensive plan.
b) To recognize the public, semi-public and institutional nature of particular parcels of land and provide standards and guidelines for their continued use and future development.
c) To ensure that the public, semi-public and institutional structures and developments in the district will be compatible with surrounding districts and uses.

Subd. 2. Uses Permitted.

Public facilities required by the resident or working population of Deephaven such as schools, libraries, religious assembly, parks and recreational fields, and municipal administration and service buildings.

Subd. 3. Permitted Accessory Uses.

Customary accessory uses incidental to the foregoing principal uses including, but not limited to, the following:

a) Accessory uses, buildings, and structures customarily incidental and directly related to the uses allowed as permitted, conditional, interim, and administrative permits in this section, subject to applicable regulations of this zoning ordinance.
b) Fences, as regulated by the zoning ordinance.
c) Signs as regulated in the zoning ordinance
d) Off-street parking and loading facilities.

Subd. 4. Lot and Building Regulations

The following table establishes lot and building regulations for the PI zoning district.

Front Yard Setbacks	35 feet
Exterior Side Yard Setbacks	30 feet, except when across a street from a residential district, then 50 feet
Side Yard Setbacks	25 feet, except when abutting a residential district, then 50 feet
Rear Yard Setbacks	25 feet
Building Coverage	25%
Hardcover	75%
Building Height	40 feet

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

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

Adopted by the Deephaven City Council on June 1, 2026, and published in the paper of Sun Sailor on June 18, 2026.

_____
Kent M. Carlson, Mayor

ATTEST:

_____
Dan Madsen, City Administrator

DEEPHAVEN CITY COUNCIL MEETING MEMORANDUM

20225 COTTAGEWOOD ROAD, DEEPHAVEN, MN 55331

City Council Meeting
Monday, June 1, 2026
Unfinished Business:
Deephaven Unassigned Fund Balance Policy

Recommended Motion: Approve Resolution Amending Deephaven Fund Balance Policy.

Review of May 18th Meeting Memorandum

As discussed at the May 18, 2026, Council Meeting, Minnesota Cities have established Fund Balance Policies to maintain adequate fund balances in government funds to mitigate against current and future financial risks, to ensure stable tax rates, and to provide support for long-term financial planning. Some additional benefits of carrying a higher unrestricted fund balance include the ability for cities to absorb economic downturns, avoid higher or fluctuating property tax levies to support normal governmental operations, and provide a stronger ability to manage payments given the infrequent disbursement of property taxes from the County.

There are, of course, drawbacks to cities carrying a higher unrestricted fund balance that merit consideration. If a city has an unusually high unrestricted fund balance, taxpayers may feel they are being overtaxed or that the city is not taking appropriate steps to accurately budget and levy only the taxes it needs for operation and proper planning. Additionally, idle money is not actively working for the community, and some would argue these funds should be allocated to infrastructure projects or updating community needs as opposed to sitting on low interest-bearing accounts.

The proper level of an unrestricted fund balance will differ from city to city, with larger or more rural cities tending to carry low fund balances, and more affluent or smaller cities tending to carry higher fund balances. Looking at our other area cities, each city has a lower established fund balance policy than the City of Deephaven. The City of Victoria has the lowest fund balance policy of our sample cities, requiring 30% in unrestricted funds as compared to the subsequent year's budgeted expenses. Minnetonka Beach boasts the highest fund balance policy, requiring 65% of the following year's budgeted expenses to be held as unrestricted funds. The other cities reviewed include Wayzata (40%), Woodland (50%), Excelsior (40%), Tonka Bay (40% to 50% range), Orono (45%) and Shorewood (35% to 50%). Staff have used a target placeholder of 65%, which includes expenses related to Joint Powers Agreements, in the attached draft policy for review, this amount should be discussed and reviewed considering current and anticipated future budget expenses.

General Fund Expenses, Unrestricted Fund Balance.

For this year, the City's General Fund budgeted expenses are $5,486,244. The current Fund Balance Policy, requiring 90% of budgeted expenses as an unrestricted fund balance, would require the City to be carrying an unrestricted fund balance of $ 4,937,619.78. This amount is likely unreasonable in terms of amount and based upon policy comparison to our other area

cities. A higher, yet more reasonable, policy of a 65% unrestricted fund balance would require the City to carry a balance of $3,566,058.73 in unrestricted funds. The City's current Fund Balance is $3,651,154, which equates to 66.55% of the City's current budgeted expenses. Looking forward, and assuming a modest 4% increase in overall General Fund expenses for 2027, we would need to increase our unrestricted fund balance by $57,547 to the amount of $3,708,701.08, to satisfy a 65% policy requirement. Based upon our history of fund balance increases, this increase seems both reasonable and manageable.

A second, or additional, option is defining how we calculate the "subsequent year's expenses" for computation of the Fund Balance percentage. The policy requiring an established unrestricted fund balance to protect the City from financial downturns, unstable market conditions and other unpredictable circumstances, does not apply as directly to our governmental Joint Powers Agreements (hereinafter "JPA"). Passthrough items, like the annual State Fire Pension Aid of approximately $250,000, consist of firefighter pension payments sent by the State of Minnesota to the City of Deephaven as the latent fiscal agent for the Excelsior Fire District. Deephaven then sends along the equal amount received from the State to the Excelsior Fire District Relief for that same purpose. As related items, the City of Deephaven provides annual Administrative and Police Services to the City of Woodland (approximately $286,948), and annual Public Works Services to the City of Greenwood (approximately $199,097). These services are provided through JPAs that require offsetting payments equal to the expenses incurred and are collected on a quarterly basis. Similar to the State Fire Pension Aid, if these funds were not received, the City would not have any corresponding expenses. As such, these JPA expenses are substantially different than other municipal operating expenses and could be excluded from the calculation of the amount of required unrestricted fund balance to be held under this policy.

Removing these expenses from the calculation of "subsequent year's expenses" has a significant impact on the City's unrestricted fund balance. As provided above, the City current has an unrestricted fund balance of $3,651,154, equal to 66.55% of the City's current-year budgeted expenses. If the State Fire Pension Aid ($250,000) is removed from the equation, the current unrestricted fund balance increases to 69.73% of the current year's budgeted expenses. If the offsetting expenses for both governmental services JPAs ($486,045) are also removed from the equation, the City's unrestricted fund balance increases to 76.86%.

The Council can discuss and decide whether to remove all JPA-type expenses from calculation of unrestricted fund balance and carry a higher policy percentage, or to continue to include those expenses in the equation and have a slightly lower fund balance percentage. While Staff take no position here, we will note that continuing to include JPA expenses could ultimately negatively impact the fund balance policy in the event of dramatic increases in firefighter pension allotments and / or in the costs of services provided to the Cities of Woodland and Greenwood through our JPAs.

Enterprise Funds

Regarding the Enterprise Funds, each fund has its own fund balance, with the Auditors using a standard recommended fifty percent (50%) target as an unrestricted fund balance. For these reports, the Auditors used the 2026 budgeted expenses compared with the 2025 year-end fund

balances. All of the City's Enterprise Funds (Water, Stormsewer, Garbage and Recycling and Marina) all have fund balances that comfortably exceed the auditor-recommended target of 50%, with the exception of the Sewer Fund. The Water Fund has an unrestricted fund balance of approximately $266,389 with annual operating expenses of approximately $129,100; which equates to a fund balance of roughly 206%. The Stormsewer Fund has a fund balance of $487,995 with annual operating expenses of $135,850. Staff will note that the Calvary Church Stormsewer Project will be expensed to this fund's unrestricted fund balance this year. That will reduce the fund balance by approximately $150,000, leaving an updated fund balance of approximately $337,995, or 249% of annual operating expenses. The Garbage and Recycling Fund has an unrestricted fund balance of approximately $128,696 with annual operating expenses of roughly $14,800; which equates to a fund balance of 870%. The Marina Fund has an unrestricted fund balance of roughly $579,712 with annual operating expenses of approximately $207,500; which equates to a fund balance of approximately 279%. Finally, the Sewer Fund is the one Enterprise Fund that would not support a 50% position as an unrestricted fund balance policy. The Sewer Fund currently has an unrestricted fund balance of $216,961, with annual operating expenses estimated to be approximately $980,000; which equates to an unrestricted fund balance of roughly 22%.

Based upon the recommendation of the City's Auditor, and in consideration of the current fund balances for our Enterprise Funds, Staff recommend establishing a policy of unrestricted fund balances equal to or greater than 50% of the preceding year's budgeted expenses. Staff will work on a plan to close ground on the Sewer Fund Balance percentage to bring that in-line with this Policy, if approved, moving forward.

Capital Improvement Fund Balance
The City of Deephaven has used the Capital Improvement Fund levy to cover capital projects and expenses on a year-to-year basis. Fund balances included in this fund would be considered "assigned" funds as they are dedicated to specific purchases, and as such would not be considered unrestricted and would fall outside of this policy. This fund has also been used as a means to prepare for the cost impact of large-scale capital projects like the 2026 Street Improvement Project. This use has resulted in the Capital Improvement Fund having a current negative fund balance in the amount of $283,083. Due to the volatility, and the unique nature and operation of this fund, Staff do not recommend including this fund in the policy related to unrestricted fund balances.

Conclusion
This matter is set on for preliminary discussion and review; Staff intend to continue to make edits and changes to the draft policy pursuant to Council discussion and look forward to reviewing this information on Monday night. As always, send any questions, comments or requests for additional information you may have and we will have that information available for review on Monday night.

Sincerely,

Dan Madsen
City Administrator / Special Counsel
Deephaven, Minnesota

CITY OF DEEPHAVEN, MINNESOTA

A Regular meeting of the City Council of the City of Deephaven, Minnesota was called to order by Mayor Carlson on Monday, June 1, 2026, at 7:00 p.m. in the Council Chambers of City Hall, 20225 Cottagewood Road, Deephaven, Minnesota, 55331. The following Council Members were present: Carlson, Jewett, Studer, Scherschligt, and Erdmann. The following members were absent: None. A motion to adopt the following resolution was made by , seconded by .

RESOLUTION #25-26

A RESOLUTION AMENDING THE DEEPHAVEN FUND BALANCE POLICY

WHEREAS: Minnesota Cities establish Fund Balance Policies to maintain adequate fund balances in government funds to mitigate against current and future financial risks, to ensure stable tax rates, and to provide support for long-term financial planning; and

WHEREAS: The City Auditor recommends the City establish reasonable and manageable policies that guide the retention and use of unrestricted funds through a Fund Balance Policy; and

WHEREAS: the City of Deephaven had adopted a Fund Balance Policy that was adopted in 2011 and last amended in 2014; and

WHEREAS: the existing Fund Balance Policy has become outdated with time, the expansion of the City's budget and updates made to current municipal auditing trends and recommendations promulgated by the Governmental Accountability Standards Board; and

WHEREAS: the Government Accountability Standards Board routinely promulgates Generally Accepted Accounting Principles that formalize guidance to municipalities for the adoption of Fund Balance Policies; and

WHEREAS: those policies are reflected in the Deephaven Fund Balance Policy, which is drafted in compliance with those recommendations and standards; and

WHEREAS: the proposed amendments to the Deephaven Fund Balance Policy both bring the policy current with governmental guidelines as well as reflect the necessary operating capital and unrestricted general fund balance percentage, as compared to annual operating expenditures, to support reasonable and responsible municipal operations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Deephaven, Minnesota, that the Deephaven Fund Balance Policy is amended as attached, with a Sixty-Five Percent (65%) unrestricted General Fund fund balance, and a Fifty Percent (50%) Enterprise Fund fund balance, calculated in relation to the proceeding year's operating expenses.

The following council members voted in favor: Carlson, Erdmann, Jewett, Studer and Scherschligt. The following members voted against or abstained: None. Where upon the motion was declared passed and executed.

Adopted by the City Council of the City of Deephaven, Minnesota on Monday, June 1, 2026.

CITY OF DEEPHAVEN:

_____
Mayor, Kent Carlson

ATTEST:

_____
City Clerk, Kimberly Lenarz-Greenwaldt

CITY OF DEEPHAVEN, MINNESOTA

DEEPHAVEN FUND BALANCE POLICY

Amended Monday, June 1, 2026

I. Background

The City of Deephaven recognizes that it is essential to maintain adequate fund balances in its governmental funds to mitigate against current and future risks, to ensure stable tax rates, and to provide for long-term financial planning. Historically, maintaining sufficient fund balances has significantly contributed to recognition of the city's continued creditworthiness, which has provided financial benefits to the city's taxpayers including lower costs of borrowing.

This policy establishes the procedures for reporting unrestricted fund balance in the financial statements in accordance with Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

II. Classification of Fund Balance

The following policy applies to the City's General Fund and Enterprise Funds (Water, Sewer, Stormsewer and Marina). A Fund Balance is essentially the difference between the assets and liabilities reported in a governmental fund. There are five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent.

Non-spendable: This category includes a fund balance that is inherently non-spendable because it is either not in spendable form or is legally or contractually required to be maintained. Examples would include inventories and prepaid amounts spent on future goods or services to be rendered.

Restricted: This category includes a fund balance that has externally enforceable limitations or restrictions on the usage of those funds. Restricted funds include those with restrictions externally imposed by creditors, grantors, contributors; or, laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. Examples of restricted funds include debt service levy funds or excess bond proceeds that can generally only be spent in payment of existing bond debt.

Non-spendable and Restricted Fund Balances are not addressed in this policy due to the nature of their restrictions and the lack of deference and discretion the City has in dedicating or otherwise using these funds.

Committed: This category includes funds that can only be used for specific purposes pursuant to constraints imposed by formal action of the City Council. The Council, as the City's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such as a majority vote, or the passage of an ordinance or resolution. These committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use through the same type of formal action taken to establish the commitment. This formal action must occur prior to the end of the reporting period; however, the amount to be subject to the constraint may be determined in the subsequent period. Examples of this may include a Resolution to fund a specific project or event, such as the City's percentage of a project through a grant agreement, or a cost-share allocation for a public/private or intergovernmental partnership project or agreement.

Assigned: This category includes funds that are constrained by the City Council's intended future use for specified purposes but are neither restricted nor committed. An assigned fund balance in the General Fund includes amounts that are intended to be used for specific purposes. This policy hereby delegates the authority to assign amounts to be used for specific purposes to the City Administrator and / or Finance Clerk for the purpose of reporting these amounts in the annual financial statements. Examples of this may include funding discussed by the Council for use in the construction of park improvements or other City purchases, or projects or initiatives that are more of an informal operating or planned expense. Budgeted items or planned purchases may fall into this category as well.

Unassigned: This category includes all residual positive net revenues of the General Fund in excess of what can properly be classified in one of the other four categories. These funds can be used at any time by the Council for any purpose and have no prior or underlying designation or commitment. These funds would be used in the event of an emergency expense, such as an unanticipated roadway failure or loss of a critical and expensive piece of equipment. These funds would also be available to offset lost revenue through difficult economic circumstances or the unanticipated deficit in other budgeted revenues. In essence, these funds are the safety net for a city to support operations through times of economic downturn or adversity.

III. Minimum Unassigned Fund Balance

The most significant revenue source of the General Fund is property taxes. This revenue source is received in three installments during the year; primarily July and December, with a small corrective payment typically received in January. As such, it is the City's goal to begin each fiscal year with sufficient working capital to fund operations between semi-annual receipts of property taxes.

This policy establishes a year-end targeted unassigned fund balance amount of Sixty-Five (65%) of the subsequent year's budgeted expenditures for cash-flow timing and other lawful purposes as provided herein. At all other times the unassigned fund balance should never be less than Fifty Percent (50%) of the subsequent year's budgeted expenditures.

The City Council may consider appropriating year end fund balance in excess of the policy level for one-time expenditures, such as capital expenditures, or for any other lawful or authorized purpose at the Council's discretion.

IV. Calculating Subsequent Year's Budgeted Expenses (Optional Provision)

As provided above, this policy establishes minimum levels of the City's Unassigned Fund Balance calculated as a percentage based upon the subsequent year's budgeted expenses. For the purposes of calculating the "subsequent year's budgeted expenses," the City will exclude Committed expenses from the method of computation and equation. These Committed expenses are defined to include any costs that are annual pass-through expenses directly offset by an equal or greater amount by annual pass-through revenues. Since these types of expenses are tied directly to revenues received; and since in no circumstance would these expenses be borne by the City in any amount greater than the revenues to be received, they are determined to be outside of the policy interests in holding unassigned fund balances sufficient to support municipal operations through times of economic downturn or adversity.

As of the date of this policy, the only pass-through expenses to be excluded from calculation of the subsequent year's budgeted expenditures are the annual Fire Relief State Aid Reimbursement and the annual Public Services Contract expenses of the Cities of Greenwood and Woodland. All three of these expenses are certified and funded annually in equal or greater amounts by committed revenues from

other governmental institutions for the provision of services or for reimbursement of firefighter Fire Relief Pension allocations.

V. Enterprise Fund Balance Procedures

The most significant revenue source of the City's Enterprise Funds are the revenues generated through their annual operations. These sources of revenue can fluctuate throughout the year and are subject to more commercial-type economic pressures. This policy establishes a year-end targeted unassigned fund balance amount of Fifty Percent (50%) of the subsequent year's budgeted expenditures for cash-flow timing and other lawful purposes as provided herein. At all other times the unassigned fund balance should never be less than Twenty-Five Percent (25%) of the subsequent year's budgeted expenditures.

VI. Capital Fund Balance Procedures

Positive balances in capital funds associated with incomplete capital budget projects within the city's adopted capital improvement program are committed and unavailable for other purposes. All other positive balances in capital funds are considered assigned for the capital purposes of each fund.

The City Administrator will establish prospective fund balance guidelines for each capital fund, which will reflect the type of fund, subsequent-year budget needs, annual cash flow requirements, replacement reserves and potential contingencies. The guidelines will be used to responsibly manage balances over the five-year horizon of the city capital improvement program budget. This process will be reflected in the City's Capital Improvement Fund Budget reviewed by the Council on an annual basis.

VII. Management and Use of Fund Balances

Any revenues received in excess of expenses as designated by the City Auditor at the end of the fiscal year that are not categorized as restricted shall be designated, by default, as unrestricted. If the unrestricted fund balance in any fund is in excess of the established target percentage of unrestricted funds based upon the projected subsequent year's budgeted operating expenses at the end of the fiscal year, the Council may elect to commit or assign the excess fund balance to the Capital Fund or Debt Service Fund as a dedicated transfer at the Council's discretion.

If the unrestricted fund balance in any fund is deficient or otherwise below the established target percentage of unrestricted funds based upon the projected subsequent year's budgeted operating expenses at the end of the fiscal year, the City Administrator shall prepare and present options to the City Council during the annual budgeting process that will bring the fund into compliance with this policy within a reasonable time frame based upon the historic and projected operations of the subject fund.

When both restricted and unrestricted fund resources are available for use, it will be the City's policy to first use restricted resources and then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1) committed, 2) assigned, and 3) unassigned.

VIII. Monitoring and Reporting

The City Administrator shall annually prepare the status of fund balances in relation to this policy and present to the City Council in conjunction with the development of the annual budget.

Amended by the Deephaven City Council this 1st day of June, 2026.
Adopted 2011; Amended 2014; Amended 2026

CITY OF DEEPHAVEN, MINNESOTA

DEEPHAVEN FUND BALANCE POLICY

Amended Monday, June 1, 2026

I. Background

The City of Deephaven recognizes that it is essential to maintain adequate fund balances in its government funds to mitigate against current and future risks, to ensure stable tax rates, and to provide for long-term financial planning. Historically, maintaining sufficient fund balances has significantly contributed to recognition of the city's continued creditworthiness, which has provided financial benefits to the city's taxpayers including lower costs of borrowing.

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Non-spendable and Restricted Fund Balances are not addressed in this policy due to the nature of their restrictions and the lack of deference and discretion the City has in dedicating or otherwise using these funds.

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Adopted by the Deephaven City Council this 1st day of June, 2026.

Adopted 2011; Amended 2014; Amended 2026

Deephaven Police Department

CORY JOHNSON
CHIEF OF POLICE

20225 Cottagewood Road
Deephaven, MN 55331

Email – coryj@deephavenpolice.com

June 1, 2026

To: Honorable Mayor Kent Carlson
Deephaven City Council

Cc: Dan Madsen, City Administrator / Special Counsel

From: Cory Johnson, Chief of Police

Re: Server Replacement for Police Department

The Police Department is budgeted for a new Server this year. We received a quote of $33,000.00 and we budgeted up to $15,000.00. Pantheon Computers, our IT service company, is strongly recommending we replace our server as soon as possible. There are some important Cybersecurity and Compliance issues with our old server. The server is operating on 2012 software and cannot receive important security updates. From a CJIS cybersecurity and compliance perspective, this creates concerns because we are not maintaining our server with current security patches.

KEY CONSIDERATIONS INCLUDE:

- INCREASED CYBERSECURITY RISK DUE TO UNPATCHED VULNERABILITIES
- POTENTIAL AUDIT FINDINGS RELATED TO UNSUPPORTED OPERATING SYSTEMS
- POSSIBLE IMPACTS TO CYBER INSURANCE COVERAGE DEPENDING ON POLICY TERMS
- EXPOSURE RELATED TO CONTRACTUAL OR REGULATORY COMPLIANCE REQUIREMENTS

Recommendation:

Allow the Police Department to purchase new server

PANTHEON COMPUTERS

Server Replacement

Prepared for **City of Deephaven Police Department**

By Kyle Scharfe | kyle.scharfe@pantheoncomputers.com
Valid until Wednesday, June 3, 2026

Project Overview

Pantheon Computers will provide professional services to deploy a new Hyper-V virtualization environment for the City of Deephaven Police Department. The project includes staging and configuring new tower server hardware, deploying Windows Server 2025 virtual machines, migrating Active Directory, file services, print services, and Cerberus SFTP services, and decommissioning legacy systems upon successful validation.

The environment will be consolidated onto a single physical Hyper-V host with multiple virtual machines to provide service separation and operational resilience.

VMs in scope:

- Domain Controller 1 (DC01)
- Domain Controller 2 (DC02)
- File Server (replacement of DATA2019)
- Cerberus SFTP Server

Scope of Work

Phase 1 – Server Staging and Preparation (Offsite)
• Stage server at Pantheon office
• Update BIOS, firmware, and hardware drivers
• Configure RAID:

- RAID 1 for host OS
- RAID 10 for VM/data storage
  • Install Windows Server 2025 (Desktop Experience)
  • Configure Hyper-V role
  • Apply OS updates and baseline configuration
  • Create and baseline virtual machines for deployment
  • Transport server to client site for installation

Phase 2 – Onsite Installation and Hyper-V Configuration
• Install server at client location and connect power/network
• Configure Hyper-V host settings
• Configure virtual networking and switches
• Validate storage configuration and performance
• Finalize VM readiness for migration

Phase 3 – Virtual Machine Configuration
• Configure the following virtual machines:

- DC01
- DC02
- File Server
- Cerberus SFTP Server
  • Install Windows Server 2025 (Desktop Experience) on all VMs
  • Apply updates and baseline security configuration

Phase 4 – Active Directory Migration
• Deploy DC01 and join to existing domain
• Install Active Directory Domain Services (AD DS) and promote to domain controller
• Deploy DC02 and promote as additional domain controller
• Configure and validate Active Directory replication
• Transfer FSMO roles to new domain controller
• Validate DNS configuration and AD-integrated zones
• Update DNS configuration:

- Update DHCP scope options on firewall to use new domain controllers
- Update DNS settings on statically addressed devices, including workstations, printers, and infrastructure devices
  • Validate:
- AD replication health
- DNS resolution
- Client authentication
  • Demote and decommission legacy domain controller

Phase 5 – File and Print Services Migration

File Server Migration
• Migrate data from DATA2019 to new File Server VM
• Preserve NTFS and share permissions
• Recreate shares and validate access
• Validate user connectivity and access

Print Server Migration
• Install and configure Print Server role on new File Server
• Migrate existing printers and queues
• Validate printer functionality and test printing

Phase 6 – Cerberus SFTP Migration
• Install Cerberus FTP Server on new VM
• Migrate users, configuration, and keys/certificates
• Validate internal and external SFTP connectivity
• Perform transfer testing

Phase 7 – Testing and Validation
• Validate:

- Active Directory authentication and DNS
- File share access and permissions
- Print services functionality
- Cerberus SFTP operation
  • Perform connectivity and performance testing

• Support client validation and acceptance

Phase 8 – Decommissioning
• Decommission legacy systems:

- DATA2019 server
- Existing Cerberus server
  • Remove from domain and network
  • Confirm no remaining dependencies

Deliverables

- Fully configured Hyper-V host
- Four (4) production-ready virtual machines
- Migrated and fully functional Active Directory environment
- Migrated file and print services
- Operational Cerberus SFTP server
- Updated DNS configuration across environment
- Decommissioned legacy systems

Cables and Adapters:
Quoted equipment does not include peripheral items such as cables, adapters, or specialty connectors unless explicitly listed. Any required accessories identified during installation or deployment may be quoted and billed separately.

Workstation Replacement & Support:
As part of the replacement process, Pantheon Computers will uninstall all management, monitoring, and security tools from the existing workstation. Following removal, the device will be considered unmanaged and is no longer covered under Pantheon Computers' support services or agreements.

Returns & Recycling:
Returns and equipment disposal services are not included in this quote unless specifically noted. While Pantheon Computers does not directly handle recycling or asset disposition, we're happy to coordinate a referral to a trusted third-party partner upon request.

$33,000.00

Product	Quantity	Price	Amount
 Lenovo ST650 V3 Towerserver - 7D7ASF2U00-SO	1	$21,000.00	$21,000.00
Labor-install	1	$12,000.00	$12,000.00

Subtotal	$33,000.00
Shipping	$0.00
Tax	$0.00
Total	**$33,000.00**

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

7 p.m. Monday, June 1, 2026
Approval of Proposal
Municipal Banking Services

Recommended Motion: Approve Alerus as the City's continued banking services provider

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On April 6, 2026, Council approved Staff to send RFPs for banking services due to the under collateralization of the City's bank accounts at the end of 2025. Five banks submitted proposals, which were reviewed by staff, who considered multiple factors including: services offered, interest rates on both checking and savings accounts, and monthly cost for services. Staff determined that Alerus is the best option for the City financially because they offer all of the services the city requires, they offer a competitive 3% interest rate on the accounts, and the checking account interest earnings are not restricted to the monthly bank fees incurred. Attached is a spreadsheet compiling the financial data that was considered by staff as well as each bank's response to the RFP.

Thank you, and as always, please send any questions, comments or requests for additional information you may have.

Andrew Keller
Finance Clerk
Deephaven, Minnesota

Bank	Checking Account Interest Rate	Money Market Interest Rate	Est Monthly Bank Fees - Based on March 2026	Est Checking Monthly Interest - Based on March 2026	Est Savings Monthly Interest - Based on March 2026	Estimated Interest Income less Bank Fees
Alerus	Currently 3% - Based on Fed Funds Target Rate	Currently 3% - Based on Fed Funds Target Rate	$250.80	$2,242.91	$1,728.14	$3,720.25
Bridgewater Bank	0.25%	3.30%	$138.73	$138.73	$1,900.96	$1,900.96
CorTrust Bank	Currently 3.68% - based on 90 day Treasury Bill Rate	1.25% for balance range $250,000 - $999,999.99	$129.94	$129.94	$720.06	$720.06
MidCountry Bank	Currently 1.285%	2.25% for balance $250,000 and up	$120.13	$120.13	$1,296.11	$1,296.11
Security Bank & Trust	0.02% to 1.20% depending on avg. daily balance	3.65% for balance $250,000 and up	$115.00	$225.29	$2,102.57	$2,212.86

Note: Checking Account interest income for Bridgewater, CorTrust, & MidCountry is limited to only offset bank fees

Alerus

Fees	
Monthly Maintenance Fee	$25/month
Monthly Online Banking Fee	$25/month
Monthly FedEDI Reports	$10/month
FDIC Insurance	0.06% of average Daily Balance
Deposit Charge	$0.60/deposit + $0.13/item or $0.12/on-us item
Per Check Charge	$0.25/cleared check
Returned Deposited Item Fee	$6/occurance
Domestic Wire	$15/incoming wire, $17/outgoing wire
Int'l Wire	$50/outgoing wire
ACH Origination	$15/month + $0.20 per item
Remote Deposit Capture	$40/month + $0.04 per item
Positive Pay	$35/month
Stop Payment Charge	$18/occurrence

Checking Interest Rate
Federal Funds Target Rate (Upper Bound) less 0.75%
Currently 3%

Money Market Interest Rates - By Avg Daily Balance
Federal Funds Target Rate (Upper Bound) less 0.75%
Currently 3%

ALERUS

RESPONSE TO REQUEST FOR PROPOSAL FOR

MUNICIPAL BANKING SERVICES

CITY OF DEEPHAVEN, MINNESOTA

April 2026

Julie Stewart, Senior VP — Business Banking
10900 Wayzata Blvd, Suite 900, Minnetonka, MN 55305
952.417.3719

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B: 2024 and 2025 Annual Reports
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D: Funds Availability Schedule
E: Sample ICS Monthly Statement
F: Sample Analysis Statement
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CITY OF DEEPHAVEN – PROPOSAL FOR BANKING SERVICES

On behalf of Alerus, we are pleased to submit our response to the banking services request for proposal for the City of Deephaven. We are honored to serve as Deephaven's — and its constituents — banking partner. Our top priority is to align Deephaven's goals and objectives with the financial resources, expertise, and operational capabilities required to deliver dependable, secure, and timely banking services.

Alerus is a publicly traded (Nasdaq: ALRS) commercial wealth bank and national retirement services provider delivering diversified financial solutions, including banking, wealth management, and retirement and benefits services — to thousands of businesses and personal clients nationwide. Our organization is built on more than one hundred years of financial services experience.

In today's economic and regulatory environment, responsible financial institutions must understand not only client needs, but also applicable laws and regulatory requirements to provide superior service at a competitive cost. Your Alerus service team — led by Julie Stewart and Anita Wohlk— brings more than 50 years of combined financial experience and possesses the expertise necessary to support your unique operational and fiduciary requirements.

Recommended banking services — to best support the City of Deephaven's banking needs, we recommend the following solutions:

- **Public funds interest-bearing account —** This account structure provides Deephaven with flexibility to earn interest on collected balances in compliance with public funds requirements. Interest is calculated at a variable rate equal to the Federal Funds Target Rate (Upper Bound) minus 0.75%, subject to change and published by the Federal Reserve. Reference rate: https://www.newyorkfed.org/markets/reference-rates/effr
  - As the incumbent bank, Attachment A- Bid Sheet for Bank Fee and Earnings Credit Schedule illustrates an estimated net monthly benefit of approximately $1,875 (interest earned less bank charges), or approximately $26,900 annually.
  - Deephaven may also choose to consolidate existing money market balances into this account and utilize the IntraFi ICS sweep for full FDIC insurance on all collected balances.
- **IntraFi ICS overnight insured cash sweep** — This sweep service provides full FDIC insurance coverage through a single banking relationship while maintaining daily liquidity. Funds are eligible for multi-million-dollar FDIC insurance protection backed by the full faith and credit of the U.S. government.
  - Interest earned is a variable rate equal to the Federal Funds Target Rate (Upper Bound) minus 0.75%.
  - The current applicable rate is 3.00%, subject to change.
- **Remote deposit capture —** Remote deposit capture provides a fast and efficient method to deposit checks using a desktop scanner, mobile device, or web-based software. Alerus will provide the city with a complimentary desktop scanner, valued at approximately $1,300.
- **Wire transfer services —** Wire transfer services offer a secure and efficient means of sending funds with same-day settlement. Transfers may be initiated via phone or through Alerus' online banking platform.
- **Same-day automated clearinghouse (ACH) —** This service enables the city to initiate same-day ACH payments, improving cash flow management and payment efficiency.
- **Fraud prevention services —** Alerus offers comprehensive fraud prevention solutions designed to reduce Deephaven's exposure to check and ACH fraud, including:
  - Payee positive pay — A check fraud prevention service that validates Deephaven's check issuance file by electronically matching checks presented for payment.
  - ACH fraud filter — A control that restricts ACH activity to authorized transactions only, preventing unauthorized electronic payments from posting to Deephaven's account.

We appreciate the opportunity to continue serving as the City of Deephaven's banking services partner. Alerus is committed to providing consultative, responsive, and insightful financial guidance to help Deephaven achieve its financial and operational goals.

Julie Stewart, Senior VP, Business Banking, 952.417.3719 (office), 612.751.2395 (cell), 800.648.5507 (toll free), julie.stewart@alerus.com, 10900 Wayzata Blvd., Suite 900, Minnetonka, MN 55305

Anita Wohlk, Senior Treasury Management Consultant (specializing in government entities), 651.746.6167 (office), 651.358.4513 (cell) anita.wohlk@alerus.com, 4100 Lexington Avenue North, Suite 400, Shoreview, MN 55126

Requirements for Audited Financial Statements

1 — Audit and Examination Reports

For the most recent two fiscal years provide copies of each report issued as described below unless you are legally prohibited from such disclosure. Include management responses, if any, to all reports provided. (a) AUDIT AND EXAMINATION REPORTS (1) Independent Certified Public Accountants, (2) Minnesota State Banking Commissioner, (3) FDIC

Please see **Attachment B – 2024 Annual Report** and **2025 Annual Report**. Alerus Financial Corporation (Alerus) is a publicly traded company; our annual audit is publicly available in Form 10-K and our most recent annual financial reports and other related information are publicly available at investors.alerus.com.

2 — Security Procedures

Describe the process followed by your institution to reasonably ensure that security procedures, such as those established by your institution to prevent unauthorized payment orders and fraud (via checks, wire transfers, or ACH transactions), are adequate and effective.

Alerus provides a layered fraud prevention suite for disbursement activity designed to help mitigate check, ACH, and wire fraud risks. For check disbursements, clients may utilize payee positive pay, which validates issued checks at the payee level, or check blocks to prevent unauthorized check posting on designated accounts.

For electronic disbursements, Alerus offers ACH fraud filters, allowing clients to define approved originators, transaction types, and dollar thresholds, as well as ACH blocks to restrict ACH activity entirely on specified accounts. Exception items will trigger a notification to positive pay users, and they will have until 1:30 p.m. CT to decision those items.

Dual Control

Fraud management requires two authorized individuals to complete a financial transaction, enhancing security and risk management.

- **Separation of duties:** One user initiates while another independently reviews and approves transactions, preventing unilateral execution.
- **Application in banking:** Commonly applied to high-risk activities like wire transfers and ACH payments in commercial banking environments.
- **Benefits and controls:** Dual control reduces errors, deters fraud, and maintains audit trails, reinforcing governance and accountability.

ACH Dual Control

Reduces fraud and errors in ACH payments by requiring two authorized users to process transactions.

- **Approval process:** One user creates the ACH payment, and a second user reviews and approves it before processing to ensure accuracy.
- **Risk management:** Features user entitlements, dollar limits, and transaction filters help manage risks in large or high-volume ACH files.
- **Timely settlement:** Approval must occur before cutoff times to ensure ACH payments settle on time and avoid delays.

Wire Transfers Dual Control

Wire transfers are high-risk due to their speed and difficulty to reverse once sent.

- **Dual control workflow:** Dual control requires one person to initiate and another to approve wire transfers for safety.
- **Additional safeguards:** Call-back verification, out-of-band authentication, and alerts add layers of protection against fraud.

- **Reduced fraud exposure:** Dual control significantly reduces the chance of loss by preventing unilateral wire transfers.

Please see **Attachment C - Alerus Information and Due Diligence Package**. Refer to sections titled:

- Computer Security Incident Response Plan Summary
- Data Security Policy
- Disaster Recovery Policy
- Information Security Policy
- Identity Theft Protection Policy (Red Flag Policy)
- Vendor Management Policy
- Privacy Policy

3 — Audit Reports

Describe your institution's process of reviewing audit reports and addressing any deficiencies noted.

All audit and examination reports are presented to Alerus' enterprise risk management committee and corporate audit committee. For each report, management must provide a corrective action plan to address any identified risks or reportable findings. These responses are formally tracked by internal audit, with quarterly update reports submitted to both committees. Before an issue is formally closed, internal audit validates the corrective action plans to ensure all concerns have been adequately addressed.

Profile Questionnaire

1 —Banking Services History

Provide a brief description of the history of the institution's provision of municipal banking services.

Alerus is a publicly traded (Nasdaq: ALRS) commercial wealth bank and national retirement services provider that delivers diversified and comprehensive financial solutions, including banking, wealth, and retirement and benefits plans and services, to thousands of business and personal clients. Our roots trace back over one hundred years.

Throughout our company's history, we have maintained one guiding principle: everything we do is in the best interest of our clients. Alerus is a highly diversified company, providing stability during challenging times, and is large enough to meet most any financial need, while still being small enough to provide personalized service to help clients achieve their unique goals.

Employees are also company owners through our employee stock ownership plan and have a personal stake in our clients' success. This sound business strategy provides clients with peace of mind knowing their deposits and financial goals are secure with us.

- Business banking services
  - Commercial and commercial real estate lending
  - Small business banking services
  - Treasury management services
  - Deposit services

- Personal banking services
  - Private banking services
  - Deposit products and services
  - Lending services

2 — Organizational Structure

Describe the organizational structure of your institution, and the departments which will oversee the contract.

Alerus offers expert knowledge at every level of support and area of specialty.

- Julie Stewart, Senior VP, Business Banking
- Shery Thiel, Senior Commercial Banking Associate
- Anita Wohlk, Senior Treasury Management Sales Consultant
- Andrew Gleiter, Treasury Management Analyst
- Jessica Johnson, Treasury Management Solution Center Manager

Alerus' treasury management solutions client service center is available for your day-to-day treasury needs and will promptly address any needs that arise.

3 — Service Capabilities

Describe your service capabilities for a customer the size of the City including those items which set you apart from your competition.

Alerus offers full-service banking, wealth, and retirement and benefits services at our locations.

Company portfolio as of 12.31.2025:

- $5.2 billion banking assets
- $4.9 billion wealth assets under administration management
- $44.2 billion retirement and benefits under administration management

Alerus' consultative approach is to ensure the City of Deephaven has the insights of current technology and trends. Alerus offers innovative solutions to keep your cash working optimally.

- Receivables: ACH, card processing, cash and check processing, and remote check deposit
- Payables: Wire transfer, integrated payables, online bill payment, and check solutions
- Money management: Online banking, mobile banking, and access to reporting
- Security and fraud: Monitoring, positive pay, and ACH block and filters
- Investment and credit sweeps: ICS and ZBA structures

4 —Governmental Clients

How many governmental customers does your business service have?

Alerus has 47 banking governmental/municipal clients and many governmental/municipal clients in our retirement and benefits business line including counties, cities, towns, villages, townships, and special districts.

Alerus has financial experts in the government and nonprofit industries. Kelly Elkin, commercial banking executive, serves as a liaison to seamlessly connect these entities with Alerus specialists to meet their financial objectives. Kelly has over 35 years of extensive expertise in lending, capital markets, Community Reinvestment Act (CRA), and grant making. She is a decades-long advocate for community and economic development and is skilled in collaborating with nonprofits, government agencies, community development financial institutions, and the private sector to finance projects and programs that equitably support the needs of diverse communities.

5 — References

Provide three (3) references from public funds or government-related customers of one (1) year or more with characteristics similar to the City or commercial banking customers that utilize similar services that the City will use.

1.	**The City of Grand Forks, ND** Mike Vatnsdal, Budget Manager mvatnsdal@grandforksgov.com 701.746.2622	**Banking services:**	Liquidity management
2.	**Minnetonka Public Schools ISD 276, MN** Peyton Zivkovich CMA, CSCA Coordinator of Accounting and Audit peyton.zivkovich@minnetonkaschools.org 952.401.5060	**Treasury services:**	online banking deposits check clearing ACH origination overnight ICS sweep
3.	**City of Shorewood, MN** Jeanne Schmuck, Finance Director jschmuck@shorewoodmn.gov 952.960.7903	**Treasury services:**	online banking deposits check clearing ACH origination

6— Insurance Coverage

What insurance coverage is carried by the Bank with respect to any acts or omissions of directors, officers, and other personnel resulting in loss of funds?

Alerus insurance coverage see **Attachment C - Alerus Information and Due Diligence Package**.

7 — Financial Stability

Discuss the financial stability of your institution. Provide ratings for the institution from a nationally recognized rating agency. List all rating changes for the past five (5) years.

Alerus reported net income of $23.0 million for the first quarter of 2026. Alerus has no public debt outstanding, therefore does not require an agency rating. Alerus' common equity tier one ratio, disclosed in our 10Q financial disclosures, indicates that Alerus is well capitalized. As a publicly traded company, annual financial reports and other related information are publicly available at **investors.alerus.com**.

8 — Key Persons

List names, titles, phone and fax numbers, and e-mail addresses of key persons in charge of banking services and the account administrator who would be assigned to this account. Provide biographical sketches of these individuals and identify their rank and level of authority.

Julie Stewart, Senior VP - Business Banking
952.417.3719 | Office
612.751.2395 | Cell
julie.stewart@alerus.com



Julie Stewart is Deephaven's senior vice president. She delivers comprehensive financial advice to business clients, specializing in identifying solutions to help commercial businesses succeed. She collaborates closely with experts across Alerus to ensure business clients have access to its full suite of diversified services to meet their financial objectives.

With more than 30 years of experience in the financial industry, Julie has developed extensive expertise in commercial credit underwriting and administration. Julie has been with Alerus since 2009. Her

dedication is to building lasting relationships with her clients and brings a friendly, caring approach to banking.

Julie holds a bachelor's degree in business administration with an emphasis in finance from the University of Wisconsin-Eau Claire. She is a member of the Minnesota Chamber of Commerce. She is a past member of the TwinWest Foundation board of directors.

Anita Wohlk, Senior Treasury Management Consultant
651.746.6167 | Office
651.358.4513 | Cell
anita.wohlk@alerus.com



Anita Wohlk is Deephaven's senior treasury management consultant. As a senior treasury management consultant, Anita Wolk collaborates closely with clients to understand their treasury goals and provides expert guidance and appropriate solutions to help them develop a foundation to meet their long-term financial goals.

Anita joined Alerus in May 2024 and has 40 years of experience in the financial industry. For more than 25 years, she has specialized in treasury management. She has extensive expertise supporting the unique needs of various business and organization types, with a focus on nonprofit, education, and government clients. She has been a member of the Minnesota Government Finance Officers Association, presented on treasury management topics of fraud and remote deposit. She holds a bachelor's degree in economics from the University of Minnesota Twin Cities

Banking Services Questionnaire

1 — Receipt of Deposits

Receipt of deposits, including ACH deposits of credit card transactions

Deephaven can view check deposits, ACH deposits, and credit card transactions online. Alerus provides online balance and transaction reporting through its secure treasury management online platform, offering clients near real time visibility into Deephaven's activity throughout the business day.

Intraday Balance Reporting

- Current ledger and available balances by account
- Balances update as transactions posts during the business day
- Supports real time cash position monitoring and decision making

Intraday Transaction Activity Reporting

- Posted debit and credit activity displayed throughout the day
- Includes ACH entries, wires, internal transfers, and other electronic transactions
- Transaction level detail such as date, amount, originator/beneficiary, and reference information

Pending Transaction Visibility

- Pending ACH files, scheduled payments, or transactions awaiting final posting
- Real time status tracking for transactions requiring approval
- Supports dual control and authorization workflows

Payment Status Reporting

- Real time status of ACH and wire transactions (initiated, approved, released, completed)

Please see table of contents page for important disclosures.

- Timestamped activity logs supporting audit and control requirements

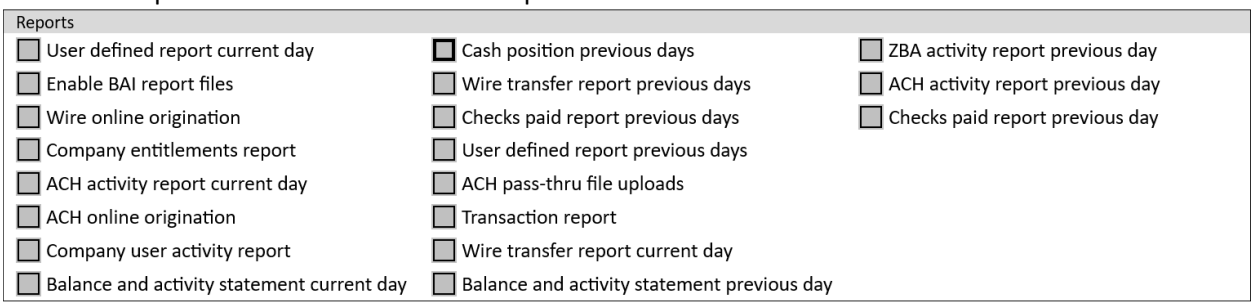
Report Export and Retention

- Reports available online and exportable to PDF, CSV, or Excel formats
- Suitable for reconciliation, record retention, and audit documentation

Alerus provides reporting tools through the Q2 online banking platform, which offers both standardized and ad hoc reporting to support Deephaven's cash management, reconciliation, and oversight needs. Users can generate reports on demand or on a scheduled basis and download results in multiple formats, including PDF, CSV, and Excel, enabling easy integration with internal accounting or financial systems.

Reports can be customized based on account structure, user access, and reporting preferences, allowing Deephaven to tailor outputs to departmental, fund-level, or operational requirements. These tools support timely visibility into activity, improve reconciliation efficiency, and enhance overall program management and control.

Here is a snapshot of the available online reports.



2 — Checks

Processing and clearing of all checks and drafts issued by the City

Alerus provides efficient and secure process to clear all Deephaven-issued checks and drafts. This includes timely presentment and settlement, strong fraud prevention controls, (e.g., positive pay), clear exception handling, reliable reporting and paid-check image access, and the capacity to manage Deephaven volumes with minimal operational burden and full regulatory compliance. **See Attachment D - Funds Availability Schedule**.

3 — ACH Transactions

3. City ability to originate ACH transactions as follows: (a) Debt service and other payments, (b) Direct debit of utility and other payments, (c) NSF return items electronically, (d) Direct deposit of employee pay checks

a) Debt service and other payments – via ACH credit application
b) Direct debit of utility and other payments – via ACH debit application
c) NSF return items electronically – via ACH credit and ACH debit application
d) Direct deposit of employee pay checks – via ACH credit application

Deephaven can choose to originate ACH credits online through business online banking or via a direct originated NACHA file. ACH credits allow you to electronically send money to pay debt services and NSF return items electronically, and to pay employees with direct deposit and other payments.

Deephaven can choose to establish an SFTP connection between our website and your accounting software to submit files. An SFTP connection can be established with ERP accounting systems to streamline your ACH processes.

- Expedite payables by going electronic
- Help your vendors streamline their processes
- Reduce risk by mailing fewer checks
- Same day payments with full availability
- Enable dual controls for internal security purposes
- Control over the timing of your payments
- Same day payment option available

4 — Collateral

Collateral for all deposits of a type and in the amounts as required by State laws

Alerus complies with the State of Minnesota statute 118A.03 for collateral requirements. Alerus provides Deephaven with these collateral options:

- U.S. Treasury securities
- Full federal deposit insurance coverage with an overnight sweep that earns interest on deposits

Alerus IntraFi ICS sweep provides the benefit of safety and simplicity that comes with access to multi-million-dollar FDIC insurance through a single bank relationship. Deephaven's deposits are eligible for FDIC insurance protection in amounts in the millions, all backed by the full faith and credit of the federal government.

5 — Wire Transfers and Confirmations

Wire transfers and confirmations

Wire transfers can be originated at a local bank branch or online via business online banking. Wire transfers are a quick and secure way to send funds, allowing for same-day settlement.

- Securely store templated client beneficiary payment information for future payments
- Domestic, international USD, or foreign exchange options available
- Get real-time exchange on foreign currency wires
- Increase security and reduce mistakes by implementing dual control

Wire origination through Alerus is secure and simple. Wires can be submitted securely, and we recommend Deephaven utilize dual control for wire submission. A user can input the transaction details, and once they submit the wire for processing, another user can review the transaction and approve or decline the wire. Another security feature that Deephaven can choose to implement is our wire release. After the wire has been prepared for processing, the details of the wire will be available to the user for a final review and submission. For wire transactions over $100,000, Alerus will call users designated by Deephaven to verify the details of the transaction. Dual control is an option with the wire callback component as well, but as a matter of practice Alerus will call another authorized user, not the user who initiated the wire.

Wire confirmations are available on paper or electronic via business online banking. Deephaven can enable online features for users to receive alerts, via email or SMS messaging, for a variety of functions. When wire templates are created or edited, when wire transactions are imported, or when a wire is available to be approved. Wire transfer status change notifications are available through the same system, which indicates to users when wires have been successfully released, pending, or unsuccessful.

6 — Remote Deposit Capture

Remote Deposit Capture

Alerus remote deposit is a quick and easy way for businesses to deposit checks using a desktop scanner, mobile phone, or web-based software.

- Increase the speed at which deposits are made to your accounts, giving you a more accurate cash position
- Eliminate the extra time and cost of running to the bank
- Remove risk of lost or misplaced items in transit
- Deposit checks until 7 p.m. (CT)
- Eliminate deposit tickets
- Improve accounts receivable reporting with customizable options
- Mobile deposit is available on the Alerus mobile app

7 — Access and View Account Information

City ability to access and view account information via personal computer as follows: (a) 90-day transaction look back, (b) All transactions including wires, debits, credits, and adjustments, (c) Account balances

a) 90-day transaction look back - transaction information is stored for 12 months, and electronic statements are retained for 7 years.

b) All transactions including wires, debits, credits, and adjustments - Deephaven can view all transactions online including wires, debits, credits, and adjustments.

c) Account balances - Alerus provides intraday online balance and transaction reporting through its secure treasury management online platform, offering near real-time visibility into Deephaven's activity throughout the business day.

Intraday Balance Reporting

- Current ledger and available balances by account
- Balances update as transactions posts during the business day
- Supports real-time cash position monitoring and decision-making

8 — Daily Sweep Accounts

Daily sweep accounts for investment of available cash balances at market rates

Alerus offers an overnight automatic sweep mechanism through the IntraFi® Network to manage excess collected balances. At the end of each business day, balances above a defined target threshold are systematically swept from the primary operating account into interest-bearing deposit accounts placed across participating IntraFi Network institutions.

The following business day, funds are automatically made available to the operating account to support full daily liquidity and uninterrupted cash availability.

The sweep does not utilize an in-house repurchase agreement or a third-party money market fund. Instead, excess funds are placed as FDIC-insured deposits through the IntraFi Network, providing principal protection while maintaining daily liquidity and operational simplicity.
Key characteristics of the IntraFi sweep include:

- FDIC insurance on deposited funds across network institutions (up to applicable program limits)
- No exposure to money market fund gates or liquidity restrictions
- Automated daily sweep process
- Funds remain available each business day

This structure meets the State of Minnesota's requirements for the collateralization of public funds by providing federally insured deposit coverage through a well-established, regulator-recognized deposit placement network.

IntraFi ICS Reporting

Overnight sweep statement, please see **Attachment E** - **Sample ICS Monthly Statement.**

- Monitor daily balances and statements online
- ICS provides transparent reporting— consolidated monthly statements that list all your accounts
- together with balances, interest earned, and other details
- In addition to statements, receive year-end tax forms such as 1099 forms

9 — Reports

Reports: (a) Monthly statement for all transactions, (b) Monthly account analysis report listing transactions processed and average balances, (c) Monthly or quarterly collateral reports listing type of collateral and market value

a) Monthly statement for all transactions - Alerus provides statement reconciliation and account management tools through our online banking platform, which supports efficient review and reconciliation of account activity. Clients have access to electronic bank statements with historical storage, daily transaction detail, and downloadable files in multiple formats (such as PDF, CSV, and Excel) to support internal reconciliation processes.

The platform enables users to view current and prior period statements, search and filter transaction activity, and export data for use in third-party accounting or reconciliation systems. These tools are supported by role-based user access controls and are complemented by treasury management support resources to assist with setup, navigation, and best-practice use.

b) Monthly account analysis report listing transactions processed and average balances - Alerus provides online account analysis statements

- Available on a month-end calendar at the end of the statement cycle
- Show transaction volume, average balances, and the cost of the services
- Transactions processed, refer to the monthly statement

c) Monthly or quarterly collateral reports listing type of collateral and market value - Alerus currently emails your collateral report on a quarterly basis to the City of Deephaven. The collateral report Alerus provides is prepared and certified by the Bank of North Dakota on a quarterly basis.

10 — Fraud Prevention

Fraud prevention for disbursements to protect accounts from unauthorized checks by validating all checks presented for payment against approved check runs through positive pay

Alerus highly recommends the use of a check fraud service when issuing checks and drafts on your checking account(s).

Positive pay is an automated fraud detection tool that allows Deephaven to legitimize transactions on business checking account(s). Using positive pay, Deephaven transmits an issued check file to Alerus each time checks are issued on the account. As checks are presented for payment, they are compared electronically to the information submitted in the issued check file.

- Payee positive pay includes date, dollar, check number plus the payee's name for additional protection

With positive pay, all items that do not match the set criteria are listed as exceptions and posted for review and decision to pay or return unauthorized items in a timely manner.

- Remove the chance of loss due to forgery, altercation, copying, or fictitious checks
- Return unauthorized checks with the click of a button
- Eliminate the check dispute and fraud filing process

When Deephaven does not decision a positive pay exception item, Deephaven chooses a default that is coded into the system to either return or pay the exception item. Alerus recommends the return default to protect against fraud.

11 — Paid Checks

Electronic imaging and storage of paid checks

Transactions can be viewed as they are presented to Alerus. Check images are available to view or download as soon as the transaction has been presented, as well as after they have been posted to the account.

Check images are retained and available for download for 18 months. Deephaven may contact the treasury management solutions center by phone or email to request assistance for items beyond the 18-month history window.

Compensation, Fees, and Related Information

1 — Fees

Please disclose any fees or costs the institution expects to charge; Appendix A is to be completed, and you may attach a supplemental price schedule for such services. Include onetime or set up charges, research fees, wire fees, and all other fees that will be charged.

See **Attachment A – Bid Sheet** for bank fee and earnings credit which is reflective of the Alerus fee schedule. There is no setup charges applied to Deephaven.

2 — Compensation

The Bank must accept compensation in fees, balances, or a combination of the two.

Deephaven can choose compensation in fees, balances, a combination of fees and balances, or interest-bearing.

Attachment A – Bid Sheet outlines Alerus' compensation recommendations.

- Fees
- Balances
- Interest-bearing

3 — Billing Cycle

Describe your proposed billing cycle, (monthly, quarterly, etc.). Also, describe the process for the payment of bank fees. Furnish a copy of your analysis statement or statements.

Alerus proposes a monthly billing cycle. Please see **Attachment F – Sample Analysis Statement**.

4 — Earnings Credit Rate

Does the earnings credit rate (ECR) for the monthly analysis equal or exceed the 90-day Treasury Bill average for the previous month?

Alerus determines the earnings credit rate (ECR) internally through its rate committee and does not index the ECR to the 90 day U.S. Treasury Bill. Alerus offers public funds checking accounts with either an ECR or interest bearing structure. Interest rates on public funds interest bearing accounts are variable

and based on the federal funds target rate or a related federal funds reference rate, as determined by Alerus. All rates are subject to change. Federal funds reference rates are published by the Federal Reserve Bank of New York (https://www.newyorkfed.org/markets/reference-rates/effr).

5 — FDIC Insurance

Is there a fee for FDIC Insurance? If so, how does the Bank calculate the charge?

Alerus does not assess a separate fee for FDIC insurance. Alerus assesses a deposit coverage fee on public funds checking accounts, including both ECR and interest-bearing accounts. The deposit coverage fee is calculated based on Deephaven's average collected (book) balance multiplied by 0.06%.

6 — Calculating Average Balances

When calculating average balances, are positive and negative balances netted?

The average collected balances is the sum of the daily ending positive and negative collected balances for the statement month, divided by the number of days in the month (average ledger balance – average float). Therefore, the positive and negative balances are netted. Alerus' account analysis statement includes a 12-month trend analysis:

- Average book balance
- Investable balance
- Earnings rate
- Excess investment balance/deficit investment balance
- Total service charges
- Excess earnings service charges

7 — Overdrafts

Charges for overdrafts cannot be any higher than those charged to a regular commercial customer. Please show what your pricing will be if an overdraft occurs and how overdraft balances are calculated. Are uncollected funds caused by an overdraft netted against positive balances in other accounts during the analysis process?

If an overdraft occurs, applicable charges will be reflected in Deephaven's account analysis statement. Alerus assesses a negative collected balance fee calculated at the prime rate plus 3.00%. As of April 2026, this rate equals 9.75% (6.75% prime rate + 3.00%). In addition, Alerus charges an overdraft paid-item fee of $29.00 and an overdraft returned-item fee of $29.00.

8 — Adjustments

How are adjustments reflected in the account analysis?

Any positive or negative account adjustment will appear on the deposit statement and may affect account analysis balances based on timing and amount. Alerus recommends monthly reconciliation and regular account monitoring to promptly identify discrepancies, fraud, or posting errors.

9 – Interest Accrual

Do checking, money market or savings accounts accrue interest? If so, at what rate is the interest accrued and is the interest compounded?

Interest accrues on Alerus money market and savings accounts; standard checking accounts do not accrue interest unless interest bearing. Interest is calculated daily at a variable rate disclosed by Alerus and credited monthly, resulting in monthly compounding.

ATTACHMENT

A

Bid Sheet for Bank Fee and Earnings Credit Schedule
City of Deephaven

Balances and volumes used in this illustration is the City of Deephaven's March 2026 Analysis Statement

Transaction Description	Volume	Bank Fee Per Transaction	Public Fund Checking (Interest Bearing) Total
Bid Sheet List of Services			
Monthly Account Maintenance Fee(s)	1	$25.00	$ 25.00
Deposit Charge	2	$0.30	$ 0.60
Deposit Items: On Us	2	$0.12	$ 0.24
Deposit Items: Other	66	$0.13	$ 8.58
Other Credits	0	$0.20	$ -
Per Check Charge	108	$0.25	$ 27.00
Other Debits	0	$0.20	$ -
Electronic transfers - Batch process fee	0	N/A	N/A
Electronic transfers - Per item fee	0	N/A	N/A
ACH File Fee/ACH Low Volume Maintenance	1	$15.00	$ 15.00
ACH Per Item Fee / under 50 items no cost over 50 items $.50 each	42	$0.00	$ -
ACH Debit Items	42	$0.20	$ 8.40
ACH Credit Items	41	$0.20	$ 8.20
Returned Deposited Item - Chargeback	0	$6.00	$ -
Stop Payment Order	0	$18.00	$ -
Subtotal Bid Sheet List of Services Activity Fees			**$ 93.02**
Other			
Uncollected Funds	$ -	Prime + 3.00%	$ -
Deposit Coverage	$ 884,183.21	0.06%	$ 45.06
Paper Statement Fee	0	$5.00	$ -
Returned Deposited Item - Redeposited	0	$6.00	$ -
Commercial Advantage Maintenance	1	$25.00	$ 25.00
Electronic Statements, DDA & Account Analysis	1	$0.00	$ -
FedEDI Reports	1	$10.00	$ 10.00
ACH Same Day Per Item	0	$1.25	$ -
ACH Return Item (NOR)	0	$6.00	$ -
ACH Notification of Change (NOC)	0	$1.00	$ -
Wire Transfer Maintenance	0	$10.00	$ -
Incoming Domestic Wire	0	$15.00	$ -
Outgoing Domestic Wire - Online	0	$17.00	$ -
Outgoing International Wire (USD) Online	0	$50.00	$ -
Remote Deposit Maintenance	1	$40.00	$ 40.00
Remote Deposit Per Item	68	$0.04	$ 2.72
Remote Deposit Location(s)	0	$15.00	$ -
Remote Deposit Scanner **(NO COST Alerus to provide up to $1,300)**	1	**$0.00**	$ -
Payee Positive Pay Maintenance	1	$20.00	$ 20.00
Check Positive Pay Exception Item	0	$0.50	$ -
ACH Positive Pay Maintenance	1	$15.00	$ 15.00
ACH Positive Pay Exception Item	0	$0.50	$ -
IntraFI Investment Sweep **(NO COST Alerus is waiving the sweep fee)**	1	**$0.00**	$ -
Subtotal Bid Sheet List of Services Activity Fees			**$ 157.78**
TOTAL MONTHLY COST (TMC)			**$ 250.80**

Earnings Credit		**N/A**
Estimated Net Service Charges	(Equals TMC)	**$ 250.80**
Interest Earned	(Day*VIR/365*APCB)	**$ 2,242.91**
Estimated Net Monthly Interest Earned	(Interest Earned - TMC)	
Estimated Annual Interest Earned	(Interest Earned *12)	

Average Book Balance (ABB)	$ 884,183.21
Average Positive Collected Balance (APCB)	$ 880,280.60
Number of Days in Month (DAYS)	31
*Public Funds Interest Checking Rate (VIR)	3.00%

*A variable interest rate equal to the Federal Funds Target Rate (Upper Bound) less .75%, subject to change and published by the Federal Reserve.
https://www.newyorkfed.org/markets/reference-rates/effr

Pricing Disclosure: Fees will be assessed to the account for actual services rendered and applicable transaction volumes.

Alerus agrees to waive bank service fees for the first three (3) months, starting the first month of the effective contract date.

Security Bank & Trust

Fees	
Returned Deposited Item Fee	$4/occurance
Domestic Wire	$20/wire
Int'l Wire	$35/wire
ACH Origination	$40/month
Remote Deposit Capture	$50/month
Positive Pay	$25/month
Sweeps	$25/month

Checking Interest Rates - By Avg Daily Balance	
$0.01 - $99,999.99	0.02%
$100,000.00 - $249,999.99	0.15%
$250,000.00 - $499,999.99	0.20%
$500,000.00 - $2,499,999.99	0.30%
$2,500,000.00+	1.20%

Money Market Interest Rates - By Avg Daily Balance	
$0.01 - $249,999.99	0.80%
$250,000.00+	3.65%

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Request for Proposal

Municipal Banking Services

Deephaven
EST. 1900

Prepared By: Brooklyn Bangasser
7525 Office Ridge Circle Eden Prairie, MN 55344
Phone: 952-358-2542 **Email:** bbangasser@security-banks.com
April 21st, 2026

Member FDIC
EQUAL HOUSING LENDER

SECURITY
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City of Deephaven
Attn: Finance Clerk/ Treasurer
20225 Cottagewood Road
Deephaven, MN 55331

Dear Mr. Keller:

Thank you for the opportunity to respond to the City of Deephaven's request for proposal for depository services. As President of Security Bank & Trust Co., I take pride in providing reliable, transparent, and locally managed banking solutions for our municipal partners.

As one of Minnesota's few remaining locally owned banking institutions of our size, we bring the strength of a $1.3 billion organization with the neighborly service and stability that has defined us since 1935. Today, we service more than 40 government entities-townships, cities, counties, and more-across Minnesota. We remain steadfast in acting with integrity, reinvesting locally, and building long-term partnerships that benefit everyone.

Thank you for considering Security Bank & Trust Co. We look forward to the opportunity to serve the City of Deephaven and contribute to its continued prosperity.

Respectfully submitted,

Andy Schornack | President
7525 Office Ridge Circle | Eden Prairie, MN 55344
Direct: 952-358-2522 | Main: 952-944-6050
aschornack@security-banks.com

Member FDIC
EQUAL HOUSING LENDER

Profile Questionnaire

1. Provide a brief description of the history of the institution's provision of banking services.

Security Bank & Trust Co. was founded in 1935 as Security State Bank of Glencoe, providing core banking services to local businesses, individuals, and municipalities. In 1979, the bank expanded its capabilities by establishing a Trust Department and rebranding as Security Bank & Trust Co. Over the years, SBTC has grown its footprint and service offerings through expansion into neighboring communities, including Waconia and Chaska, as well as through the 2024 acquisitions of Flagship Bank Minnesota and Cambridge State Bank, which expanded the bank's presence within the surrounding market area. Today, SBTC operates 21 branches and provides a full range of banking and treasury management services, focusing on relationship-based service.

2. Describe the organizational structure of your institution, and the departments which will oversee the contract.

Our leadership starts with Gale Hoese, our CEO, and the third generation of the Hoese family to lead the institution. Supporting him is Andy Schornack, our President, who plays a crucial role in strategic decision-making and management. In partnership with your local branch staff, our Treasury Management team will oversee the majority of the contract, ensuring that your organization's financial operations are maintained and executed based on all contractual obligations. This collaborative structure leverages decades of leadership experience while guaranteeing superior customer service.

3. Describe your service capabilities for a customer the size of the city including those items which set you apart from your competition.

SBTC is well-equipped to meet the unique banking needs of the City of Deephaven. We have a long history of supporting public funds clients and offering tailored solutions to adapt to the changing demands of today's marketplace. Our investment in technology streamlines banking processes and enhances the overall user experience.

Our online banking platform offers competitive capabilities, rivaling national banks, while maintaining the personalized service of a local bank. You'll have a dedicated contact, Brooklyn, who is readily available to address any questions or concerns either in person or via phone and email.

We pride ourselves on being action-oriented and making sure the required pledges are completed promptly. Our ongoing review processes keep this in check, ensuring efficiency and compliance. With ample collateral availability, we look forward to growing alongside the City of Deephaven.

Profile Questionnaire Continued

4. How many governmental customers does your business service have?

Presently, we service 57 governmental customers.

5. Provide three (3) references from public funds or government-related customers of one (1) year or more with characteristics similar to the City or commercial banking customers that utilize similar services that the City will use.

LIGHT AND POWER COMMISION (GLENCOE)	WACONIA SCHOOLS	MCLEOD COUNTY
Jen Carpenter	Mary Overby	Colleen Robeck
P: (320) 864-5184	P: (952) 442-0603	P: (320) 864-1262
E: jen@glencoelightandpower.com	E: moverby@isd110.org	E: colleen.robeck@mcleodcountymn.gov

6. What insurance coverage is carried by the Bank with respect to any acts or omissions of directors, officers, and other personnel resulting in loss of funds?

Please refer to Appendix E and F.

7. Discuss the financial stability of your institution. Provide ratings for the institution from a nationally recognized rating agency. List all rating changes for the past five (5) years.

Security Bank & Trust Company is a locally owned financial institution that is not currently rated by a nationally recognized rating agency because it operates a financial model that does not rely on Wall Street to fund its operations or business growth. Funded by local deposits, our balance sheet has been built with the flexibility and structure to navigate the economic cycles our state and country face. The Hoese family has strongly supported the bank since its founding in 1935 and has focused on profitable, stable growth over the past few decades. We have been serving municipalities and public fund deposits across our branch network since that time and today manage more than $120 million in public fund deposits. This focus and discipline have allowed us to be a top-performing Minnesota bank over the past few decades.

Banking Services Questionnaire

1. Receipt of deposits, including ACH deposits of credit card transactions.	Yes
2. Processing and clearing of all checks and drafts issued by the City.	Yes
3. City ability to originate ACH transactions as follows: (a) Debt service and other payments (b) Direct debit of utility and other payments (c) NSF return items electronically	 Yes Yes Yes
4. Collateral for all deposits of a type and in the amounts as required by State laws.	Yes- Additional information on page 14.
5. Wire transfers and confirmations.	Yes-Wire transfers can be set up to be initiated through online banking with call back procedures to ensure proper authorization.
6. Computerized file transfer capability between City and financial institution. (i.e., cleared check file).	Yes
7. Electronic funds transfer of all federal and state withholding taxes.	Yes
8. PC program ability to initiate in-house wire transfers.	Yes
9. Ability to access account information via personal computer as follows: (a) 90-day transaction look back (b) All transactions including wires, debits, credits and adjustments (c) Account balances.	 Yes Yes Yes
10. Daily sweep accounts for investment of available cash balances at market rates.	Yes
11. Reports: (a) Monthly statement for all transactions (b) Monthly account analysis report listing transactions processed and average balances (c) Monthly collateral reports listing type of collateral and market value.	 Yes N/A Yes
12. Fraud prevention for disbursements to protect account from unauthorized checks by validating all checks presented for payment against approved check runs through positive pay.	Yes- more information on Positive Pay can be found on page 13.
13. Electronic imaging and storage of paid checks.	Yes- Checks can be viewed via online banking. We also store these images in our core system and can provide copies at your request.

Compensation and Fees

1. Please disclose any fees or costs the institution expects to charge; Appendix A is to be completed, and you may attach a supplemental price schedule for such services. Include one-time or set up charges, research fees, wire fees, and all other fees that will be charged.

All appendices have been cataloged in the back of the proposal in alphabetical order. Please refer to Appendix B for the full Treasury Management Fee Schedule and Appendix C for SBTC Fee Schedule.

2. The Bank must accept compensation in fees, balances, or a combination of the two.

We are proposing a non-analyzed account. Fees will be hard charged on the account, and interest will be added to the account at month end.

3. Fees for services must be billed in conjunction with an analysis statement. Fees cannot be debited to our account until the City reviews and approves the analysis statement. Describe your proposed billing cycle, (monthly, quarterly, etc.). Also, describe the process for the payment of bank fees. Furnish a copy of your analysis statement or statements.

Fees accessed by the Bank will be hard charged to the account at the end of each month. Our billing and statement cycles are on a monthly basis. Refer to Appendix D for a sample statement.

4. Does the earnings credit rate (ECR) for the monthly analysis equal or exceed the 90-day Treasury Bill average for the previous month?

N/A

5. Is there a fee for FDIC Insurance? If so, how does the Bank calculate the charge?

No, SBTC does not charge for FDIC insurance or additional FDIC insurance through IntraFi.

6. When calculating average balances, are positive and negative balances netted?

Yes

Compensation and Fees Continued

7. Charges for overdrafts must be handled through the analysis statement process. These charges cannot be any higher than those charged to a regular commercial customer. Please show what your pricing will be if an overdraft occurs and how overdraft balances are calculated. Are uncollected funds caused by an overdraft netted against positive balances in other accounts during the analysis process?

Overdrafts are unlikely to occur on the account if the City has opted in to an automated sweep. However, overdraft fees will not be higher than another commercial customer. SBTC's cost for an overdraft is $30 per presentment with a maximum of $150 per day. Additionally, an overdraft fee for a re-presented item or payment may be assessed after 7 calendar days from the date the original presentment was returned NSF and a maximum of (3) NSF or overdraft fees per item or payment.

8. How are adjustments reflected in the account analysis?

N/A

9. Do checking, money market or savings accounts accrue interest? Is so, at what rate is the interest accrued and is the interest compounded?

Yes, both the Public Funds Checking and Private Wealth Money Market account will accrue interest. Rate details can be found on page 12.

Products and Services

Deposit Products

CHECKING

We are proposing our Public Funds Checking account, designed to provide minimal costs and maximum flexibility for public entities like yours. With this account, you'll benefit from no per-item fees or service charges, and you'll earn competitive interest on your deposit balance. Our investment in expert staff, advanced systems, and extensive industry knowledge positions us as a market leader, even in a sector typically dominated by larger banks. Please see the chart to the right for more details.

Designed For	Public businesses & government entities
Monthly Maintenance Fee	No maintenance fee & no fee for paper statements
Minimum Daily Balance	No minimum balance
Minimum Opening Deposit	$500
Per Item Charge	No per item fee

Average Daily Balance	.01-$99,999.99	$100,000.00-$249,999.99	$250,000.00-$499,999.99	$500,000.00-$2,499,999.99	$2,500,000.00 +
Interest Rate	.02%	.15%	.20%	.30%	1.20%
Annual Percentage Yield (APY)	.02%	.15%	.20%	.30%	1.21%

Effective 4/21/2026

PRIVATE WEALTH MONEY MARKET

Our Private Wealth Money Market account is designed for individuals or organizations maintaining higher balances. With the option to seamlessly integrate sweeps between these accounts, we can optimize interest earnings on your balances. Please see the rate chart below.

Average Daily Balance	$.01-$249,999.99	$250,000.00 +
Interest Rate	.80%	3.65%
Annual Percentage Yield (APY)	.80%	3.71%

Effective 4/21/2026

Important Account Information

Interest rates and annual percentage yield may change after opening. The interest rate and annual percentage yield (APY) are accurate as of 4/21/2026. If you would like more current rate and yield information, please call us at (320) 864-3171. At our discretion, we may change the interest rate on accounts. We may change the rate at any time. Interest begins to accrue no later than the business day that we receive credit for the deposit of non-cash items (for example, checks). Fees could reduce the earnings on the accounts. A penalty fee may be imposed for closure of account within 6 months of opening. Contact a bank associate for more information.

Products and Services Continued

Target Balance Sweep

We will work with the City of Deephaven to offer a target balance sweep service that can help manage excess funds. At the end of the day, funds will be automatically swept into your money market account to optimize cash flow.

Treasury Management Tools

ACH ORIGINATION

ACH Origination is available through your SBTC online banking platform and allows you to send out electronic payments using the Automated Clearing House (ACH) network. This service can be tailored to City of Deephaven's needs and will allow for creating transactions manually, or by uploading an ACH file from your accounting software (NACHA file). Your organization can be set up for both debit transactions, such as collecting a payment and/or a credit transaction, such as payroll. We offer PPD and CCD SEC codes.

You can send one-time ACHs, set up reoccurring transactions, or create templates to manage large batches. You can also set up dual control parameters where approvals are required for employees, or mark batches as confidential.

POSITIVE PAY

Positive Pay includes three optional modules: ACH debit, ACH credit, and Checks. ACH Positive Pay allows for customized authorization criteria, such as transaction limits and frequency, while Check Positive Pay verifies issued checks against those presented for payment. Check Positive Pay also includes Payee Analysis, which provides an enhanced layer of fraud protection by comparing the payee's name on presented checks to the payee's name submitted in the issued check file, identifying any discrepancies.

In both ACH and Check Positive Pay, exceptions are flagged, and your organization retains full decision-making authority regarding payment or return. Since the City is the crucial player in detecting and addressing unauthorized transactions, implementing Positive Pay is a proactive and highly recommended measure to reduce risk and protect your assets.

REMOTE DEPOSIT CAPTURE (RDC)

Remote Deposit Capture allows you to submit check deposits right from your office PC. Utilizing a desktop scanner, you can save time driving to the bank and eliminate potential risk and liability issues.

Products and Services Continued

Collateral Pledge

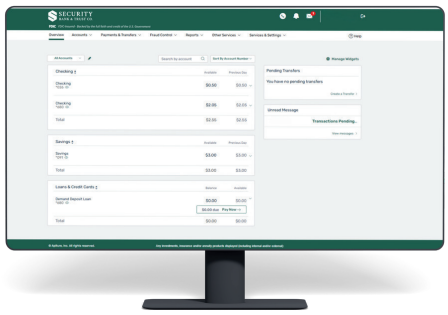
SBTC will act in accordance with MN Statutes 118A.01 – 118A.06 and will maintain in safekeeping pledged collateral no lower than 110% of amounts not covered by deposit insurance. Types of collateral include:

- Issues of United States Government Agencies
- US Treasury Bonds
- Time Deposits fully insured by the FDIC
- Irrevocable standby letters of credit issued by the Federal Home Loan Bank of Des Moines
- Obligations of state and local governments

Reporting/Online Banking

Your team would have access to the bank's online banking site to view daily transactions via the internet (Chrome, Firefox, Mozilla, Safari). The Online Banking platform is available on all platforms (computer, tablet, and mobile) and allows you to:

- Monitor your account 24 hours a day, 7 days a week.
- View check images.
- Download statement/transaction history into an Excel Spreadsheet (.csv), Microsoft OFX, Quicken or QuickBooks.
- Transfer funds from one SBTC account to another.
- Sub-user management: delegate access and grant permissions to users.
- Take advantage of strong encryption and authentication.



Additional Services

- Merchant Services through Elavon
- IntraFi - However, all funds are properly collateralized through other means.
- Security Bank & Trust Co. Credit Cards
- Online Wire Capabilities
- BillPay

Appendix A – Bid Sheet for Bank Fee and Earnings Credit Schedule

Instructions: For each transaction type, please list your proposed fee per month, batch, or transaction.

Transaction Description	Proposer Bank Fee Per Month	Proposer Bank Fee Per Transaction	
Monthly Account Maintenance Fee(s)		$0	
Deposit Charge		$0	
Deposit Items: On Us		$0	
Deposit Items: Other		$0	
Other Credits		$0	
Per Check Charge		$0	
Other Debits		$0	
Electronic transfers – Batch process Fee		$0	
Electronic transfers – Per item fee ACH File Fee		$0	
ACH per Item		$0	
Fee ACH Debit Items		$0	
ACH Credit Items		$0	
Returned Items / NSF Fee		$4	
Stop Payment Order		$25*	
Domestic Incoming/ Outgoing Wire		$20	
International Incoming/ Outgoing Wire		$35	
ACH Origination- Optional same day file		$1/ batch and $.10 per item	
ACH Origination	$40/month		
Remote Deposit Capture- Single Feed Scanner	$50/ month		
Positive Pay	$25/month		
Total Monthly Cost	$115	Varies	

In the space below, please describe your bank's earnings credit calculation (if applicable). Please note the required minimum balance (if any) and current earnings rate.

N/A

***If Positive Pay is elected then checks can be voided within the Positive Pay program at no additional cost.**

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APPENDIX B

Treasury Management Fees

Treasury Management Fees

Service		Per Month	Notes
ACH Origination		$40	Optional Same-Day Transmission: $1 Batch/ $.10 item
Remote Deposit Capture	License Only	$42	Installation: 2 computers included Reinstallation fee: $80 per computer
	Single Feed	$50	
	Multi Feed	$75	
Positive Pay		$25 per account	No additional charges apply on a per-item, per-exception, or other usage-based basis.
Sweeps		$25	Per sweep arrangement established

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APPENDIX C

2026 Bank Fee Schedule

2026 Bank Fee Schedule

Description	Amount	Notes
Account Verifications	$5.00	3rd party request to verify a customer's accounts and balances at our bank.
ATM/Debit Card International Usage Fee	1.1% of total transaction	
Cashier's Checks	$5.00	Customers only
Canadian Check Processing Fee	$5.00 Per Item	
Check Cashing- Non Customer • On-Us Check Only • Face Value should be cummulative total of all checks presented • Check cashing fee will not be charged for SBTC Cashier Check	No Fee $5.00 Fee $10.00 Fee $20.00 Fee	Checks up to $100 Checks $100.01 - $500.00 Checks $500.01 - $2,000.00 Checks $2000.01 and Over
Check Printing Fee	Varies by style	
Coin Counting Non Customer	$3.00	Or 5% of coin counted, whichever is higher
Collections (Incoming)	$30.00	A request to monitor a customer's account for deposits in order to collect funds from a bad check that has been presented to our bank
Commercial BillPay Services	$6.95	Monthly
Counter Checks	$.25 - Per Check	
Debit Card Replacement Fee	$10.00	
Dormant Account Fee	$5.00 - Per Month	A checking account with a balance of less than $100 and no activity of 24 months of more
Escheatment Fee	$40.00	Unclaimed funds sent to the state of MN
Estate Checks	$.15 each	Checks created for an established estate account at our bank
Fax Transmission	$3.00 1st Page	$.10 each additional page
Fax Transmission - International	$5.00 1st Page	$.10 each additional page
Levy/Garnishment Fee	$125.00	
Multiple Mail Fee	$2.00 Per Add'l Stmt	Statement mailed to two or more different addresses.
Night Deposit Key	$25.00	
Night Deposit Lock Bag	$20.00	
Night Deposit Zipper Bag	$5.00	
Notary Fee Non Customer	$5.00	

Description	Amount	Notes
Overdraft Fee Per Presentment *	$30.00 Per Debit	• Maximum $150/day • An Overdraft fee for a re-presented item or payment may be assessed after 7 calendar days from the date the original presentment was returned NSF • Maximum of (3) NSF or Overdraft fees per item or payment.
NSF Fee Per Presentment *	$30.00 Per Debit	• Maximum $150/day • An NSF fee for a re-presented item or payment may be assessed after 7 calendar days from the date the original presentment was returned NSF • Maximum of (3) NSF or Overdraft fees per item or payment.
**De minimis threshold	De minimis threshold is applicable for NSF and overdrafts and no fee will be assessed if the customer's account is voerdrawn by, or the individual item is $10 or less	
Out of Network ATM Fee	$1.50	Per transaction
Photo Copies	$0.25 Per Copy	
Research Fee/Statement Reconciliation	$25.00 an hour $25.00 minimum	No fee per bank error
Returned Deposit Item Fee	$4.00 Per Item	
Returned Mail Fee (Undeliverable)	$5.00	Onetime fee/item for undeliverable mail received from the USPS
Safe Deposit Box Rent	Varies by size and office location	
Safe Deposit Box Past Due Rent Charge	$10.00	One charge per late payment after 25 days past due
Safe Deposit Box Drilling Fee	$300.00 min.	Customer will be charged the higher of; $300 or the invoice for drilling and lock replacement.
Safe Deposit Box Replacement Key	$25.00	Unclaimed funds sent to the state of MN
Statement Copy Fee	$2.00	Customer requests a printed copy of statement
Stop Payment Fee	$25.00 Per Item	Check stop payment - valid for 6 months.
Telephone / Email Transfer Fee	$4.00	Customer call/email request to transfer money between accounts
Transcript Statement	$2.00	Request for activity on an account since last statement was cut
VISA Gift Card Fee	$4.95 Per Card	Customers only
Wire Transfer Fee Incoming/Outgoing	$20.00	
Wire Transfer Fee (International) Incoming/Outgoing	$35.00	

* This fee applies to overdrafts created by checks, in-person withdrawals, and other electronic means.

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APPENDIX D

Sample Statements

SECURITY
BANK & TRUST CO.

7525 OFFICE RIDGE CIRCLE | EDEN PRAIRIE, MN 55344
PHONE: 952-944-6050

Primary Account	XXX999
Statement Date	2/31/26
Page	1 of 3

CITY OF MINNESOTA
1800 ANY ST
ANYTOWN MN 55337

Local deposits. Local impact. Growing, together.

PUBLIC-GOVERNMENT ACCOUNT 9999

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			01/30/26	325,661.70
EDI/EFTPMT 26		753.25	02/02/26	326,414.95
DIRECT PAY ONLINE TRF DIRECT PAY		3,166.28	02/02/26	329,581.23
DEPOSIT		4,349.58	02/03/26	333,930.81
DEPOSIT		4,840.64	02/04/26	338,771.45
DEPOSIT		9,784.50	02/04/26	348,555.95
DIRECT PAY ONLINE TRF DIRECT PAY		35,140.90	02/05/26	383,696.85
ACH Service FEES	40.00		02/05/26	383,656.85
HealthPartners PREMIUM O1111				
	2,510.20		02/06/26	381,146.65
CHECK # 12345	24.00		02/06/26	381,122.65
CHECK # 12346	50.00		02/07/26	381,072.65
CHECK # 12347	540.00		02/08/26	380,532.65
CHECK # 12348	638.00		02/08/26	379,894.65
CHECK # 12349	2,175.00		02/10/26	377,719.65
CHECK # 12350	2,663.26		02/10/26	375,056.39
CHECK # 12351	3,916.47		02/10/26	371,139.92
EDI/EFTPMT 130 DEPOSIT		486.48	02/10/26	371,626.40
CHECK # 12352	1,507.07		02/12/26	373,133.47
CHECK # 12354	149.06		02/13/26	372,984.41
CHECK # 12353	165.24		02/13/26	372,819.17
CHECK # 12356	360.00		02/13/26	372,459.17
CHECK # 12359	2,215.00		02/15/26	370,244.17
CHECK # 12357	3,332.38		02/15/26	366,911.79
	6,179.95		02/15/26	360,731.84
EDI/EFTPMT 62		3,000.50	02/15/26	363,751.34
ACH RETURNED ITEM R01 010000913				
J. SMITH 42.79			02/16/26	363,708.55

* * * C O N T I N U E D * * *

SECURITY BANK & TRUST CO.

Primary Account	XXX999
Statement Date	2/31/26
Page	2 of 3

CITY OF MINNESOTA
1800 ANY ST
ANYTOWN MN 55337

PUBLIC-GOVERNMENT ACCOUNT 9999

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
VERIZON WIRELESS PAYMENTS 529841236				
ADP PAYROLL FEES ADP FEES 025648231	250.00		02/17/26	363,308.52
XCEL ENERGY-MN XCELENERGY 0784102542	850.00		02/18/26	362,833.17
	2,077.27		02/19/26	360,755.90
CHECK # 12358	175.00		02/19/26	360,580.90
DIRECT PAY ONLINE TRF		185.64	02/20/26	360,766.54
EDI/EFTPMT 139		768.24	02/21/26	361,534.78
DEPOSIT		500.46	02/22/26	362,329.24
MN State-MMB ACH XXXXXX999		2,172.75	02/23/26	364,501.99
DEPOSIT		4,828.92	02/23/26	369,330.91
RETURN ITEM CHARGED BACK	86.30		02/24/26	369,241.05
CHECK # 12330	16.30		02/25/26	369,228.43
CHECK # 12359	369.50		02/26/26	368,903.71
CHECK # 12360	501.20		02/27/26	368,484.21
CHECK # 12361	521.36		02/27/26	367,961.46
RETURNED DEPOSIT ITEM FEE	4.00		02/27/26	367,957.46
EDI/EFTPMT 13		367.72	02/27/26	368,325.18
DEPOSIT		250.00	02/27/26	368,525.18
EDI/EFTPMT 79		497.94	02/28/26	369,003.12
DEPOSIT		862.83	02/29/26	369,865.95
MN State-MMB ACH XXXXXX0111		5,100.00	02/31/26	371,965.95
RETURN ACH ORIG J.SMITH INSUFFICIENT FUNDS	42.00		02/31/26	371,923.16
INTEREST		30.93	02/31/26	329,796.47
BALANCE THIS STATEMENT			02/31/26	329,796.47

TOTAL DAYS IN STATEMENT PERIOD 01/31/26 THROUGH 02/27/26: 31

TOTAL CREDITS	(21)	117,801.87	MINIMUM BALANCE	323,416.92
TOTAL DEBITS	(15)	113,667.10	AVG AVAILABLE BALANCE	344,343.64

YOUR CHECKS SEQUENCED

DATE	CHECK #	AMOUNT	DATE	CHECK #	AMOUNT	DATE	CHECK #	AMOUNT
02/04	12345	24.00	02/07	12346	50.000	2/08	12347	540.00
02/08	12348	638.00	02/10	12349	2,215.00	02/10	12350	2,663.26
02/10	12351	3,916.57	02/12	12352	1,507.07	02/13	12354*	149.06
02/13	12353	165.24	02/13	12356*	360.00	02/15	12359*	3,332.38
02/15	12357	6,179.95	02/19	12358	175.00	02/25	12330*	16.30
02/26	12359	369.50	02/27	12360	501.20	02/27	12361	521.36

(*) INDICATES A GAP IN CHECK NUMBER SEQUENCE

* * * C O N T I N U E D * * *

SECURITY
BANK & TRUST CO.

Primary Account	XXX999
Statement Date	2/31/26
Page	3 of 3

CITY OF MINNESOTA
1800 ANY ST
ANYTOWN MN 55337

PUBLIC-GOVERNMENT ACCOUNT 9999

- - - - - - - - - - I N T E R E S T - - - - - - - - - -

AVERAGE LEDGER BALANCE:	346,719.10	INTEREST EARNED:	30.93
INTEREST PAID THIS PERIOD:	30.93	DAYS IN PERIOD 01/31/26-02/27/26:	31
INTEREST PAID 2026:	70.26	ANNUAL PERCENTAGE YIELD EARNED:	.30%
INTEREST PAID 2025:	3,357.22		

- - - ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES - - -

	TOTAL FOR THIS PERIOD	TOTAL YEAR TO DATE
TOTAL OVERDRAFT FEES:	$.00	$.00
TOTAL RETURNED ITEM FEES:	$.00	$.00

MidCountry Bank

Fees	
Online Banking Fee	$13/month
Deposit Charge	$0.13 per $1,000
Deposit Items	$0.30/item or $0.10/On Us Check
Per Check Charge	$0.16/check
Returned Deposited Item Fee	$11/occurance
Domestic Wire	$15/wire
Int'l Wire	$20/wire
ACH Origination	$0.12 per item + $6.00/File Transmission
Remote Deposit Capture	$42.45/month + $0.16/item
Positive Pay	$25/month
Sweeps	$25/month
Stop Payment Fee	$25/occurance

There is a $175.00 one-time set-up/training fee

Business Analysis Checking Rate - 1.285%
Interest earned limited only to offset Analysis Charges

Money Market Interest Rates - By Avg Daily Balance	
$0.01 - $24,999.99	0.30%
$25,000.00 - $99,999.99	1.00%
$100,000.00 - $249,999.99	1.90%
$250,000.00+	2.25%

MidCountry Bank

4/29/2026

Address:
7825 Washington Avs S Suite 900
Bloomington, MN 55439
Contact: Nicole Engh 320-558-3158

MIDCOUNTRY BANK

4/29/2026

Andrew Keller
Finance Clerk/ Treasurer
City of Deephaven
20225 Cottagewood Road
Deephaven, MN 55331

Dear Mr. Keller
MidCounrty Bank is pleased to submit for your consideration the enclosed proposal in response to your Request for the Proposal for Banking Services. Our response follows the format of your RFP.
We are looking forward to hearing from you and answering any questions that you might have. Please feel free to contact me at 320-558-3158 or by email at Nicole.Engh@midcountrybank.com.

Sincerely,

Nicole Engh

Nicole Engh
Assistant Branch Manager

Banking Services Questionnaire

1. The bank will provide a receipt when making deposits at the teller line. Receipts for ACH transactions are not possible, but alerts can be set up on any account to notify you of deposits. Alerts can be received via text message, email or notification within online banking.

2. All checks will be processed and clear the account as they are received by the bank. Items are paid in the order of their check numbers, from lowest to highest.

3. The City would have the ability to originate all ACH transaction types listed in online banking.

4. The bank will maintain collateral for all municipal funds.

5. Wire transfers can be processed online by any employee that is given access, or by a signer on the account at any branch location. Wire templates can be created in online banking as well as recurring wires. The city also has the ability to set up dual control and limit restrictions. Confirmations are sent via email to the requested email address(es) as wires are sent and received.

6. Remote Deposit capture is available through iStream Financial Services. All deposits that are made prior to 10pm are available the next business day.

7. City employees can access all transaction history and balances for 90 days or more from any computer.

8. A daily sweep can be set up on the checking account to push/pull funds to from the operating account. Excess funds are automatically swept into designated accounts, helping maximize returns while maintaining liquidity.

9. Reports:
    a. Monthly statements for all transactions are available around the first business date of every month.
    b. Account analysis statements list transaction volume and average balances to show calculated charges
    c. A monthly or quarterly collateral statement can be provided if the balances in the account at the end of the month remain over the FDIC limit.

10. MidCountry Bank utilizes Positive Pay and ACH filters/blocking as part of our fraud prevention controls. All issued items are transmitted to the bank for verification, and if a presented item does not match the issued file (e.g., discrepancies in amount, check number, or payee where applicable), the item is flagged as an exception. Exceptions are released at 8:00 AM to be reviewed by authorized personnel, and a decision to pay or return the item is made by 11:00 AM on the same business day to ensure that items are processed in a timely manner.

11. Electronic images of paid checks are maintained in online banking for 7 years. A check can be found by using the Check Image Viewer by searching for the check number.

Compensation, Fees, & Related Information

1. See attached
    a. Schedule of Fees & Service Charges
    b. Cash Management Fee Schedule
    c. Analysis Account Fee Schedule

2. Clients may utilize earnings credits generated from balances maintained in the analysis account to offset service fees, in accordance with prevailing rates and account structures.

3. Analysis charges are processed and debited from the checking account on the 15th of the month or the following business day, for the previous month's cycle. The analysis statements are available on the 14th of every month in online banking. Please see attached for analysis statement example.

4. The earnings credit rate is set at 35% of the previous month's coupon-equivalent yield on the 90-day Treasury bill. See attached rate sheet for current earnings credit rate.

5. We do not charge for FDIC insurance.

6. When calculating average balances, positive and negative balances are netted.

7. If an overdraft occurs the account will start seeing continuous overdraft fee of $6 on the 5th business day that the account remains negative, with a 10-day max. The account is also charged a negative ledger balance fee of Prime + 4% on the negative

balance. These fees are not offset by the earnings credit on the analysis account, they are hard charges to the account.

8. How an adjustment reflects on an analysis account would depend on the adjustment. If there was an error on the analysis statement, we would correct the statement and adjust the fee on the account if needed. If the adjustment is specialty pricing, it would reflect as a waive or the agreed upon pricing.

9. Our Business Flex Plus Checking, Money Market, and Savings accounts earn interest based on tiered rates that vary according to the account balance and is accrued daily. The Analysis Checking account is non-interest-bearing. Please refer to the attached Deposit Rate Sheet for our April interest rates.
    a. Interest on Checking and Money Market accounts is compounded monthly.
    b. Interest on Savings accounts is compounded quarterly.

Appendix A – Bid Sheet for
Bank Fee and Earnings Credit Schedule

Instructions:

For each transaction type, please list your proposed fee per month, batch, or transaction.

Transaction Description		Proposer Bank Fee Per Transaction	
Monthly Account Maintenance Fee(s)		$ 16.00	
Deposit Charge		$0.13 per $1,000	
Deposit Items: On Us		$0.10	
Deposit Items: Other		$0.10	
Other Credits		$0.30	
Per Check Charge		$0.16	
Other Debits		NA	
Electronic transfers – Batch process Fee			
Electronic transfers – Per item fee			
ACH File Fee		$6.00	
ACH per Item Fee		$0.12	
ACH Debit Items		$0.12	
ACH Credit Items		$0.12	
Returned Items / NSF Fee		NA / $35	
Stop Payment Order		$25	
Other			
Positive Pay		$25	
Commercial Online Banking		$19.95 / $13 w/ estatements	
Remote Deposit		$39.95	
Remote Deposit Check		$0.16	
Total Monthly Cost		$	

*This total would depend on the transaction volume

In the space below, please describe your bank's earnings credit calculation (if applicable). Please note the required minimum balance (if any) and current earnings rate.

The earnings calculation is by the average daily collected balance less 10% to get the net investable balance.

The calculation is: Net Investable Balance x Earnings Credit Rate divided by 365 x days in the month.

The Earning Credit amount is then used to offset the fees on the account.

There is no required minimum balance in an analysis account, but we could calculate the average balance that should be maintained if we know the account history. This way excess funds can remain in the interest bearing account while also offsetting any fees on the operating account.

Analysis Account Fee Schedule

www.MidCountry.bank

Account Services

Account Maintenance	$16.00 monthly
Deposit Assessment	$0.13 per $1,000
Online Banking Commercial	$19.95 monthly
eStatement Rebate	$6.95 credit monthly
Deposits	$0.30 per item
On Us Checks Deposited	$0.10 per item
Local / Transit Checks Deposited	$0.10 per item
Return Deposit Item Charge	$11.00 per item
Checks Paid	$0.16 per item
Stop Payment Online	$25.00 each
Special Instructions / Handling Fee	$25.00 monthly
Fraud Tools (Positive Pay)	$25.00 monthly
ZBA / Sweep Account	$25.00 monthly per account
Loan Sweep	$175.00 monthly

ACH Services

ACH Credits Received	$0.12 per item
ACH Debits Received	$0.12 per item
ACH File Transmission	$6.00 each
ACH Debit Online Initiated	$0.12 per item
ACH Credit Online Initiated	$0.12 per item
ACH Return / NOC Items	$4.00 each

Wire Transfer Services

Incoming Wire Domestic	$15.00
Incoming Wire International	$20.00
Outgoing Wire Domestic	$15.00
Outgoing Wire International	$20.00

Remote Deposit Services

*Scanners are available to purchase or to rent

Remote Deposit Maintenance	$39.95 / Monthly
Remote Deposit Additional Location	$19.95 / Monthly
Remote Deposit Check	$0.16 per item
Remote Deposit Return Deposit	$9.00 each
Remote Deposit Adjustment	$3.00 each

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MidCountry Bank®

Deposit Rate Sheet

Account Type	Minimum Balance to Open	Minimum Balance to Obtain APY*	Interest Rate	APY*
Business Accounts				
MoneyMarket4Business	$50.00	$0.01		
$0 - $24,999.99			0.30%	0.30%
$25,000 - $99,999.99			1.00%	1.00%
$100,000 - $249,999.99			1.90%	1.92%
$250,000 and over			2.25%	2.27%
Savings4Business	$50.00	$0.01		
$0 and over			0.04%	0.04%
HighYield4Business	$50.00	$0.01		
$0 - $499,999.99			0.04%	0.04%
$500,000 - $999,999.99			3.25%	3.29%
$1,000,000 and over			3.50%	3.55%
IOLTA	$0.00	$0.01		
$0 - $24,999.99			0.30%	0.30%
$25,000 - $49,999.99			1.00%	1.00%
$50,000 - $99,999.99			1.30%	1.31%
$100,000 - $249,999.99			2.15%	2.17%
$250,000 and over			2.50%	2.53%
Business Flex Plus Checking	$50.00	$1,000.00		
$0 - $999.99			0.00%	0.00%
$1000 - $9,999.99			0.01%	0.01%
$10,000 - $24,999.99			0.01%	0.01%
$25,000 and over			0.03%	0.03%

Earnings Credit – Business Analysis Checking rate – 1.285% for April 2026.
Interest-bearing accounts are available to sole proprietors, public funds and non-profit organizations only.

Member FDIC

*Annual Percentage Yield **Early withdrawal penalty may apply
Fees may reduce earnings. Rates are subject to change

Cash Management Fee Schedule

Online Banking Options:

Basic Online Banking	
Monthly Administration Fee*	$6.95
Business Mobile Banking	Included
Business Mobile Deposit	$0.50 each
Stop Payments	$25.00 each
Business Online Banking (Includes Basic + items below)	
Monthly Administration Fee* Bill	$6.95
Pay	Included
Domestic Wire Transfers	$15.00 each
International Wire Transfers	$20.00 each
Commercial Online Banking (Includes Business + items below)	
Monthly Administration Fee*	$19.95
ACH:	
• ACH File Transmission	$6.00 each
• ACH Credit/Debit Transactions	$0.12 each
• Returned ACH Items	$4.00 each
• Notification of Change	$4.00 each

Other Cash Management Products:

Fraud Tools – Positive Pay & ACH Filters/Blocks	$25.00 per account
Check Exception 'Paid Not Issued' Item	$0.50 per item
Items Not Decisioned Timely	$4.00 per item
Remote Deposit	
One-Time Set-up & Training	$175.00
Monthly Maintenance Fee 1-10 Accounts	$39.95
Monthly Maintenance Fee 11+ Accounts	$65.00
Monthly Additional Scanner Locations	$19.95
Per check Deposit Fee	$0.16
Returned Item Fee Deposit	$9.00
Adjustments Fee Three Year	$3.00
Image Archive Monthly	Included
Compliance Fee	$2.50 or less per account
Sweep Services	
Two Way Loan Sweep	$175.00 per month
Money Market Investment Sweep	$25.00 per month
Zero Balance / Target Balance Accounts	$25.00 per account

*$6.95 Credit with eStatements
All fees and charges are subject to change
Effective 07/30/2025

MIDCOUNTRY BANK
7825 Washington Ave S, Suite 900
Bloomington MN 55439

Statement Ending 02/28/2026

Account Number:

Managing Your Accounts

Customer Care	1-877-874-7376
Mailing Address	7825 Washington Ave S Suite 120 Bloomington, MN 55439
Online Access	www.MidCountryBank.com

ACCOUNT ANALYSIS STATEMENT

FOR THE PERIOD 02/01/26 THROUGH 02/28/26

BALANCE COMPUTATION FOR THE PERIOD

Average Daily Ledger Balance	$332,023.95
Less Average Daily Float	$0.00
Average Daily Collected Balance	$332,023.95
Less DDA Balance Reserve Requirement (10 %	$33,202.40
Net Investable Balance	$298,821.55
Minimum Monthly Collected Balance	$306.37

COMPENSATION INFORMATION

	FEE BASIS	BALANCE BASIS
Current Period Credit (1.2750 %)	$292.27	$298,821.55
Current Period Analyzed Charges	$180.17	$204,674.91
Analyzed Charges Due after Credit	$0.00	
TOTAL FEES NOW DUE --	$0.00	
Balance available to support other services -		$114,614.13

SERVICE CHARGE DETAIL

SERVICES RENDERED IN PERIOD.....	VOLUME	UNIT PRICE	SERVICE CHARGE	BALANCE
Account Services				
Account Maintenance	1	$16.0000	$16.00	$18,176
Deposit Assessment	332	$0.1300	$43.16	$49,030
Deposits	12	$0.3000	$3.60	$4,090
Checks Paid	53	$0.1600	$8.48	$9,633

EQUAL HOUSING LENDER Member FDIC

SERVICE CHARGE DETAIL (continued)

SERVICES RENDERED IN PERIOD.....	VOLUME	UNIT PRICE	SERVICE CHARGE	BALANCE
Fraud Tools	1	$25.0000	$25.00	$28,400
Subtotal Account Services			**$96.24**	**$109,330**
ACH Services				
ACH Credit Received	45	$0.1200	$5.40	$6,134
ACH Debit Received	29	$0.1200	$3.48	$3,953
Subtotal ACH Services			**$8.88**	**$10,088**
Wire Transfer Services				
Outgoing Wire Domestic Online	1	$15.0000	$15.00	$17,040
Subtotal Wire Services			**$15.00**	**$17,040**
Remote Deposit Services				
Remote Deposit Maintenance	1	$39.9500	$39.95	$45,384
Remote Deposit Check	110	$0.1600	$17.60	$19,994
Remote Deposit Compliance Fee	1	$2.5000	$2.50	$2,840
Subtotal Remote Deposit Service			**$60.05**	**$68,217**

SERVICE SUMMARY

Total Activity Charges.....	$180.17	$204,675
Total Charges Listed Before Credit....	$180.17	$204,675
Analyzed charge subtotal.....	$180.17	$204,675

$1,136.01 in collected balance will offset $1.00 of charges.
This factor includes a provision for reserves.

MIDCOUNTRY BANK®

www.MidCountry.bank

Schedule of Fees & Service Charges

Effective July 1, 2023

Fees & Service Charges

Canadian Item Fee	$10.00 per item
Close Account Fee (in less than 90 days)	$25.00
Collection Items	
Domestic	$30.00 per item + other bank charges as incurred
Foreign	$30.00 per item + other bank charges as incurred
Continuous Overdraft Fee [2]	$6.00 per day **(10 day max)** (Begins the 5th business day, if account remains negative.)
Escheatment Fee [1]	$50.00
Garnishment/Levy Fee	$120.00 per item
Inactive Account Charge	$5.00 per month (No customer initiated activity after 12 months)
Paid NSF Item Fee/Returned NSF Fee	[2]$35.00 per item, per presentment (Daily max 5)
Official Check	$8.00 per item
Overdraft Transfer Fee [2]	$11.00 per transfer
Research/Reconcilement	$30.00 per hour (1 hr. min)
Research Document CopyFee	$5.00 per item
Returned StatementMail Fee	$10.00 per month
Statement with images	$3.00 per month
Stop Payment Fee - Banker Assisted	$35.00 per item
Stop Payment Fee	
Online/Telephone Banking	$25.00 per item
Verification of Deposit Fee	$10.00 each

Wire Transfer Fees - Banker Assisted

Wire Transfer Domestic Incoming	$15.00
Wire Transfer Domestic Outgoing	$25.00
Wire Transfer International Incoming	$20.00
Wire Transfer International Outgoing	$65.00
Wire Tracer - Domestic	$15.00+fees incurred
Wire Tracer - International	$20.00+fees incurred

ATM Fees

ATM/Debit Card/Instant Issue Reissue	One free per year; $10 each additional
Express delivery, new/replacement	$90.00
ATM/Debit Card International Usage Fee	3% of transaction
Instant Issue Debit Card, if mailed	$40.00

Health Savings Account & Retirement Account

HSA Transfer Fee (to external custodian)	$25.00
IRA Plan Termination Fee	$50.00
IRA Account Annual Fee	$25.00

(assessed Nov 1, waived for multi-account relationships)

Additional Fees & Service Charges for Businesses

Additional Business Debit Cards	2 free; $5.00 each after
Canadian Item Fee	$10.00 per item
Coin & Currency Purchase	
Order	$3.00
Roll	$0.10
Currency	$0.50 per strap
Coin Counting	$5.00
Deposit Correction Fee	$5.00 each
Interim Statement	$15.00
Return Deposit Item Charge [3]	$11.00 per item
Redeposited Item [3]	$11.00 per item
Redeposited RCK Item [4]	$11.00 per item
Special Handling Fee	$25.00 per month
Sweep Fee	$25.00 per month/account
Negative Ledger Balance Rate	Prime + 4.00%
Deposit Assessment	$0.13 per $1,000
Return Item Special Instructions [3]	$25.00 per month

Non-Customer Fees

Coin Counting	$5.00 for up to $100.00; $10.00 for $100.01 - $500.00; $20.00 for over $500.00
US Currency Exchange	$2.00 per $100.00
Rolled Coin	$0.25 per roll
On-Us Check Cashing	Free for up to $50.00; $5.00 for $50.01 - $500.00; $10.00 for over $500.00

1. A processing fee for abandoned property submitted to the state.
2. Applies to overdrafts created by check, in-person withdrawal, ATM withdrawal or other electronic means, as applicable. Also applies to overdrafts created by service charges. No charge if the original amount of overdraft is less than $5.
3. Imposed when checks and items presented by electronic means are returned to MidCountry Bank unpaid. (All fees and charges are subject to change)
4. Represented Check Entries (RCK) are used for representation of a check payment using the ACH Network.

24-hour Telephone Banking
1.888.234.4585

Member FDIC

May 10, 2024

MidCountry Bank
305 10th Ave S.
Buffalo, MN 55313

Hello,

It is a privilege to write in support of MidCountry bank and their first-class staff I get to work with in my role as the Finance Director of the City of Buffalo, MN. I can strongly attest to the excellent experience I've had working with MidCountry, and the competitive yields we've received on our deposits they hold. The customer service we receive from MidCountry is, by far, superior to any other banking relationship I've had in my professional capacity as a municipal finance director. Their whole team is very accessible, knowledgeable, and responsive to any requests/questions.

We began working with MidCountry over a year ago, as we were looking to maximize return on some of our deposit accounts. As the Finance Director at a busy city with a lean staff, the process of beginning a new banking relationship can seem daunting. MidCountry went above and beyond to make this process extremely smooth. Our Business Deposit and Cash Management Specialist, Kari and our Branch Manager, Denise took the time to understand the types of deposits and the nature of the activities that related to each of our funds and helped us determine the optimal type of accounts we could place them in and accommodated the timing and sequencing we needed in bringing over our different funds and activities in order to minimize the impact on our operations.

Throughout the whole process of establishing our new accounts, we continued to have a weekly "touch-base" meeting with our Cash Management team of Kari and Jenna which was instrumental in the success of our onboarding. Having our short, but dedicated time to check in on items such as our employees' and their ability to access the portal with the proper permissions, or walking through the first time we sent out electronic payments helped us quickly gain confidence in how to administer our accounts and carry-on our banking tasks successfully.

I appreciate that I can just email any of my MidCountry contacts and receive a timely response for any request. I am sincerely impressed at the caliber of their team, I value the relationship that we have developed for the City, and I personally enjoy working with them, too. MidCountry is a great corporate citizen, and they take an active role in supporting the communities that they are a part of. Please feel free to contact me at 612-220-0416 should you have any questions.

Kelly Horn, CPA
Finance Director
212 Central Ave. | Buffalo, MN 55313
P: 763.684.5439 | F: 763.684.5462

https://link.edgepilot.com/s/24022c4c/aoSB5SFlckWxxm1BJiiDGQ?u=https://www.ci.buffalo.mn.us/

CITY OF
LONG LAKE

May 21, 2024

MidCountry Bank
1964 W Wayzata Blvd
Long Lake, MN 55356

To Whom it May Concern:

The City of Long Lake has maintained a banking relationship with MidCountry Bank, FKA Lake Community Bank by Merger for over 50 years.

Throughout the years, the service provided by the team in Long Lake has been second to none in being responsive to our ongoing and changing financial needs. As the City of Long Lake, it is important for us to keep up with the ever-evolving financial technology to help the City meet the needs of our residents. MidCountry Bank has been able to stay by our side, keeping up with technology all while maintaining the small bank feel.

The City of Long Lake is proud of the community it serves and appreciates the longevity and support MidCountry Bank provides.

Respectfully,

Scott Weske
City Administrator
450 Virginia Avenue
Long Lake, MN 55356
952-473-6961

City of Waconia

May 10, 2024

MidCountry Bank
200 East Frontage Road
Waconia, MN 55387

RE: Banking Relationship Reference Letter

To Whom It May Concern:

The City of Waconia has enjoyed working with MidCountry Bank for the last several years for the following reasons:

1. Getting accounts set up has been an easy process. We set up one checking account and had to open another for bond proceeds. The staff at MidCountry Bank made this process easy by asking what carried over from our account and what needed to be updated. The paperwork was available for signature by myself and the City Administrator very quickly and we were able to deposit funds the same day we requested the account.
2. Staff is always friendly at the banking location in Waconia and over the phone. The staff at our branch location are available and fast in meeting my requests. When I have had to call for support with our online portal, I mostly receive the same representatives and they solve my problems without delay.
3. I have appreciated being able to work with Trevor and his staff when something new comes up or I need some banking advice. The bankers reach out periodically with investment items or things to consider as we receive assessment and tax receipts. I don't always have a lot of time to be calling around to the banks we work with to check rates or review investment ideas, so I appreciate that they reach out to me periodically and let me know what is available.

Respectfully Submitted,

Nicole Meyer
Finance Director
201 Vine Street South
Waconia, MN 55387
nmeyer@waconia.org
Direct: 952-442-3108

CorTrust Bank

Fees	
Per Check Charge	$0.10/cleared check
Transfers	$0.10/transfer
Deposit Items	$0.10/deposit + $0.08/item or $0.04/On Us Check
Returned Deposited Item Fee	$30/occurance
Domestic Wire	$20/incoming wire, $25/outgoing wire
Int'l Wire	$20/incoming wire
ACH Origination	$15/month + $0.10 per received item
Remote Deposit Capture	$60/month
Positive Pay	$25/month
Stop Payment Fee	$30/occurance

Checking Interest Rates - By Avg Daily Balance
Based on 90 day Treasury Bill Rate - Currently 3.68%
Interest earned limited only to offset Analysis Charges

Savings Account Interest Rates - By Avg Daily Balance	
$100.00 - $24,999.999	0.15%
$25,000.00 - $49,999.99	0.25%
$50,000.00 - $99,999.99	0.50%
$100,000.00 - $249,999.99	1.00%
$250,000.00 - $999,999.99	1.25%
$1,000,000.00+	1.50%



RFP FOR BANKING SERVICES

DUE MONDAY APRIL 27, 2026

ACKNOWLEDGEMENT TO REQUEST FOR PROPOSAL

We have read the Request for Proposal (RFP) for Banking Services and fully understand its intent.

The undersigned certifies that the completion of the Bid Response is a binding commitment to provide the banking services as proposed herein.

Financial Institution: CorTrust Bank

Address: 9740 Tamarack Road

Woodbury, MN 55125

Name of Officer: Brent Mitchell

Signature: 

Title: Assistant Vice President/Cash Management

Telephone No.: (651) 289-5000

KEY CONTACTS

Dean Suchy, Market President – Over 30 years of experience in Commercial Banking including lending, operations, and strategic planning and management.
dsuchy@cortrustbank.com, 763-972-2935

Kevin Bruscher, Chief Operations Officer – Over 35 years of experience in Operations and Information Systems Management.
kbruscher@cortrustbank.com, 605-996-5910

Amy Johnson, Vice President/Operations - Over 30 years of experience in Banking Operations and Management.
ajohnson@cortrustbank.com, 763-786-0123

Eric Ziemer, Vice President/Branch Manager – Over 20 years of experience in Commercial Banking. Branch manager of the Minnetonka branch.
eziemer@cortrustbank.com, 952-933-9550



I. INTRODUCTION

CorTrust Bank is a family and employee owned, independent community bank. It is over 85 years strong. The Bank was incorporated under the name of Live Stock State Bank on October 31, 1930, in Artesian, South Dakota. A resident of Artesian, Boyd B. Hopkins purchased a controlling interest in the Bank in 1961. The Hopkins family banking tradition now spans four generations. Current family members include son, Boyd D. Hopkins (Chairman of the Board), grandson, Jack E. Hopkins (CEO and President), grandson, Robert T. Hopkins (President of CorTrust Mortgage), and great granddaughter, McKinzie L. Hopkins (Sr. Vice President). Meeting the needs of its neighbors and customers for over 85 years has allowed the bank to grow. Today CorTrust Bank has over $1.5 billion in assets with over $134 million in equity resulting in a capitalization level of 8.78%. The Bank has 37 locations serving Minnesota and South Dakota communities. The Bank is an integral part of the many communities it serves. It has made a positive impact on the individuals, families, businesses and communities it serves.

II. REQUIRED SERVICES

a) General Checking Account: Muni-Analyzed Business Account

- Yield equal to the 90 day Treasury Bill rate (Currently 3.68%)

- Earnings will offset certain eligible fees that are incurred. Fees eligible for offset will hereafter be referred to as "Analysis Charges". Earnings will be limited to an amount equal to the total of all Analysis Charges incurred for that statement cycle. Charges not eligible for offset will hereafter be referred to as "Hard Charges".

- Fees that are **NOT** considered Analysis Charges, but Hard Charges are:

Return Items	$30.00 per item
Incoming Wires	$20.00 per wire
Outgoing Domestic Wires	$25.00 per wire
Deposit Books	$ Prices vary by design, font, size etc.
Stop payments	$30.00 per item

- Fees that **ARE** considered Analysis Charges and will be eligible for offset are:

Maintenance Fee	$5.00 a month
On Us checks deposit items	$0.04 per item
Foreign checks deposit items	$0.08 per item
Deposits	$0.10 per item
Transfers	$0.10 per item
Checks issued	$0.10 per item

The above fees and any additional service charges are summarized in the Fee Schedule attached as Exhibit "A".

- Earnings shall be calculated using the formula below:
ECR x Monthly Average Available Balance x Actual # of days in the month/365

- Monthly Analysis Statements Provided (see Exhibit "B")

b) Savings Account: CorSavings Account

- Yield is tiered by available balance summarized below and posted quarterly:

$100 - $24,999.99	0.15 APY
$25,000.00 - $49,999.99	0.25 APY
$50,000.00 - $99,999.99	0.50 APY
$100,000.00 - $249,999.99	1.00 APY
$250,000.00 - $499,999.99	1.25 APY
$500,000.00 - $999,999.99	1.25 APY
$1,000.000.00 and above	1.50 APY

- Minimum Balance requirement is $100.

- No more than 6 withdrawal transactions in a statement cycle.

- APY as of 04/27/2026 and subject to change.

III. ONLINE CASH MANAGEMENT

- Online wire transfers. Dual authorization capability.
- ACH origination via file upload for direct deposit for payroll and direct payment of utility bills. Dual authorization capability.
- Positive Pay. File upload and management.
- Secure user management for authorized users.
- Access to account balances and transactions. Ability to view both sides of checks, daily deposit detail to view individual items within the deposit. View monthly statements. Download transactions on a daily basis.
- Stop payments.
- Ability to establish bank feed with Quickbooks.
- ACH Filter. It protects the account from unauthorized ACH debits. CorTrust Bank will work with you to establish a list of authorized vendors for ACH debits. Any unauthorized ACH debits will be rejected unless approved by the City.
- Remote Deposit Capture. Allows you to deposit non-cash items by scanning them from your office. CorTrust Bank currently provides same day credit for all deposits made prior to 5:00 pm on weekdays.
- Merchant Processing. CorTrust Bank has partnered with Clover Card Services to provide competitive rates for Merchant Processing. A detailed estimate of pricing can be provided with additional information. Additional information would be volume, method(s) of processing, equipment needed/desired.

IV. CONVERSION IMPLEMENTATION PLAN

- Assistant Vice President/Cash Management Officer will be on site to train city employees with the software and hardware necessary to fulfill City operations. Additional support will be provided by the Information Technology Support Team via remote access, phone, and/or Teams Meetings.
- CorTrust Bank utilizes Fiserv as its system provider. Fiserv has over 40 years of fintech experience providing Platforms and Integrated Digital Banking Solutions to scale for over 10,000 financial institutions. Fiserv facilitates over 25,000 transactions per second at peak times for those institutions.
- Lead time for implementation will be largely dependent on the City’s pace at which they will want to migrate funds and functions to the new account(s). The account opening process is relatively simple. Once the accounts are open, training of the staff would begin. Once the personnel

is trained and comfortable with the systems and processes, the City can implement one function at a time, or, can migrate all functions at once.
- After the city has migrated all functions over to the new account(s), continued support will be provided at local level via the bank branch as well as through our Information Technology Support Team located at our IT Operations Center in South Dakota. The names, direct email addresses, and direct phone #'s of the individuals in that support group will be provided.
- The check scanner will be provided with the necessary cables/hook ups and software to utilize the check scanner.

V. COMMUNITY REINVESTMENT ACT

The Office of the Comptroller of the Currency has given CorTrust Bank, NA a rating of Outstanding in both the Lending Test as well as the CD Test. A copy of the Community Reinvestment Act Performance Evaluation issued by the Office of the Comptroller of the Currency is available upon request or may be viewed on the agency's website www.occ.treas.gov. Locations and hours of operation for the Minnesota Branches are listed in Exhibit "C".

VI. REFERENCES

CorTrust Bank currently provides banking services to other municipalities in Minnesota and South Dakota. We provide banking services to cities ranging in population from 125 to approximately 80,000. Most of these customers use our online banking functionality. In the interest of protecting customer information in compliance with privacy laws, CorTrust Bank is willing to provide references if we are selected as the winning bidder, and proper authorization is obtained from these customers.

EXHIBIT "A"

Schedule of Fees-Muni Analyzed Business

General Account Services	
Account maintenance	$5 per month; **Analysis/Offset**
Monthly statement (serialized)	$0 per month
Check sequencing – base charge	$0 per month
Check sequencing	$0 per item
Depository Services	
Cash deposited	$0 per dollar
Rolled coin ordered	TBD per roll
Currency ordered	TBD per bill
Deposited items –	
On Us	$0.04 per item; **Analysis/Offset**
Local	$0.08 per item; **Analysis/Offset**
Other	$0.08 per item; **Analysis/Offset**
Return items	$30.00 per item; **Hard Charge**
Total debit items	$0.10 per item; **Analysis/Offset**
Total credit items	$0.10 per item; **Analysis/Offset**
ACH Services/Origination	
Base charge	$15 per month; **Analysis/Offset**
Direct deposit items	$0 per item
Received items	$0.10 per item; **Analysis/Offset**
Transmission charge	$0 per item
Wire Transfer Fees	
Maintenance	$0 per month
Incoming transfers	$20.00 per item; **Hard Charge**
Outgoing Domestic transfers	$25.00 per item; **Hard Charge**
Computer access to balances	
Base charge	$0 per month
Log in charge	$0 per item
Other Charges	
FDIC assessment	$0 per _____ balance
Deposit books	$TBD per book
Stop payments	$30 per item; **Hard Charge**
Use of uncollected funds	$0 per item
Positive Pay	$25 per month; **Analysis/Offset**
1 Check Scanner	$60 per month; **Analysis/Offset**

EXHIBIT “B”

Sample of an Analysis Statement-Muni Analyzed Business

Apr 30, 2024

Pg 1 of 1

INDEPENDENT SCHOOL DIST

******** Account Analysis Report ******** BPM

CorTrust Bank NA Business Account Analysis Statement
Activity 04/01/2024 Thru 04/30/2024 30 Days in Cycle

Average Ledger Balance		423,192.79
Less: Uncollected Funds	-	5,238.29
Average Collected Balance		417,954.50
Less: Reserves (0.0000%)	-	0.00
Investable Balance		417,954.50

Earn Credit Allowance(4.5000%)(417,954.50 @ 0.3689%) 1,541.64

Transaction Type	Vol/Units	Per	Unit Cost	Total	Inv Bal Req
Maintenance Fee	1.00			5.00	1,356
On Us Dep Items	69.00		0.0400	2.76	748
Foreign Dep Items	324.00		0.0800	25.92	7,027
Deposit	28.00	1	0.1000	2.80	759
ACH Deposit	139.00	1	0.1000	13.90	3,768
ACH Payment Rev	2.00	1	0.1000	0.20	54
Check	148.00	1	0.1000	14.80	4,012
ACH Payment	100.00	1	0.1000	10.00	2,711
Statement DVD	1.00		0.0000	0.00	0
Positive Pay	1.00		0.0000	0.00	0
ACH Origination	1.00		15.0000	15.00	4,067
Total Costs				90.38	

Analysis Charge Calculated This Period	0.00
Analysis Credit Calculated This Period	1,451.26
Total Analysis Earnings Paid	1,451.26
Analysis Earnings Credited to Account	1,451.26
Investable Balance Needed to Avoid Charge	24,502.00

Bridgewater Bank

Fees	
Deposit Items	$0.55/deposit
Per Check Charge	$0.25/cleared check
Returned Deposited Item Fee	$4/occurance
Domestic Wire	$20/incoming wire, $25/outgoing wire
Int'l Wire	$20/incoming wire
ACH Origination	$15/month + $0.10 per received item
Remote Deposit Capture	$60/month
Positive Pay	$55/month
Sweeps	$25/month
Stop Payment Fee	$30/occurance

Business Analysis Checking Rate - 1.285%
Interest earned limited only to offset Analysis Charges

Savings Account Interest Rates - By Avg Daily Balance
Interest rate of 3.30% based on $679,000

BRIDGEWATER BANK

BANKING SERVICES PROPOSAL

Prepared for: City of Deephaven, Minnesota

Presented by: Susan Kubis, VP, Treasury Management

BRIDGEWATER BANK

April 27, 2026

Andrew Keller
Finance Clerk/Treasurer
City of Deephaven
20225 Cottagewood Road
Deephaven, MN 55331

RE: City of Deephave RFP

Dear Andrew:

Thank you for including Bridgewater Bank in the City of Deephaven's RFP process. We are please to share that Bridgewater Bank meets the minimum requirements listed in the RFP and will also be able to provide the Cit with an unparallel banking experience.

Bridgewater Bank is a full-service, locally based bank in the Twin Cities committed to meeting the needs of local community, including government entities like the City of Deephaven. Bridgewater was founded in 2005 by our CEO, Jerry Baack, who envisioned a bank that would be unconventional, responsive, and focused on people and businesses looking for partnerships. We went public in 2018, an opportunity that has provided the capital to add robust products and services that you can expect at far larger institutions. Bridgewater Bank currently ranks as one of the top 10 largest banks in the State of Minnesota by asset size, but we are locally founded and committed to serving the Twin Cities. At Bridgewater, we pride ourselves on streamlining your bank experience with responsive, local support and simple solutions. Our clients notice the difference.

Susan Kubis

Susan Kubis
VP Treasury Management
11999 Upper 40th St N
Lake Elmo MN 55042
952-737-4707 (Direct)

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BRIDGEWATER BANK

INTRODUCTION:
The City of Deephaven is seeking a qualified banking service provider to manage the City's municipal banking needs. The City will choose a financial institution that best meets the needs of the City provided the fee is reasonable and it is in the best interest of the City to accept it. The proposals will be read and evaluated by the City Administrator and Finance Clerk/Treasurer, who will then recommend the financial institution to the City Council. In evaluating the proposals, the following criteria will be used:

Responsiveness of the proposal:

- The sufficiency of its financial resources and the ability, capacity and skill of the institution to perform all required and desired services on a timely basis
- Responses of client references
- Demonstrated knowledge of the City, the community, and its economic conditions
- The reputation, financial stability, and longevity of the proposer
- The quality, availability, and adaptability of the services to the needs required
- Cost of the services provided
- Competitiveness of interest rates
- Physical facility including the location(s), technology and security of the facility

PROJECT OVERVIEW AND SCOPE
The City of Deephaven is a municipality located in the West-Metropolitan Lake Minnetonka area with a population of approximately 3,500 residents. The banking institution selected will need to provide an operating checking account and a money market savings account. Deephaven currently holds rotating funding in the approximate amount of $700,000 in checking as well as nearly $700,000 in a money market account. The ability to maintain proper collateral for all accounts is imperative.

RFP TIMELINE, CONTACT AND PROPOSAL REQUIREMENTS
Proposals for Deephaven municipal banking services must be received by 2:00 p.m., Monday, April 27, 2026. Proposals are to be signed by an authorized official of the institution and should be emailed andrewk@cityofdeephaven.org; or sent to:

City of Deephaven
Attn: Finance Clerk/Treasurer
20225 Cottagewood Road
Deephaven, Minnesota 55331

The format required for submitted proposals is as follows:

Title Page - Show the name of your institution, local address, telephone number, name of contact person, and the date.

Letter of Transmittal - Please limit it to one page. Proposers may use this letter to present any information they consider essential to their proposal. Please list the names of all

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individuals who are authorized to make representations for the proposer, along with their titles, addresses, and telephone numbers.

Audited Financial Statements, Regulatory and Management Reports - Respond to each question as applicable.

Profile Questionnaire - Respond to each question as applicable.

Banking Services Questionnaire - Respond to each question as applicable.

Compensation, Fees and Related Information - Respond to each question as applicable.

Bid Sheets - Please disclose all possible costs to the client and the basis for charging them in Appendix A: Bid Sheet. To assist us in comparing the cost effectiveness of each proposal you must address all costs both on a per unit basis and on a compensating balance method of payment.

Copies of proposed agreement(s) including wire transfer, collateral, etc.

Any additional pertinent information.

PROPOSAL CONSIDERATIONS
The City of Deephaven reserves the right to reject any or all offers and discontinue this RFP process without obligation or liability to any potential vendor; award a contract for the basis of initial offers receive, without discussion or requests for best and final offers; and, award more than one contract.

References: Vendors should provide three current references for which they perform similar work, preferably from a municipality. At least one reference should be comparable to the City of Deephaven in size and scope.

Legal Considerations and Disclaimer:
Nothing contained herein is intended or should be construed in any manner as creating or establishing any obligation of the City of Deephaven to contract with any participating vendor or any other third party in relation to the subject matter of this RFP or any subsequent evaluation process. The issuance of this RFP does not imply that the City of Deephaven is making an offer to do business with any RFP recipient or respondent. The City of Deephaven reserves the right to accept any complete response, or portion thereof, or to accept none of the responses. The City of Deephaven reserves the right to do business with more than one vendor and nothing contained in any oral or written communication relating to this evaluation process shall be interpreted as a contract. All proposals and subsequent information received will remain the property of the City of Deephaven and are public data subject to data requests.

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The City of Deephaven reserves the right, at any time, to amend, supplement, withdraw or otherwise change this RFP or the evaluation process described herein. The City of Deephaven will not be responsible for any costs incurred by a vendor in preparing, delivering or presenting responses for this RFP. Each vendor, by participating in this evaluation process, acknowledges that it shall be solely responsible for any costs and expenses incurred by such vendor relating to its participation in this evaluation process. All transactions related to or arising from this RFP, including any contract that may arise here from, shall be governed by the laws of the state of Minnesota.

REQUIREMENTS FOR AUDITED FINANCIAL STATEMENTS

1) For the most recent two fiscal years provide copies of each report issued as described below unless you are legally prohibited from such disclosure. Include management responses, if any, to all reports provided.
   a) AUDIT AND EXAMINATION REPORTS
      i) Independent Certified Public Accounts
      ii) Minnesota State Banking Commissioner
      iii) FDIC

   Please see included attachments. For more information, please visit *www.bridgewaterbankmn.com*
   2025 Annual Report
   2025 Proxy Statement
   2024 Annual Report
   2024Proxy Statement

2) Describe the process followed by your institution to reasonably ensure that security procedures, such as those established by your institution to prevent unauthorized payment orders and fraud (via checks, wire transfers, or ACH transactions), are adequate and effective.

   While it is not bank policy to specifically disclose internal procedures, Bridgewater Bank takes the security of accounts and finances seriously. We offer robust fraud protection tools for all clients to help prevent fraudulent transactions from happening.

3) Describe your institution's process of reviewing audit reports and addressing any deficiencies noted.
   Please see attached Charter of the Audit Committee Report

PROFILE QUESTIONNAIRE - RESPONSES

1) Provide a brief description of the history of the institution's provision of municipal banking services.

   Bridgewater Bank has provided public fund account types for governmental agencies since its inception in 2005. Deposits in public funds accounts are insured by the FDIC up to $250,000 per official custodian per bank. For balances exceeding this limit, collateralization is required, where the Bank pledges high-quality, liquid securities such as US Treasury

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bonds to secure the deposits. This collateral held by a third-party custodian, and state law requires the pledged value to exceed the uninsured deposit amount, usually by 102-110%. This ensures that public funds remain protected in the event of a bank failure.

2) Describe the organizational structure of your institution, and the departments which will oversee the contract.

Bridgewater Bank is built on a flat organization structure. At Bridgewater there isn't a complex or complicated chain of command. Each department is only a step away from the senior leadership team which is comprised of functional leaders of our departments.

The City would work directly with our dedicated Business Services Team. The Business Services team offers responsive support and simple solutions for the many business and public funds clients that call Bridgewater Bank home. The experienced team enjoys developing relationships and supporting many of the enhanced products that you need to operate efficiently in today's marketplace.

Simply put, our goal is to simplify banking, allowing you to focus on your day to day business of running the city. We will work with you to create a solution that works best for your City. At Bridgewater, we realize relationships are as important as the products offered and the services provided.

3) Describe your service capabilities for a customer the size of the City including those items which set you apart from your competition.

Bridgewater Bank understands the City expects a high degree of support from your bank. Our local team understands this. We are equipped to service customers of all sizes. We currently have multiple customer as large, or larger than the City of Deephaven, with annual revenues over $15M. These customers use our commercial online banking platform, The Bridge, to facilitate all their daily banking needs from Balance Reporting, ACH and Wire initiation, Account Reconciliation, and Fraud Prevention.

We believe the best bank to serve successful clients is one built by experienced bankers with an entrepreneurial perspective and local presence. An unconventional attitude sets us apart from traditional banks – our clients, employees and investors notice a difference.

4) How many governmental customers does your business service have?
Bridgewater Bank currently has seven governmental clients.

5) Provide three (3) references from public funds or government-related customer of one (1) year or more with characteristics similar to the City or commercial banking customer that utilize similar services that the City will use.

City of Minnetonka – Darin Nelson
City of Orno - Margaret Jin
City of Minnetrista – Brian Grimm

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6) What insurance coverage is carried by the Bank with respect to any acts or omissions of directors, officers, and other personnel resulting in loss of funds?

Bridgewater Bank has appropriate D&O Insurance and bank specific coverages in place based on the size and complexity of our organization.

7) Discuss the financial stability of your institution. Provide ratings for the institution from a nationally recognized rating agency. List all rating changes for the past five (5) years.

In March of 2018, Bridgewater Banchares Inc., announced the launch of an initial pubic offering. Bridgewater's common stock is trading on the Nasdaq Capital Market under the ticker symbol "BWB". Bridgewater Bank currently ranks as one of the top then largest banks in the state of Minnesota by asset size.

All regulated financial institutions are required to file quarterly financial statements with the FDIC. This data is available on the FFIEC web site (View or download data for individual institutions - FFIEC Central Data Repository's Public Data Distribution) and BWB's FDIC Certificate # is 58210. This data base of information compares BWB against similarly sized institutions but doesn't provide a rating. Regulatory agencies do not allow financial institutions to share their regulatory ratings with clients.

8) List names, titles, phone and fax numbers, and e-mail addresses of key persons in charge of banking services and the account administrator who would be assigned to this account. Provide biographical sketches of these individuals and identify their rank and level of authority.

Susan Kubis – Vice President, Treasury Management, Relationship Manager

- *20+ years banking experience*
- *Prior board officer, MNAFP and AFPA*

Susan.kubis@bwbmn.com
651-605-2680 (Office)
952-737-4707 (Direct)
612-298-7498 (Mobile)

Taylor Zumbach – Senior Treasury Management Analyst

- *12+ years banking experience, 8 in Treasury Management*

Taylor.zumbach@bwbmn.com
952-737-4747 (Office)
952-542-5130 (Direct)

Deposit Services Support

- *Deposit Services Online banking training and ongoing support (ex. Password reset, new user setup etc.)*
- *Service and/or payment assistance*

Hello@bridge2bwb.com
952-542-5100

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Greenwood Branch
Brittany Peterson – Branch Lead, Deposit Services
Local Branch Support
Brittany.Peterson@bwbmn.com
952-737-4785 (Direct)
952-653-0605 (Branch)
21500 Hwy 7
Greenwood MN 55331
Lobby - M – F 8:30 am – 4:30 pm

Minnetonka Branch
Gwen Olson – Branch Lead, Deposit Services
Local Branch Support
952-465-0313 (Direct)
952-935-8663 (Branch)
14550 Excelsior Blvd
Minnetonka MN 55345
Lobby - M – F 8:30 am – 4:30 pm
Drive Thru – 8:30 am – 4:30 pm

BANKING SERVICES QUESTIONNAIRE

1) Receipt of deposits, including ACH deposits of credit card transactions

   Receipts of deposits are available through our online banking platform.

2) Processing and clearing of checks and drafts issued by the City

   Yes, Bridgewater will clear and process all checks and drafts issued by the City unless otherwise directed (Stop Payment, Check Positive Pay etc).

3) City ability to originate ACH transactions as follows:
   a. Debit service and other payments
   b. Direct debit of utility and other payments
   c. NSF return items electronically
   d. Direct deposit of employee pay checks

   Yes, Bridgewater offers a complete ACH service with the ability to debit or credit deposit accounts for payments, payroll, etc.

4) Collateral for all deposits of a type and in the amounts as required by State laws

   Yes, Bridgewater will provide the required collateral for all deposits as required by State laws. Bridgewater uses FHLB Letters of Credit to collateralize funds for our government entities. Letters of Credit are structured based on the highest anticipated balance plus 10% as required by the state of MN.

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The City would receive a copy of the LOC directly from the FHLB. The amount of the LOC can easily be adjusted to a higher dollar amount if needed.

5) Wire transfers and confirmations

   Enjoy fully integrated access via online banking to originate wire transfers with Fed confirmation.

6) Remote Deposit Capture

   Deposit checks into any of your Bridgewater accounts from the comfort of your home or office 24 hours a day, 7 days a week. Multiple levels of hardware allow for the efficient handling of thousands of checks and included reporting capabilities help simplify research and accounting.

7) City ability to access and view account information via personal computer as follows:
   a. 90-day transaction look back
   b. All transactions including wires, debits, credits and adjustments
   c. Account balances

   The Bridge Online Banking allows for 18- months of history; specific type or all transaction reports can be pulled to include 90-day transaction look back.

8) Daily sweep accounts for investment of available cash balances at market rates

   Bridgewater offers competitive money market rates as well as investment sweep services available for cash balances. The money invested is fully FDIC insured.

9) Reports:
   a. Monthly statement for all transactions
   b. Monthly account analysis report listing transactions processed and average balances
   c. Monthly or quarterly collateral reports listing type of collateral and market value

   The Bridge Online Banking provides 18 months of checking and savings account bank and analysis statements and transactions.

10) Fraud prevention for disbursements to protect accounts from unauthorized checks by validating all checks presented for payment against check runs through positive pay

    Positive Pay: Check Positive Pay provides another layer of security to combat check fraud. Clients upload a list of all checks issued each day and we match that information with the checks presented against your account. Then we send you an

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email alert of any mismatches. You advise the bank to pay or return those suspect checks.

ACH Filter: ACH Filter is yet another layer of security to prevent unauthorized electronic debits. Filter out electronic ACH debit transactions from debiting any of your accounts at the bank and either allow us to return automatically or choose to review and advise the bank to pay specific items.

ACH Blocking: ACH Blocking prevents unauthorized electronic debits. Block out all electronic ACH debit transactions from debiting any of your accounts at the bank and allow us to return them for you automatically.

11) Electronic imaging and storage of paid checks

The Bridge Online Banking system provides electronic images of paid checks and specific reports can be pulled.

COMPENSATION, FEES & RELATED INFORMATION

1) Please disclose any fees or costs the institution expects to charge: Appendix A is to be completed, and you may attach a supplemental price schedule for such services. Include one-time setup charges, research fees, wire fees and all other related fees that will be charged.

All fees and expected charges are attached.

2) The Bank must accept compensation in fees, balances, or a combination of the two.

All bank fees will be analyzed and charged through the analysis system but can also be offset with compensating balances. Bridgewater's current ECR is 25bps.

3) Describe your proposed billing cycle, (monthly, quarterly, etc). Also describe the process for the payment of bank fees. Furnish a copy of your analysis statement or statements.

Bridgewater's billing cycle is monthly, shown in arrears and any fees auto-debited the following month.

4) Does the earnings credit rate (ECR) for the monthly analysis equal or exceed the 90-day Treasury Bill average for the previous monthly?

Bridgewater Bank's ECR is an internal rate based on the average collected balance. The calculation for ECR is average collected balance X ECR X number of days win the month.

5) Is there a fee for FDIC insurance? If so, how does the Bank calculate the charge?

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Bridgewater does not charge a Deposit Management or FDIC insurance fee on checking account balances. Not charging for FDIC insurance can significantly reduce monthly fees.

6) When calculating average balances, are positive and negative balances netted?

Yes, positive, and negative balances are netted when calculating average balances.

7) Charges for overdrafts cannot be any higher than those charged to a regular commercial customer. Please show what your pricing will be if an overdraft occurs and how overdraft balances are calculated. Are uncollected funds caused by an overdraft netted against positive balances in other accounts during the analysis process?

Overdraft fees are analyzed. The standard fee for an NSF is $35.00 per item.

8) How are adjustments reflected in the account analysis?

Fee adjustments can be processed as a credit/debit toward fees for the following month's analysis statement or can be posted directly to the client's account if desired.

9) Do checking, money market or savings accounts accrue interest? If so, at what rate is the interest accrued and is the interest compounded?

The Bank does offer accrued interest on money market accounts. Based on the City's March 2026 current business money market premium account balance of approximately $679,xxx.xx, we are happy to offer the City an annual percentage yield of 3.30%, floating.

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BRIDGEWATER BANK

Appendix A – Bid Sheet for Bank Fee and Earnings Credit Schedule

Instructions: For each transaction type, please list your proposed fee per month, batch or transaction.

BRIDGEWATER BANK

Bridgewater Bank
Analysis Exclusively Prepared Fo
City of Deephaven
March-26

PRODUCT AND SERVICE	Units	Alerus		Bridgewater Bank Premier - Standard	
DEPOSIT ACCOUNT SERVICES	Volume	Price	Charge	Price	Charge
Monthly Maintenance	1	0.00	0.00	20.00	20.00
Deposits/Credits	2	0.00	0.00	0.55	1.10
On Us Items		0.00	0.00	0.13	0.00
Clearing Items		0.00	0.00	0.13	0.00
Transit Items	2	0.00	0.00	0.13	0.26
Checks	108	0.00	0.00	0.25	27.00
Electronic Credits - ACH	41	0.00	0.00	0.15	6.15
Electronic Debits - ACH	42	0.00	0.00	0.15	6.30
Combined Item Allowance		0.00	0.00		
Cash Deposit Handling Fee $0.50 per $1,000		0.00	0.00	0.00050	0.00
Foreign Deposit Item		0.00	0.00	5.00	0.00
Returned Item		0.00	0.00	4.00	0.00
Redeposited Item		0.00	0.00	4.00	0.00
Stop Payment		0.00	0.00	35.00	0.00
NSF/Overdraft		0.00	0.00	35.00	0.00
Paper Statement Fee		0.00	0.00	3.00	0.00
Deposit Coverage Assessment		0.00	0.00		
Subtotal			$ -		$ 60.81
TREASURY MANAGEMENT SERVICES					
The Bridge Online Banking					
The Bridge Online Banking Monthly	1	0.00	0.00	0.00	0.00
The Bridge Online Banking Users		0.00	0.00	0.00	0.00
The Bridge Online Banking Accounts		0.00	0.00	0.00	0.00
Subtotal			$ -		$ -
Fraud Prevention Services					
ACH Debit Block Monthly Fee		0.00	0.00	10.00	0.00
ACH Filter Monthly Fee	1	0.00	0.00	25.00	25.00
Payee Positive Pay Monthly Base Fee/Acct	1	0.00	0.00	20.00	20.00
Positive Pay Monthly Base Fee/Acct		0.00	0.00	20.00	0.00
Positive Pay Item Fee	108	0.00	0.00	0.04	4.32
Positive Pay Return Item Fee		0.00	0.00	4.00	0.00
Items Paid - Manged by BWB		0.00	0.00	1.00	0.00
Subtotal			$ -		$ 49.32
Remote Deposit Service					
Remote Deposit Monthly Fee		0.00	0.00	50.00	0.00
Subtotal			$ -		$ -
ACH Origination Service					
ACH Monthly Base Fee - The Bridge	1	0.00	0.00	25.00	25.00
ACH Same-Day Origination Item Fee		0.00	0.00	1.00	0.00
ACH Returned Item Fee		0.00	0.00	4.00	0.00
ACH Reversal Item Fee		0.00	0.00	1.00	0.00
ACH Unauthorized Return Item Fee		0.00	0.00	1.00	0.00
Subtotal			$ -		$ 25.00
Wire Transfer Service					
Wire Monthly Fee - (via The Bridge)		0.00	0.00	25.00	0.00
Incoming Wire Transfer		0.00	0.00	10.00	0.00
Outgoing Online Wire Fee (Domestic)		0.00	0.00	10.00	0.00
Outgoing Online Wire Fee (International)		0.00	0.00	40.00	0.00
Outgoing Wire Fee (Domestic-Manual)		0.00	0.00	25.00	0.00
Outgoing Wire Fee (Int'l-Manual)		0.00	0.00	50.00	0.00
Wire Transfer Notification		0.00	0.00	0.00	0.00
Subtotal			$ -		$ -
Other Services					
Insured Cash Sweep Monthly Fee		0.00	0.00	30.00	0.00
Subtotal			$ -		$ -
Gross Services Provided			$ -		$ 135.13
Earnings Credit Allowance			$ -		$ 144.00
Net Services Fees Due			$ -		$ (8.87)
Average Balance			$678,212.75		$ 678,212.75
Earnings Credit Rate			0.00%		0.25%

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Account Analysis and ECR Input

Name of Prospect	**City of Deephaven**
Current Bank	**Alerus**

Month Analyzed	March-26
Number of Days in Statement	31
BWB ECR Rate	0.25%
Current Bank ECR Rate	0.00%

Balance Computation for the Period

Average Ledger Balance	$	753,753.67
Less Average Daily Float	$	183.95
Average Daily Collected Balance	$	753,569.72
10% Reserve Requirement	$	75,356.97
Average Daily Available Balance	$	678,212.75

BRIDGEWATER BANK

Bridgewater Bank
Analysis Exclusively Prepared For:
City of Deephaven
March-26

PRODUCT AND SERVICE	Units	Alerus		Bridgewater Bank Premier - Standard	
DEPOSIT ACCOUNT SERVICES	**Volume**	**Price**	**Charge**	**Price**	**Charge**
Monthly Maintenance	1	0.00	0.00	20.00	20.00
Deposits/Credits	3	0.00	0.00	0.55	1.65
On Us Items		0.00	0.00	0.13	0.00
Clearing Items		0.00	0.00	0.13	0.00
Transit Items	2	0.00	0.00	0.13	0.26
Checks	119	0.00	0.00	0.25	29.75
Electronic Credits - ACH	43	0.00	0.00	0.15	6.45
Electronic Debits - ACH	42	0.00	0.00	0.15	6.30
Combined Item Allowance		0.00	0.00		
Cash Deposit Handling Fee $0.50 per $1,000		0.00	0.00	0.00050	0.00
Foreign Deposit Item		0.00	0.00	5.00	0.00
Returned Item		0.00	0.00	4.00	0.00
Redeposited Item		0.00	0.00	4.00	0.00
Stop Payment		0.00	0.00	35.00	0.00
NSF/Overdraft		0.00	0.00	35.00	0.00
Paper Statement Fee		0.00	0.00	3.00	0.00
Deposit Coverage Assessment		0.00	0.00		
Subtotal			**$ -**		**$ 64.41**
TREASURY MANAGEMENT SERVICES					
The Bridge Online Banking					
The Bridge Online Banking Monthly	1	0.00	0.00	0.00	0.00
The Bridge Online Banking Users		0.00	0.00	0.00	0.00
The Bridge Online Banking Accounts		0.00	0.00	0.00	0.00
Subtotal			**$ -**		**$ -**
Fraud Prevention Services					
ACH Debit Block Monthly Fee		0.00	0.00	10.00	0.00
ACH Filter Monthly Fee	1	0.00	0.00	25.00	25.00
Payee Positive Pay Monthly Base Fee/Acct	1	0.00	0.00	20.00	20.00
Positive Pay Monthly Base Fee/Acct		0.00	0.00	20.00	0.00
Positive Pay Item Fee	108	0.00	0.00	0.04	4.32
Positive Pay Return Item Fee		0.00	0.00	4.00	0.00
Items Paid - Manged by BWB		0.00	0.00	1.00	0.00
Subtotal			**$ -**		**$ 49.32**
Remote Deposit Service					
Remote Deposit Monthly Fee		0.00	0.00	50.00	0.00
Subtotal			**$ -**		**$ -**
ACH Origination Service					
ACH Monthly Base Fee - The Bridge	1	0.00	0.00	25.00	25.00
ACH Same-Day Origination Item Fee		0.00	0.00	1.00	0.00
ACH Returned Item Fee		0.00	0.00	4.00	0.00
ACH Reversal Item Fee		0.00	0.00	1.00	0.00
ACH Unauthorized Return Item Fee		0.00	0.00	1.00	0.00
Subtotal			**$ -**		**$ 25.00**
Wire Transfer Service					
Wire Monthly Fee - (via The Bridge)		0.00	0.00	25.00	0.00
Incoming Wire Transfer		0.00	0.00	10.00	0.00
Outgoing Online Wire Fee (Domestic)		0.00	0.00	10.00	0.00
Outgoing Online Wire Fee (International)		0.00	0.00	40.00	0.00
Outgoing Wire Fee (Domestic-Manual)		0.00	0.00	25.00	0.00
Outgoing Wire Fee (Int'l-Manual)		0.00	0.00	50.00	0.00
Wire Transfer Notification		0.00	0.00	0.00	0.00
Subtotal			**$ -**		**$ -**
Other Services					
Insured Cash Sweep Monthly Fee		0.00	0.00	30.00	0.00
Subtotal			**$ -**		**$ -**
Gross Services Provided			**$ -**		**$ 138.73**
Earnings Credit Allowance			$ -		$ 144.00
Net Services Fees Due			**$ -**		**$ (5.27)**
Average Balance			**$678,212.75**		**$ 678,212.75**
Earnings Credit Rate			**0.00%**		**0.25%**

BRIDGEWATER BANK
4450 Excelsior Boulevard, Suite 100
St. Louis Park, MN 55416

Statement Ending 03/31/2026

Customer Number: XXXXXXXXX8586

TEST BUSINESS LLC
OPERATING ACCOUNT
4450 EXCELSIOR BLVD STE 100
ST LOUIS PARK MN 55416-5119

Managing Your Accounts

Website	BridgewaterBankMN.com
Mailing Address	4450 Excelsior Boulevard St. Louis Park, MN 55416
Phone	952.893.6868
Telebanking	866.482.5944



SUBSIDIARY ACCOUNT ANALYSIS STATEMENT

FOR THE PERIOD 03/01/26 THROUGH 03/31/26
XXXX is the Relationship Parent Account Number

BALANCE COMPUTATION FOR THE PERIOD

Average Daily Ledger Balance	$1.90
Less Average Daily Float	$0.00
Average Daily Available Balance	$1.90
Balance to Support Services	$1.90
Minimum Monthly Ledger Balance	$1.90

ACCOUNT POSITION FOR THE PERIOD

	FEE BASIS	BALANCE BASIS
Current Period Credit (0.2500 %)	$0.00	$1.90

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ACCOUNT POSITION FOR THE PERIOD (continued)

	FEE BASIS	BALANCE BASIS
Current Period Analyzed Charges	$20.00	$94,193.55
Less Portion Waived In Period	$20.00	$0.00
Analyzed Charges Due before Credit	$0.00	$94,193.55
Analyzed Charges Due after Credit	$0.00	
Total Fees Now Due	$0.00	
Balance Shortage for the Current Period		($94,191.65)

SERVICE CHARGE DETAIL

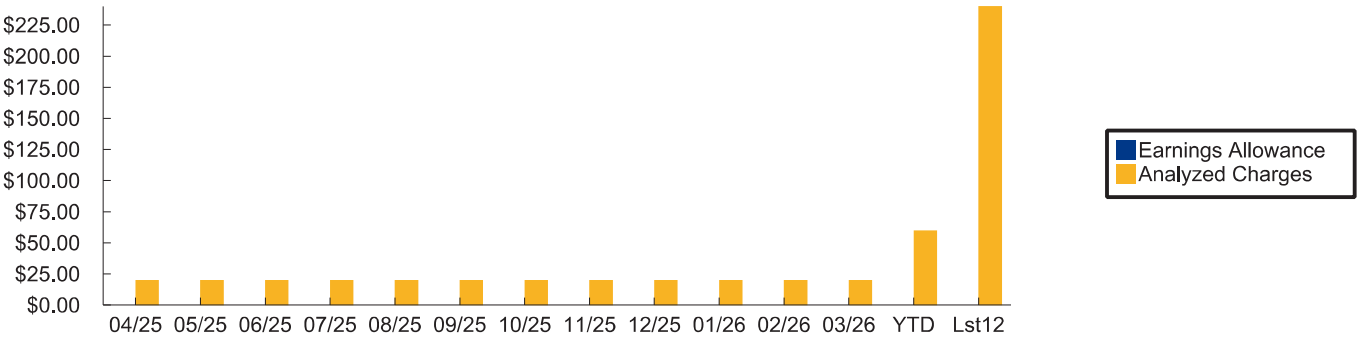
SERVICES RENDERED IN PERIOD	VOLUME	UNIT PRICE	SERVICE CHARGE	BALANCE
Account Services				
Monthly Maintenance Fee	1	$20.0000	$20.00	$94,194
Subtotal Account Services			**$20.00**	**$94,194**
Fraud Prevention Services				
Check Positive Pay Mthly Fee	2	$25.0000	$50.00W	
Subtotal Fraud Prevent Services			**$0.00**	**$0**

SERVICE SUMMARY

Total Activity Charges	$20.00	$94,194
Total Charges Listed Before Credit	$20.00	$94,194
Analyzed Charge Subtotal	$20.00	$94,194
Waived Charges (code W)	$50.00	

ACCOUNT HISTORY

MM/YY	Average Ledger Balance	Balance Supporting Services	Service Balance Required	Excess/ Deficit Balance	Earnings Allowance	Analyzed Charges	Total Due This Statement
04/25	$6	$6	$97,333	($97,327)	$0	$20	$0
05/25	$6	$6	$94,194	($94,187)	$0	$20	$0
06/25	$4	$4	$97,333	($97,329)	$0	$20	$0
07/25	$1	$1	$94,194	($94,192)	$0	$20	$0
08/25	$1	$1	$94,194	($94,192)	$0	$20	$0
09/25	$1	$1	$97,333	($97,332)	$0	$20	$0
10/25	$1	$1	$94,194	($94,192)	$0	$20	$0
11/25	$1	$1	$97,333	($97,332)	$0	$20	$0
12/25	$1	$1	$94,194	($94,192)	$0	$20	$0
01/26	$1	$1	$94,194	($94,192)	$0	$20	$0
02/26	$2	$2	$104,286	($104,284)	$0	$20	$0
03/26	$2	$2	$94,194	($94,192)	$0	$20	$0
YTD	$2	$2	$97,558	($97,556)	$0	$60	$0
Lst12	$2	$2	$96,081	($96,079)	$0	$240	$0


$225.00
$200.00
$175.00
$150.00
$125.00
$100.00
$75.00
$50.00
$25.00
$0.00
04/25
05/25
06/25
07/25
08/25
09/25
10/25
11/25
12/25
01/26
02/26
03/26
YTD
Lst12
Earnings Allowance
Analyzed Charges

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Deephaven Police Department
Cory Johnson, Chief of Police
20225 Cottagewood Road • Deephaven, MN 55331

MEMORANDUM

TO:	Mayor Carlson and Deephaven City Council
CC:	Dan Madsen, City Administrator, Special Counsel
FROM:	Cory Johnson, Chief of Police
DATE:	*06/01/2026*
RE:	2026 Biennial Audit- Police Body Cameras (Portable Recording Devices)

Per Minnesota Statutes, the Police Department is required to provide the results of our biennial body camera audit to the City Council.

The audit focused on whether the Deephaven Police Department implemented the appropriate policies, procedures, and systems to appropriately classify data according to Minnesota Statutes § 13.825, how the data are used, and whether the data are destroyed as required under § 13.825, and to verify compliance with subdivisions 7 (authorization to access data) and 8 (sharing among agencies).

The Axtell Group found the Deephaven Police Department's Portable Recording Device program to be compliant with the applicable requirements of Minnesota Statutes sections 13.825 and 626.8473. No material exceptions were identified during the audit period.

The audit is attached for reference.

THE AXTELL GROUP

May 8, 2026

Chief Cory Johnson
Deephaven Police Department
20225 Cottagewood Road
Deephaven, Minnesota 55331

RE: Biennial Audit of the Portable Recording System (PRS) / BWC Program

Chief Johnson:

Pursuant to the professional services agreement between The Axtell Group and the Deephaven Police Department, The Axtell Group completed an independent biennial audit of the department's Portable Recording System (PRS) program, as required under Minnesota Statutes sections 13.825 and 626.8473.

The audit focused on whether the Deephaven Police Department (DPD) implemented the appropriate policies, procedures, and systems to appropriately classify data according to Minnesota Statutes § 13.825, how the data are used, and whether the data are destroyed as required under § 13.825, and to verify compliance with subdivisions 7 (authorization to access data) and 8 (sharing among agencies).

The Axtell Group found the Deephaven Police Department's PRS program compliant with the applicable requirements of Minnesota Statutes sections 13.825 and 626.8473. No material exceptions were identified during the audit period.

The audit was conducted by The Axtell Group for services provided between June 11, 2024, and May 7, 2026. The Axtell Group's audit included an independent verification of the following:

- Department policies and procedures governing Portable Recording Systems
- Retention schedules and data classification requirements
- Access logs and audit trails
- Motorola Solutions PRS platform administrative controls
- Data retention, deletion, and classification settings
- Confirmation from personnel responsible for PRS administration and compliance
- Public access and policy publication requirements
- Compliance with Minnesota Government Data Practices Act requirements

THE AXTELL GROUP

The Deephaven Police Department, located in Hennepin County, Minnesota, implemented its portable recording system program in 2024 using Motorola Solutions body worn cameras. Authorized personnel may access PRS data through secured department systems for legitimate law enforcement and administrative purposes. The Department maintains a publicly available PRS policy and follows the General Records Retention Schedule for Minnesota Cities in conjunction with statutory retention requirements under Minnesota Statutes section 13.825.

We appreciate the cooperation and professionalism of the Deephaven Police Department personnel throughout this audit process. The Department demonstrated a strong commitment to compliance, accountability, and transparency in its administration of portable recording system technology.

Should you have any questions regarding this audit report or wish to discuss the findings further, please do not hesitate to contact me.



Todd Axtell
President and CEO
The Axtell Group

Submitted to:
Cory Johnson, Chief of Police, Deephaven Police Department
Legislative Reference Library
Legislative Commission on Data Practices and Personal Data Privacy
House Committee on Judiciary Finance and Civil Law
House Committee Public Safety Finance and Policy
Senate Judiciary and Public Safety Finance and Policy Committee
Senate State and Local Government Committee

Audit Summary

Statute Subd.	Reference Objective	Testing Finding(s)
Section 626.8473		
§ 626.8473 Subd. 1	Definition of PRS established in policy	No exceptions found.
§ 626.8473 Subd. 2 and 3.	Public comment	No exceptions found.
§ 626.8473 Subd. 3	Written policy and public availability	No exceptions found.

§ 626.8473 Subd. 3 (b)(1)	Application of policy – data classification and retention	No exceptions found.
§ 626.8473 Subd. 3 (b)(1)	No altering, erasing, or destroying any recording, data, or metadata related to the recording prior to the expiration of the retention period	No exceptions found.
§ 626.8473 Subd. 3 (b)(2)	PRS positioning requirement	No exceptions found.
§ 626.8473 Subd. 3 (b)(3)	Other law enforcement agency	No exceptions found.
§ 626.8473 Subd. 3 (b)(4)	Use-of-force resulting in death - Inspection rights	No exceptions found.
§ 626.8473 Subd. 3 (b)(5)	Use-of-force resulting in death - Release of PRS data	No exceptions found.
§ 626.8473 Subd. 3 (b)(6)	Procedures for testing the PRS system for functionality	No exceptions found.
§ 626.8473 Subd. 3 (b)(7)	Procedures to address malfunctions or failures	No exceptions found.
§ 626.8473 Subd. 3 (b)(8)	When recording is mandatory, prohibited, or at the discretion of the officer	No exceptions found.
§ 626.8473 Subd. 3 (b)(9)	When notice must be given to a data subject	No exceptions found.
§ 626.8473 Subd. 3 (b)(10)	When recording may be ended while an encounter is ongoing	No exceptions found.
§ 626.8473 Subd. 3 (b)(11)	Procedures for the secure storage of PRS data	No exceptions found.
§ 626.8473 Subd. 3 (b)(12)	Compliance	No exceptions found.
Section 13.825		
§ 13.825 Subd. 2 (a)	Data classification	No exceptions found.

§ 13.825 Subd. 2 (b) and (c)	Data classification; Use-of-force resulting in death - Inspection rights	No exceptions found.
§ 13.825 Subd. 2 (d)	Data classification; Use-of-force resulting in death - Release of PRS data	No exceptions found.
§ 13.825 Subd. 2 (e)	Data classification; clearly offensive data	No exceptions found.
§ 13.825 Subd. 2 (e)	Tennessen	No exceptions found.
§ 13.825 Subd. 3 (a)	Data retention[1]	No exceptions found.
§ 13.825 Subd. 3 (c); § 626.8473 (b)(1)	Retention of video specific to deadly force	No exceptions found.
§ 13.825 Subd. 3 (d)	Retention upon request	No exceptions found.
§ 13.825 Subd. 4	Access by data subjects	No exceptions found.
§ 13.825 Subd. 5	Inventory of PRS technology	No exceptions found.
§ 13.825 Subd. 5	Access logs/inventory of PRS technology	No exceptions found.
§ 13.825 Subd. 6	Use of portable recording systems	No exceptions found.
§ 13.825 Subd. 7 § 626.8473	Authorization to access data	No exceptions found.
§ 13.825 Subd. 8	Sharing among agencies	No exceptions found.
§ 13.825 Subd. 9	Biennial audit	No exceptions found.
§ 13.825 Subd. 10	Surveillance technology	No exceptions found.
§ 13.825 Subd. 11	PRS vendor operates in accordance with United States FBI Criminal Justice Information Services Division Security	No exceptions found.
§ 13.825 Subd. 12	Compliance	No exceptions found.

[1] For a brief portion of the audit period, certain test data were not retained for the full 90-day period. The retention setting was corrected and all data are retained for a minimum of 90 days, with other classifications being retained longer than statutory minimums.

ITEM 10A

Deephaven Police Department

CORY JOHNSON
CHIEF OF POLICE

20225 Cottagewood Road
Deephaven, MN 55331

Email – coryj@deephavenpolice.com

June 1, 2026

To: Honorable Mayor Kent Carlson
Deephaven City Council

Cc: Dan Madsen, City Administrator / Special Counsel

From: Cory Johnson, Chief of Police

Re: Monthly Police Activity Report for May 2026

May 2026:	April 2025:
143 Traffic Stops	232 Traffic Stops
117 Radio Calls	63 Radio Calls
55 Speeding	69 Speeding
2 Driving after Suspension	1 Driving after Suspension
5 No MN License	2 No MN License
9 Driving after Revocation	3 Driving after Revocation
91 Citations	48 Citations
119 Verbal Warnings	180 Verbal Warnings
0 Written Warnings	0 Written Warnings
0 DWI's	1 DWI
22 Medical Calls	19 Medical Calls
15 Assists to other Agencies	9 Assists to other Agencies
(7 SLMPD)	(3 SLMPD)
(7 MTKA)	(4 MTKA)
(1 CHASKA)	(1 WAYZATA)
4 Assist to Deephaven	2 Assists to Deephaven
(2 SLMPD)	(1 SLMPD)
(2 MTKA)	

4 Accidents	2 Accidents
0 Permits to acquire handgun	2 Permits to acquire handgun
26 Alarms	15 Alarms

The following statistics are Part 1 and Part 2 crimes reported for the month of May 2026:

INCIDENT	INCIDENT DATE	INCIDENT DETAILS:
Theft	2026-05-13	Reporting Party reported someone took her wallet and Credit Cards while shopping in another city.
Fleeing in a Motor Vehicle	2026-05-13	Officer attempted to conduct a traffic stop on a vehicle for speed near the intersection of Minnetonka Blvd and Shavers Lake Rd. The vehicle fled eastbound into Minnetonka. Officer initiated a pursuit but lost visual on the suspect vehicle due to extreme speed. Officer terminated the pursuit. Officer was unable to obtain a license plate or other identifying information for the vehicle.
Park After Hours - Cannabis - Underage Possession - Citations	2026-05-14	Officer observed an occupied vehicle parked after hours in the parking lot of Thorpe Park. Officer spoke to the occupants and discovered the driver and passenger were in possession of marijuana and were under the age of 21. Officer conducted a vehicle search and located additional containers of marijuana and alcohol. The driver and passenger were issued citations for possession of marijuana and released.
Theft	2026-05-15	An employee of the Minnetonka Community Education Center contacted the police department to report theft of $400 in cash from their purse while they were at work. Suspect Identified and charges are pending.
Identity Theft - Fraud	2026-05-15	Officer took a report from a resident who had been a victim of identity theft through a data breach. The reporting party advised he had multiple lines of credit opened fraudulently. The reporting party advised he had already reported the transactions and froze his credit. Officer provided the reporting party with a case number and information about where to report the transactions.
Theft of Bicycles	2026-05-17	Officer was dispatched to a theft of bicycles on Chimo West. The bikes were taken around 2 am.
Traffic Stop - Formal Complaint-Intent to Escape MV Tax	2026-05-21	Officer stopped a vehicle on Minnetonka Blvd near the intersection of Chimo West. Officer had run a license plate check on the vehicle and observed the vehicle had expired registration from December of 2024. Officer also observed that the vehicle was displaying a registration sticker from

			2026. The driver admitted that the registration sticker displayed on his vehicle was from a friend and it did not belong to his vehicle. Formal Complaint charges will be sent to the Deephaven City Attorney for Intent to Escape Tax, and other related violations.
Domestic Assault		2026-05-23	Officer called to a physical domestic in the parking lot of St. Therese. Officer did determine an assault took place. The case will be submitted to the City Attorney for review.
Motor Vehicle Tampering		2026-05-24	Officer was dispatched to a report of someone's car that had been gone through overnight on Berry Lane. Nothing was taken.
Motor Vehicle Tampering- Found Property		2026-05-24	Officer was flagged down at Deephaven Main Beach by someone who said they found a set of keys on the ground in their driveway on Highland Ave. Reporting person also said their car had been gone through, but nothing taken out of it.
Fleeing in a M/V		2026-05-25	Officer located a vehicle traveling at high speeds on Vine Hill Road. When the officer attempted to catch up with the vehicle it began making rapid turns and increasing its speed. The officer activated his emergency lights and advised dispatch of the evading vehicle. The officer could not maintain visual on the vehicle. Assisting agencies located the vehicle as it fled east on Minnetonka Blvd near Williston Rd. but could not pursue. The vehicle continued East on 394 at speeds up to 132 mph. The officer located the vehicle on Flock and was able to obtain its license plate.
Motor Vehicle Tampering- Criminal Damage to Property		2026-05-25	Officer was dispatched to a report of two vehicles on Lake Avenue having broken windows and being rummaged through.
Motor Vehicle Tampering - Criminal Damage to Property		2026-05-25	Officer was dispatched to a report of two vehicles on Lake Avenue having broken windows and $10 cash missing.
Motor Vehicle Tampering - Criminal Damage to Property		2026-05-25	Officer was dispatched to a report of two vehicles on Lake Avenue having broken windows and being rummaged through.
Motor Vehicle Tampering		2026-05-25	Officer received a phone call from a resident who wanted to report that car prowlers were in her neighborhood last night. She reported her vehicle had been rummaged through, but nothing was taken.

Accidents May 2026

ACCIDENT	DATE	DETAILS
PD Accident	2026-05-03	Officers responded to the report of a crash with unknown injuries on Highway 7 and Vine Hill Road. The officers located a two-vehicle crash with no injuries. The driver of an SUV admitted that a dog in the vehicle had jumped on her right arm causing her to hit the rear driver's side of the second vehicle before she struck the center concrete median on Highway 7. No one was injured in the collision, and an accident exchange form was completed along with a state crash report.
PD Accident - Hit and Run	2026-05-15	Officer responded to a hit and run accident report against a parked vehicle on Linwood Circle. Officer spoke to the vehicle owner, who said she parked the vehicle around 1200, and it was struck between then and 1720. The officer photographed the damage and provided the driver with a case number. The vehicle had minor damage and was not towed. Officer could not locate any cameras in the area or other information.
PI Accident - Citation	2026-05-16	Officer witnessed a crash occur between two vehicles at the intersection of State Highway 7 and Vine Hill Road. Officer gathered information and provided the drivers with a crash exchange form. One driver was issued a citation for failure to yield. Kustom Karriers was dispatched and towed both vehicles due to disabling damage. A state crash report was completed.
PD Accident	2026-05-26	Officer responded to a Property Damage accident. The bus driver made a sharp turn to avoid a vehicle, and side swiped a parked vehicle.