

DEEPHAVEN CITY COUNCIL WORKSHOP MINUTES

6:00 p.m., Monday, June 1, 2026

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

COUNCIL PRESENT: Mayor Kent Carlson and Councilmembers Emily Scherschligt, Tom Erdmann, Tony Jewett and John Studer

STAFF: City Administrator / Special Counsel, Dan Madsen and City Planner, Pat Smith

WORKSHOP AGENDA:

Fire Department Joint Powers Agreement:

Council Member Tony Jewett shared a recap of the May Fire Board Meeting and discussed the options and opportunities to pursue an amendment of the Joint Powers Agreement. Jewett shared that the Fire Board had discussed suggested amendments presented on behalf of the City of Deephaven, and that each city in the JPA would discuss the process with their respective City Councils and report back at the July meeting what the level of interest may be in amending the JPA at this time. No formal action was taken as this matter was set on for informational purposes only.

Marina Policy Amendment, Definitions and Review:

Administrator/ Special Counsel Madsen shared an initial draft of amendments to the Marina Ordinance that would clarify the “boating season,” and clear up ambiguity on when a dock slip owner must be a resident to enjoy use of the City’s dock space in our municipal marinas. The discussion centered mainly around the residency requirement, as the Council discussed what date a property owner should be a resident during the boating season where they can retain their boat slip, and before what date they should have their payment refunded and the boat slip transferred to the next person in line. No formal action was taken as this matter was set on for informational purposes only.

Members of the Staff and Council then generally discussed other items including the 4th of July Celebration being held at the Minnetonka Yacht Club, resetting the retaining wall discussion on a future agenda and other matters of general interest. Motion was then made by Studer, and seconded by Jewett to adjourn the Workshop at approximately 6:55 p.m.

Motion carried by unanimous vote the Workshop was adjourned.

Respectfully typed and submitted Thursday, June 11, 2026
Dan Madsen
City Administrator, Special Counsel
Deephaven, Minnesota

DEEPHAVEN CITY COUNCIL MEETING MINUTES

7:00 P.M. Monday June 1st, 2026

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

PRESENT: Mayor Kent Carlson and Councilmembers Emily Scherschligt, Tony Jewett, John Studer and Tom Erdmann

ABSENT: None

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

GUEST: Matthew and Sarah Pavek

2. PLEDGE OF ALLEGIANCE:

The Council recited the Pledge of Allegiance

3. APPROVE THE CONSENT AGENDA:

Motion was made by Jewett and seconded by Studer to approve the Consent Agenda and remove Item H FD JPA resolution from the consent to approve the following items;

- A. Approve the May 18th, 2026 Workshop & Council meeting minutes
- B. Approve Payment of Claims
- C. Approve Thorpe park restroom cleaning services
- D. Approve Village hall retaining wall replacement
- E. Approve Pickus, Jeremy Removal from probation status
- F. Approve Special event, United Healthcare Children's Foundation Bike ride
- G. Approve Special event, Firecracker Run

Motion carried, Voting in favor was Mayor Carlson and Councilmembers Scherschligt, Jewett, Studer and Erdmann. 5/0 vote.

4. LEGISLATIVE UPDATE, REPRESENTATIVE PATTY ACOMB

She didn't make it, nothing to report

5. MATTERS FROM THE FLOOR:

None

6. PLANNING & ZONING MATTERS:

A. Conditional Use Permit to Exceed the Hardcover Limit for a Swimming Pool and an Addition to the House at 19160 Azure Road

Smith presented the staff report. The property owners, Matt and Sarah Pavek, are proposing to build a swimming pool and an addition onto the house located at 19160 Azure Road that would increase the hardcover from 24.5% to 35%.

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 resulting effective hardcover is 21.96%.

Councilmember Jewett asked about screening of the pool. Matt Pavek, applicant, addressed the City Council. He stated there is heavy vegetation around the pool already but plan to add a privacy fence and more landscaping. Councilmember Jewett asked if swimming pools have different setback requirements. Smith stated yes, pool decking have to be setback 15 feet from side property lines. Councilmember Scherschligt asked about the non-conforming shed. Pavek said they will have to reduce the depth of the shed two feet to bring the shed into compliance with the zoning ordinance.

Councilmember Studer stated he has not concerned about the non-conforming shed. Councilmember Erdmann stated that the Planning Commission believed the shed was under 120 square feet, but Smith has confirmed it is 140 square feet. Councilmember Erdmann stated that the site should be brought into conformance when possible when these requests are made to the City. Councilmember Studer complimented the applicant for the design of the addition.

Motion by Councilmember Studer, seconded by Councilmember Jewett, to 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 with the non-conforming shed being brought into compliance with the zoning ordinance. Motion carried 5/0.

B. Creating the Public and Institutional Use Zoning Districts

Smith presented the staff report. He said the intent is to rezone Calvary Church and St. Therese Church this fall, City Hall park in early winter, and the rest of the parks after that. Smith also stated that the Planning Commission is revising the Building and Site Plan review process to make any addition or new building would need a public hearing and review by the Planning Commission and the City Council.

Motion by Councilmember Erdmann, seconded by Councilmember Scherschligt, to waive the second reading and establish two new zoning districts for public parks (P) and public and institutional buildings (PI). Motion carried 5/0.

7. UNFINISHED BUSINESS:

A. Resolution / Amendment of Fund Balance Policy

City Administrator Dan Madsen presented information regarding the proposed Fund Balance Policy update and reviewed current fund balance levels and policy comparisons with surrounding cities. Following discussion, the Council directed staff to bring the item back for further review at the next meeting. No motion was made and no action was taken.

8. NEW BUSINESS:

A. Deephaven PD Server Replacement Quote:

City Administrator Dan Madsen, on behalf of Chief Johnson, presented information regarding the proposed replacement of the Police Department server. After much discussion, the Council directed staff to gather additional information and requested that Pantheon validate the overall project costs and provide further explanation regarding the pricing. The Council agreed to bring the item back at a future meeting for further review. No action was taken.

B. Request for Proposals, Review Banking Services

Finance Clerk Andrew Keller presented information regarding the proposals received for municipal banking services. Staff reviewed five proposals and recommended continuing banking services with Alerus based on the services offered, competitive interest rates, and overall financial benefit to the City. Following discussion, the Council concurred with staff's recommendation to continue banking services with Alerus.

Motion was made by Studer and seconded by Erdmann to approve Alerus as the City's continued banking services provider.

Motion carried, voting in favor was Mayor Carlson and Councilmembers Scherschligt, Jewett, Studer and Erdmann. 5/0 Vote.

C. PD Body Worn Camera Audit

City Administrator Dan Madsen, on behalf of Chief Johnson, presented the results of the 2026 biennial body camera audit. The audit found that the Deephaven Police Department's body camera program was in compliance with applicable Minnesota statutes, and no material exceptions were identified.

No action needed

9. COUNCIL REPORTS:

A. Mayor Carlson: Nothing to report

B. Council Member Scherschligt: The Park Board is scheduled to meet on June 2. Topics on the agenda include the Northome Trail stairs and the proposed sand volleyball area at Deephaven Beach.

C. Council Member Jewett: Noted that an upcoming work session will include discussion regarding the possible hiring of an assistant within the next 12 months to help with department duties.

D. Council Member Studer: Nothing

E. Council Member Erdmann: Pat covered everything the Planning Commission has been working on lately.

10. STAFF REPORTS:

A. Police Department: The CSO Joshua Young has started and is doing well.

B. Excelsior Fire District: Jewett covered

C. Public Works: PW is busy as always mowing, trees and making sure beaches and life guards are ready for the last day of School June 10th.

D. Administration: Getting ready for the 2026 road project to start, doing what we can to make the residents are made aware of the different phases and when things will be happening.

E. Engineering: Post Cards were sent out to everyone in the phase one area and signs are out as well.

11. ADJOURNMENT:

Motion was made by Studer and seconded by Erdmann to adjourn the City Council Meeting at 8:05pm.

Motion carried, Voting in favor was Mayor Carlson and Councilmembers Scherschligt, Jewett, Studer and Erdmann. 5/0 Vote.

Typed Respectfully on June 10th, 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>