DOCKS AND COMMONS COMMISSION

AGENDA

Thursday, November 19, 2026

6:00 pm

THIS AGENDA IS SUBJECT TO CHANGE PRIOR TO THE START OF THE CITY COUNCIL MEETING

1. **CALL TO ORDER**

2. **ADOPT AGENDA**

3. **PUBLIC COMMENTS**

4. **AGENDA**

a.	Approval of September 17, 2026 DCC Meeting Minutes	1-4
b.	Mound Fire Department Carlson Slip Proposal - Additional Information	5-6
c.	Amend Official Dock Map Addendum for Three Points Sites	7
d.	Commission Appointment	8
e.	2027 DCC Calendar	9

5. **ANNOUNCEMENTS**
   a. Comments/Reports from Commission Members
   b. Comments/Reports from City Staff Liaison
   c. Next Docks and Commons Commission Meeting: Thursday, January 21, 2026 at 6:00 p.m.

6. **ADJOURN**

City of Mound Mission Statement: The City of Mound, through teamwork and cooperation, provides at a reasonable cost, quality services that respond to the needs of all citizens, fostering a safe, attractive and flourishing community.

MOUND DOCKS AND COMMONS COMMISSION MINUTES
September 17, 2026

The Mound Docks and Commons Commission met on Thursday, September 17, 2026, at 6:00 p.m. in the City Council Chambers of the Centennial Building at 5341 Maywood Road in Mound.

Present: Acting Chair, Derrick Hentz, Commissioners Jesse Jensen, Mike Gardner and Dave Olson and Representative Kevin Castellano.

Absent: Chair Heidi Peterson

Others Present: Administrative Services Coordinator/City Clerk Kevin Kelly, Jaymie and Gwen Cater

1. **Call to Order**
Acting Chair Hentz called the meeting to order.

2. **Adopt Agenda**
MOTION, by Olson, seconded by Castellano, to adopt the agenda. All voted in favor. Motion carried.

3. **Oath of Office**
a. Michael Gardner was sworn in by City Clerk, Kevin Kelly

4. **Public Comments**
No one came forward.

5. **Agenda**
a. Approval of the minutes of the March 19, 2026 DCC Meeting

MOTION by Olson, seconded by Hentz, to approve the minutes of the March 19, 2026 DCC Meeting. All voted in favor. Motion carried.

b. Mound Fire Department Carlson Slip Proposal
Kelly said that Mound Fire Department (MFD) Chief Andy Drilling approached him with the request to move the Fire Department emergency response watercraft from an inside slip location at Carlson Park. Kelly said the MFD would like to move to Carlson Park slip location on the west end of the slip and also add a dock cover to the outside slip. Kelly said dock covers and multiple slips are not allowed on City multiple slips.

Kelly said the reason for the request is to allow the Mound Fire Department to be able to more quickly respond to emergencies on the lake. Kelly said the current set up has a canvass boat cover which needs to be unsnapped and removed from the watercraft. Kelly said this process adds one or two minutes to the response time of the Fire Department.

Kelly said the Carlson Park Slip is one of two multiple slips which stay in the lake year-round.

Kelly said he spoke to staff at the LMCD regarding the dock cover for the Fire Boat. Kelly said the LMCD requires a 20-foot setback to the private property line to the west of the slip structure due to the proposed dock cover. Kelly said the LMCD informed him of three options regarding the setback requirement.

- The first is a Converted Canopy, which is a cover which is not as full as a Dock Cover and there is no requirement for a 20-foot set back.

- The second would be for the City/Fire Department to ask for encroachment permission from the property owner – This is not permanent permission as a new owner of the property could request the setback be put in place.

- Third option would to seek a setback variance from the LMCD - LMCD staff informed Dock Administration that most likely the LMCD Board of Directors would not approve the setback variance.

Kelly said the Fire Department has received the encroachment permission in the form of a letter from the neighbor. Kelly presented the letter to the DCC. Kelly said the Fire Department provided a sketch of the proposed dock cover.

Hentz said allowing the Fire Department to switch locations on Carlson doesn't seem to be a big concern. Hentz asked if staff have looked into moving the Carlson Slip to the east so that the dock cover could be within the setback. Hentz asked wouldn't the Fire Boat need a boat cover to stay on the Fire Boat in order to secure the contents of the boat? Andy Drilling, MFD Chief, said the Fire Boat Cover which is currently used as a protective measure with the equipment on the boat being of minimal value.

Drilling said another need of the Fire Boat is adding a Bimini Top which during the summer months the crew on the Fire Boat can be on the lake for as many as 14 hours with no shade.

Drilling said the Fire Boat will need a new cover when the Bimini Top is added and the MFD would rather put the money into the new proposed Dock Cover. Drilling said he will seek out professional advice from dock material dealers regarding the use of a Converted Canopyfor the Fire Boat. Drilling said not having the boat canvass on the Fire Boat will allow fire crews to get out on the lake as much as a minute faster.

Drilling said the MFD didn't look at other side of slip because it is farther from the Carlson Park slip entrance which would add to response time.

Kelly said the setback encroachment is 3-5 feet to the private property to the west.

Drilling said there is winter access through Carlson Park on to the lake. Drilling said the Dock Cover will be wrapped in orange snow fencing in winter to protect the Dock Cover and to help with safety of residents using the access area.

Drilling said City staff met with the residents of the private property. Drilling said the City will trim trees on the west property line of Carlson Park to provide more space for winter access.

Kelly said moving the Carlson Slip to the east is unnecessary right now as the Fire Department has permission to encroach into the setback.

Kelly said he is looking for Docks Commission input and will respond to the use of the Converted Canopy instead of the Dock Cover.

c. Addition of Multiple Slip at the End of Three Points Blvd.

Kelly said the Docks Commission has had discussions about adding more non-abutting sites to open up more opportunities for residents to access the lake.

Kelly said one of the areas which was on the list of potential sites is the end of Three Points Blvd. Kelly said the shoreline area at the end of Three Points Blvd. has been cleared of invasive species by Parks Crews over the years. Kelly said Parks Crews extended this cleanup activity 120 feet beyond the end of the street. Kelly said the Parks Crew removed invasive species and dead trees with the cleanup now allowing for public access to the area beyond the end of the pavement.

Kelly said the site has a small sand beach and is a potential site for a multiple slip. Hentz asked about parking on Three Points Blvd. Kelly said there is one-sided parking in that area of Three Points and parking could potentially be a problem with the addition of a multiple slip. Kelly said any new areas to expand dock locations are not ideal spots without complicating issues.

Kelly said the owners of 4901 Three Points Blvd. had attorneys draft a letter in opposition to the addition of the slip.

Jaymie Cater, 4901 Three Points Blvd., said he took photos of the parking situation at the end of Three Points Blvd. Cater said he didn't think emergency vehicles can access the fire hydrant which is outside his house. Cater said there isn't enough room for him to back out of his driveway if there is more parking on Three Points Blvd.

Cater said the addition of the multiple slip would have a negative impact on his property. Cater said the area of the proposed slip is listed as a Wildlife area on the dock map and the City Comprehensive Plan doesn't permit these docks.

Cater said people using the proposed slip will need to back up at the end of the road or use his driveway to turn around at the end of the street. Cater said there is a property owner who rents out the slip on his private property which causes many cars currently to turn around in my driveway and these cars have caused property damage.

Cater said the removal of the vegetation has negatively impacted his view of the lake and his privacy will be impacted if slip users are traversing along the front of his house. Cater said adding the slip will have a negative impact on his property value.

Cater added the following:

- Resident foot and car traffic and slip loading and unloading it is too much of an impact
- Questioned of the authority of the City to use the property for watercraft use as the City has an easement for the road and must use the area for only that purpose
- Original platting of the area states the area is only use is a road instead of commons

d. 2026 Brighton Commons Rip Rap Cost Share Update

Kelly said this item is a continuation of the rip rap projects which have been taking place along Brighton Commons. Kelly said there are two areas left to be completed. Kelly said the DCC has discussed going forward as long as the bids come in under the budgeted amount. Kelly said he hasn't heard from all the three abutting property owners yet. Kelly said he has reached out to the property owners with a letter explaining the proposed project.

Kelly said the three abutting properties have completed rip rap to the north and south of the 2027 project area.

Kelly said overall the 2026 rip rap project went well though the project was delayed by dock installation taking longer than expected. Kelly added that the abutting property owners were happy with the quality of the work completed.

MOTION by Hentz, seconded by Olson, to approve the 2027 Brighton Commons Rip Rap Cost Share and to go out to bid. All voted in favor. Motion carried.

e. End of Dock Commission Terms of Olson and Jensen
Dave Olson said he would like to continue as non-abutting Dock Commissioner. Kelly said Jensen gave indication that he would like to re-apply as an abutting Dock Commissioner. Kelly said both candidates would need to apply and interview with the City Council. Kelly said the City will promote the openings on social media, the City website and in the Laker newspaper.

6. **Announcements**

a. Comments/Reports from Council Liaison – Castellano said the City Council is working on the preliminary budget. Castellano mentioned the Candidate Forum being held on September 28th.

b. Comments/Reports from Commission Members – No comments

c. Comments/Reports from City Staff Liaison – Kelly said the Volunteer Appreciation Event is coming up in early December.

Kelly said there was an administrative hearing regarding an appeal of a Dock Administration decision regarding the dock structure at 4805 Island View Drive. Kelly added the City Council upheld the decision of the City Manager supporting the move of the dock structure back to its proper location for the 2027 dock season.

d. Next Docks and Commons Commission Meeting: Thursday, November 19, 2026 at 6:00 p.m.

7. **Adjourn**

MOTION, by Castellano, seconded by Olson, to adjourn the meeting at 7:11 p.m. All voted in favor. Motion carried.

Docks and Commons Commission

DCC Item 4b.

To: Docks and Commons Commission Members

From: Kevin Kelly, Administrative Services Coordinator/City Clerk

Date: November 19, 2026

Subject: Mound Fire Department Dock Cover at Carlson Park

PURPOSE: Motion to approve the use of a Dock Cover for the Mound Fire Department Fire Boat at the Carlson Park Multiple Slip

INFORMATION:
Mound Fire Department Chief Andrew Drilling provides a response to the Docks and Commons Commission request to look into the use of a "converted canopy" at Carlson Park. The Mound Fire Department (MFD) has determined after consulting with industry professionals that a "converted canopy" instead of a full dock cover will not provide enough protection for the Fire Boat. The MFD found that a "converted canopy" is also more expensive than a standard dock cover.

The positive aspect of a "converted canopy" not being subject to LMCD setback requirements is outweighed by its greater expense and the lessened coverage it would provide. The City has received permission from the private property owners to the west of the Carlson Park Multiple Slip to allow for the MFD dock cover to encroach into the setback.

Dock Administration has researched City policy and the City Code as they relate to dock structures and multiple slips. Currently dock covers or any other structures are not allowed at City Multiple Slips. City Administrative Policy would need to be amended to reflect the public purpose of the MFD request as it relates to dock cover use on a City Multiple Slip due. The public safety benefit of a dock cover provides a strong rationale for amending the policy.

FUTURE ACTION:
Dock Administration is looking to the DCC to approve the placement of a dock cover at the Carlson Park Multiple Slip by the Mound Fire Department pending the amendment of City policy.

SUPPORTING INFORMATION:
- Memo from MFD Fire Chief Drilling

MEMORANDUM

DATE: November 10, 2026

TO: Mound City Council
Mound Dock Commission

FROM: Andrew Drilling, Mound Fire Chief

SUBJECT: Mound Fire Boat Dock Slip Move

This memo is to address the Dock Commission's request for the Fire Department to look into a "converted canopy" for the proposed boathouse at the Carlson Park dock complex.

The Fire Department did speak to a dock installer about a "converted canopy" for the proposed boathouse. The dock installer said that while a "converted canopy" may provide some see-through ability the product lacks protection from the elements that the Fire Department feels the boat should have while docked. The "converted canopy" also is more expensive than the traditional canopy material that would be used to cover the side of the boathouse. The Fire Department does store some equipment on the boat that is unprotected from the elements such as a backboard and a section of hard suction. The Fire Department feels that the cost outweighs the benefit, therefore, the Fire Department proposes to use traditional canopy materials to cover the top and side of the proposed boathouse.

Please reach out if you have questions.

Andrew Drilling, Mound Fire Chief

Docks and Commons Commission

Docks and Commons Commission Item 4c

To: Docks and Commons Commission Members
From: Kevin Kelly, Administrative Services Coordinator/City Clerk
Date: November 19, 2026
Subject: Approve abutting dock site assigned to 1752 Sumach Lane and non-abutting multiple slip location at Lakeside Access in the Official Dock Map

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PURPOSE: Motion to Amend the Official Dock Map Addendum to reflect the location change of the dock site at 1752 Sumach Lane and the addition of a spot at the Lakeside Access Multiple Slip

INFORMATION: The Dock Program has been charged with finding non-abutting dock sites within accessible public shoreline.

The property owners of 1752 Sumach Lane approached Dock Administration with a proposal to move their abutting dock site to within their extended property line to the shoreline. The abutting dock site assigned to 1752 Sumach Lane was over 220 feet to the east of the property due to the extensive cattails along the shoreline at 1752 Sumach Lane. The City Code, Waterways Section 78-102. Licenses, subd. (d) states "An abutting resident has first priority for a City designated location within his or her lot lines extended to the shoreline on Lake Minnetonka." The property owners of 1752 Sumach Lane paid for a survey of their property and for the installation of a dock structure. Dock Administration moved 1752 Sumach Lane from dock site #16756 to a new site (#16923) which is within the extended property lines of 1752 Sumach Lane. The move of this dock site will open up Crescent Park Commons site #16756 for non-abutting use in 2027.

Dock Administration consulted with Lake Minnetonka Conservation District staff prior to the move to ensure the move would be compliant with LMCD license requirements.

Rec #	Abutt/Non	Commons	Site #	Quad	Address	Misc. Information
61	N	Crescent Park	16756	TP		Straight dock only
65	A	Crescent Park	16923	TP	1752 Sumach	Straight dock only

The Lakeside Access Multiple Slip was a 2-boat multiple slip which had in the past supported four watercraft. Dock Administration added a third slip location "C" to this multiple slip. Dock Administration consulted with the LMCD regarding setback and license guidelines prior to adding another watercraft to the Lakeside Access Multiple Slip.

Rec #	Abutt/Non	Commons	Site #	Quad	Address	Misc. Information
48/49	N	Lakeside	14660 A & B	TP	N/A	None
50	N	Lakeside	14660C	TP	N/A	None

FUTURE ACTION:
DCC Motion to approve amending the Official Dock Map Addendum to reflect the changes to the dock site at 1752 Sumach Lane and the Lakeside Access Multiple Slip

Docks and Commons Commission

Docks and Commons Commission Item 4d.

To: Docks and Commons Commission Members

From: Kevin Kelly, Administrative Services Coordinator/City Clerk

Date: November 19, 2026

Subject: DCC Member Terms

PURPOSE: As Docks and Commons Commission Members terms expire each year the City Council will select candidates to fill the open three-year terms.

INFORMATION: The three-year terms of Docks and Commons Commissioners (DCC) Dave Olson (non-abutter) and Jesse Jensen (abutter) will expire at the end of the year.

Dave Olson had re-applied and will interview with the City Council on Monday, November 16 for the non-abutting member position.

Jesse Jensen has decided to not re-apply for the abutting member position on the DCC. There were no applications received for the abutting position on the DCC.

FUTURE ACTION The City Council will consider candidates and make official appointments after the conclusion of interviews on November 16, 2026.

DOCKS AND COMMONS COMMISSION
2027 AGENDA CALENDAR*

Revised 11/13/26

JANUARY 21	**JULY 15**
Discussion Topic: 2026 Annual Dock Report 2027 Brighton Commons Rip Rap	No Meeting
FEBRUARY 18	**AUGUST 19**
Schedule meeting as needed	No Meeting
MARCH 18	**SEPTEMBER 16**
Discussion Topic: Dock/Slip Wait List Lottery	Discussion Topic: DCC Terms
APRIL 15	**OCTOBER 21**
Schedule meeting as needed	Schedule meeting as needed
MAY 20	**NOVEMBER 18**
Schedule meeting as needed	Discussion Topic:
JUNE 17	**DECEMBER 16**
Schedule meeting as needed	No Meeting

*** Public Lands Permits and Tax Forfeited Property Release Requests will be added as requested.**
If the meeting is cancelled for any reason, it will be forwarded to the City Council for approval/denial based on staff's recommendation

Other continuing discussions

- Tree Removal Costs
- Brighton Commons Rip Rap