

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.” “The Dock and Commons Commission is an advisory body to the City Council. One of the Commission’s functions is to hold public hearings and make recommendations to the City Council. The City Council makes all final decisions on these matters. Mound Ordinances require that certain documents and information be included in applications. The Docks and Commons Commission may postpone consideration of an application that is incomplete and may for other reasons postpone final action on an application. For each agenda item, the Commission will receive reports prepared by the City Staff, open the hearing to the public, and discuss and act on the application.”

NOTE: COMMISSIONERS WILL BE CONTACTED BY STAFF PRIOR TO THE MEETINGS TO ASSESS ATTENDANCE. FAILURE TO RESPOND BY NOON ON THE DAY OF THE SCHEDULED MEETING WILL BE CONSIDERED AN ABSENCE AND MAY RESULT IN CANCELLATION OF THE MEETING DUE TO LACK OF A QUORUM. RSVP: Kevin Kelly @ 952-472-0613 or kevinkelly@cityofmound.com

DOCK AND COMMONS COMMISSION
7:00 P.M. Meeting at Mound City Council Chambers
5341 Maywood Road

Thursday, March 21, 2024

AGENDA

	Pages
1. Approval of Agenda	
2. Approval of January 18, 2024 Regular Meeting Minutes	1-5
3. Comments and suggestions from citizens present (No more than 3 minutes allowed per speaker)	
4. Wait List Lottery	
5. Cardinal Lane Right of Way Presentation	6-9
6. 2024 Brighton Commons Rip Rap Project	10-12
7. Meeting Start Time Change	13
8. Reports:	
- City Council Representative	
- Staff	
- Commissioners	
9. Adjourn	

City Council Meeting Minutes are on line at www.cityofmound.com. If you would like a paper copy, please let us know and we will provide one to you.

MOUND DOCKS AND COMMONS COMMISSION MINUTES
January 18, 2024

The Mound Docks and Commons Commission met on Thursday, January 18, 2024, at 7:00 p.m. in the City Council Chambers of the Centennial Building at 5341 Maywood Road in Mound.

Present: Chair Derrick Hentz, Vice Chair Dave Olson, Commissioners Heidi Peterson, James Vettel and Jesse Jensen and Representative Kevin Castellano

Absent: None

Others Present: Administrative Services Coordinator/City Clerk Kevin Kelly, Kester Batchelor, Lisa Batchelor, Mark Stehlik, Caroline Smith and Joseph Smith, Richard Jostrom, John and Linda Verkennes.

Derrick Hentz called the meeting to order at 7:00 p.m.

1. Approval of Agenda

MOTION, by Jensen, seconded by Vettel, to approve the agenda. All voted in favor. Motion carried.

2. Oath of Office by City Clerk Kevin Kelly

- A. Commissioner Dave Olson – Non-Abutter
- B. Commissioner Jesse Jensen – Abutter

Kelly administered the Oath of Office to Commissioners Olson and Jensen.

3. Election of Officers - Chair and Vice Chair

Heidi Peterson asked if Olson and Hentz would like to continue as Chairs. Hentz and Olson said they could continue on as Chairs.

MOTION, by Peterson, seconded by Jensen, to nominate Hentz as Chair of the Docks and Commons Commission. All voted in favor. Motion carried.

MOTION, by Jensen, seconded by Peterson, to nominate Olson as Vice Chair of the Docks and Commons Commission. All voted in favor. Motion carried.

Hentz continued as Chair and ran the meeting.

4. Approval of Meeting Minutes – November 16, 2023

MOTION, by Peterson, seconded by Olson, to approve the minutes from the November 16, 2023 DCC Meeting. All voted in favor. Motion carried.

5. Comments and suggestions from citizens present

John Verkennes, 4771 Island View Drive, approached the Docks and Commons Commission (DCC) and said he is a 27-year resident of Mound. Verkennes said he is retired and said his taxes have increased quite a bit over the past two years. Verkennes said he doesn't think his fees should be raised. Verkennes said slip license holders in the Dock Program are not paying close to the going rate for slips on Lake Minnetonka. Verkennes said the costs incurred by the Dock Program should be paid by all residents of the City and not pay additional fees through his dock license. Peterson said the additional fees are paid by all dock license holders and not just abutters and the Commons were platted for all residents to use.

Hentz said the Dock Program fees are charged to keep the access to the lake as affordable. Kelly said even with the \$50.00 increase dock license fees have not kept pace with inflation.

Linda Verkennes, 4771 Island View Drive, said as a dock license holder she has to pay for their dock's removal and installation fees and the Slip license holders do not and the slip license holders pay nearly the same amount in fees.

Hentz said slip holders pay \$175.00 more in license fees to support the installation and removal of the slips in the dock program.

Jensen said he is an abutting dock license holder said the Verkennes' have legitimate points but the fee structure of the dock program is a City Council decision. Castellano said the fee schedule will be looked at by the Council each year.

Olson said the property tax increase hurts and he came on to the DCC in order to keep the fees in the dock program as low as possible. Olson said he doesn't want to burden the Mound resident who is not using the dock program property with paying for a benefit which goes to only people in the dock program.

Rick Jostrom, 3021 Brighton Blvd., said agrees with the Verkennes' and lives on Brighton Commons. Jostrom said he has been on the Commons for 35 years and his question was where is the money going to in the Dock Program and is there a one-page sheet with the dock program expenses listed. Hentz said every year there is a budget which lists the expenses in the dock program. Jostrom said it seems like there is greater expenses than there used to be in the dock program. Jostrom said a dock license fee was \$125.00 when he first applied for a dock license. Hentz said dock program fees have gone up in increments over the years.

Jostrom asked if dock program expenses were being paid by all residents of the City and the breakdown of what is going to tree removal and rip rap. Heidi Peterson said the Dock Program is self-sustaining. Jostrom said his property has an adjacent vacant City lot and the City pays for the removal of trees on that property and mows the grass. Hentz said the costs in the dock program was discussed at the last DCC Meeting and why the costs for tree removal increased due to the need to remove diseased trees. Peterson said the ultimate decision of fees are made by the City Council.

6. Brighton Abutter Group Rip Rap Request

Kelly said the 2024 Brighton Group of abutting property owners have requested a cost share with the City for Rip Rap of Brighton Commons adjacent to their property. Kelly said there have been other cost share agreements for rip rap in the past including 2023. Kelly said the Brighton Commons shoreline north of Manchester Road needs to be improved. Kelly said the question which needs to be answered would be the amount the cost share paid by the City. Kelly said inflation has been at nearly 5% in the last year and the cost of field stone used for rip rap has been increasing at a higher rate than general inflation. Kelly said he offered four different cost scenarios which include an increase at roughly the rate of inflation and another at 75% of the rate the bids the 2024 Brighton Group has received. Discussion ensued about the cost of fitted rip rap versus what is termed the Class IV rip rap which is a tumbled rock placement.

Castellano said the estimated expense of the 2024 Brighton rip rap is about \$30K and the capital outlay budget is \$35K and if there is any other cost to come from this budget item. Kelly said there most likely won't be any other item and if something comes up that item would need to be approved by the City Council if the Capital Outlays grew beyond the approved budget. Kelly said the expectation was to keep the Capital Outlay budget at \$35K a year going forward to complete the remaining portions of Brighton Commons.

Castellano said the \$142.00 a linear foot for the 2024 Brighton Group rip rap was based on 75% of the cost of the bids which they have received. Castellano, Vettel and Jensen all expressed they would like to see the 75% cost share as a ceiling.

Mark Stehlik, 2927 Cambridge Lane, said he reached out to other contractors to get more than the two bids they currently have received. Stehlik said the understanding of the 2024 Brighton Group is the City will not pay for the Fitted Rip Rap versus the Class IV (random placement of field stone) and additional costs will not be paid for by the City. Stehlik said the vendors aren't recommending the random placement of rip rap. Stehlik said there is 217 feet of linear shoreline which includes the area of the two Right of Ways which lead to Brighton Commons. Stehlik said the \$142.00 a linear foot was based on the 75% of the City cost shares paid by the City a few years ago and in 2023 for rip rap. Peterson said the City share should be limited to no more than 75% of the amount of rip rap. Peterson and Vettel both said the City should not set an expectation of a percentage and offer a dollar amount but not guarantee a set percentage each year.

Vettel said the \$142.00 a linear foot cost would be within the capital budget. Kelly said the City is looking to keep the dollar amount within the budgeted amount for 2024. Kelly said the area is inaccessible commons with no non-abutting docks. Kelly said the Capital budgeted in the Dock Program for 2024 is \$35K.

Discussion ensued about the linear foot dollar amount which should be approved.

MOTION, by Peterson, seconded by Jensen, to approve the 2024 Brighton Group cost share agreement in the amount of \$142.00 a linear foot paid by the City for 217 feet of Brighton Commons Shoreline. All voted in favor. Motion carried.

7. 2023 Annual Dock Report

Kelly presented the 2023 Annual Dock Report. Kelly said all of the 47 of the Lost Lake Slips were rented with 23 going to Villa owners and 24 to Mound residents. Kelly said only four Villas townhomes didn't have a slip. Kelly said the 10 slips on the floating boardwalk will go to Artesa residents in 2025 who will have first right of refusal for those slips. Kelly said Dock Administration had a meeting with Artesa Management to discuss the process for assigning residents to those slips.

Kelly said 52 of the 53 maximum allowed watercraft were used in Dreamwood. Kelly noted there is one abutter who does not moor a boat year after year. Kelly said he has notified Dreamwood license holders that if they want a second watercraft those watercraft are allocated first come, first served.

Kelly said 515 out of 590 maximum allowed watercraft per the Lake Minnetonka Conservation District (LMCD) license were rented in 2023. Kelly said the BSU numbers have been stable. Kelly said there were 11 abutters who did not moor a watercraft and there were four abutters who did not put in a dock in 2023.

Kelly said the Canoe/Kayak Rack use has also been stable with 24 of the 32 spaces used in 2023. Kelly said a fourth rack at Twin Park had only one user out of eight spaces in 2023. Hentz said is the City thinking of moving to another spot on the lake. Kelly said the other three racks are full nearly every year.

Kelly shared the additional following statistics for the 2023 season:

- Nine discontinued/grandfathered "secondary" shared dock sites remain
- Wait list increased to 248 applicants and there were fewer openings in the Dock Program
- Nine wait list applicants moved off of the wait list and into the Dock Program
- There was one opening in the Dock Program in Woodland Point and one in Dreamwood
- One wait list applicant took a one-year temporary slip at Centerview
- There were no wait list applicants in the Top 40 who became primary shares in the Dock Program

Kelly said Barry Blievernicht did another great job in 2023 and is expected to return for 2024.

Kelly added that there were no boats towed in 2023 and said he hasn't towed a boat in three years now.

8. Reports

Castellano said the DCC shared the same sentiment as the Council to make the Dock Program sustainable and not be an enterprise fund. Castellano said another goal was to make sure there are enough reserves and to keep the dock budget stable to be able to do projects which are needed.

Castellano said the Dock Program is using the right method now to look yearly at the reserves and fees each year. Castellano said the Council said the Dock Program is made to be self-sustaining and the general public should not be paying into the expenses of the Dock Program.

Castellano said he had a discussion with the City Attorney that he should recuse himself of any discussions which were financial as Castellano is a dock license holder.

Peterson said she thinks the City could be moving to a user tax model for the Dock Program and everyone in the City has the option to use the Dock Program. Peterson said she feels tree removal should be borne out of the City General Fund.

Peterson said the City Council needs to reassess its budget each year. Olson said the City Council is under more pressure to do cost analyses for City services.

Jensen said how are fees decided because last year the Council provided the Dock Fund budget to the DCC. Castellano said he recused himself from the fee discussion. Kelly said due to the Strategic Financial Planning started by the Council led the budget discussion rather than first being recommended by the DCC first.

Castellano said the Comprehensive Plan Amendment was approved by the Met Council and the housing density assigned to the City was lowered. Castellano said the development moratorium for multifamily project is now lifted.

Castellano added that the City has a Facebook page and the Surfside Park Eli Hart Playground plan was approved by the City Council.

Castellano said that Jesse Dickson, the new City Manager for the City, has started.

Kelly said the Presidential Nomination Primary starts on January 19th. Kelly said he has talked to another abutter group on Brighton Commons so there may be another Rip Rap project group on Brighton Commons for 2025.

Kelly asked about starting DCC meetings at 6:00 p.m. which is what the City Council is considering for its meetings. The DCC consensus was that this was okay with meetings to end at 8:00 p.m.

9. Adjourn

MOTION, by Peterson, seconded by Hentz, to adjourn the meeting at 8:42 p.m. All voted in favor. Motion carried.



2415 WILSHIRE BOULEVARD • MOUND, MN 55364-1668 • PH: 952-472-0600 • FAX: 952-472-0620 • WWW.CITYOFMOUND.COM

MEMORANDUM

Date: March 21, 2024

To: Docks and Commons Commission

From: Kevin Kelly, Administrative Services Coordinator

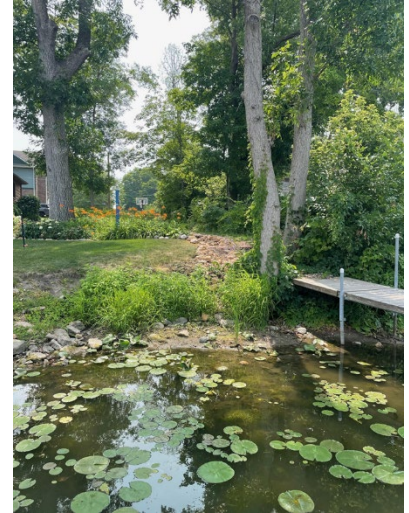
Subject: Harrison Bay Association – Cardinal Lane Shoreline Erosion

The Harrisons Bay Association (HBA) has provided Dock Administration the two documents in this memo. The HBA would like to address the erosion of the shoreline and the sediment runoff from Cardinal Lane into Harrison's Bay.

Summarized Cardinal Lane Research and Issues

Background

- Construction done in 2020 to add path, add fabric that prevents water infiltration and clear brush
- Expense of project was \$7,800
- Mound City Council wrote a letter of support as part of the Good Steward Grant
- Harrison's Bay was awarded \$25,000 Good Steward Grant to install rain gardens and shoreline buffers to allow for infiltration of stormwater at end of streets. Cardinal Lane was selected as one of the sites.
- Current erosion is leading to approx. 850 lbs of suspended solids being added to the bay each year. And loss of commons shoreline. Calculations done by Hennepin County based on current 8 feet of erosion.



Solution	Reductions w/ RG & bank restoration					
	Runoff Volume		TSS/yr		TP/yr	
	(cu-ft)	(%)	(lbs)	(%)	(lbs)	(%)
Rain Garden	18,424	40.2%	281.1	41.6%	0.68	37.1%
Shoreline Stabilization			850.0		0.68	
Total Reductions =	18,424	40%	1,131.1		1.4	

Opportunities Identified during Site Plan Creation

- Diseased Ash trees – specifically the large tree located at the lakeshore. This tree is currently providing stabilization for a portion of the shoreline
- Shoreline erosion – based on the flow of the water it is clear that the changes made to the site are leading to the erosion. Redirection of the drainage and stabilization of the shoreline is needed to prevent further erosion. Upon consultation with an expert on natural shorelines, adding a vegetative solution would not provide the proper stabilization at this site and a rip rap solution is required. An estimate was obtained from Concept Landscaping of \$7500 for the 30 feet of riprap and shoreline backfill
- Significant street sediment – the current sediment from the street would lead to limiting the growth of any plants installed in a rain garden. A pretreatment solution would need to be installed and based on the engineers opinion, the only solution large enough to handle the flow would be a sump. Without a sump, adding a rain garden is not recommended.
- Little opportunity for infiltration with existing rock and underlayment

Summarized Cardinal Lane Research and Issues

Proposed Partnership Plan Presented at August 22 City Council Meeting

The below plan, as well as the above opportunities at the site were presented at the August 22nd City Council meeting. Prior to that meeting, on August 8th, HBA and our engineer (Dave Poggi) met with Eric H. to discuss the site plan and how we might address the site opportunities (above). Eric indicated that the below plan seemed reasonable.

Late 2023

- Removal of Ash Trees & stump grinding – City to handle with available grant \$
- Shoreline restoration – rip rap + back fill – City to handle with dock program funds
- Removal of stepping stone path for reuse- residents
- Clearing of small scrub trees for path relocation – Contractor or city
- Installation of sump at end of street – City
- Hire a landscape contractor for site work – HBA
- Securing additional funds for rain garden installation - HBA

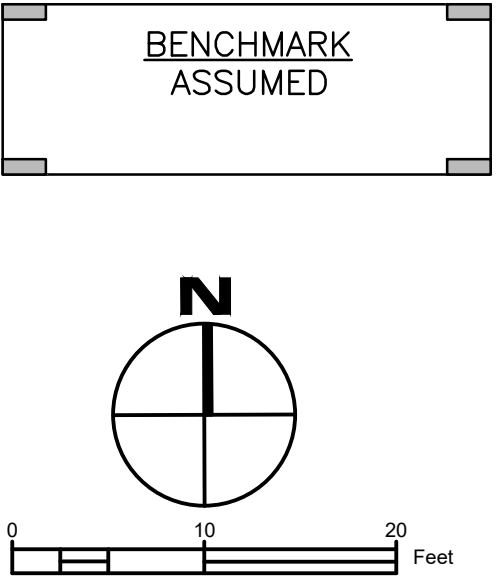
2024

- Excavation (supervised by contractor) – TBD
- Site layout, amendments, contouring, edging – Contractor
- Grading, path relocation & flows between gardens - Contractor
- Mulching & Planting Shrubs - Residents
- Selection & purchase of perennials – HBA/Residents
- Planting and educational event – HBA/Residents

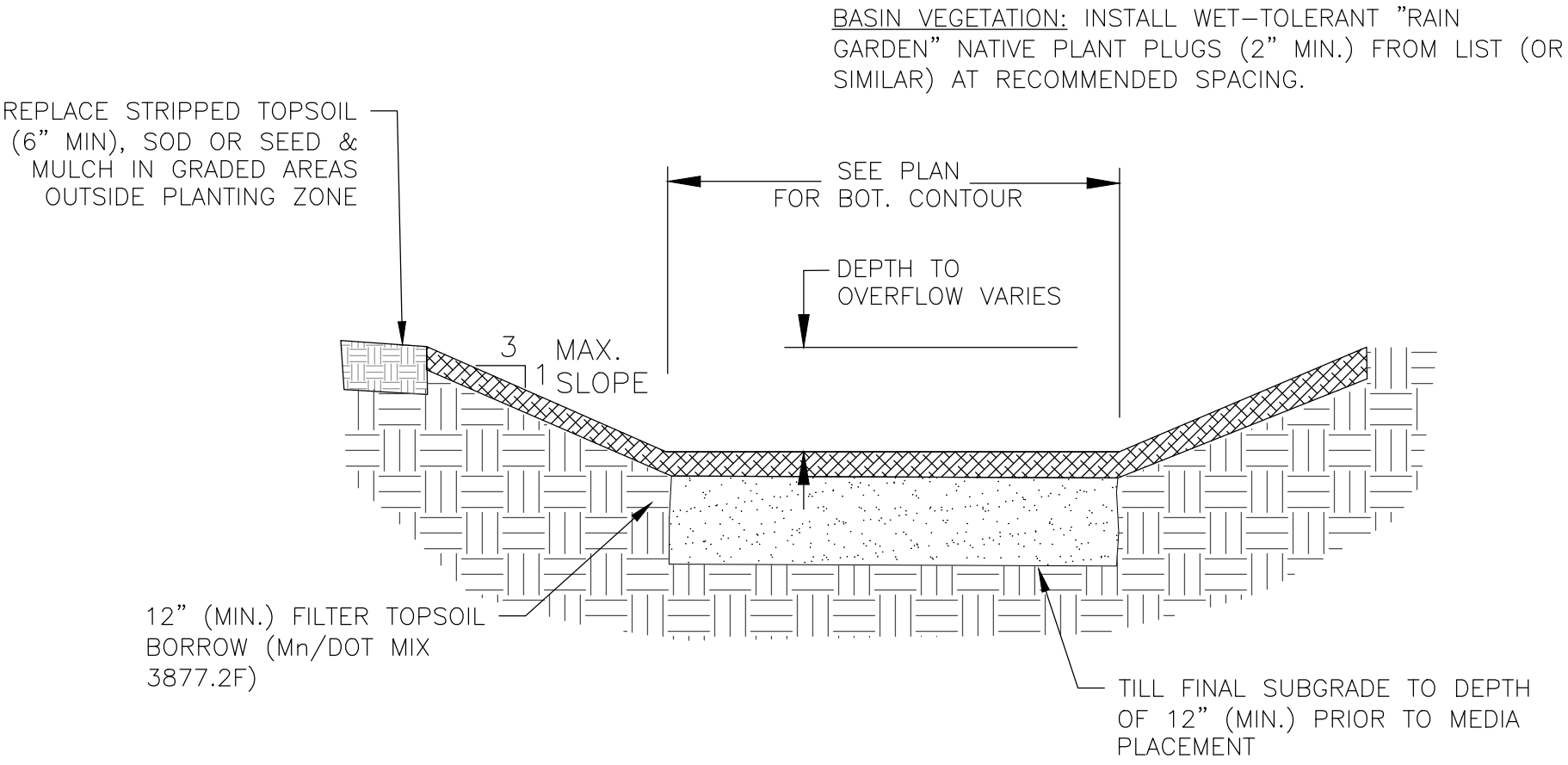


HYDROLOGY SUMMARY:

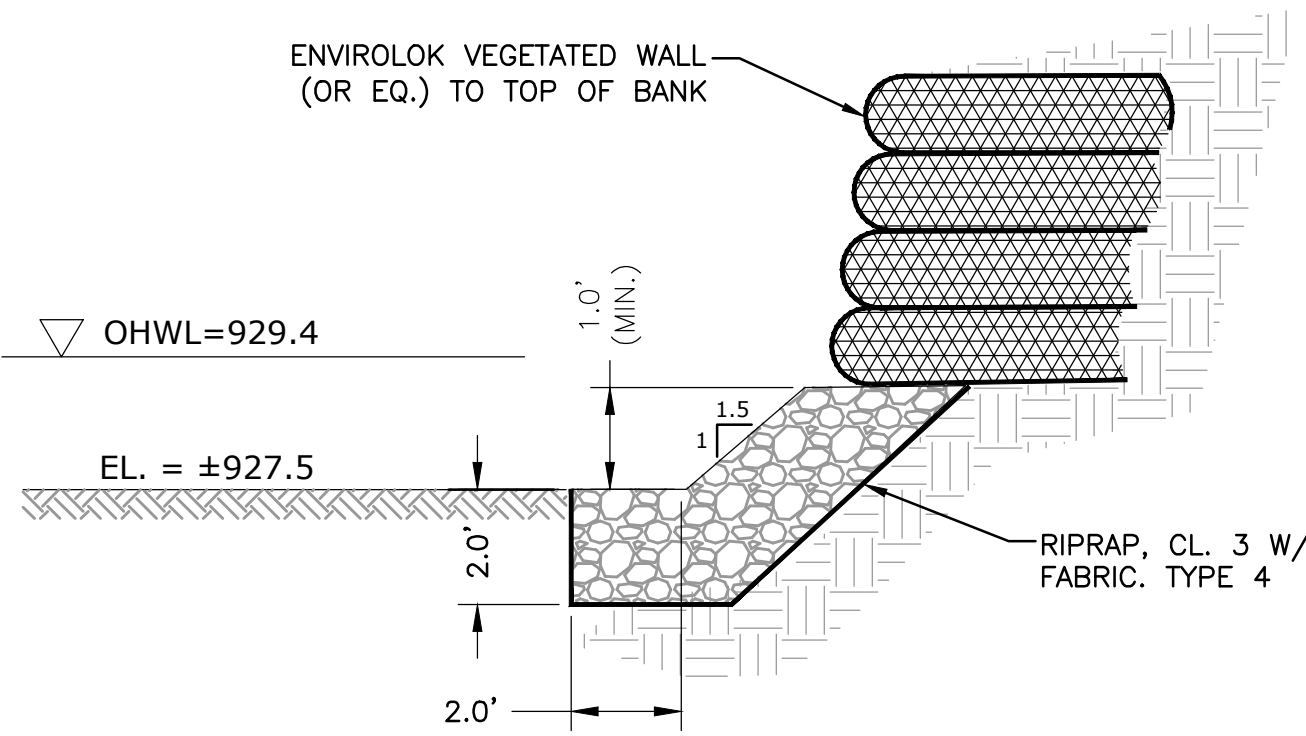
DRAINAGE AREA:	±71,300 SF
IMPERVIOUS AREA:	±29,900 SF
WQV, 0.5":	1,246 CF
WQV, 1.1":	2,741 CF
12" BASIN VOL.:	475 CF



- GENERAL NOTES:**
1. This plan was prepared without the benefit of survey or utility locate. Property lines and contours are shown from public GIS database; utilities shown as provided by City Record Drawings. All information is approximate; field verify.
 2. Plan may require permitting from City of Mound and Minnehaha Creek Watershed District.
 3. Groundwater level and infiltration rate unknown; infiltration rate TBD by Owner.
 4. Proposed elevations are not absolute. Basins to be constructed with the same relative dimensions indicated; however, field adjustment may be necessary due to site constraints.



① INFILTRATION BASIN / RAIN GARDEN



② VEGETATED WALL BANK STABILIZATION

Print Date: 7/21/2023 3:55 PM
File Loc: C:\CIVIL\Civil Methods, Inc\CDM - Documents\7. Projects\22101_Harrisons Bay Rain Gardens\03_DRAWINGS AND SPECIFICATIONS\CDM\VerBase\22101_Grading.dwg

CIVIL METHODS, INC.
P.O. Box 28038
St. Paul, MN 55128
o:763.210.5713 | www.civilmethods.com

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

DRAFT
NOT FOR CONSTRUCTION

DATE: XX-XX-2023
LIC. NO.: XXXXX

DESIGNED: XXX
DRAWN: XXX
CHECKED: XXX

DATE / REVISION:

HARRISONS BAY WQ IMPROVEMENTS
HARRISONS BAY ASSOCIATION
MOUND, MN

CARDINAL LANE



SHEET NO:
2 of 3



MEMORANDUM

Date: March 21, 2024

To: Docks and Commons Commission

From: Kevin Kelly, Administrative Services Coordinator

Subject: 2024 Brighton Group Rip Rap Project

The DCC and representatives of the 2024 Brighton Group have had many discussions regarding the project over the past few DCC meetings. The 2024 Brighton Group received three bids and have chosen Concept Landscaping to be the vendor for the project. The DCC approved the Cost Share agreement with the 2024 Brighton Group at the January 18 DCC meeting.

The background to the shoreline stabilization of the area is itemized below:

- This area of Brighton Commons shoreline has been assessed since 2013 as an area in need of shoreline stabilization
- On May 10, 2022 the City Council approved the Admin Policy No. ADMIN-011 which reiterated support for shoreline stabilization projects
- The City Council approved the Dock Fund \$35K Capital Outlay/Reserves budget at the December 12 City Council Meeting.
- The DCC at the January 18th meeting approved a \$142.00 a linear foot cost share for the 2024 project to be paid out through the Dock Fund.
- The projected cost for the 2024 Brighton rip rap project is \$30K
- The 2024 project will improve 217 linear of Brighton Commons Shoreline

From: [Mark Stehlik](#)
To: [Kevin Kelly](#)
Subject: rip rap project
Date: Thursday, March 14, 2024 12:01:32 PM

Kevin,

I've talked to the Batchelor's and Mike Ralston. All three property owners plan to move forward with the project, and all have agreed that Concept is our preferred vendor. The Batchelors and I plan on fitted rip rap, Mike Ralston is not interested in paying the extra money for the fitted, and plans to do the basic class 4.

I'll forward the last bid we received in a separate email.

We have not confirmed with Concept yet to get the ball rolling on their part, I wanted to check in with you before we did that.

Anything else you need from us at the moment? .

Mark Stehlik

From: [Mark Stehlik](#)
To: [Kevin Kelly](#)
Subject: Fwd: Estimate(s)
Date: Thursday, March 14, 2024 12:05:33 PM
Attachments: [Est 7425 from JK Landscape Construction LLC 17868.pdf](#)
[Est 7426 from JK Landscape Construction LLC 17868.pdf](#)
[Est 7427 from JK Landscape Construction LLC 17868.pdf](#)

----- Forwarded message -----

From: **Mark Stehlik** <>
Date: Sun, Mar 10, 2024 at 10:24 AM
Subject: Fwd: Estimate(s)
To: Lisa Batchelor

Lisa,

Attached is the quote from JK Landscape. They're more than a \$100 a linear ft above the others, so in my mind they're not in consideration.

Here's the rough breakdown as I see it :

Concept \$190/ft for class 4 (random), and \$280/ft for fitted
Hagen \$225/ft for class 4 and \$300 for fittes
JK Landscape \$313/ft for class 4 and \$439/ft for fitted

In looking at the numbers again, Concept is cheaper all around. I think I mentioned I thought Hagen was cheaper on the fitted, but thats not the case.

I'd propose that we go with Concept, and work to get on their schedule.

I sent all this information to Mike Ralston, and he will get me a final answer within a couple of days.

Kevin Kelly asked if I could pass along the last bid and let him know who we intend to go with by later this week.

Let me know what you think so we can get the ball rolling.

Thanks,
Mark



MEMORANDUM

Date: March 21, 2024

To: Docks and Commons Commission

From: Kevin Kelly, Administrative Services Coordinator

Subject: DCC Meeting Time Change

The City Council approved Ordinance No. 01-2024 at the February 28th City Council Meeting. The Ordinance, which went into effect on March 9th, changes the start time of City Council meetings from 7:00 p.m. to 6:00 p.m. The first Council meeting which will start at 6:00 p.m. will be on May 28th.

At the January 18th DCC meeting staff brought up the potential for DCC meetings starting at 6:00 and there seemed to be general agreement to the change. At this time staff are looking to the DCC to discuss the time change and make a decision. If approved, the time change will go into practical effect at the next scheduled DCC meeting on September 19, 2024.

Staff is seeking a motion for approval to change the DCC Meeting start time to 6:00 p.m.