

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 asc@cityofmound.com

DOCK AND COMMONS COMMISSION
6:00 P.M. Meeting at Mound City Council Chambers
5341 Maywood Road

Thursday, January 16, 2025

AGENDA

	Pages
1. Approval of Agenda	
2. Oath of Office administered by Kevin Kelly, City Clerk A. Commissioner Heidi Peterson – Non-Abutter	
3. Election of Officers - Chair and Vice Chair	
4. Approval of November 21, 2024 Regular Meeting Minutes	1-5
5. Comments and suggestions from citizens present (No more than 3 minutes allowed per speaker)	
6. 2025 Brighton Commons Rip Rap Update	6-8
-	
7. Jennings Cove Multiple Slip Location	9-16
8. Annual Dock Report	17
9. Reports: <ul style="list-style-type: none">- City Council Representative- Staff- Commissioners	
10. 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
November 21, 2024

The Mound Docks and Commons Commission met on Thursday, November 21, 2024, at 6:00 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 Representative Kevin Castellano

Absent: Jesse Jensen

Others Present: Administrative Services Coordinator/City Clerk Kevin Kelly, Julie and Karl Weisenhorn, Sheri Wallace.

Derrick Hentz called the meeting to order at 6:02 p.m.

1. Approval of Agenda

MOTION, by Hentz, seconded by Olson, to approve the agenda. All voted in favor. Motion carried.

2. Approval of Meeting Minutes – September 19, 2024

Peterson said the DCC voted to approve the increase in dock program fees at the September meeting and wondered if the City will review the increases each year. Kelly said the City Council Budget Committee has also approved the fee increases in order to follow the recommendations in the Long-Term Financial Plan (LTFP). Castellano said the Council and DCC can look at the Dock Fund balance next year to determine whether to increase fees year to year.

Kelly said he made an amendment to the minutes to correct a mistake he made regarding the wait list fees increase to \$35 instead of \$30 which was stated at the September meeting.

MOTION, by Peterson, seconded by Vettel, to approve the amended minutes from the September 19, 2024 DCC Meeting. All voted in favor. Motion carried.

3. Comments and suggestions from citizens present

No one came forward.

4. Renewal of DCC term: Non-Abutter – Heidi Peterson

Peterson said she would like to serve another three-year term as Docks and Commons Commissioner.

5. Cardinal Lane Rip Rap Update

Kelly said after the DCC and City Council approved \$15K for the project he consulted with Julie Weisenhorn and sent out the RFQ to seven different vendors. Kelly said he received two

quotes back which came in lower than the approved budget amount. Kelly said Concept Landscaping received the bid and are able to get the project completed before the end of the year. Kelly said Concept Landscaping does not have a defined start date yet but the project will be completed in December.

Julie Weisenhorn, 1733 Bluebird Lane, said she is part of the Harrison Bay Association rain garden project. Weisenhorn said she would like to be notified of the start of the rip rap project as she is working with Westonka High School students on the Cardinal Lane rain garden project and thought it would be good for the students to view the rip rap project while the work was on-going.

Sheri Wallace, 2135 Overland Lane, said she is the Chair of the Harrison Bay Association and asked if the rip rap project will work with the rain garden project and has been reviewed by City engineers. Kelly said City engineers have reviewed the plans.

6. 2025-2028 In and Out Contract Approval

Kelly said he received two bids on the In and Out Contract. Kelly said the RFQ was sent out to eight vendors. Kelly said MN Trench asked to be added to the list of vendors and they submitted a bid on the contract.

Kelly said it is good to have at least a couple of bids and is hopeful there is a competitive market for this work. Kelly said Splash Docks has done a good job over the last seven years they have held the City contract. Kelly said Splash Docks was the low bidder and there is value in the continuity of keeping Splash Docks as vendor. Kelly said the Dock Fund line-item for Contractual Services was increased and the bid will be under budget.

Hentz asked why there were more bids received this time. Kelly said he had feedback from vendors in the previous bidding cycle that the vendors would like the business and the length of the term was not a problem. Kelly said he solicited feedback five years ago from In and Out Vendors at the Mayor's request as the City only received one bid. Kelly added that the vendors didn't feel they could match the low bids the City received. Kelly said the In and out contract will be for four years.

MOTION, by Hentz, seconded by Olson, to approve acceptance of the In and Out Contract bid from Splash Docks for the years 2025 through 2028. All voted in favor. Motion carried.

7. Dock Budget and Capital Plan

Kelly said the DCC approved following the LTFP at the September DCC meeting. Kelly said the largest effect on the Dock Fund budget is the Emerald Ash Borer issue and diseased tree removal from Dock Program assigned property. Kelly said he consulted with the City Finance Director and Deputy City Manager on the Dock Fund and proposed an increase in the City Tree Removal line-item to accommodate increased spending on tree removal. Kelly said it was thought it best to be prudent and to increase the line-item another \$20K to \$80K for 2025. Kelly said he is scheduled to do a walk through with City Tree Inspector on Dock Program

property before the end of the year to assess the situation. Kelly said the Dock Program is not looking to take down trees and is being mindful of cost pressures to the Dock Fund.

Kelly said the Dock Program will continue with the allocation of \$35K for rip rap for 2025. Kelly said the Brighton project and Cardinal Lane project will be done well below the budgeted amount for rip rap in 2024. Kelly said the City would like to continue with the Brighton Project in 2025.

Vettel asked if there are future trees which will be removed in 2024. Kelly said the receipts for tree removal were through October and there is at least one stump grinding cost which will be receipted before the end of the year. Kelly said the tree inspection walk through will help staff understand the scope of future removal costs.

Peterson asked about Hennepin County Tree Grant funds going to the Dock Program. Kelly said the great majority of those funds will go into the City General Fund.

Olson said is there a concern about the lowering of Dock Fund balances from over \$400K since 2021. Kelly said the fund balances went up because the Dock Program wasn't doing projects and the tree removal costs hadn't hit yet. Kelly said the LTFP recommends the fund balance doesn't go below \$200K which would be a low-ball cost to replace Dock Program infrastructure in the occurrence of a catastrophic event.

Kelly said the remaining Brighton Commons rip rap properties are smaller than the properties done in the first two projects.

Castellano asked if the \$35K budgeted for Capital Outlay is just for Brighton Commons rip rap. Kelly said the Brighton rip rap project is the main reason for the \$35K line item for the next year or two. Kelly said hopefully the project will go forward with the abutting property owners on Brighton Commons.

MOTION by Olson, seconded by Vettel, to follow the recommendations of Ehlers Long Term Financial Plan regarding 2025 Dock Program Fees. All voted in favor. Motion carried.

Kelly said the fee increases will follow the LTFP and will be:

Slip License Fees - \$75.00 increase to \$650.00
Dock License Fee - \$50.00 increase to \$450.00
Extra Watercraft Fee - \$20.00 increase to \$190.00
Wait List Application Fee - \$5.00 increase to \$35.00.

8. Dock Map Addendum – Crescent Commons

Peterson asked about the orientation of the dock locations on Crescent Commons. Kelly said the dock location assigned to 1952/1954 Sumach Lane has a limited dock use area of 32 feet.

Kelly said the rationale of the decision of a straight dock assigned to 1952/1954 Sumach is due to space issues along Crescent Commons. Kelly said this dock location has not been used by the current abutter. Kelly said restricting the site to a straight dock with only two watercraft will respond to spacing issues and limit the increase to the City watercraft count going forward. Kelly said the property is a duplex and the number of watercraft will correspond to the two units of the property. Kelly said the straight dock with two watercraft on each side will take around 26 feet of Dock Use Area.

Hentz asked if this is an abutting property dock and would it be opened up to non-abutters if unused. Kelly said it is an abutting dock. Kelly added that since it is an abutting location the license holders can use the dock to meet their own needs as long as they adhere to Dock Program regulations.

Peterson asked if the abutter approached Dock Administration about making this change. Kelly said he has been getting calls from real estate agents and prospective buyers of the property. Kelly said the move was to be proactive and address the space issue, BSU use and the property being a duplex. Kelly said if the Dock Map Addendum change is made he can provide a concrete answer to the use of the dock to these inquiries from perspective owners of the property.

Hentz asked if the site is going to be dropped into the Crescent Commons shoreline. Kelly said the dock location was already assigned but has not been utilized for a number of years. Peterson asked how many other dock locations are underutilized. Kelly there are a few abutters which do not put in a dock and he will have the exact number ready for the January DCC meeting.

MOTION by Vettel, seconded by Peterson, to approve the 2024 Dock Map Addendum as presented. All voted in favor. Motion carried.

9. 2025 Calendar

Kelly said the schedule for 2025 looks to be the typical meeting structure which has taken place over the past few years. Kelly said he may bring up moving half of Jennings Cove to another location on Three Points, Beachside Access. Kelly said he needs to do more research on this proposal prior to the January DCC meeting.

10. Reports:

City Council Representative – Castellano said the City Council set the Preliminary Budget with the Preliminary Levy at 6%. Castellano added the Council will stay with the LTFP guidelines and the City may end up with a lower levy increase of 5.2%.

Castellano said there is a deadline approaching for two Planning Commissioners and one POSC Commission vacancy. Kelly said there will potentially be interviews of the applicants to the two Commissions.

Castellano said Phase III of the downtown sidewalk project is being completed and looks great.

Castellano said that Lost Lake Commons Park in the Harbor District, Phase I, has been completed with two more phases to come to complete the Park project.

Castellano said Hennepin County Library said the start to the project has been pushed to 2025.

Castellano said the Lake Minnetonka Flats project on Commerce Blvd. has started with preliminary work. Castellano said there will be three four-unit buildings constructed. Discussion on the docks assigned to Lake Minnetonka Flats ensued regarding the requirement to not be able to dredge the area and the Lake Minnetonka Flats new dock location in Lost Lake which will be a part to the docks allotted to the Harbor District apartment building.

Castellano added that Public Works staff are changing out the Holiday lighting along City streets and new lamppost wreaths.

Staff – Kelly said there is a new Administrative Assistant, Sarah Lenz, who helped out with the election and did a great job. Kelly said the City General Election results had Commission Castellano elected to the City Council along with Michelle Herrick and Mayor Jason Holt who ran unopposed.

Commissioners – No Comment.

11. Adjourn

MOTION, by Olson, seconded by Peterson, to adjourn the meeting at 7:06 p.m. All voted in favor. Motion carried.



MEMORANDUM

Date: January 16, 2025

To: Docks and Commons Commission

From: Kevin Kelly, Administrative Services Coordinator/City Clerk

Subject: 2025 Brighton Commons Rip Rap Update

Since 2013, Brighton Commons, along with Devon Commons, were identified as areas which had the greatest need for shoreline stabilization. Devon Commons was the first to undergo stabilization with three years of rip rap projects which were completed in 2018.

Dock Administration looked into starting the Brighton Commons project in 2021 and found rip rap costs had increased significantly from the 2018 project. Dock Administration put a hold on starting stabilization for Brighton Commons in the hope costs would come down.

In 2022, a group of Brighton Commons abutting property owners approached the City to re-start rip rap at Brighton Commons. After discussion with the 2023 Brighton Group of abutters the City and the abutters agreed to a cost-share plan to complete the rip rap adjacent to their property. In 2023, the Brighton Group sent out an RFQ for the project with Concept Landscaping receiving the award to do the rip rap. The 2023 project included property from 2851 Cambridge Lane to the Brunswick Road Right of Way just south of 2867 Cambridge Lane which was approximately 217 linear feet of shoreline.

In 2024, another group of Brighton Commons abutting property owners approached the City with a rip rap cost share request. The 2024 Brighton Group also requested bids from vendors and chose Concept Landscaping. The 2024 project included Brighton Commons abutting two properties at 2927 and 2933 Cambridge Lane including the Afton Road ROW. The project comprised 105 linear feet of shoreline rip rap.

The DCC recommended and the City Council approved the 2025 Capital Outlay budget to continue the cost share projects on Brighton Commons. Dock Administration has reached out to the remaining abutting property owners along Brighton Commons with a letter to elicit interest in a 2025 cost share. There has been some return interest from a property owner just north of Manchester Road. Dock Administration and the abutting property owner will work with the three to four contiguous property owners to the north of 4994 Manchester Road to gauge their interest in a rip rap cost share.

Dock Administration will also directly reach out to the other Brighton to follow up on the letter they all received in December. The letter is included with this memo.



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

December 13, 2024

Mound, MN 55364

Dear Brighton Commons Abutting Property Owner,

As you may know, the Dock Program has been conducting rip rap projects for the past two years on Brighton Commons. The City has earmarked the commons property north of Manchester Road to Wychwood Beach as needing shoreline stabilization. These projects have been financed through cost shares between the abutting property owners and the City Dock Fund. The Dock Fund is funded mainly through annual Dock Program license fees. The Dock Program would like to continue with Brighton Commons rip rap cost shares in 2025 and succeeding years. These projects have been permitted through the Minnehaha Creek Watershed District and have met guidelines for rip rap projects.

There is still a significant amount of commons property the Dock Program would like to complete until all of the shoreline is stabilized. The Dock Program completed an analysis of the public shoreline in 2013 and in subsequent years and has deemed Brighton Commons as an area of need for shoreline stabilization. The emphasis on Brighton Commons was due to the poor quality of the rip rap and the amount of activity/wave action in the lake which is impacting the shoreline.

The first two projects completed were as follows:

- The 2023 Brighton Commons Project included the commons adjacent to 2851, 2855 and 2867 Cambridge Lane.
- The 2024 Brighton Commons Project included the commons adjacent to 2927 and 2933 Cambridge Lane.

This leaves commons property between Brunswick Road and Monmouth Road, three properties south of Monmouth Road and the first four properties north of Manchester Road left to complete.

The addresses referred to above are as follows:

- 2873 Cambridge Lane
- 2885 Cambridge Lane
- 2893 Cambridge Lane
- 2901 Cambridge Lane
- 2911 Cambridge Lane
- 2921 Cambridge Lane
- 2945 Cambridge Lane
- 2957 Cambridge Lane
- 2971 Cambridge Lane
- 4994 Manchester Road

Dock Administration is looking for abutters on Brighton Commons to reach out to your neighbors and take the lead in putting together a group of property owners who are interested in

moving forward with shoreline stabilization projects. The Dock Program would prefer a project in 2025 to be among adjacent abutting property owners on Brighton Commons.

- The cost share offered in 2023 was \$125.00 a linear foot.
- The cost share offered in 2024 was \$142.00 a linear foot.

If a group of neighbors are interested in moving forward, please contact the City. Staff will provide you a list of vendors to solicit bids and the guidance to make the project a success. Typically rip rap projects are completed in the fall or through the winter in order to not greatly impact your enjoyment of the lake during peak season.

Please contact me with any questions or comments.

Sincerely,

Kevin Kelly
City of Mound
Administrative Services Coordinator/City Clerk
(952) 472-0613
kevinkelly@cityofmound.com



MEMORANDUM

Date: January 16, 2025

To: Docks and Commons Commission

From: Kevin Kelly, Administrative Services Coordinator/City Clerk

Subject: Jennings Cove Multiple Slip Discussion

Dock Administration is looking to restart a discussion regarding the Jennings Cove Multiple Slip location at the intersection of Dove Lane and Jennings Road on Three Points. Jennings Cove Slip holds eight watercraft and is at the eastern end of the Jennings Cove. The nearest private property address to the slip is 1649 Dove Lane.

The Jennings Cove area has been an area of discussion in the past brought on by the drought the metro area experienced from 2020-2023. The drought made the north end of the Jennings Cove slip very difficult to navigate during the later months of those boating seasons. Due to the abundant precipitation during the months prior to dock season in 2024 Dock Administration received little feedback about navigation issues at the Jennings Slip.

Dock Administration would like to engage the DCC in potentially moving the northern half (four slips) of Jennings Cove to Beachside Access which is near the eastern tip of Three Points. Beachside Access is $\frac{3}{4}$ of a mile from Jennings Cove at the intersection of Shorewood Land and Beachside Road. The nearest private property address to Beachside is 2006 Shorewood Lane.

Approval for a move of the slip structure to a new site will need approval. Dock Administration has reached out to the Lake Minnetonka Conservation District (LMCD) about potential slip options for the site. The City has not had official feedback from the LMCD and will relay this information if received prior to January 16th meeting.

Documents are provided with this memo to provide potential slip types and an overview of the Jennings Slip and Beachside Access sites.





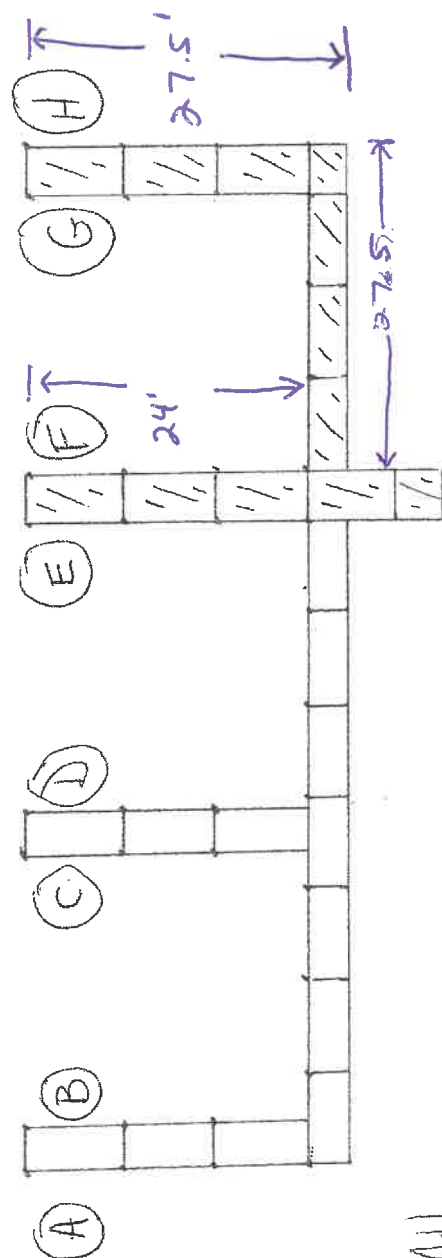


WELCOME
TO
BEACHSIDE
PARK



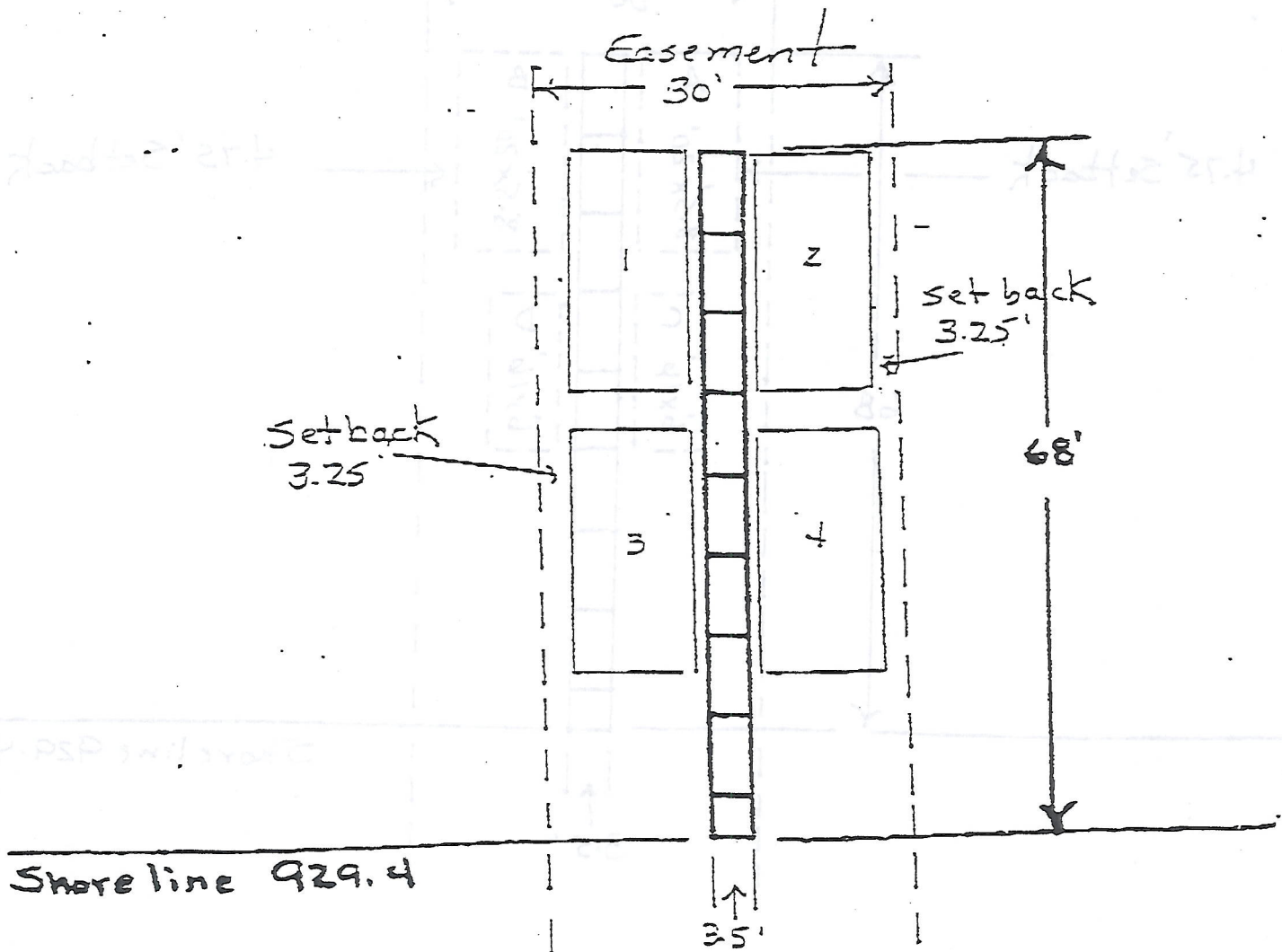


City of Mound
"Jennings Cove"



Slip Size - All
22' x 10'

EXHIBIT 3 TO SETTLEMENT AGREEMENT

Locations

Finch
Eagle
Blue bird N.

Slip Size

10' x 24'



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MEMORANDUM

Date: January 16, 2025

To: Docks and Commons Commissioners

From: Kevin Kelly, Administrative Services Coordinator

Subject: 2024 Annual Report

Usage

- All 37 Lost Lake Villa slips were rented: 23 to Villa owners and 14 to Mound residents
- All 10 of the Lost Lake Harbor slips on the floating boardwalk went to Mound residents
- 49 of 53 BSU's allotted to Dreamwood were utilized by dock license holders
 - One abutting site in Dreamwood did not moor a watercraft
- 511 Watercraft were licensed out of the LMCD allowed 590 watercraft
- 24 Canoe/Kayak Rack spots at Carlson, Centerview, Avalon and Twin Parks' were rented - out of a total of 32 spots. Twin Park had three rentals in 2024.
- There are six dock sites which continue to be "grandfathered in" with a secondary shared status in 2024. This feature of the dock program was discontinued in 2021. The use of secondary shared status has decreased each year since 2021.

Wait List

- 229 applicants total in 2024 – a decrease of nineteen applicants from 2023
- Thirteen Wait List participants moved to the dock program which included:
 - Ten into the General Dock Program
 - Two in Woodland Point
 - One in Dreamwood
 - There were two wait list applicants in the top 40 of the Wait List who became a Primary License share and one secondary share who assumed a dock location

Underutilization of docks

- There were 11 abutter docks which didn't moor a watercraft in 2024
- There were five abutting dock locations which did not put in a dock in 2024

Dock Inspection Summary

Barry Blievernicht was hired as Dock Inspector in 2021 and has been doing a great job the past three seasons. The expectation is Mr. Blievernicht will continue as Dock Inspector in 2025.

Violations/Boat Towed

There were no boats which were towed from public land in the past four seasons. Dock Administration continues to keep a list of Mound resident and non-resident boaters who have violated mooring and other rules and have been informed their watercraft will be towed if there are future violations.