

**MOUND DOCKS AND COMMONS COMMISSION MINUTES**  
**September 19, 2024**

The Mound Docks and Commons Commission met on Thursday, September 19, 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 James Vettel and Jesse Jensen and Representative Kevin Castellano

Absent: Heidi Peterson

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

Derrick Hentz called the meeting to order at 6:00 p.m.

**1. Approval of Agenda**

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

**2. Approval of Meeting Minutes – March 21, 2024**

**MOTION**, by Hentz, seconded by Vettel, to approve the minutes from the March 21, 2024 DCC Meeting. All voted in favor. Motion carried.

**3. Comments and suggestions from citizens present**

No one came forward.

**4. Cardinal Lane ROW Project**

Julie Weisenhorn, 1733 Bluebird Lane, representing the Harrison Bay Association (HBA), presented the Cardinal Lane Right of Way Rain Garden proposal and City partnership.

Weisenhorn said the HBA mission is to improve water quality and educate the public on ways to reduce runoff through their individual action. Weisenhorn said Harrison Bay, Jennings Bay and West Arm are considered impaired waters.

Weisenhorn said the Cardinal Lane project will help to reduce the pollutants entering the lake and have a grant deadline of March 2025 to spend funds.

Weisenhorn said the HBA has used funds for the Overland Lane and Apple Lane projects which have been completed. Weisenhorn said both street ends are public property.

Weisenhorn said there has been increased runoff along Cardinal Lane since 2020 which has increased the erosion of the 40 feet of shoreline along the right of way at this area.

Weisenhorn said there are also a number of diseased Ash trees in the area. Kelly said the diseased Ash trees have been removed recently.

Weisenhorn said a rain garden and shoreline restoration will reduce runoff by 40%.

Weisenhorn said she met with City engineering staff at Bolton and Menk who proposed a snow garden at the end of Cardinal Lane to reduce runoff through infiltration.

Weisenhorn said HBA will hire the landscape engineer to create the gardens and the City will remove the patio stones and rock in the right of way. Weisenhorn said the HBA is asking for up to \$15K from the 2025 Dock Fund budget to pay for the rip rap of the shoreline.

Weisenhorn said the HBA is looking to team with the Lions Club to assist with funding of the project.

Weisenhorn said the HBA is looking for approval from the City Council for funding for the project.

Castellano and Vettel both asked if the adjacent neighbors will be on board to maintain the rain garden. Weisenhorn said the abutter to the east of the right of way said they will help to maintain the proposed rain gardens.

Castellano said the Council didn't have cost information in the past and would like the rip rap project costs to be borne out through the Dock Fund.

Castellano and Olson asked if there will be funds available in 2025 for rip rap and will the \$15K affect 2025 projects. Castellano said there are no 2025 rip rap projects scheduled at this time.

Discussion with Weisenhorn and the DCC ensued about the future maintenance such as mowing and rain garden weeding. Weisenhorn said this work will have to be done by the neighbor.

Kelly said he would like to move forward with a decision from the Docks Commission. Kelly said if approved by the DCC, staff will seek out Council approval and put out bids to complete the project in 2024 through the 2024 Dock Fund budget. Kelly said the work needs to be done to stabilize the Cardinal Lane shoreline.

Vettel asked if HBA would provide maintenance to the right of way if the neighbors do not take care of the rain gardens. Weisenhorn said the HBA has not taken on care of the rain gardens and has relied on the adjacent neighbors to do on-going maintenance. Weisenhorn said the plantings will be hardy, low maintenance native plants which have long root systems and will be professionally designed.

Hentz said should the motion be specific to the 2024 Dock Fund budget.

**MOTION**, by Jensen, seconded by Hentz, to approve up to \$15K for rip rap of Waterside Commons at the Cardinal Lane right of way funded out of the 2024 or 2025 Dock Fund budget. All voted in favor. Motion carried.

**5. Completion of 2024 Brighton Rip Rap**

Kelly said there were originally three abutting property owners who were going to take on the cost share and ultimately one decided to not take up the cost share for rip rap. Kelly added the two areas of Brighton Commons which was rip rapped were contiguous.

Kelly presented photos of the rip rap project. Kelly said there was a portion of the larger of the two properties which had rip rap completed previously and the new rip rap has left 95 feet of well completed rip rap.

Kelly said he has had some discussion with abutters along Brighton Commons and will reach out to other abutters along Brighton Commons to determine if there is interest in another rip rap cost share in 2025.

Kelly said the cost to the Dock Fund was 15K for the two abutting properties. Kelly said due to the one abutting property owner not going in on the cost share the rip rap costs came in under budget.

Vettel asked why the one abutter didn't go in on the cost share. Kelly said the abutter stated that the shore was City property so the City should pay for all of the installation of rip rap.

**6. Dock Fund Budget**

Jensen said it looks like there are two options for dock program fees. Kelly said the options are to go with the Ehlers proposed Long-term Financial Plan (LTFP) as presented in 2023 or to keep fees flat. Kelly said in 2023 the DCC recommended to the City Council to go above the LTFP budget recommendations. Kelly added the Council voted to follow the LTFP guidelines which is \$575 for a multiple slip and \$450 for a dock license. Kelly said if the City does follow the LTFP for 2025 the fees for a slip will increase another \$75.00 and the dock fee will go up \$50.00.

Kelly said the biggest cost driver is tree removal which is caused mostly by the Emerald Ash Borer. Kelly said there has been quite a number of trees taken out on Dock Program property including a large swath of trees along the Cardinal Lane right of way in the last few days. Kelly said the Cardinal Lane removal cost is around \$10K and he estimated that around \$40K has been spent on tree removal in 2024. Kelly said there may not be another large group of trees needing removal this year. Kelly said there have been a number of trees removed this year from the western tip of Harrisons Bay along the southern shore of Harrisons Bay from Ashland Lane to Fairview Lane.

Kelly said there are a couple of longer Commons which have not needed to be addressed so these areas could impact the budget depending on the state of the trees in those areas.

Kelly said he is gauging the DCC appetite for another fee increase and also in the drawing down of budget reserves. Kelly said there are about \$16K in revenues from interest and grants which will be applied to the Dock Fund by the end of 2024.

Jensen said does the City want to keep the \$200K reserve as there are \$50K expenses in tree removal. Kelly said the City Council wanted tree removal costs on dock program assigned property to be paid through the Dock Fund.

Kelly said the bids for the new four-year slip In and Out Contract may also impact the budget. Kelly added the bid deadline is early November and will be on the agenda for the November DCC Meeting.

Olson said he is in favor of having more room in the budget going into 2025 and would not want to catch up if there aren't enough funds in the budget. Castellano agreed with Olson on approving the Dock fee increase and said the City can stop increases in future years.

Castellano said the tentative plan could be to follow the LTFP and wait to see how the cost increase scenarios are known.

Hentz said is there a time when there won't be the number of trees which impact the budget as strongly as in recent years.

Kelly said the cost projections in the LTFP were for \$90K a year in tree removal going forward. Kelly added the tree removal costs have been in the \$50-60K range the past two years.

Kelly said there is a \$290K fund balance going into 2024 in the Dock Fund with an ending 2024 Fund balance in the \$260K range.

Discussion ensued amongst the Dock Commission to make sure there is enough budgetary reserves in the Dock Fund to not have to retroactively raise fees because of an unexpected shortfall.

Motion by Olson, seconded by Vettel, to follow the recommendations of Ehlers Long Term Financial Plan regarding 2025 Dock Program Fees. Kelly listed the fee increases according to the LTFP:

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 - \$10.00 increase to \$30.00.

All voted in favor. Motion carried.

**7. Reports:**

City Council Representative – Castellano said the Dentist Office building on Old Shoreline Drive has been taken down and the Council is making progress on the budget. Castellano said the League of Women Voters Candidate Forum was held yesterday.

Castellano said there was not a 2024 State Bonding Bill so there were no funds additional allocated. Castellano said the Water Treatment Plant project is 1/3 funded which has paid for preliminary line prep and design. Castellano said there is still \$24Million needed for the project.

Staff – Kelly said General Election absentee voting starts tomorrow. Kelly said the new Administrative Staff, Sarah Lenz, will start on September 30<sup>th</sup>.

Commissioners – No Comment.

**8. Adjourn**

**MOTION**, by Castellano, seconded by Vettel, to adjourn the meeting at 7:19 p.m. All voted in favor. Motion carried.