

**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 Parks and Open Space 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 Parks and Open Space 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:** COMISSIONERS 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. (952-472-0603 or admin@cityofmound.com)

**PARKS AND OPEN SPACE COMMISSION**  
**AGENDA**

**6:30 P.M. Regular Meeting**  
**City Council Chambers**  
**5341 Maywood Road, Mound, MN**  
*Thursday, April 10, 2025*

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|---|-----------|
| 1. Call to Order  |           |
| 2. Roll Call  |           |
| 3. Approval of Agenda   |           |
| 4. Approve minutes from the 3-13-2025 Meeting   | <b>1</b>  |
| 5. Comments and Suggestions from Citizens Present<br>(No more than 3 minutes allowed per speaker) |           |
| 6. Chester Park   | <b>5</b>  |
| 7. Lost Lake Commons – Phase II   | <b>6</b>  |
| 8. Parks Visit Discussion with Public Works   | <b>18</b> |
| 9. Top Commission/Top Individual Annual Priorities  | <b>19</b> |
| 10. Reports:  |           |
| Staff Updates   | <b>22</b> |
| City Council Representative   |           |
| Commissioner Comments   |           |
| POSC Commissioner Pieper: Letter to Community Education/<br>Westonka School District.             | <b>23</b> |
| 11. Next Meeting: May 8, 2025   |           |
| Tentative Discussion Items:   |           |
| Parks and Open Spaces: List of protected spaces.  |           |
| Parks and Open Spaces Program – Review Program Documents.   |           |
| 12. Adjourn   |           |

**PARKS AND OPEN SPACE COMMISSION (POSC) MEETING MINUTES  
MARCH 13, 2025**

The Mound Parks and Open Spaces Commission met on Thursday, March 13, 2025, at 6:30 pm in the Council Chambers at the Centennial Building.

Present: Chair Joanna Kahn, and Commissioners Travis Mills, Tyler Pieper, Kim Blievernicht, and City Council Representative Sherrie Pugh.  
Absent: None.  
Others Present: Deputy City Manager, Maggie Reisdorf.  
Public Present: Phil Velsor (3232 Gladstone Lane).

1. **Call to Order**

The meeting was called to order at 6:30 pm.

2. **Roll Call**

Present: Chair Kahn and Commissioners Mills, Pieper, Blievernicht, and City Council Representative Pugh.  
Absent: None.

3. **Approval of Agenda**

**Motion by Blievernicht to approve the agenda as amended, second by Pugh; Motion carried 5-0.**

4. **Oaths of Office**

Commissioner Kim Blievernicht  
Commissioner Tyler Pieper

5. **Approve Minutes from 2-13-2025 Meeting**

**Motion by Blievernicht to approve the 2-13-2025 meeting minutes, second by Pugh. Motion carried 4-0-1 (Mills Abstained).**

6. **Comments and Suggestions from Citizens Present**

Phil Velsor, resident at 3232 Gladstone Lane, introduced himself to the POSC. He talked to the commission about the plan to repave the parking lot near Lost Lake Commons where the current farmers market takes place over the summer. He talked about the plan to have an ice rink located there over the winter months. He talked about the plan to install a fire pit with the upcoming construction on Phase II of Lost Lake Commons Park. He recommended that it be placed as close as possible to the where the ice rink would be so it could be used by users of the ice rink in the winter. He recommended that between the options of wood and gas, to go with wood. He stated that gas would be a maintenance nightmare.

Velsor asked the commission if they ever thought about having an ice rink at Surfside Park on the lake. He wondered if the basement of the Park Depot building could be converted into a warming shelter during the winter months. He talked about how he helps maintain the ice rink at the local elementary school.

Kahn stated that she is 100% on board with the idea of a rink at Surfside Park, but that it was discussed in the past and the previous City Manager said no.

Velsor said that it is just an idea to reconsider to be able to have activity there year-round. He stated that he is looking forward to the Phase II of the Lost Lake Commons to be completed.

Reisdorf stated that it is something that she will talk with the public works department and City Manager about.

Pugh asked Velsor what he thought about the recent improvements to Surfside Park.

Velsor informed that he loved the new improvements. He said that he was sad about some of the discussion that took place regarding the playground, but that it makes him smile when he drives by it. He told the commission to keep up the good work.

7. **2025 Goals and Priorities DRAFT Summary**

Reisdorf informed that she took the listed goals and priorities stated from the previous meeting and put them in a list format. She stated that the goal of the meeting was to review the list and make and changes.

Mills mentioned item 4a. Low cost ideas for underdeveloped parks including nature play areas that include rocks, stumps, etc. He asked if these types of installations would need to be certified. The commission talked about regional nature reserves that offered nature play areas for kids and asked staff to look into how these organizations were able to do these types of features.

Pieper recommended installing something like a short balance beam to walk on. He asked if a category called “Natural Areas” could be added as 4.d.

Mills talked about having an event planner who can coordinate city events and food trucks. Pugh informed that the city would have to declare a public event in order to invite a food truck to a park.

Kahn asked to add to the new website information about which parks are ADA accessible. She stated that she was worried about the plan to get all ADA accessible needs addressed within five years. She stated that the city currently makes significant accessibility updates every time a park playground is replaced.

Blievernicht stated that she is ok having these improvements scheduled for 10-15 years. She said she just wants to see that this is made a priority and that it is being done right and now fast.

Reisdorf informed that the city recently completed a Long-Term Capital Improvement Plan that ties into the recently approved Long-Term Financial Plan. She said that she could create something similar for lower cost items as the projects listed within the plan are higher cost items.

Kahn recommended that each commissioner pick a priority each to be accountable for and keep moving forward with that one for the year.

Reisdorf stated that one question that the commission should talk through a bit more is what the word accessibility means to each of them as it can mean different things to different people.

The commission asked if they could have a summary of what the public works department plans for each year as far as park maintenance. It was discussed how it may be helpful to understand the department’s annual goals.

Reisdorf informed that the public works department has a set maintenance budget. She stated that she could talk with the Public Works Director and Finance Director as to what those funds focus on. She informed that she could talk with them as well about if it is feasible to put a small amount of funds aside each year for minor projects that the commission can recommend.

Pugh talked about the recent park dedication fund revenue received from the new Lake Minnetonka Flats development. She also said that the Liquor Store puts aside funds each year from its sales for park projects.

The commission talked a little bit about the planning for Phase II of the Lost Lake Commons. Pugh stated that the City Council liked the portable fire pits that were used for the Christmas event at the park. She recommended that the residents of the Lost Lake Villas and the Artesa Coop be included in the discussion on whether wood or gas would be preferred.

The commission talked about maintenance of gas and the cleanup and staff time needed for wood burning. Kahn recommended asking what other cities have done and the pros and cons. She said that it would be important to ask the public works department as well.

Mills said that he preferred wood because of the environmental concerns connected with using gas.

Pugh mentioned that there needs to be more communication with the City Council as it doesn't always seem that they understand what the commission does all the time and the knowledge that the commissioners have on the park system.

Pieper agreed that more could be done to communicate with the City Council, including a regular update to them.

#### 8. **Parks and Open Spaces Program – Review**

Reisdorf stated that she has been working on the city's new website the past several months. She said that with the update, she has been reviewing the Adopt a Green Space Program documents. Reisdorf explained that the commission has wanted to review and clean up some of the documents since some of them are outdated.

Reisdorf said that she updated the application document and the list of available adoption sites for the commission to review and provide comment on. Reisdorf showed them a preview of how the program would be displayed on the new website (that was not live to the public yet). She showed how the spaces would be listed as adopted and/or not adopted.

Pieper asked if the city would be able to assign actual addresses to each park, since only the big parks have addresses. He said it would be easier for people to find the parks that way.

Reisdorf said she would look into it.

Pieper recommended that more pictures be added of parks and open spaces to the website.

Mills talked about how the program need to be revamped and better advertised.

Reisdorf agreed.

Kahn explained that the program has existed for a long time. She said that the POSC provides information on the program at the Farmers Market during the summer. She said it is an opportunity for the commissioners to highlight the parks. She recommended that there be more communications with the adopters and that an annual event be held to recognize their efforts and the sense of community.

Mills said it would be great for adopters to take pictures and send to staff to then be able to share their accomplishments.

#### 9. **Reports**

**Staff Reports:** Reisdorf provided project updates to the POSC including that the project planning for Lost Lake Commons Phase II and Chester Park would be at the April 10, 2025 meeting. She informed that the POSC would likely have a joint meeting with the City Council in April.

Pieper requested the POSC list of priorities be provided, as well as those of the City Council. He said it would be a great opportunity to review where they both align.

Pugh stated that Mound is a very livable community and has never sought recognition for what it can be. She said it is age friendly and very livable. She explained that more needs to be done with regards to economic development, but that that is being worked on. Pugh said she appreciates the city as a small town and unique place.

**City Council Representative:** Pugh informed that there is an upcoming fundraiser happening for the Philips Island Town Hall renovation.

**Commission Comments:** There was discussion on the City Council's request to review the interviewing for vacant POSC seats. Concerns were presented on not having any of the POSC involved in the process anymore and recommended that there be representatives of the POSC involved.

Pieper referenced a letter that he drafted that was included within the packet. He informed that he thought it would be good to send a letter to the schools informing them of opportunities to utilize the city parks and open spaces for educational purposes. He asked for feedback.

Mills said that it was a good idea to send the letter. He made some minor recommended changes. Pieper said he would make the changes and bring back to the next meeting.

Pieper provided an update on a grant that he recently submitted. He said that the grant process is behind schedule, but that he recently was asked to provide additional information about the project. He talked about other upcoming potential grant opportunities.

**10. Next Meeting: April 10, 2025**

Tentative Discussion Items:

Chester Park

Lost Lake Commons – Phase II

Parks and Open Spaces: List of Protected Spaces

(Add) Park Visit Discussion with Public Works

(Add) Discussion on Top Commission Priorities and Individual Priorities

(Add) Letter to Adopt a Green Space Participants

**11. Adjourn**

**Mills moved to adjourn the meeting at 8:19 PM. Pieper seconded. Motion carried 5-0.**

**TO: Parks and Open Spaces Commission**  
**FROM: Maggie Reisdorf, Deputy City Manager**  
**DATE: April 10, 2025**  
**SUBJECT: Chester Park**

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**General information:**

In 2025, the City of Mound has scheduled on its Capital Improvement Plan the replacement of the playground at Chester Park. In addition to the playground, improvement will include those related to accessibility including redesigning the sidewalk path to park and playground, replacing the sand with wood fiber, and more.

Property owners located near Chester Park were invited to a kickoff event for the park improvements at the end of 2024. Those that attended the POSC kickoff meeting and provided contact information have been informed of this meeting as a way to seek feedback on the project.

A presentation will performed by staff at the meeting and will include visuals of proposed improvements, and cost information.

The POSC and property owners will be asked to provide comment and feedback on the proposal.

**ATTACHMENTS:**

None.



April 3, 2025

Parks and Open Spaces Commission  
City of Mound  
2415 Wilshire Boulevard  
Mound, MN 55364

RE: Design and Collaboration  
Lost Lake Commons Phase 2  
City Project No. PW-25-10

Concept plans have been prepared to review specific design elements for Phase 2 of the Lost Lake Commons improvements. In the following presentation, you will see the specific design elements, questions and potential costs associated with the options. We are looking for discussion and feedback on direction of these elements. Certain items may be beneficial for community surveys and we will look to confirm those opportunities as well.

Phase 2 elements consist of:

- Installation of lighting elements around the perimeter of the park
- Finalizing the landscaping, generally around the perimeter of the park
- Art installations
- Concrete paving of the Plaza on the north end and concrete/pavers for the seating on the south side
- Seating and fire pit in the plaza area

Design considerations for input:

- Fire pit aesthetics and function
- Seating area changes
  - Will not be reusing the memorial pavers
- Seating
- Art and hammock walk landscaping
- Art installation options
- Monument, wayfinding and interpretive signage aesthetics and locations
- Community engagement and survey ideas

The preliminary budget for total project cost for this phase is \$850,000 and is accounted for in the long-term financial plan. This will be funded with a portion of the bonding for parks, streets and sidewalks.

Bidding is scheduled for early summer and construction to occur in the late-summer/fall.

We request that the POSC provide any additional design direction to the park layout so that final design plans can be completed and Phase 2 plans put out for bid.

Members of the project team will be available at the upcoming parks commission meeting to review the park design elements and answer any other questions.

Sincerely,

**Bolton & Menk, Inc.**

A handwritten signature in black ink that reads "Matt Bauman". The signature is written in a cursive, flowing style.

**Matthew S. Bauman, P.E.**  
City Engineer



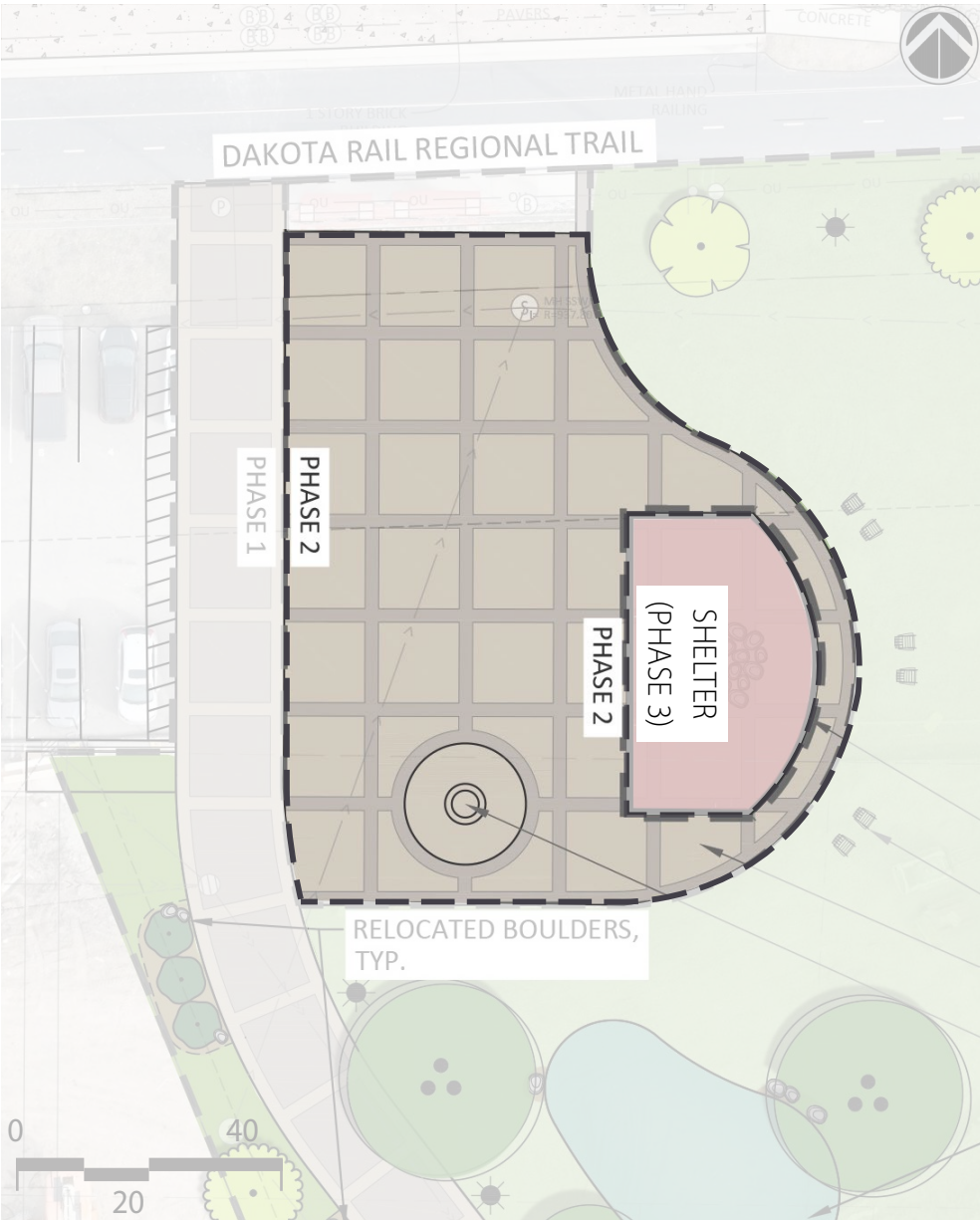








1. PLAZA



MASTER PLAN ENLARGEMENT



PROMENADE



LOUNGE SEATING



EXISTING BOLLARDS ALONG SHORELINE

PHASE 2 PLAZA ELEMENTS:

1. SITE GRADING= \$5K - \$10K
2. PLAZA PAVEMENT= \$85K - \$180K
3. FIRE RING W/ SEATING= \$60K - \$100K
4. LANDSCAPING= \$20K - \$30K

DECISIONS:

FIRE PIT AESTHETIC TREATMENT?

- RIVER ROCK
- LIMESTONE
- CONCRETE

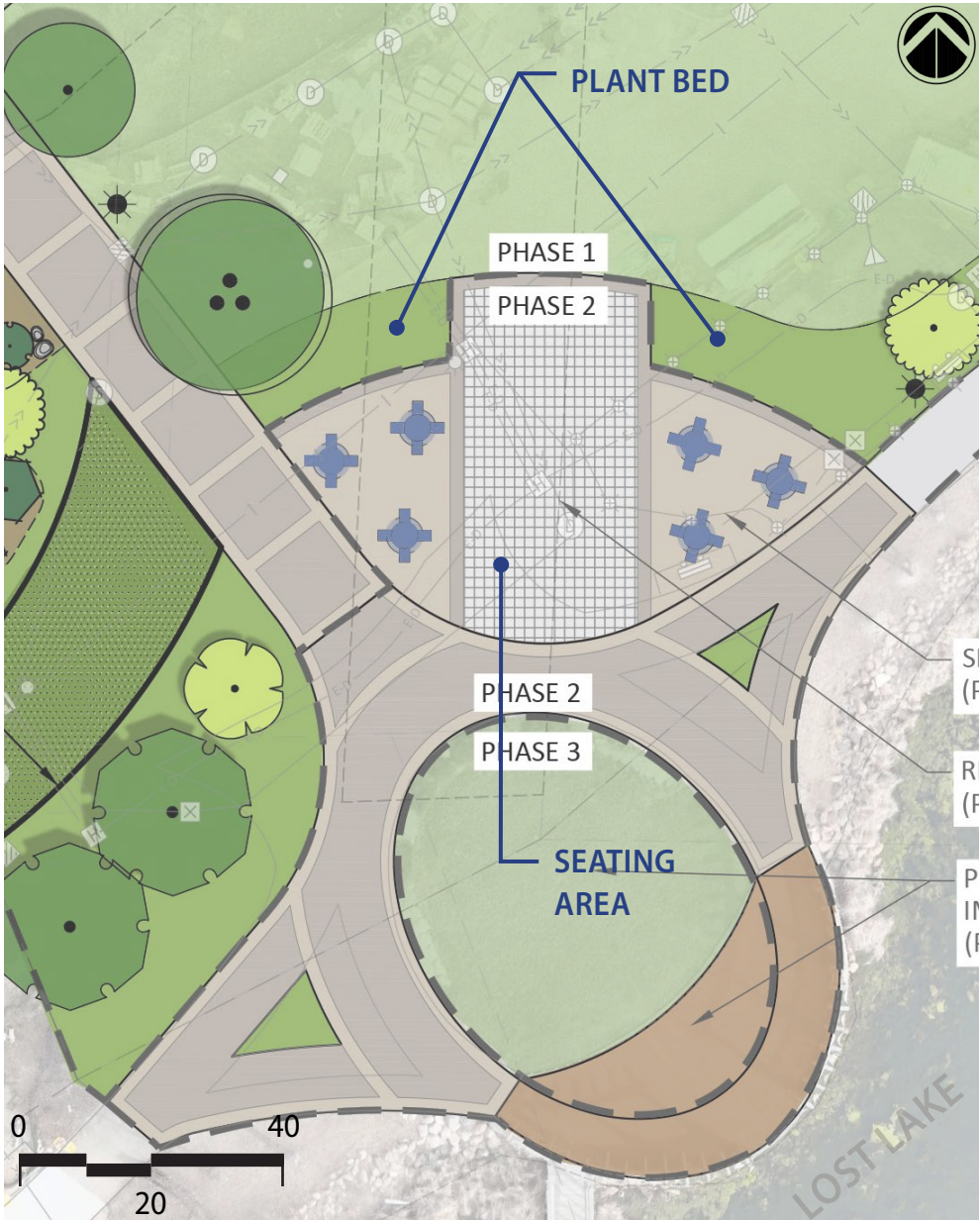
FIRE PIT CONTROLS?

- PUSH BUTTON ACTIVATOR W/ TIMER?
- EVENT USE ONLY?

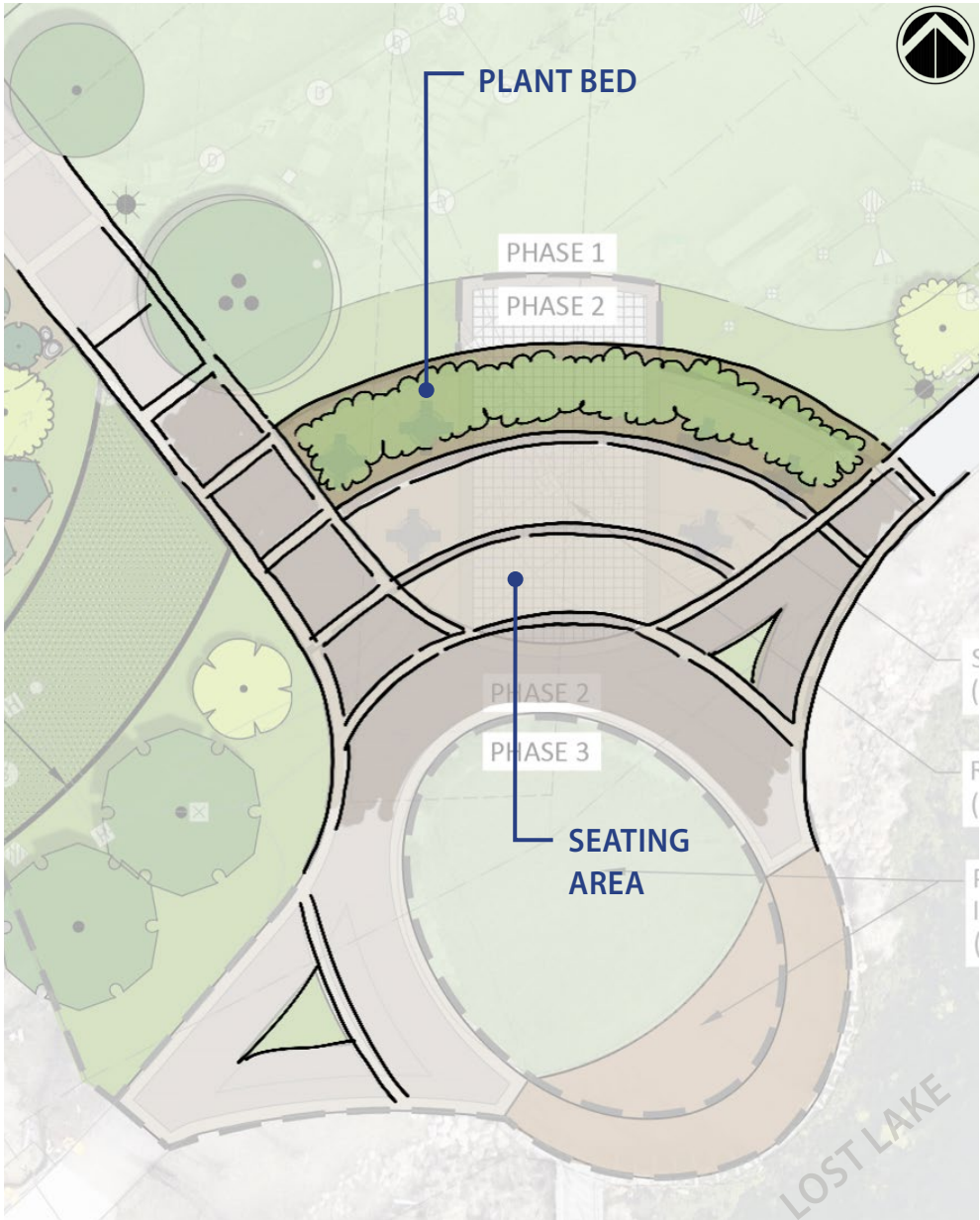
INCLUDE SEATING OR ADIRONDACK CHAIRS?



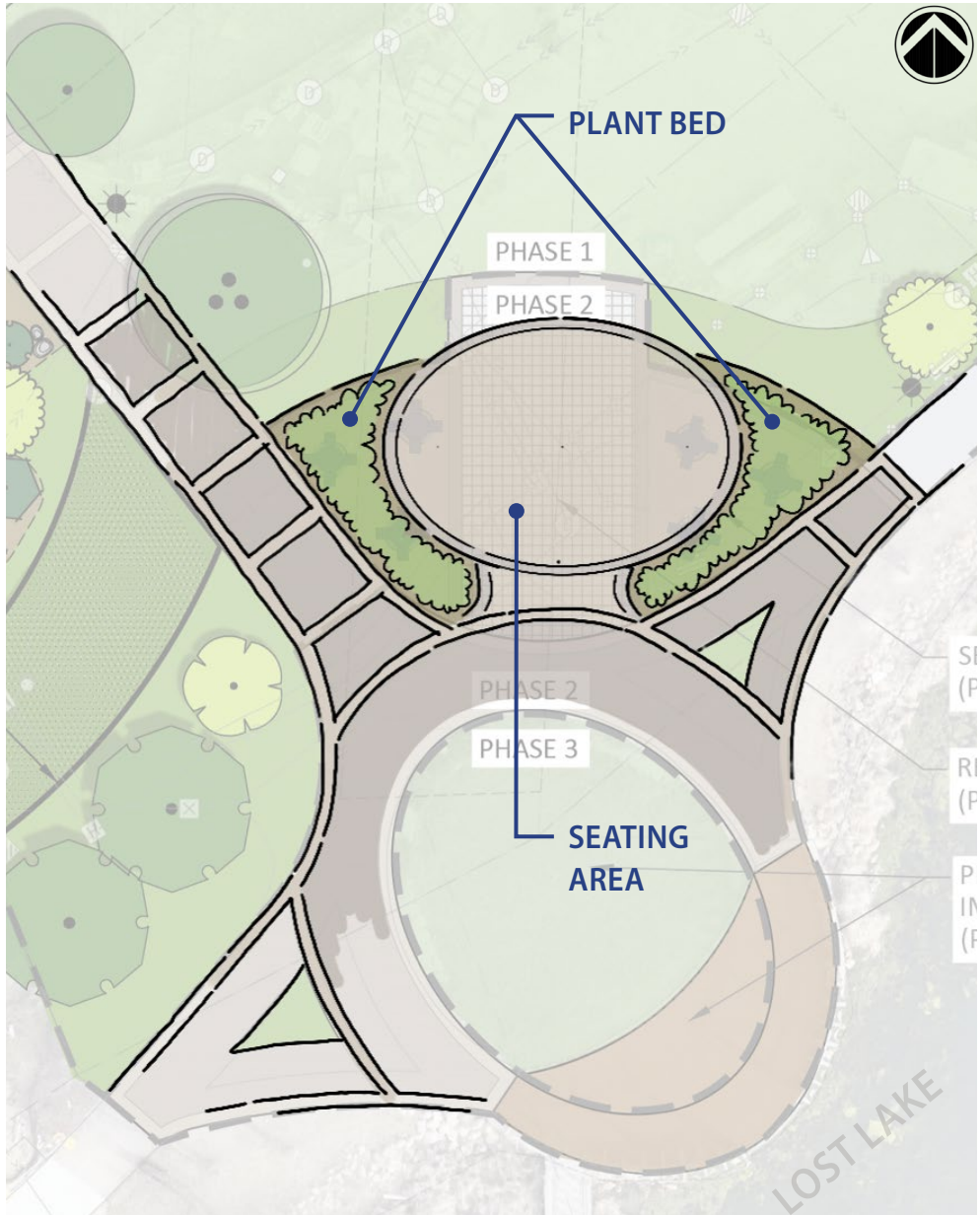
2. SEATING AREA



OPTION 1 (MASTER PLAN)



OPTION 2



OPTION 3

SEATING AREA ELEMENTS:

- 1. PLAZA PAVEMENT= \$30K - \$60K
- 2. SITE FURNISHINGS= \$20K - \$40K
- 3. LANDSCAPING= \$10K - \$20K

NOTES:

- MEMORIAL PAVERS WILL NOT BE SALVAGED AND REINSTALLED DUE TO POOR CONDITION AND LACK OF RECORDS TO REPLACE.
- ALTERNATE WAY TO HONOR MEMORIAL PAVERS?
  - SEATING PLAZA PROPOSED TO BE DECORATIVE CONCRETE

DECISIONS:

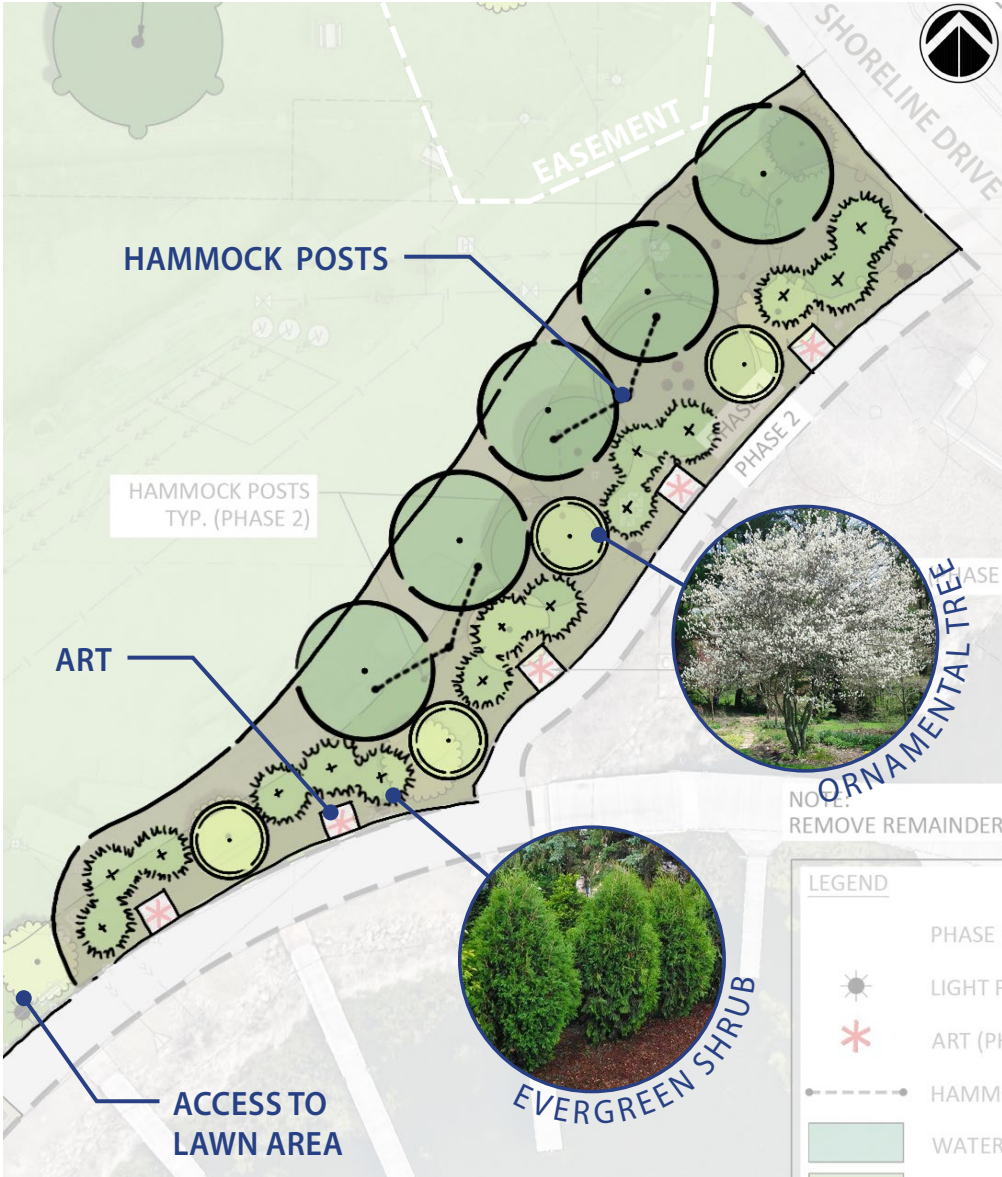
- OPTION PREFERENCE?  
MEMORIAL PAVER ALTERNATIVE?  
SEATING?



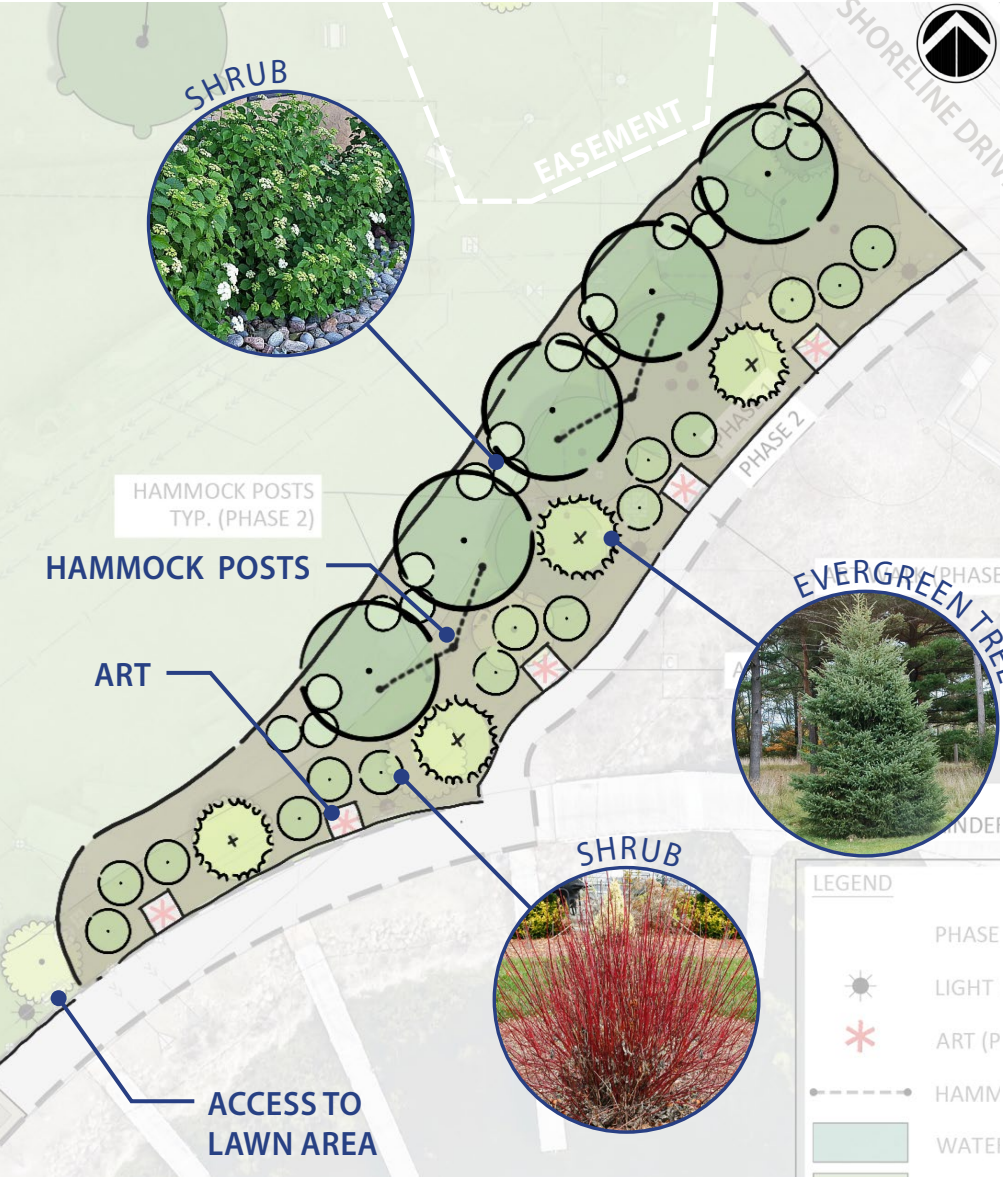
3. ART WALK



OPTION 1 (MASTER PLAN)



OPTION 2



OPTION 3

ART WALK & HAMMOCK GROVE ELEMENTS:

- 1. CONCRETE PAVEMENT= \$25K - \$50K
- 2. ART FOUNDATIONS= \$25K - \$50K
- 3. SEAT BLOCK BENCHES= \$12K - \$20K
- 4. HAMMOCK POSTS= \$18K - \$30K
- 5. LANDSCAPING= \$50K - \$70K

NOTES:

NO TREES CAN BE PLANTED WITHIN THE MET COUNCIL EASEMENT

**DECISIONS:**  
**OPTION PREFERENCE?**  
**INCLUDE SEAT BLOCKS?**



4. ART



MASTER PLAN ENLARGEMENT



CHANGEABLE CABINET



NOTES:

ART TO BE DETERMINED BY STAKEHOLDERS, PROJECT TO INCLUDE FOUNDATION OR CONCRETE PAD ONLY

POTENTIAL CHANGABLE CABINET FOR ROTATING STUDENT ART

- DECISIONS:**
- ART FOUNDATION STYLE?**
- FLUSH CONCRETE PAD OR
  - STONE BASE
- NUMBER OF ART FOUNDATIONS?**
- CHANGEABLE CABINET FOR STUDENT ART?**



5. MONUMENT SIGN



OPTION 1



OPTION 2



OPTION 3



- MONUMENT SIGNAGE ELEMENTS:
- 1. UPDATED PARK SIGN PANEL= \$5K - \$10K
  - 2. STONE VENEER= \$5K - \$10K
  - 3. LANDCAPING= \$2K - \$5K

NOTES:

MONUMENT SIGN LOCATION DOES NOT CHANGE.

ALL OPTIONS REUSE EXISTING SIGN BASE. ONLY NAME PANEL IS REPLACED.

**DECISIONS:**

**OPTION PREFERENCE?**



6. WAYFINDING SIGNAGE



LOCATION OPTIONS



OPTIONAL STONE BASE



CHANGEABLE CABINET



EXISTING WAYFINDING SIGN



EXISTING WAYFINDING SIGN DETAILS

WAYFINDING ELEMENTS:

WAYFINDING SIGNAGE= \$40K - \$60K

NOTES:

- EXISTING SIGNAGE COULD BE SALVAGED AND REUSED WITH UPDATES TO PARK NAME AND POTENTIAL UPDATES TO CITY MAP.
- ASSUME ANY PROPOSED WAYFINDING SIGNS WILL MATCH THE GENERAL LOOK OF THE EXISTING WAYFINDING SIGNS. PROPOSED SIGNS MAY INCLUDE STONE VENEER.

DECISIONS:

REUSE EXISTING SIGNS?

- UPDATE NAME
- UPDATE MAP?
- RELOCATE?

NEW SIGNS?

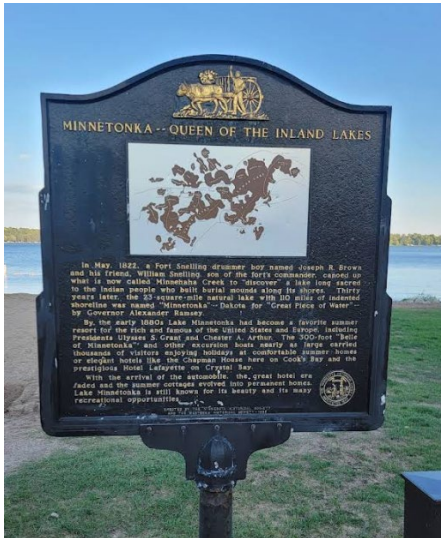
- CHANGEABLE CABINET?
- LOCATION?
- QUANTITY?
- STYLE?



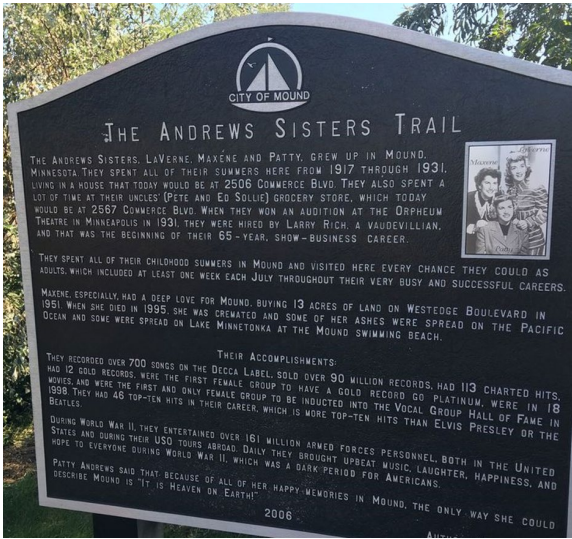
7. INTERPRETIVE SIGNAGE



LOCATION OPTIONS



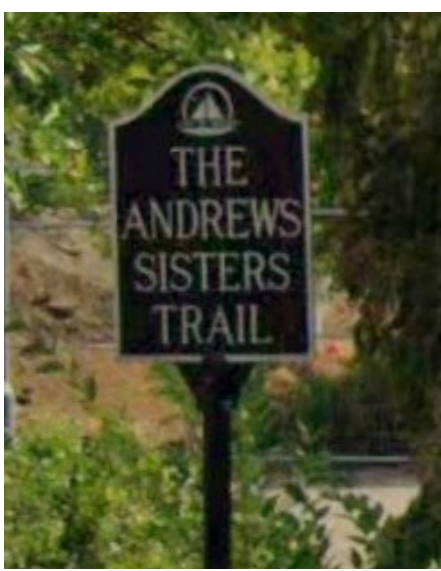
EXISTING SIGN AT SURFSIDE PARK



ANDREWS SISTERS TRAIL SIGN



EXISTING WAYFINDING SIGN



STYLE



INTERPRETIVE SIGNAGE ELEMENTS:  
METAL SIGNS & BASES= \$20K - \$40K

- DECISIONS:**
- |                  |                           |
|------------------|---------------------------|
| <b>QUANTITY?</b> | <b>WHAT TO INCLUDE?</b>   |
| <b>LOCATION?</b> | • ANDREWS SISTERS         |
| <b>STYLE?</b>    | • TONKA TOYS              |
|                  | • NATIVE AMERICAN HISTORY |



8. ELECTRICAL



LOCATION OPTIONS



EXISTING LIGHT



EXISTING BOLLARD



FLOOD LIGHT



POWER RECEPTACLE

- ELECTRICAL = \$100K - \$200K
- PEDESTRIAN LIGHTS
  - FLOOD LIGHTING
  - LIGHTED BOLLARDS
  - EVENT POWER
  - GFCI POWER PEDESTALS

**DECISIONS:**  
**BOLLARDS/ LIGHTED BOLLARDS?**  
**POWER RECEPTACLE LOCATIONS?**  
**EVENT POWER?**



**TO: Parks and Open Spaces Commission**  
**FROM: Maggie Reisdorf, Deputy City Manager**  
**DATE: April 10, 2025**  
**SUBJECT: Park Visit Discussion with Public Works**

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**General information:**

Historically and on an annual basis, the POSC has performed park visits to all of the parks throughout the city. The goal of these visits was for the Commissioners to visit the parks and report back any concerns or recommendations to staff.

At a recent meeting, the Commissioners expressed interest in rethinking this activity and having a discussion with staff on these visits. The goal with the discussion is to determine what is and isn't effective in the visit process and if there is a better way to provide overall feedback about parks and desired improvements.

**ATTACHMENTS:**

None.

**TO: Parks and Open Spaces Commission**  
**FROM: Maggie Reisdorf, Deputy City Manager**  
**DATE: April 10, 2025**  
**SUBJECT: Top Commission/Top Individual Annual Priorities**

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**General information:**

At several POSC meetings in 2025, the Commission has reviewed and proposed goals and priorities for the year.

At the March POSC meeting, the Commission reviewed a draft version and made edits.

At the March meeting, the Commission requested that this be brought back for discussion to determine which items would be a priority of the POSC for the year and for each commissioner individually.

**ATTACHMENTS:**

2025 POSC List of Goals and Priorities.

## **2025 Goals and Priorities**

1. Continue to refine the Adopt an Open Space Program.
  - a. Year-long agreements. Resigned each year.
  - b. Send monthly informational emails to adopters to provide ideas and let them know the city appreciates what they are doing.
  - c. Yearly social event.
  - d. With new website, list which parks and open spaces are adopted and which are not.
2. Parks Passport.
  - a. Check list document that promotes visiting different parks in the city.
  - b. After completing the check list, can turn in at City Hall for a small prize.
3. Annual visits.
  - a. More staff collaboration and follow up.
  - b. Adequately fund ideas.
4. Low cost ideas for undeveloped parks.
  - a. Nature play areas (rocks, stumps, logs, water feature).
  - b. Pump track for kids (Ex: Doone Park).
  - c. Mandala.
  - d. Nature Features.
5. Staff evaluate parks to determine accessibility needs and schedule a plan to fund these improvements within the next five years.
  - a. Add to website which parks are ADA accessible.
6. Open communication with the City Council.
  - a. Summaries of meetings.
  - b. Summary of yearly priorities.
  - c. POSC representative at City Council meetings.
7. Pursue grants.
8. Understand and create a list of park inventory.
  - a. Prioritize and schedule improvements.
9. Seek more feedback from residents and park visitors.
10. Determine if there are parks that could benefit from low cost solutions for water drainage improvements. Native plants and other mitigation measures.

11. Initiate more community awareness and collaboration.
  - a. Community Education.
  - b. Boy Scouts.
  - c. Garden Clubs.
12. Provide unified feedback to City Engineer for Lost Lake Commons that maximizes community usage (accessibility measures, preservation of resources).
13. Have a staff event planner for recreation programs.
14. Food Trucks.
15. Small splash pad at Lost Lake Commons.

**TO: Parks and Open Spaces Commission**  
**FROM: Maggie Reisdorf, Deputy City Manager**  
**DATE: April 10, 2025**  
**SUBJECT: General Updates**

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**New Website:**

Staff is finalizing the new website and the hope is to go live within the next month. This update will present and promote Parks and Open Spaces information better.

**ATTACHMENTS:**

Informational Only.

# City of Mound – Parks and Open Spaces Commission

## Westonka School District – Email/Letter Draft

*Email Subject Line: Mound's parks are your classroom resource*

Dear Westonka Public School staff,

The Mound Parks and Open Spaces (POSC) invites you to use Mound's parks as part of your programming and curriculum for students. We seek to elevate access to our parks and would love to accommodate future classroom activities.

### **Interested in hosting your class activity at our shared parks? Let us know!**

The POSC can help coordinate and facilitate usage of our community resources. These parks are the property of Mound residents and thus open to the public. Please email us with any questions, ideas, or proposals, and we will assist in any way possible. {INSERT POSC/CITY OF MOUND EMAIL}

### **What we can do for you:**

- Help direct you to parks that may best fit your needs or requirements.
- Assist with questions regarding availability.
- Coordinate with city crew to facilitate your activity's schedule.
- Document your activity to show how the community engages with our parks. This could inform future improvements or maintenance.

### **Mound's parks offer numerous educational opportunities:**

1. **Lake Access:** 17 parks providing lake access, perfect for outdoor recreation, exploration and scientific studies. Lessons, such as the [National Park Service's "Water Quality Lesson,"](#) could take place in one of our many lake-adjacent parks.
2. **Natural Habitat:** Seven parks feature natural areas, with recent native plantings recently completed/underway in Belmont Park and Edgewater Park. Natural areas allow for scientific observation and would facilitate classroom-based biology. For example, check out this [classroom activity series on native plants from the Bureau of Land Management](#). Another fun activity could involve having students observe and document the endangered Rusty Patched Bumblebee using a system like [iNaturalist](#).
3. **Open space:** 16 parks with open space for large class or group settings on mowed and maintained lawn.
4. **Playgrounds:** 15 parks with playgrounds and spaces for young children.
5. **Sports:** Seven parks allowing for tennis/pickleball, baseball, and basketball.

Check out a full listing of parks and locations with a chart describing amenities at: <https://www.cityofmound.com/parks>. We look forward to hearing from you!

Sincerely,

*Mound Parks and Open Spaces Commission*

*{Insert Signatures from POSC Members Here}*