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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, March 13, 2025

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1. Call to Order	
2. Roll Call	
3. Approval of Agenda	
4. Oaths of Office Commissioner Kim Blievernicht Commissioner Tyler Pieper	
5. Approve minutes from the 2-13-2025 Meeting	1
6. Comments and Suggestions from Citizens Present (No more than 3 minutes allowed per speaker)	
7. 2025 Goals and Priorities DRAFT Summary	5
8. Parks and Open Spaces Program - Review	7
9. Reports: Staff Updates	12
City Council Representative	
Commissioner Comments	13
POSC Commissioner Pieper: Letter to Community Education/Westonka School District.	
10. Next Meeting: April 10, 2025 Tentative Discussion Items: Chester Park Lost Lake Commons – Phase II Parks and Open Spaces: List of protected spaces.	
11. Adjourn	

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

The Mound Parks and Open Spaces Commission met on Thursday, February 13, 2025, at 6:35 pm in the Council Chambers at the Centennial Building.

Present: Chair Joanna Kahn, and Commissioner Tyler Pieper and City Council Representative Sherrie Pugh.
Absent: Commissioners Travis Mills & Kim Blievernicht,
Others Present: Deputy City Manager, Maggie Reisdorf.
Public Present: None.

1. **Call to Order**

The meeting was called to order at 6:35 pm.

2. **Roll Call**

Present: Commissioners Kahn and Pieper, and City Council Representative Pugh.

Absent: Commissioners Mills and Blievernicht,

3. **Approval of Agenda**

Reisdorf recommended that the Oaths of Office be moved to the next meeting as Blievernicht was absent for the meeting and because she accidentally left the Oaths of Office documents back at City Hall. Reisdorf apologized for the error.

Motion by Pugh to approve the agenda as amended by moving the Oaths of Office to the March meeting, second by Kahn; Motion carried 3-0.

4. **Oaths of Office (TABLED)**

Commissioner Kim Blievernicht

Commissioner Tyler Pieper

5. **Approve Minutes from 1-9-2025 Meeting**

Motion by Pugh to approve the 1-9-2025 meeting minutes, second by Kahn. Motion carried 3-0.

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

NA.

7. **2025 POSC Projects and Goals Discussion**

Reisdorf introduced this item to the POSC. She stated that the purpose of this discussion is to set project and goal priorities for the year.

Pugh informed that the City Council has proposed having a joint meeting in April with the City Council and POSC to discuss these priorities. She explained that some City Council members are interested in selling park land that is underutilized to adjacent property owners. Pugh stated that the POSC has to emphasize the value of the parks and its vision for the parks system. Pugh said she is not in favor of selling park land. Pugh mentioned that there are some City Council members that are interested in moving the current playground at Surfside Park to Lost Lake Commons.

Kahn asked what the concerns were about the current playground location at Surfside Park. She stated that it was installed in 2024.

Pugh informed that there are concerns about the structure blocking the view of the lake. Pugh said that 75% of Mound residents don't have direct access to the lake via lakeshore and that the park is a valuable space for people to gain access to the lake and swim. She said that Surfside Park has many great amenities and a great view of the lake.

Pieper expressed concern about spending money to move a park that was just installed in 2024. He asked if there is citizen support for this.

Pugh informed that it is about a \$500,000 park that was mostly paid for through fundraising efforts. She referenced a contract between the Eli Hart Foundation and the City of Mound for its installation. She talked about how the city spent money on grading and concrete.

Kahn stated that the installation of the park was approved by a majority of the City Council.

Pieper wondered if the POSC should solicit public comment on the idea.

Kahn stated that the Surfside Park Playground had been discussed for several years before it was installed. She informed that there was a decision not to put it at Lost Lake Commons in the past. She said that many people enjoy the location as it is currently.

Pugh recommended that the city reach out to the residents who live in the Artessa Villas as they should be involved in decision making for what goes into Lost Lake Commons.

Reisdorf mentioned that this topic was recently brought up at a City Council Workshop meeting and that at the meeting, it was decided that it wouldn't be an agenda item for discussion at this time. She said that she would keep the POSC updated on if that changes.

Kahn provided a review of her 2025 POSC goals and priorities:

1. Continue to refine the Adopt-A-Park program.

She recommended that the adoptions are managed through year-long agreements, instead of open ended agreements. She said that by doing it this way, the city would be able to better grasp the ongoing commitment of adopters.

She recommended that monthly emails be sent out to adopters with various communications on the program and that the city appreciates what they are doing.

She recommended doing a yearly social event with all of the adopters to show the city's appreciation.

2. Parks bucket list for families.

Kahn provided a "parks passport" document from the City of Victoria that lists various parks in their community for people to visit and subsequently check out. She explained that it is a low cost idea to distribute and get people to visit different parks. Kahn explained that when each park is visited and checked off, the participant comes to City Hall to drop off their passport to receive a prize.

3. Consider creating a new timeline for POSC park visits & follow up with Public Works.

Kahn expressed concern about the POSC park visits and the time spent gathering feedback for city staff. She informed that even though feedback is provided, the POSC rarely hears back on what improvements/fixes are made based on the feedback.

4. As website is redeveloped, list parks that are adopted and parks that still need an adopter.

5. Lower-cost ideas for current undeveloped parks

a. Nature play areas (rocks, stumps, logs, water feature)

b. Pump track for kids (Doone Park)

c. Mandala (walking labyrinth made with stones)

Reisdorf provided a summary of Commissioner Blievernicht's priorities that were mentioned at the January POSC meeting:

1. To adequately fund and staff resources to support annual evaluations of the parks and open spaces recommendation that are provided by the Commission. There was concerns about lack of staff follow up on recommendations.

2. That city staff perform an evaluation on all the parks and open spaces to determine accessibility needs. To prioritize, create, and fund a long-range written plan to ensure accessibility improvements are being done over the next five years.

Pieper provided a review of his 2025 goals and priorities:

1. Help organize individual commissioner goals into larger themes or priorities, to help determine where we could possibly put our efforts.
2. Create and maintain open communication with the City Council through:
 - a. Summaries (1 page or less) of Meetings.
 - b. Summary of priorities for the year.
 - c. Representation of POSC members at City Council meetings.
 - d. Understanding goals, associated park budget (if any) of City Council.
3. Investigate and pursue grant opportunities for existing parks and amenities.
4. Create ranked and sorted inventory of parks and open spaces in Mound.
 - a. Rank by agreed-upon set of standards/specifications.
 - b. Designate which areas could benefit from improvements.
5. Seek feedback from residents and park visitors and investigate low-cost initiatives to improve spaces.
6. Determine what parks have impact for water improvement due to proximity to lakefront drainage. Proposed low cost solutions like native plants and other mitigation measures.
 - a. Could Parks Department inform us of any knowledge of frequently flooded areas, drainage concerns, etc.?
7. Investigate and initiate more community awareness and collaboration. Ideas include:
 - a. Coordinating parks usage with Community Education, Boy Scouts, Garden Clubs, etc.
8. Provide feedback as a unified commission for Bolton & Menk for Lost Lake Commons. Design that maximizes community usage (including handicap access, preservation of resources, and long-term viability of the location (including water runoff).
9. Incorporate successful practices from other cities or communities, such as a food map, bucket list, and others.

Kahn provided a review of Commissioner Mills' 2025 goals and priorities (provided to her before the meeting):

1. Have a staff event planner.
2. Food Trucks
3. Small Splash Pad at Lost Lake Commons.
4. An inventory of Parks/Equipment.

Kahn asked if the city currently has recreational programs.

Reisdorf stated that at this time, the city does not do recreational programs and relies on the school district's community education programs for many of these programs and activities.

There was discussion about the City Council trying to use volunteers to head up recreational activities. The POSC talked about have POSC sponsored events.

8. **Reports**

Staff Reports: Reisdorf provided project updates to the POSC including that the project planning for Lost Lake Commons Phase II would start in early 2025. She informed that the City Engineer would likely be at the March or April meeting to discuss Phase II in more detail and to ask for feedback and ideas. Reisdorf said that the Chester Park planning and discussion would likely occur at the March POSC meeting. Reisdorf provided information to the POSC with regards to questions asked at the January meeting. This included information regarding the reuse of trees and boulders for the Lost Lake Commons Project. It also included confirmation that the Lake

Minnetonka Flats Development paid a park dedication fee of \$22,400. There was also an update on a donated tree that was planted at Belmont Park.

City Council Representative: Pugh mentioned the Minnetonka Flats Development project was moving forward. She stated that the City Council continues to work on the manganese issue in the water and the hope to build a Water Treatment Plant.

Commission Comments: None.

11. Next Meeting: March 13, 2025

12. Adjourn

Pugh moved to adjourn the meeting at 8:17 PM. Pieper seconded. Motion carried 3-0.

2025 Goals and Priorities - DRAFT

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.
5. Staff evaluate parks to determine accessibility needs and schedule a plan to fund these improvements within the next five years.
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: March 13, 2025
SUBJECT: Adopt a Green Space Program - Review

General information:

The City of Mound, through the POSC, has an Adopt a Green Space Program where volunteers can adopt a park and/or open space within the city to do things like annual clean ups, plant flowers, and/or report any graffiti, damaged park items, and provide overall feedback.

For 2025, the POSC continues to make this program a priority and has the following goals for this year:

- 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.

New Website:

With the new website going live soon, staff has revamped how this program is presented and how the information is displayed. Staff is asking for feedback on this.

Parks and Open Spaces List:

Staff is also reviewing the current list of locations that are available for adoption and is asking the POSC for comments on the changes.

ATTACHMENTS:

2025 Adopt a Green Space Application and Location Information.
Previous Program Location Information.



2025 ADOPT A GREEN SPACE APPLICATION

This application form must be completed to participate in the Adopt a Green Space Program.

Please return application by mail, fax or email at:

City of Mound
2415 Wilshire Blvd
Mound, MN 55364,

Fax: 952-472-0620

Email: admin@cityofmound.com.

Call 952-472-0603 for additional information.

CONTACT INFORMATION	
Name of Organization or Individual	_____
Primary Contact Name	_____
Address	_____
Phone No	_____ Email _____
Number of volunteers participating	_____
Secondary Contact Name	_____
Phone No	_____ Email _____

PARK/GREEN SPACE INFORMATION	
I would like to adopt the following location(s) _____ (locations listed on back)	
I would like to perform the following tasks:	
<input type="checkbox"/> plant and maintain flower boxes	<input type="checkbox"/> prune shrubs <input type="checkbox"/> weed <input type="checkbox"/> water
<input type="checkbox"/> pick-up litter	<input type="checkbox"/> spring clean-up <input type="checkbox"/> fall clean-up <input type="checkbox"/> other
Description of tasks _____ _____	
How often will you perform these tasks? <input type="checkbox"/> weekly <input type="checkbox"/> monthly <input type="checkbox"/> once <input type="checkbox"/> other	
Start/End Dates* _____	

*Agreements are renewed annually

I/We agree to carry out my tasks in a reasonable and safe manner. I/We acknowledge that, as an individual or sponsor of a group, I/we are volunteer(s) and are not considered to be employees of the City of Mound.

I/we further indemnify and hold harmless the City of Mound, its officers, employees or any of its agencies from all liability and claims for death, injury or property damage arising out of the performance of said work.

Signature

Date

Adopt-A-Green Space Locations: Parks, Beaches & Shores

Parks

Alwin Park	Doone Park	Sorbo Park
Avalon Park	Dundee Park	Surfside Park
Avon Park	Edgewater Park	Swenson Park
Belmont Park	Highland End Park	Three Points Park
Bluffs Park	Highland Park	Tyrone Park
Carlson Park	Lost Lake Park	Veterans Park
Centerview Park	Lost Lake Commons	Veterans Plaza
Chester Park	Philbrook Park	Weiland Park
Crescent Park	Seton Park	Wolner Little League
	Scherven Park	Zero Gravity Skate Park

Parks – Shores

Beachside Shore
Highland End Shore
Lagoon Shore
Lakeside Shore
Ridgewood Shore

Beaches

Bluffs Beach
Canary Beach
Centerview Beach
Scherven Beach
Wychwood Beach

Adopt-A-Green Space Locations: Park Planter Boxes

Flower Boxes – Large (4 Feet x 8 Feet)

Carlson Park
Highland Park
Philbrook Park
Seton Park
Scherven Park
Swenson Park
Three Points Park

Other

Surfside Park (Depot)

Flower Boxes – Small (4 Feet x 4 Feet)

Avalon Park
Bluff Beach Park
Crescent Park
Doone Park
Dundee Park
Lost Lake Park
Sorbo Park
Tyrone Park
Veterans Park
Weiland Park

ADOPT A GREEN SPACE LOCATIONS

(line through the location denotes it is not available or already taken)

FLOWER BOXES/AREA

Downtown Area

~~3's Company Hair (2x2 box)~~
~~City of Mound Sign-110 South~~
~~CR 44 off Halstead (2x2 box)~~
~~Green T Accounting (2x2 box)~~
~~Indian Knoll Manor (2- 3' round)~~

~~New Morning Church (2x2 box)~~
~~Press Perfect (2x2 box)~~
~~Tree Area by 2321 Commerce Boulevard~~
~~V&S Jewelry (3x3 box)~~
~~Welcome to Mound - Co Rd 15 (east) (3x3)~~

Park Flower Boxes

Avalon Park (3x5 box)
☒ Bluff Beach (4x4 box)
☒ Carlson Park (4x8 box)
Crescent Park (4x4 box)
☒ Doone Park (4x8 box)
☒ Dundee Park (4x4 box)

☒ Highland Park (4x8 box)
☒ Lost Lake ~~Park~~ (4x4 box)
☒ Philbrook Park (4x8 box)
☒ Scherven Park (4x8 box)
☒ Seton Park (4x8 box)
☒ Sorbo Park (4x8 box)

Surfside Park (Depot)
☒ Tyrone Park (4x8 box)
☒ Veteran's Park (4x5 box)
☒ Weiland Park (4x8 box)
~~Back~~

Other Area Flower Boxes

~~CR 15 West (3x3 box)~~
~~Tuxedo Welcome Sign (nb)~~

~~Welcome Sign 110 West (4x4 box)~~
~~Welcome Sign Commerce North (3x3 box)~~

BEACHES

Bluffs Beach
Surfside Beach

Canary Beach
Wychwood Beach

Centerview Beach

PARKS *OK*

Alwin Park
Beachside Shore
Carlson Park
Doone Park
Highland End Park
Lagoon Shore
Ridgewood Shore
Sorbo Park
Three Points Park
Veteran's Park

Lost Lake Park
Avalon Park
Belmont Park
Chester Park
Dundee Park
Highland Park
Lost Lake ~~Park~~ *Commons*
Scherven Park
Surfside Park *End*
Twin Park (Highland Shore)
Veteran's Plaza

⊕ Centerview Park
Avon Park
Bluffs Park (open space)
Crescent Park
Edgewater Park (open)
Lakeside Shore
Philbrook Park
Seton Park
Swenson Park
Tyrone Park
Weiland Park

GREENWAY

Andrews Sisters' Trail from Cypress Lane to Commerce Boulevard

⊕ Zero Gravity Skate Park
⊕ Wolner Little League

STREETSCAPE

~~North and South Boulevards along Shoreline Drive from Belmont Lane to Commerce Blvd.
(No volunteer workers are allowed to be in center median).~~

TO: Parks and Open Spaces Commission
FROM: Maggie Reisdorf, Deputy City Manager
DATE: March 13, 2025
SUBJECT: General Updates & Other Information

General Updates:

Lost Lake Commons:

The POSC will start discussing Phase II of this project in early 2025. This is scheduled for the April 10, 2025 meeting.

Chester Park:

Staff continues to work with outside vendors to solicit information on park concepts. These concepts will be brought back to a POSC meeting for review and discussion.

ATTACHMENTS:

None.

City of Mound – Parks and Open Spaces Commission

Community Education/Westonka School District Email Draft

Subject: Mound's parks are your classroom resource

Dear member of {INSERT WESTONKA SCHOOL DISTRICT},

We would like to invite you to use Mound's parks as part of your programming and curriculum for students and residents. The City of Mound's Parks and Open Spaces Commission seeks to elevate access to our parks and wishes to formally extend an invitation to use them in future endeavors.

Interested in hosting your class, community program or activity at our shared parks?

We can help coordinate and facilitate usage of our community resources. Please email us with any questions, ideas, or proposals! [{INSERT POSC/CITY OF MOUND EMAIL}](#)

What we can do for you:

- Help direct you to locations 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 better understand how the community engages with our parks and how to best improve or maintain them to encourage increased engagement.

Mound's parks are full of amenities that lend themselves to activities and educational opportunities:

1. **Lake Access:** 17 parks providing lake access, perfect for outdoor recreation, exploration and scientific studies.
2. **Open space:** 16 parks with open space for large class or group settings on mowed and maintained lawn.
3. **Playgrounds:** 15 parks with playgrounds and spaces for young children.
4. **Natural Habitat:** Seven parks featuring natural areas, with recent native plantings recently completed in Belmont Park and Edgewater Park.
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