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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

7:00 P.M. Regular Meeting
City Council Chambers
5341 Maywood Road, Mound, MN
Thursday, November 14, 2024

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1. Call to Order by Chair, Mark Stehlik	
2. Roll Call	
3. Approval of Agenda	
4. Approve minutes from 10-10-24 Meeting	1
5. Comments and Suggestions from Citizens Present (No more than 3 minutes allowed per speaker)	
6. 2025 Park Projects and Goals	4
7. Parks and Open Space List – Review	6
8. Reports: Staff Updates City Council Representative Commissioner Comments	
9. Adjourn	

PARKS AND OPEN SPACE COMMISSION MEETING MINUTES
October 10, 2024

The Mound Parks and Open Spaces Commission met on Thursday, October 10, 2024, at 7:00pm in the Council Chambers at the Centennial Building.

Present: Vice-Chair Joanna Kahn, Commissioner Travis Mills and City Council Representative Sherrie Pugh.
Absent: Chair Mark Stehlik and Commissioner Kim Blievernicht
Others Present: Deputy City Manager, Maggie Reisdorf.
Public Present: None.

1. **Call to Order**

The meeting was called to order by Vice-Chair Kahn at 7:03pm.

2. **Roll Call**

Present: Vice Chair Kahn, Commissioner Mills, and City Council Representative Pugh.
Absent: Chair Stehlik and Commissioner Blievernicht.

3. **Approval of Agenda**

Pugh asked to add the following two items to the agenda:

1. Staffing/Internship recommendation for recreational events at Lost Lake Commons.
2. Age Friendly Grant application opportunity.

Motion by Mills to approve the agenda as amended, second by Pugh; Motion carried 3-0.

4. **Approve Minutes from 6-13-24 Meeting**

Motion by Pugh to approve the minutes, second by Mills. Motion carried 3-0.

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

NA.

6. **2024 Park Visits – Staff Update and Recap**

Reisdorf introduced this item to the Commission. She informed that within the packet were comments included as to what items were able to be completed by the Public Works Department over the summer months, related to comments received from the 2024 park visits. She stated that some items were taken care of, while other items were still pending.

Reisdorf informed that the summer was a very wet year which meant a lot of grass and weed maintenance with the seasonal staff. She stated too that the Public Works Department went through a restructure that caused a staffing vacancy within the Park's Department for a good part of the year.

Reisdorf stated however, that a new Park's Department Lead maintenance worker was hired and will be starting the following week, which will bring the Department back up to fully staffed status. She explained that with a fully staffed department, that there has been internal discussions already for 2025 as to priorities, including those for parks and open spaces.

She stated that there is a goal and emphasis being placed on being more proactive with regards to weed and grass maintenance, and keeping the parks visually appealing at all times. Reisdorf mentioned that the City Council recently passed a Long Term Financial Plan that included a schedule for replacing high cost capital park infrastructure, including playgrounds. She said that Chester Park is scheduled to be replaced in 2025.

Mills stated that the POSC should bring the neighboring Al and Alma's business into the discussion of updating Chester Park.

Kahn recommended that the POSC think more about how it visualizes its park spaces as there are a lot of small pocket parks that don't get used that have play structures.

Reisdorf agreed. She mentioned that at a staff level, staff thought it may be a good opportunity to go away from the traditional tower and slide play structure and do themed parks instead. She provided an example of a park having a variety of rope climbing structures, and another one having some other different theme.

Kahn recommended getting the community involved more with regards to how the parks could be designed to include and attract people of all ages. She recommended reaching out to WeCAN or to high school students. She thought focus groups could provide good information.

Mills said that he liked the parks theme idea.

Reisdorf explained that even small activities can be installed at parks including, for example, tether ball or a four square pad.

Pugh mentioned that in the past, the City was considering a disc golf course.

Reisdorf stated that with staffing at full capacity again, staff has talked about committing to applying for more grants as a way to forge partnerships and to try and get project completed sooner.

Pugh recommended that the POSC put together a work plan for 2025 as to how it can rethink its parks and how to better involve the community and those nearby the park spaces where improvements are proposed.

Kahn recommended meetings at the parks with residents.

Pugh agreed that the POSC members should meet with residents at the park and talk with them about what they would like to see.

Mills asked if a Public Works Parks employee could attend future meetings. Reisdorf said that would make sense to start doing that.

Pugh asked the POSC if it would make sense to send letters to the residents nearby Chester Park informing them that the park will be improved the summer of 2025 and that we would like to get their input and that meeting in the winter will occur to bring people together for a discussion. She added that Al and Almas should be included in the discussion as well as they have been a partner with that park for a long time.

Pugh made a motion to direct staff to write letters to property owners nearby Chester Park informing them of the upcoming improvements in 2025, a request for their input, and that a meeting will be scheduled during the winter months to discuss the improvements. Mills seconded. Motion passed 3-0.

7. Park Commission Vacant Seats - 2025

Reisdorf informed that there are two seat terms that are ending at the end of 2024. She said that the terms ending are Commissioners Blievernicht and Stehlik. Reisdorf stated the Blievernicht said she would extend her term. She said Stehlik has yet to confirm his interest in another term. Reisdorf said that Commissioner Kahn is running for City Council and that if elected, her seat could become vacant as well. She said that POSC could have up to two vacancies by the end of the year and therefore staff will be posting to fill those vacancies with the next month.

8. Project Updates:

Lost Lake Commons –

Reisdorf reported that Phase I is underway and that Phase II is projected to start in spring of 2025. She informed that the POSC will be discussing Phase II project details soon at one of their upcoming

meetings. Pugh recommended that the Farmers Market Coordinators be included in on project updates so that there isn't any impact to their operations.

Wayfinding Signs –

Reisdorf said that the wayfinding signs discussion will be part of the Lost Lake Commons Phase II planning. She said these are the signs that would be located along the Dakota Trail and guide people to City amenities. Pugh asked about working with the historical society about informational signs as well that would explain historical features throughout the City.

2024 Chester Park Project Planning –

Reisdorf mentioned again that Chester Park planning would start soon.

Skate Park Upgrades – Potential Grant Opportunity –

Reisdorf informed that staff has been working with the consulting planning company, HKGi, to assess the current skate park and determine park amenities that could be updated, added, or improved. She stated that the goal would be to identify these items and then determine if there are any grants that could be applied to, that could help fund the improvements.

Staffing/Internship recommendation for recreational events at Lost Lake Commons (Added) –

Pugh stated that the City should consider a part time internship position that would work as a recreational park events coordinator who schedules events at Lost Lake Commons Park. She said that it would be something good on a resume for someone in high school. She talked about previous discussion on the City turning the farmers' market parking lot into a skating rink. She mentioned that it should be a park that has activities year-round. She said there should be more planned family activities. Pugh informed that the Gillespie Center has recently committed to one event a month at the park that is age friendly focused.

Age Friendly Grant application opportunity (Added) -

Pugh stated that the statewide Age Friendly Grants are now available for application. She said that there are four categories including: community, health/vitality, income security and emergency preparedness. She asked the POSC to discuss grant opportunities to put in an application for. She mentioned current stress on the Fire Department for fall related calls and how there is an opportunity for a grant to cover visits to people's homes to help make their homes more livable and prevent falls. She talked about retrofitting the rest of the park benches with arms. She recommended the possibility of doing a grant for Chester Park. Kahn recommended submitting a grant that would resurface the Farmers Market parking lot. She said she understood that is currently planned to be done in the future, but that if a grant could push it up, that would be great.

Pugh moved to recommend to City Council submitting an application for the resurfacing of the Farmers Market Parking lot with the Age Friendly Grant opportunity. Kahn Seconded. Motion passed 3-0.

9. Reports

Reisdorf informed again that a new Parks Lead Maintenance employee was recently hired. Pugh mentioned that the City Council recently approved a development near Lost Lake called the Lake Minnetonka Flats and that it will be a nice addition to the area.

10. Adjourn

Mills moved to adjourn the meeting at 8:12 pm. Kahn seconded. Motion carried 3-0.

CURRENT PRIORTIES – TO BE COMPLETED

Operations Budget Priorities:

Trash Bin upgrades for more prominent locations with present barrel bins (Pocket Parks)
Ball Field Lime Amendments, 3-yr (Swenson, Philbrook, Tyrone, Three Points)
Play Ground Pad Mulch Amendments (2-yr)
Enhance plantings and ground cover at C.R. 15 entry

Park-Specific Capital Planning List:

Add grills and picnic areas, enhance 2 existing sites at Surfside Spring 2023
JayCees sunshade at Surfside (by others) Spring 2023
Surfside Launch underwater repairs 2023 Ice-out
Dutch Lake Fishing Pier partnership w/ School ~~Fall 2023~~ Summer 2024 parking + path Spring 2025
Replace wooden play structure at Surfside PPP Fall 2023
Dakota Trail Crossing Improvements ~~Fall 2023~~ /24 Fall
Harbor district improvements from planning study concepts 23/24/25
Heating Upgrades at Depot — No Grant planning within budget
Improve screening at Lift Station, add back-screen for port-a-let at Philbrook Park — Summer 2025
Picnic/bbq area at Philbrook
Sun Shade Structure at Philbrook Park
Repair/replace wooden play structure at Avon Park ~~Repaired by shops Spring 2020~~ Replace Summer 2027
Replace wooden play structure at Dundee Park ~~Repaired by shops Spring 2020~~ Replace Summer 2026
Replace wood perimeter edging at Dundee Play Structure — Summer 2026
Replace wood play structure at Chester Park — Summer 2025

New Community Amenities to Consider - locations TBD:

Municipal nurse bed for perineal starts
Accessibility site improvements, Highland Park
Accessibility site improvements, Philbrook Park
Accessible play equipment enhancements, Philbrook Park
Swing set accessibility bucket seat (various)
Arm rest retrofits on benches — A lot complete more to come.
Updates to direction and wayfinding signage — Coming with Lost Lake Com. project.

Key:	Current :	Comment:
1	Alwin Park	Re-establish ground cover along back hillside , spot turf issues
2	Avalon Park	Possible horticulture/lakeshore buffer site, relocated lift station (2020) Install canoe rack
3	Avon Park - Replace 2027	Wood play structure repaired by shop 2020 , B-ball re-surface (2021)
4	Beachside Shore	Made "shore" No change
5	Belmont Park	Add Natives/Pollinator demonstration
6	Bluffs Beach Park	Restore shoreline, make overlook only
7	Bluffs Park	Maintain as open space - no amenities
8	Canary Beach	Re-establish property lines for maintenance
9	Carlson Park	Open Space, Clean Water demonstration/buffer site - <i>on going</i> Walk-in launch/winter ice access, canoe rack
10	Centerview Beach	No change, Existing MCWD shoreline restoration, Canoe rack location
11	Chester Park - Replace 2025	Monitor wood play structure
12	Crescent Park	Leave natural, lakeside meadow site, monitor erosion on point
13	Doone Park	Open Space
14	Dundee Park - Replace 2026	Wood Play Structure, Repairs by Shop Spring 2020 (Monitor)
15	Dutch Lake Access (Grandview Bvd)	No Change, DNR Fishing Pier partnership w/ School - <i>Installed Summer 2024</i> <i>Path summer - 2025</i>
16	Dutch Lake Access (Dutch Lane)	No Change
17	Edgewater Park	Maintain as open space - no amenities, Natives/Pollinator demo
18	Highland End Park	Add lakeshore buffer , delineate winter uses, path for dock access
19	Highland Park	Evaluate accessible play enhancements - <i>New wood chips 2024</i>
20	Lagoon Shore	Made "shore" No change
21	Lakeside Shore	Made "shore" No change
22	Lost Lake Shore	"Docks Access", monitor ground conditions expand lakeside buffer
23	Philbrook Park	Westonka Soccer Club site pitches, picnic enhancements Evaluate accessible play enhancements, rebuild lift station
24	Ridgewood Shore	Made "shore" Canoe Rack location? - <i>Re-established walking path to docks and turf.</i>
25	Seton Park	No change (enhance accessibility from Northern)
26	Shevern Park	Add signage for open space across Island View Drive, beach repairs <i>New wood chips 2024</i>
27	Sorbo Park	No change, access into WSD Nature Preserve
28	Surfside Park	Master Plan, , JayCee donation, Parking Lot 2020, Depot pvmnts 2022, New lake information sign 2021 (BSA), Launch repairs, Replace wood play structure (PPP) Complete 2024
29	Swenson Park	Restoration following MCES job, Tennis Court, Pitches?
30	Three Points Park	Monitor Tennis Court Repair, address basketball court 2021
31	Highland End Shore	Made "shore", No change, Lift station rebuild in 2021
32	Tyrone Park	No changes,
33	Veterans' Park	No change
34	Veterans' Memorial	No Change
35	Weiland Park	No Change
36	Wychwood Beach Park	Monitor Ground Cover Conditions
37	Zero Gravity Skate Park/Wolner	Half pipe repair Spring 2020, Security Camera Upgrade in 2020

Tree planting - Some Complete but all will be done by Dec. 2024 - Per Grant
 Swenson - 10 Trees Lower Weiland 5 Trees complete Highland Park - 15 trees
 Philbrook - 10 Trees - complete Upper Weiland - 7 Trees complete



2024 ADOPT A GREEN SPACE APPLICATION

This application form must be completed for any potential Adopt A Green Space project. Return application to: Parks Division, City of Mound, 2415 Wilshire Blvd., Mound, MN 55364, by fax at 952-472-0620, or by email at 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 on an annual basis) _____	

I agree to carry out my tasks in a reasonable and safe manner. I 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

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

FLOWER BOXES/AREA**Downtown Area**

3's Company Hair (2x2 box)	New Morning Church (2x2 box)
City of Mound Sign-110 South	Press Perfect (2x2 box)
CR 44 off Halstead (2x2 box)	Tree Area by 2321 Commerce Boulevard
Green T Accounting (2x2 box)	V&S Jewelry (3x3 box)
Indian Knoll Manor (2- 3' round)	Welcome to Mound - Co Rd 15 (east) (3x3)

Park Flower Boxes

Avalon Park (3x5 box)	Highland Park (4x8 box)	Surfside Park (Depot)
Bluff Beach (4x4 box)	Lost Lake Park (4x4 box)	Tyrone Park (4x8 box)
Carlson Park (4x8 box)	Philbrook Park (4x8 box)	Veteran's Park (4x5 box)
Crescent Park (4x4 box)	Scherven Park (4x8 box)	Weiland Park (4x8 box)
Doone Park (4x8 box)	Seton Park (4x8 box)	
Dundee Park (4x4 box)	Sorbo Park (4x8 box)	

Other Area Flower Boxes

CR 15 West (3x3 box)	Welcome Sign 110 West (4x4 box)
Tuxedo Welcome Sign (nb)	Welcome Sign Commerce North (3x3 box)

BEACHES

Bluffs Beach	Canary Beach	Centerview Beach
Surfside Beach	Wychwood Beach	

PARKS

Alwin Park	Avalon Park	Avon Park
Beachside Shore	Belmont Park	Bluffs Park (open space)
Carlson Park	Chester Park	Crescent Park
Doone Park	Dundee Park	Edgewater Park(open)
Highland End Park	Highland Park	Lakeside Shore
Lagoon Shore	Lost Lake Park	Philbrook Park
Ridgewood Shore	Scherven Park	Seton Park
Sorbo Park	Surfside Park	Swenson Park
Three Points Park	Twin Park(Highland Shore)	Tyrone Park
Veteran's Park	Veteran's Plaza	Weiland Park

GREENWAY

Andrews Sisters' Trail from Cypress Lane to Commerce Boulevard

STREETSCAPE

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