

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
7:00 P.M. Meeting at Mound City Council Chambers
5341 Maywood Road

Thursday, January 18, 2024

AGENDA

	Pages
1. Approval of Agenda	
2. Oath of Office by City Manager Eric Hoversten A. Commissioner Dave Olson – Non-Abutter B. Commissioner Jesse Jensen – Abutter	
3. Election of Officers - Chair and Vice Chair	
4. Approval of November 16, 2023 Regular Meeting Minutes	1-6
5. Comments and suggestions from citizens present (No more than 3 minutes allowed per speaker)	
6. Brighton Commons Rip Rap Cost Share Update	7-26
7. Annual Dock Report	27
8. 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 16, 2023

The Mound Docks and Commons Commission met on Thursday, November 16, 2023, at 7:00 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 Jesse Jensen and Representative Kevin Castellano, Mark Stehlik, Lisa and Kester Batchelor.

Absent: None

Others Present: Administrative Services Coordinator/City Clerk Kevin Kelly,

Derrick Hentz called the meeting to order at 7:00 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 21, 2023

MOTION, by Hentz, seconded by Castellano, to approve the minutes from the September 21, 2023 DCC Meeting. All voted in favor. Motion carried.

3. Comments and suggestions from citizens present

No one came forward.

4. Renewal of DCC terms: Abutter Jesse Jensen and Non-Abutter Dave Olson

Kelly said the approval will be put on the Council consent agenda and the oath of office will take place in January. Kelly said Jensen completed the abutter term which was vacated and Olson has completed a one three-year term as a non-abutter.

MOTION by Hentz, seconded by Peterson, to approve Dave Olson and Jesse Jensen for renewal of their three-year terms as Docks and Commons Commission Members. Castellano, Vettel, Olson, Peterson and Hentz voted in favor. Jensen Abstained. Motion carried.

5. Brighton Commons Rip Rap Cost Share

Kelly said Lisa Batchelor introduced herself and her neighbors at the last DCC meeting regarding going in on a cost share for rip rap on Brighton Commons for 2024. Kelly said the City and DCC went through this process in 2022 and 2023 when rip rap was rehabbed in 2023. Kelly said this portion of Brighton Commons (from Wychwood Beach to Manchester Road) has been identified as needing shoreline restoration since 2013.

Kelly said south of Manchester, the shoreline is flat and is mostly a sand beach. Kelly said he will refer to this rip rap project proposal as the 2024 Brighton Group. Kelly said rip rap has been approved from Wychwood Beach to Brunswick Road. Kelly said this section of shoreline is south of this area and are contiguous properties which were rated as a "2" shoreline. Kelly said if the rip rap proposal is approved, Kelly will reach out to the other abutting property owners to gauge their interest in rip rap projects for future years. Kelly presented photos of the status of the current rip rap which does not have toe boulders in place and are of a generally low quality. Kelly said the Batchelor's did complete private rip rap on 40 feet of the adjacent commons as did the Ralston's at the stormwater outlet. Kelly said those two areas will not be part of the rip rap proposal.

Kelly said, if approved, the 2024 Brighton Group would present their proposal and bids for the work. Castellano asked if there is a set amount for the cost share which Kelly said is \$125.00 per linear foot and the abutters can determine the level of aesthetics they want to achieve. Kelly added the City is neutral on aesthetics but requires the rip rap meets watershed district specifications.

Kelly said the 2024 Brighton Group has project specifications and are in the process of getting bids. Jensen said the previous rate was cost share \$105.00 per linear foot and was bumped up to \$125.00 to be at about 75% of the cost of the rip rap.

Olson asked about the other areas of Brighton Commons and the quality of the rip rap. Kelly said the areas outside of the 2023 and 2024 Brighton Groups are generally the lowest quality of shoreline. Kelly said the 2024 project is 199 linear feet and will cost in the area of \$24K.

Kelly said hopefully the 2024 Brighton Group will be finalized at the January 2024 meeting and Kelly will reach out to the other abutters after approval. Kelly said if the remaining shoreline was restored in groups of three those costs would range from \$21K to \$25K.

Mark Stehlik, 2927 Cambridge Lane, addressed the DCC and said in 2018 the cost share was \$105.00 a linear foot out of \$140.00 and that in 2023 the cost share was \$125.00 out of \$170.00. Stehlik said they have had one bid come in and the basic rip rap is at \$190.00. Stehlik said if the cost share was at the same percentage of around 75% cost share would come to \$142.00 a linear foot. Stehlik said he asks the DCC to consider a percentage cost share instead of a set dollar amount.

Stehlik said there are four more bids outstanding and the bid was from the same company which did the Brighton rip rap last year. Stehlik said this would be \$17.00 more a linear foot. Stehlik said the rip rap vendor said they needed to get fitted rip rap due to the slope of the commons in this area. Stehlik said they are taking on the cost of the area of the commons at the Right of Way between the Stehlik and Batchelor properties. Kelly said this would be an additional \$3,383.00. Stehlik said the rip rap vendor gave them two bids and the vendor said it is not recommended by concept for the class IV but fitted rip rap. Stehlik said the Brighton Group is interested in moving forward.

6. Dock License Fee Cost Increase

Kelly said the City Council on Tuesday of this week discussed utility fees and other fund fees with Ehlers, LCC who have been tasked with doing a financial data analysis of City funds including, but not limited to, General, Sewer, Water, and Dock Program funds. Kelly said the Dock Fund is facing cost pressure which has come up this year which will eventually eat into the Dock Fund reserves.

Kelly said the big cost which has hit the City is the number of trees which are dying in the city due to the Emerald Ash Borer and draught stress. Kelly said the City has had infestation far more prevalent than previously estimated. Kelly said the tree removal needs to be paid for and the Council was discussing whether the funds come out of the Dock Fund or from the General Fund. Kelly said many of these dead or dying trees are on the Commons. Kelly said the Council determined that trees removed on the Commons should be paid out by the Dock Fund rather than the general public.

Peterson said at some point there will no longer be the large number of dead trees to be removed.

Castellano said the Council looked at the Ehlers data and want the City Funds to be sustainable. Castellano said Ehlers gave the Council options and the Council chose Option 1 which is \$75.00 a year for slips and \$50 a year for dock licenses.

Jensen said will the Council look at these fees year to year if all the trees are gone. Castellano said the City can make that determination but the data provided by Ehlers is meant to show what level of funding will keep the rip rap projects going and removing the trees and other infrastructure costs. Castellano said this is not a fund to make money.

Hentz said there were increased vendor costs in the past which caused fees to be raised up to help cover the costs. Hentz said hopefully the fees will be able to cover all the future costs. Castellano said a healthy reserve for the dock program is \$200K. Hentz said was the \$50K of tree removal specifically on commons property. Kelly said that he and Field Officer Andy Drilling went out and check out the list of trees which were removed and determined that they were from areas exclusive to the dock program. Castellano said these are areas where the general public in Mound don't have access to.

Castellano said Dock License fees haven't gone up much in the last 10 years and Peterson said her slip fees have gone up \$150.00 in that time. Castellano said there are projects which need to be completed and the Council didn't want to see a scenario in which they wouldn't be completed.

Hentz said the slips rates increase to pay for In and Out fees. Hentz said the Ehlers data showed the slips users fees being higher than the dock user fees. Hentz said he doesn't have a problem with paying for the In and Out and I could get a dock in the Dock Program.

Kelly said he thought Option 2 from Ehlers was off base as it put too much of the cost burden on Slip users rather than dock licensees. Kelly said the extra costs are weighted on the wrong group. Kelly said the bulk of the trees are in areas which are used by the Dock License holders rather than Slip holders. Kelly said Ehlers is providing the City a plan to move forward to meet the obligations of the dock program and every year the City has a new budget. Kelly said the Council and Dock can look at the budget and see where the costs are at.

Castellano said the point is to make sure the Dock Fund doesn't go into a deficit. Olson said he doesn't want to burden the general public. Olson said the Council agreed with Option 1 which means for Multiple Slip users the fee increases to \$75.00 and the fees for Dock users go to \$50.00. Olson said should these fees be flipped flopped?

Peterson said Option 1 can be used as a guide because we don't know what all the costs are except there will be inflation. Peterson said looking out to 2033 the reason is the trees and they could be all taken out before then. Vettel said this dock fund plan allows license holders to see over time where there fees are going to land.

Kelly said the City had past City Council's which weren't interested in raising dock program fees and the reserve was built mainly because the dock program hadn't done any rip rap projects over a few years.

Kelly said he did a CPI calculation of 2011 multiple slip fees which were \$350 and is \$488 in October 2023 dollars.

Peterson said how many other rip rap projects are in need of repair after Brighton. Kelly said the dock program has been sufficient but holding back on a lot of stuff. Kelly said the multiple slips have been repaired in-house by the Parks Crew in order to take care of infrastructure needs economically and this repair is nearly complete.

Castellano said the Council chose Option 1 because it was less of a shock but the Council wants the Dock Fund to keep healthy reserves and if there isn't a need the increases could be cut. Castellano said the Council looks at the fee schedule every year.

Vettel asked about the increase in Option 1 for the additional boats. Kelly said there are a good number of dock licensees who have multiple boats on their dock. Kelly said non-abutters can have up to two boats and abutters can have up to four watercraft. Hentz said the LMCD doesn't delineate between personal watercraft or a full-sized boat. Vettel said should there be a gradual increase for every extra boat.

Kelly said he thought that both the multiple slip and dock license fees be equally increased to \$100.00 in 2024. Kelly said the dock fees have not kept up with inflation and the location of the diseased trees are generally in areas where there are only docks not slips.

Kelly said the dock fees for extra watercraft could be weighted in regards to extra watercraft. Kelly said the Dock Program had a discussion a few years ago about limiting the number of extra watercraft at each dock to make sure the Dock Program stays under its LMCD watercraft limit. Kelly said the Ehlers Option 1 was not making a value assertion regarding extra watercraft as their proposal was adding \$20.00 to each extra watercraft. Kelly said the extra watercraft fees if increased to \$50.00 for a second watercraft, a \$100.00 increase for the third and a \$150.00 increase for the fourth could raise more funds for the Dock Program.

Jensen asked how far is the total boat count from the limit. Kelly said there are around 530 and the licensed total is 590. Jensen asked where does Kelly expect the new numbers of watercraft to come from. Kelly said it would be from new abutters taking over existing dock locations. Kelly said some of the older abutters are leaving the dock program and haven't used many watercraft are being replaced by some new abutters who have three or four watercraft. Kelly said this has happened in the reverse where abutters who had multiple boats have been replaced with only one watercraft. Kelly added there are a number of abutting sites which don't put in a dock or a boat which could have an effect on future numbers.

Castellano said he is not opposed to the \$100.00 increase for both. Olson is concerned about the dock fund reserves dropping from 2026 to 2031 and what if something else comes up in that time where more bad things happen in the dock program.

Kelly said the dock program is budgeted \$60K for tree removal on the Commons for 2024. Kelly said the tree removals are benefitting dock license holders over slip licensees.

Castellano and Olson both said the \$100.00 increase is fine and it might get some turnover at dock sites. Castellano said that amount won't change my mind about licensing a dock. Hentz said he wants to pay for the needs of the dock program but the fees should be equitable between slip and dock license holders. Hentz said when looking at fee history the fees have gone up here and there for specific projects.

Hentz asked about the DCC addressing the budget in September of each year. Kelly said the fee discussion usually starts with the DCC and then goes to the Council but the Council hired Ehlers to do their fund research and planning on the front end.

Olson said looking at the past history there was a \$100.00 increase in 2002. Kelly said the dock license fee in 2006 was \$300.00 and indexed for inflation the number would be \$465.00. Kelly said dock license holders are paying \$350.00 in 2023. Kelly said the little guy in 2006 was paying more than he would be today. Castellano said this still would be the cheapest on the lake. Olson asked if there would be a \$75.00 increase in 2025 and 2026 according to the Option 1 plan. Olson said these fees are needed to sustain the program and are not bad and the fees can be re-examined. Olson said he would be in favor of the \$100.00 increase.

Discussion was held about tiered increases for extra watercraft and whether that would disincentivize extra watercraft and reduced dock program revenue. Castellano said the extra

watercraft fee could be raised by \$50.00. Olson said the extra watercraft could be \$50.00 increase per boat. Peterson said she would like to see consistent increases year to year. Castellano said the City needs to review the fee schedule each year and the dock fees would be included in that review.

Kelly said the Dock Program needs to start to repair commons stairways on a schedule as is currently being done with the multiple slip refurbishment.

Castellano said Ehlers has done good work analyzing other City Funds and the Dock Fund.

The DCC agreed to recommend a \$100 dock fee increase for both slip and dock license holders.

7. Dock Map Addendum – Beachside Dock Site Removal

Kelly said the dock location hadn't been used for many years due to setback issues and a large tree. Kelly said this is mainly a housekeeping issue and is not taking anything away from anyone on the wait list or in the dock program. Kelly was asked about the setback issues in other areas. Kelly said there are a number of setback concerns where City public property and private property meet and Dock Administration tries to correct these issues when they come to the City's attention.

MOTION by Olson, seconded by Castellano, to recommend the Dock Map Addendum be amended to remove dock site Beachside #12330.

8. 2024 Calendar

Kelly presented the 2024 calendar of meetings. Kelly said the DCC typically meets in January, March, September and November of each year.

9. Reports

Kelly said City Manager interviews are going to take place on November 29th with staff meeting with the candidates prior to their interview with the Council.

Kelly said Dave Olson was elected to the Westonka School Board last week.

10. Adjourn

MOTION, by Olson, seconded by Peterson, to adjourn the meeting at 8:49 p.m. All voted in favor. Motion carried.



MEMORANDUM

Date: January 18, 2024

To: Docks and Commons Commission

From: Kevin Kelly, Administrative Services Coordinator

Subject: 2024 Brighton Group Rip Rap Cost Share

In 2023 the Dock Program provided a cost share for two Rip Rap projects which were completed on Brighton Commons and Devon Commons. The cost shares were agreed to by abutting property owners and the City.

The Brighton cost share was with the abutting property owners of 2851, 2855 and 2867 Cambridge Lane on Brighton Commons. This cost share was \$125.00 a linear foot paid by the City. The Brighton Commons Group sought out RFP's, chose a vendor and acted as general contractor for the project.

A second group of Brighton Commons abutting property owners have approached the City with a similar proposal to the 2023 Brighton Group. The 2024 Brighton Group has received two bids from vendors and are expected to act as the general contractor for the project. The three 2024 Brighton Group properties are at 2945, 2933 and 2927 Cambridge Lane. This section of shoreline commons property has been rated as needing shoreline stabilization in successive shoreline ratings since the first rating in 2013. The 2933 Cambridge property has had 40 feet of shoreline rip rap installed in 2015/2016 and will not be included in the linear footage of shoreline in need of rip rap. These three abutting properties, including the two adjacent right of ways consist of 217 linear feet of Commons Shoreline.

The 2024 Brighton Group presented their project to the Docks and Commons Commission at the November 16, 2023 DCC Meeting. The 2024 Brighton Group requested an increase in the cost share from the City from \$125.00 a linear foot to \$142.00. This request was due to the increase in bid amounts and the recommendation from one vendor for the more expensive fitted stones for the particularly topography of the Brighton Commons shoreline.

The Brighton Group has received two bids which are reflected and summarized below:

The bids for standard class IV rip rap:

- \$190.00-225.00 a linear foot

The bids for fitted rip rap:

- \$280.00-300.00 per linear foot

The 2024 Brighton Group said there are two additional project quotes which may be forthcoming.

As was noted at the November 2023 DCC Meeting the Dock Program cost share paid in 2018 was at about 75% of the cost of basic fieldstone rip rap.

- In 2018 the cost share was \$105 with the full cost of rip rap being \$140 a linear foot.
- In 2023 the \$105.00 per linear foot cost share was increased to \$125.00 to keep pace with the increased market cost for field stone.
- The lowest bid for basic field stone rip rap in 2024 is \$190.00 a linear foot. The Brighton group used this number to calculate a 75% cost share and \$142.00 a linear foot.

The total cost of 217 linear feet of shoreline rehabilitation at \$142.00 would be \$30,814.00. The 2024 Dock Fund budget for Capital Outlays is \$35K.

General Inflation

Dock Administration used the Bureau of Labor Statistics and the Federal Reserve to calculate the rate of general inflation from late 2022 to late 2023. According to the CPI calculation; the rate of inflation from late 2022 to late 2023 was approximately 4%. \$125.00 in late 2022 adjusted for inflation would be just below \$130.00.

Field Stone Market

The low bid in general field stone rip rap the Dock Program received in 2021 was \$165.00 a linear foot which is 13% below the 2024 bids for basic field stone rip rap.

Dock Administration is looking to the DCC for discussion and action on the rehabilitation of the Brighton Commons. Dock Administration is looking for the DCC to make a motion and take action on either of the following options.

- Offer no cost share
- Offer the 2023 cost share (\$125.00 a linear foot)
- Come to a middle ground offer of cost share
- Offer the \$142.00 a linear foot cost share.

Proposal

Concept Landscaping
Box 430, Mound, MN 55364
952-472-4118

MN Licensed Nursery
Bonded Shoreline Contractor
MN Licensed Contractor

Lisa Batchelor
2933 Cambridge Ln.
Mound, Mn. 55364
612-991-0107

11/7/23

Install 80 lineal ft of 8"-40" large sized rip rap, large sized flat look	\$ 22,400.00
Freshen up 80 lin. ft. of 8-18" rip rap (reset) " I do not reccomend"	\$ 10,032.00

We propose to furnish all material and labor—
complete in accordance to the above specifications, for the sum of:
30% down, 70% each week of completed items, balance day of completion

and or deviations from the above specifications shall become an extra cost over and above the original estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Owner responsible for storm damage to installed items. Our workers are covered by workers compensation insurance. Pre lien notice; as required by law. Any person or company supplying labor and materials for this improvement to your property may file a lien if they are not paid for the contributions. If our suppliers provided you with a pre-lien notice you have the right to pay them directly and deduct said payment from our contract price for up to 120 days after completion of the improvement unless we give you with a lien waiver from the person or company that supplied the improvement.

Authorized signature _____

note: This proposal may be withdrawn with in 10 days _____

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above:

acceptance _____ Signature _____

Proposal

Concept Landscaping
Box 430, Mound, MN 55364
952-472-4118

MN Licensed Nursery
Bonded Shoreline Contractor
MN Licensed Contractor

Mike Ralston
2945 Cambridge Ln.
Mound, Mn. 55364

11/07/23

Install 85 lin. ft. of large sized flat look (8-42" rip rap)	\$ 23,800.00
Install 85 lin. Ft of 8-18" rip rap (strongly do not recommend)	\$ 16,150.00
Reset Fire lane	\$ 2,550.00

We propose to furnish all material and labor—
complete in accordance to the above specifications, for the sum of:
30% down, 70% each week of completed items, balance day of completion

and or deviations from the above specifications shall become an extra cost over and above the original estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Owner responsible for storm damage to installed items. Our workers are covered by workers compensation insurance. Pre lien notice; as required by law. Any person or company supplying labor and materials for this improvement to your property may file a lien if they are not paid for the contributions. If our suppliers provided you with a pre-lien notice you have the right to pay them directly and deduct said payment from our contract price for up to 120 days after completion of the improvement unless we give you with a lien waiver from the person or company that supplied the improvement.

Authorized signature

note: This proposal may be withdrawn with in 10 days

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above:

acceptance _____ Signature _____

Proposal

Concept Landscaping
Box 430, Mound, MN 55364
952-472-4118

MN Licensed Nursery
Bonded Shoreline Contractor
MN Licensed Contractor

Mark Shehlik
2927 Cambridge Ln.
Mound, Mn. 55364

11/07/23

Install 52' Lin. ft. of large sized flat look rip rap. (8-42")	\$ 14560.00
Install 8 – 18 “ fieldstone rip rap (strongly do not recommend)	\$ 9,880.00
Install 15' of rip rap Large sized flat look in fire lane area	\$ 4,350.00

280
— 190/linear ft

We propose to furnish all material and labor—
complete in accordance to the above specifications, for the sum of:
30% down, 70% each week of completed items, balance day of completion

and or deviations from the above specifications shall become an extra cost over and above the original estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Owner responsible for storm damage to installed items. Our workers are covered by workers compensation insurance. Pre lien notice; as required by law. Any person or company supplying labor and materials for this improvement to your property may file a lien if they are not paid for the contributions. If our suppliers provided you with a pre-lien notice you have the right to pay them directly and deduct said payment from our contract price for up to 120 days after completion of the improvement unless we give you with a lien waiver from the person or company that supplied the improvement.

Authorized signature

note: This proposal may be withdrawn with in 10 days

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above:

acceptance _____ Signature _____



LANDSCAPE AND BARGE SERVICES
LANDSCAPING - RIP RAP - SHORELINE STABILIZATION

10000 Great Plains Blvd Chaska, MN 55318

Estimate

Date	Estimate #
1/9/2024	1258

Mark Stehlik
2927 Cambridge La,
Mound, MN 55364

Email	Office	Rep	Project
hagenlllc@gmail.com	952-445-6555	CH	

Qty	Description	Rate	Total
	Installation of random rip rap. Removal of existing material along shoreline as needed. Installation of geotextile fabric underlayment to prevent soil erosion as well as a barrier between existing soil/bank. Price per foot.	225.00	225.00
	Flat quick fitted rip rap. Removal of existing material along shoreline as needed / grade and reuse sub rock. Installation of geotextile fabric underlayment to prevent soil erosion as well as a barrier between existing soil/bank and granite. Backfill with angular crushed granite for stability of rock. Flat boulders set in crushed granite base with small fieldstone for chinking rock. Price per foot	285.00	285.00
	Installation of fitted armored rip rap. Removal of existing material along shoreline as needed. Installation of geotextile fabric underlayment to prevent soil erosion as well as a barrier between existing soil/bank and granite. Backfill with angular crushed granite for stability of rock. Fitted select fieldstone boulders set in crushed granite base with small fieldstone for chinking rock. Price per foot.	300.00	300.00
	Dock removal / installation by others.		

50% due upon acceptance/signing of estimate. Remaining balance due 7 days after completion. Price reflects a 3% cash or check discount.

To accept this estimate - please sign and email to: hagenlllc@gmail.com. or mail to address above with a deposit. Hagen warrants installed plant materials to the original purchaser, only once, to grow through the warranty period, provided: (a) the account was paid when due; (b) the purchaser has cared for the plant in a reasonable manner; (c) the plant has not been damaged due to an act of nature or animals such as rabbits or deer; (d) plant failure was reported during the warranty period. The warranty period covers one calendar year from the time of plant installation. Hagen is not responsible for natural stone defects on products installed, and utility or foundation soil settlements on project sites. A monthly service charge of 1.5% will be charged on all past due accounts.

Subtotal	\$810.00
Sales Tax (8.375%)	\$0.00
Total	\$810.00

Signature

Date

Account Number	Description	2020 Budget	2020 Actual	2021 Budget	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Proposed	Percentage Change
Commons Docks										
281-45210-34725	Dock Permits	122,500	126,023	122,500	124,722	125,000	132,825	130,000	144,000	
281-45210-34735	Multiple Slip Permits	35,000	42,075	35,000	43,136	50,000	49,200	50,000	58,000	
281-45210-34745	Wait List Fee	4,000	4,131	4,000	4,545	4,000	4,859	4,800	7,400	
281-45210-36200	Miscellaneous Revenues	100	100	100	-	100	100	-	-	
281-45210-36210	Interest Earnings	1,000	1,036	1,000	448	1,000	4,319	-	-	
	TOTAL REVENUES	162,600	173,365	162,600	172,851	180,100	191,303	184,800	209,400	13.31%
Commons Docks										
281-45210-101	F T Empl Regular	33,500	33,515	35,500	35,500	45,000	45,000	55,000	60,000	
281-45210-103	Part-Time Empl Inspector/Parks	21,600	16,829	21,600	16,960	25,600	21,337	30,600	35,600	
281-45210-121-37	PERA & FICA	848	63	848	73	848	103	848	428	
281-45210-151	Worker s Comp Insurance Prem	-	271	-	-	300	-	75	86	
	Payroll Related	55,948	50,678	57,948	52,633	71,748	66,440	86,523	96,114	11.08%
281-45210-200	Office Supplies	100	-	100	-	100	33	100	100	
281-45210-202	Duplicating and copying supply	200	52	200	260	200	279	200	300	
281-45210-210	Operating Supplies	800	4,819	2,500	756	2,500	2,292	2,500	3,500	
281-45210-212	Motor Fuels	1,000	1,000	1,000	1,000	1,000	1,000	1,000	3,125	
281-45210-220	Equip. Parts, Repair/Maintenance Supply	2,000	80	2,000	3,477	2,000	8,578	2,000	2,500	
281-45210-223	Building Repair Supplies	500	-	500	-	-	-	-	-	
281-45210-300	Professional Svcs	500	-	500	3,474	-	-	-	-	
281-45210-301	Auditing and Acct Services	1,000	978	1,200	1,014	1,200	1,256	1,300	1,300	
281-45210-305	Medical Services	-	-	-	174	-	-	-	-	
281-45210-307	Admin/Finance/Computer Chgs	9,000	8,400	8,700	8,652	8,700	8,961	9,230	10,153	
281-45210-315	Service Charges	400	170	400	197	400	-	400	200	
281-45210-322	Postage	500	324	500	333	500	339	500	500	
281-45210-328	Employment Advertising	-	-	-	414	-	-	-	-	
281-45210-331	Use of personal auto	330	218	300	241	300	215	300	300	
281-45210-351	Legal Notices Publishing	500	94	500	85	500	50	500	100	
281-45210-361	General Liability Ins	1,960	2,735	2,019	1,902	2,019	2,301	1,000	2,665	
281-45210-381	Electric Utilities	1,000	375	1,000	375	500	375	500	625	
281-45210-383	Gas Utilities	900	563	900	563	900	563	900	1,000	
281-45210-384	Refuse/Garbage Disposal	500	500	500	500	500	225	500	750	
281-45210-400	Repairs & Maintenance-Dock Rehab	5,000	9,077	5,000	313	10,000	625	10,000	10,000	
281-45210-404	Machinery/Equip Repairs/Maint-Stairways	990	1,438	1,500	1,250	1,500	1,438	1,500	6,125	
281-45210-430	Miscellaneous	500	-	500	-	500	-	500	-	
281-45210-431	Meeting Expense	300	63	330	63	330	63	330	65	
281-45210-433	Dues and Subscriptions	85	73	85	38	85	38	85	40	
281-45210-434	Conference & Training	375	375	375	375	375	375	375	400	
281-45210-439	LMCD	7,000	5,908	7,000	5,908	6,000	5,905	6,000	6,000	
281-45210-440	Other Contractual Services - In & Out	16,000	15,837	16,000	26,817	18,000	27,003	18,000	22,000	
281-45210-500	Capital Outlay - Parks Equip/FA	-	1,904	-	-	-	-	-	-	
281-45210-515	Capital Outlay/Reserves	30,500	-	29,500	11,638	30,000	-	30,000	35,000	
281-45210-533	City Tree Removal	5,000	-	5,000	-	5,000	6,241	5,000	60,000	
	TOTAL EXPENDITURES	142,888	105,661	146,057	122,352	164,857	134,595	179,243	262,862	46.66%
	CHANGE IN FUND BALANCE	19,712	67,704	16,543	50,499	15,243	56,708	5,557	(53,462)	
	BEGINNING FUND BALANCE	223,729	223,729	291,433	291,433	341,932	341,932	398,640	404,197	
	INCREASE / (DECREASE) IN FUND BALANCE	19,712	67,704	16,543	50,499	15,243	56,708	5,557	(53,462)	
	ENDING FUND BALANCE	243,441	291,433	307,976	341,932	357,175	398,640	404,197	350,734	



MEMORANDUM

Date: November 16, 2023

To: Docks and Commons Commission

From: Kevin Kelly, Administrative Services Coordinator

Subject: 2024 Brighton Group Rip Rap Proposal – 2927 to 2945 Cambridge Lane

There is a new request for a rip rap cost share from three abutting property owners, Mark Stehlik and Kyle Kubitz, Kester and Lisa Batchelor and Mike and Christine Ralston. The proposed area is 199 linear feet of Brighton Commons from the extended property line from the northern boundary of 2927 Cambridge Lane to the southern boundary of the Leslie Road Right of Way (ROW). Lisa Batchelor addressed the DCC at the September 2023 Meeting regarding their intention to make a formal request for the cost share.

The Dock Program completed an analysis of the public shoreline in 2013 and deemed Devon Commons (completed in 2018) and Brighton Commons as the two areas of greatest need for future shoreline stabilization. The emphasis on those two commons was due to the poor quality of the rip rap and the amount of activity/wave action in the lake impacting the shoreline in those areas. Two areas of each of these Commons were completed in 2023; a section of 205 linear feet of Brighton Commons and 40 feet of Devon Commons were completed this summer.

The original analysis of rip rap was completed in 2013 and was conducted by two staff and two members of the DCC. Staff completed shoreline analysis surveys in 2017 and again in 2022 of Brighton Commons north of Manchester Road. The analysis used a shoreline rating based on the perceived condition of the shoreline rip rap.

Those ratings are as follows:

- 1 Exposed roots and soil/steep incline
- 2 Exposed roots and soil/smaller rocks/redrock/old materials
- 3 Aged/improperly installed rock & miscellaneous materials
- 4 Smaller rock but newer/dense
- 5 Boulders replaced within last 10-12 years with fabric for erosion control

The Brighton Commons rip rap from 2927 Cambridge to 2945 Cambridge was rated as in a “2” condition in both 2017 and 2022.

History and Rationale of Cost Shares

During the 2018 Rip Rap Project, three Devon Commons abutting property owners approached the City with a request for rip rap. Those three areas of the commons were not included in the project because the rip rap adjacent to their property were all rated as

in a “4” condition. The DCC and CC discussed their request and approved a voluntary cost share with the three Devon Commons Abutters who wanted to upgrade their rip rap. The bid for the three properties was \$140.00 a linear foot with the Dock Program paying \$105.00 a linear foot and the abutting owners paying the difference. One of the three property owners (at 4743 Island View Drive) took the cost share offer in 2018 and a second abutting property owner took advantage of the cost share in 2023.

The dock program historically has deemed that in cases where infrastructure improvements directly benefit an individual or a small group of dock program participants that those participants can be required to share in the cost of the improvement. Recent projects which provided a direct benefit and required a cost share included:

- Pebble Beach Stairway (built in 2018) five -year cost share at \$100 a year
- Devon Commons Rip Rap (2018) all cost above \$105.00 per linear foot paid by the Abutter
- Idlewood Multiple Slip (installed in 2021) five-year cost share at \$100 a year
- Brighton Commons and Devon Commons in 2023

Brighton Commons Rip Rap Project

In 2021, Dock Administration investigated the starting the next phase of rip rap improvements in Brighton Commons. Proposals were sought for 185 linear feet of Brighton Commons and 50 feet of rip rap at the end of Canary Lane on Three Points. The project scope of the Brighton Commons was from the north edge of the Manchester Road ROW to the southern edge of the Leslie Road ROW, all of which were rated between a “1” and “2” in the 2013 shoreline assessment. The bids came in much higher than in previous projects with the Brighton Commons portion as follows:

\$175/linear foot = \$32,375.00

\$165/linear foot = \$30,525.00

Dock Administration, after consultation from the DCC, decided to not go forward with the project in order to wait out market conditions for rip rap projects. There were no cost shares offered to the abutting property owners within the project scope in 2021.

2024 Brighton Group Proposal

The 2024 Brighton Group proposal is for the rip rapping of 199 linear feet of Brighton Commons. The project area is from the extended property line of the northern boundary of 2927 Cambridge Lane to the southern boundary of the Leslie Road Right of Way.

The 2024 Brighton Group has been provided City materials to take bids from reputable rip rap installation vendors. The 2024 Brighton Group will also take on the duties of being the general contractor for the project and has received bids from contractors.



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The 2024 Brighton Group is asking for the Dock Program to pay a \$125.00 per linear foot cost share for this project, or \$24,625.00 total from the City. The project area would

include the commons adjacent to their respective properties and the two adjacent ROW. The proposed budget for Dock Fund capital spending is \$35K.

Dock Administration is seeking discussion from the DCC at this time and expects the 2024 Brighton Commons Group to present their contract and bid information for formal approval at either the January or March DCC meetings.

Please let me know if you need any further information prior to the meeting related to this matter.

Brighton Commons

2023 Rip Rap

2024 Rip Rap

Wilshire Blvd

Brighton Blvd

Bedford Rd

Brunswick Rd

Monmouth Rd

Afton Rd

Leslie Rd

Brighton Blvd

17

















Proposal for:

Nov 09, 2023

City of Mound, Dock Commission and City Council
2415 Wilshire Blvd, Mound, MN 55364

Project:

Rip Rap for 2927 Cambridge Lane (Stehlik/Kubitz), 2933 Cambridge Lane (Batchelor) and 2945 Cambridge Lane (Ralston)

Proposal:

Abutting owners Stehlik/Kubitz, Batchelor and Ralston propose to contribute to the completion of a project to address degraded rip rap (level 2 or lower as confirmed by Kevin Kelly). We have solicited bids from Hagen Landscaping and Barge Service, Dock and Lift, and Concept Landscaping. At this time we have not received finalized bids, but believe it's safe to expect that costs have not decreased since a similar project conducted earlier this year. We are seeking bids for Class 4 rip rap, and upgraded rip rap to be covered at homeowner's expense.

The shoreline at issue in this proposal includes the following:

2927 Cambridge Lane (Stehlik/Kubitz)	52 feet
2933 Cambridge Lane (Batchelor)	80 feet
2945 Cambridge Lane (Ralston)	85 feet

There are also two 15 foot Right of ways involved, one adjacent to 2945 Cambridge Lane, and one between 2927 and 2933 Cambridge Lane.

Additionally, 8 feet of shoreline has been improved on the edge of the 2945 Cambridge property, as well as 40 feet adjacent to 2933 Cambridge. Both of these previous improvements were fully at homeowner's expense. Neither of these sections needs further improvement,

Mr. Kelly has inspected the shoreline, and determined that it is rated level 2 or below, and that the total linear footage to be improved is 199 feet.

We propose to partner with the City to cover the costs of improving the degraded rip rap. Completed bids will be forwarded to the City when they are received. Thank you for your consideration of this project.

Mark Stehlik/Kyle Kubitz
2927 Cambridge Lane

Kester and Lisa Batchelor
2933 Cambridge Lane

Mike and Christine Ralston
2945 Cambridge Lane



MEMORANDUM

Date: January 18, 2024

To: Docks and Commons Commissioners

From: Kevin Kelly, Administrative Services Coordinator

Subject: 2023 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
- 52 of 53 BSU's allotted to Dreamwood were utilized by dock license holders
 - One abutting site in Dreamwood did not moor a watercraft
- 515 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 only one rental in 2023.
- There are nine sites in which continue to hold the "grandfathered in" secondary shared status in 2023. This feature of the dock program was discontinued in 2021.

Wait List

- 248 applicants total in 2023 – a decrease of one from 2022
- Nine Wait List participants moved to the dock program which included:
 - Seven into the General Dock Program
 - One in Woodland Point
 - One in Dreamwood
 - One wait list applicant took a one-year temporary location in 2023
 - There were no wait list applicants in the top 40 of the Wait List who became Primary License shares on General Dock Program dock locations

Underutilization of docks

- There were 11 abutter docks which didn't moor a watercraft again in 2023
- There were four abutter dock locations which did not put in a dock in 2023.

Dock Inspection Summary

Barry Blievernicht was hired as Dock Inspector in 2021 and has been doing a great job the past two seasons. The expectation is Mr. Blievernicht will continue as Dock Inspector in 2024.

Violations/Boat Towed

There were no boats which were towed from public land in the past three 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.