

MOUND CITY COUNCIL MINUTES
December 9, 2025

The City Council of the City of Mound, Hennepin County, Minnesota, met in regular session on Tuesday, December 9, 2025, at 6:00 p.m. in the Council Chambers in the Centennial Building.

Members present: Mayor Jason Holt, Council Members Sherrie Pugh, Kathy McEnaney, Kevin Castellano, and Michelle Herrick.

Members absent:

Others present: City Manager Jesse Dickson, Deputy City Manager Laila Imihy, City Clerk Kevin Kelly, City Attorney Scott Landsman, City Engineer Brian Simmons, Public Works Director Ryan Prich, Community Development Director Sarah Smith, City Planner Rita Trapp, Orono Police Sergeant Ryan Spencer, Tim Kenny, Erica Hway, Jon Monson, Trent Sims, Tom Sims.

Consent agenda: All items listed under the Consent Agenda are considered to be routine in nature by the Council. There will be no separate discussion on these items unless a Councilmember or citizen so requests, in which event it will be removed from the Consent Agenda and considered in normal sequence.

1. Open meeting

Mayor Holt called the meeting to order at 6:04 p.m.

2. Pledge of Allegiance

3. Approve agenda

MOTION by McEnaney, seconded by Herrick, to approve the agenda. All voted in favor. Motion carried.

4. Consent agenda

MOTION by McEnaney, seconded by Pugh, to approve the consent agenda. Upon roll call vote, all voted in favor. Motion carried.

- A. Approve payment of claims in the amount of \$383,489.02
- B. Approve Minutes: November 25, 2025 City Council Regular Meeting
- C. Approve Resolution No. 25-95 approving permits for 2026 Polar Plunge at Surfside Park and Beach on Saturday, January 31, 2026 and reduced fee
- D. Approve Ordinance No. 06-2025 Amending City Code Section 2-292 Regarding Planning Commission Members
- E. Approve Resolution No. 25-96 Accepting Contributions for 2025
- F. Pay Request No. 5 in the amount of \$15,605.47 to Widmer Construction for the 2024 Lift Station Improvements; City Project PW-24-03
- G. Pay Request No. 2 in the amount of \$151,803.97 to Widmer Construction for the 2025 Lift Station Improvements; City Project PW-25-03

- H. Pay Request No. 1 and Final in the amount of \$41,671.65 to Pipe Services for the 2025 Sewer Televising Project; PW-25-04
- I. Pay Request No. 3 and Final in the amount of \$27,076.85 to Concrete Idea, Inc. for the 2025 CSAH 15 Sidewalk Improvements – Belmont Lane to Seton Bridge; City Projects No. PW-25-08 & PW-25-09

5. Comments and suggestions from citizens present on any item not on the agenda.

No one came forward.

6. Orono Police Department with the November 2025 Activity Report

Orono Police Department (OPD) Sergeant Ryan Spencer said there was nothing outstanding to report though the OPD did respond to more welfare and social service calls in November. Spencer said the Hennepin County embedded Social Workers are able to respond to those calls.

Spencer noted the following:

- Overnight parking enforcement is ongoing
- The Tree Lighting Event went well
- Recent DARE graduation at Grandview Middle School
- OPD registered a team for the Polar Plunge event and are looking for donations and participants
- Background checks are underway for three good officer candidates
- Colton Beck is the latest OPD Officer hire with his training on-going

7. Planning Commission Recommendation

Planning Case No. 25-13

Expansion permit – new/replacement house

2971 Cambridge Lane

Applicant: Erica Hway from Landschute, on behalf of owners, Timothy and Joan Kenny

Rita Trapp said the property on Cambridge Lane is on Cooks Bay and was constructed in 1914. Trapp added that the Cambridge Lane right of way ends at the property.

Trapp said the property is non-conforming and the property owner is seeking an expansion permit to reconstruct the house. Trapp noted the non-conformities as a rear setback of 9.84ft and north side setback of 1.4ft which will remain. Trapp added the property's hardcover will be reduced but will still be non-conforming. Trapp said the expansion permit includes a deck/patio conversion and an added second floor.

Trapp listed the following:

- Increase of the building footprint from 1351sq. ft to 1551sq. feet
- Construction of deck on north side of house will be slightly smaller than existing patio
- Removal of shed in SE corner
- Expansion of garage to the south and east
- Shift of the southern edge of the house and garage closer to south property line
- Relocation of steps at the rear of house
- Replace driveway with pervious pavers
- The lot is zoned as R1A and is only 4K sq. feet not the minimum of the standard 6K sq. ft.
- The building is 60 feet from OHW of Lake Minnetonka

- R-1A district hardcover requirements are 40%
- Existing hardcover is 64.69%
- Proposed new hardcover is 48.31
- The hardcover will be reduced through the use of the impervious pavement
- The existing bay window does not meet code
- Minor elements need to be adjusted

Trapp said the driveway of the property to the north uses the 2971 Cambridge lot for driveway access. Trapp added the 2957 Cambridge property owner pushed the build to the south to provide room for driveway access. Trapp said the Planning Commission recommended for approval of the expansion permit with one vote for non- approval.

Trapp said the 2957 property owner to the north sought an access easement though there are no prescriptive rights for the 2957 Cambridge Lane to access the property as the 2971 property is Torrens which prohibits the property from adverse possession. Trapp said the minimum allowed driveway width is 10 ft and the northern property has an existing seven feet of access to Cambridge Lane. Trapp added there is one private retaining wall on the 2957 Cambridge property and one public retaining wall built in 2012.

Trapp said the 2957 property owner has the ability to provide their own direct access at an estimated cost of \$40-60K to amend the retaining wall to gain access to their property.

Summary of Findings

- City is not obligated to change access to 2957 Cambridge Lane
- 2957 Cambridge house was built in 1965 and the access hasn't been addressed over time
- The access to 2957 is not changing due to the expansion permit
- The expansion permit approval is to add the second story and to change the patio to a deck in same vicinity

Trent Sims, 2957 Cambridge Lane, said he doesn't have a problem with the new construction but his issue is with the access to his property. Sims said City plowed snow is an issue as it is piled up at end of street which blocks access to his property. Sims said he doesn't think he should pay to improve an existing situation which is the lack of access to his property. Sims said the watermain caused the retaining wall to be built at its present location and would like the City to take care of the problem.

Sims said there isn't an easement granted by Tim Kenny to access his 2957 Cambridge property.

Tim Kenny, 2971 Cambridge Lane, said he bought the property a couple of months after Sims' father bought his property. Kenny said he bought the property with the understanding of the Torrens and the access issues. Kenny said he is spending more money to move his build further south to facilitate access for Sims.

Kenny said he supports the City extending the roadway. Kenny said he said he shouldn't lower the marketability of his property to grant an access easement to improve the value of the Sims property.

Tom Sims, 70 Birch Bluff Road, Tonka Bay, said he bought the 2971 property first and sold it to Trent in 2010 and is concerned with the access issue not the building project. Tom Sims said he doesn't think Trent should have to pay \$40-60K to improve the access. Tom Sims said the City should be responsible because the City built the retaining wall in its present place. McEnaney said the access

was the main discussion point at the PC. Prich and Simmons said the rough cost estimate of a constructed improvement would need both the watermain and retaining wall moved.

McEnaney said if the City created a problem why doesn't the City fix the problem. Landsman said the access existed in the same condition when the wall was built by the City and it isn't the City's responsibility to research private access. Landsman said the retaining wall did not make the burden greater when it was built. Landman said there is no obligation of the City to change what is there.

Trapp said the resolution before the Council is based on approval with the conditions of the Kenny project and the access question could be amended to be part of the resolution or addressed separately.

Council discussion ensued regarding the driveway access issue being separated from the expansion permit question.

Trapp said the expansion permit is needed for this location due to the added second story of the house and the deck to patio conversion. Trapp added that the proposed building is not making the setbacks worse. Trapp recommended approval of the permit due to the reasonable use of the property which is not adversely affecting the neighborhood.

MOTION by Castellano, seconded by Pugh, to approve the following resolution, No. 25-98. All voted in favor. Motion carried.

**Resolution No. 25-98: Approving an Expansion Permit for property at 2971 Cambridge Lane
Planning Case No. 25-13; PUD No. 24-117-24-42-0004**

8. Final Levy and Budget Discussion/Approval

Note: The public will be invited to comment before taking action on the budget resolutions
Deputy City Manager Laila Imihy will present an overview of the 2026 Levy and Budget and will be requesting discussion and action on the following:

A. Action on Resolution 25-98 Approving the 2026 General Fund Budget in the amount of \$7,223,908; Setting the Final Levy at \$8,701,467; and approval of the Final Overall Budget for 2026

Imihy presented the 2025 Budget and Levy and truth in taxation requirement with the desire to create efficiencies and improve transparency and external customer service.

Budget process timeline:

- County set property valuation in January
- September 30th deadline met for preliminary levy
- December 30th Final Levy

Tax Dollar Breakdown by jurisdiction:

27% - School District

32% - City/HRA

35% - Hennepin County

6% - Metropolitan Council

Imihy listed the following budget highlights:

- Taxable market value increased nearly 3%
- Franchise Fees to supplement Water and Sewer Funds

- Five-year street rehabilitation through 2029
- Capital Reserve Funds maintained
- Follow FMP and Utility Rate Study

City Development of the Budget:

- Staff reviewed budget items such staff increases
- Council sought code enforcement responsiveness improvement
- Code Enforcement is completed by one staff who has many other responsibilities
- 2026 Utility Rates and Fee Schedule approved
- Utilize the levy to add Planning Tech/Code Enforcement Admin position added to improve code enforcement responsiveness

Imihy said the Planning Tech/Code Enforcement Admin position will split their workload between 50% of time on code enforcement which will tract complaints, issuing letters to properties, communication with residents. Imihy said the other 50% of the position duties will be completing tasks for the planning department. Imihy added this staff addition will free up capacity for the City Field Offer to focus on documentation, litigation and working with OPD and other organizations on problem properties.

Imihy stated that the Mound 6% levy is at the low end of increases compared to neighboring cities Imihy said the 6% increase impact on a Mound median value home will be will create an increase of \$3.00 a month to that property owner.

Imihy listed the breakdown of departments that City property taxes fund:

- Operations – City Services
- Capital – Equipment and Assets
- Debt Service

Imihy said the City General Fund pays for basic city services and administrative functions. Imihy listed the revenue which goes into the General Fund of which 87% comes from taxes with the remainder coming from charges for services and permits issues. Imihy added the City no longer receives Local Government Aid from the State.

Imihy listed areas of the City General Fund which will see increases over 2025:

- Elections – 2026 is an election year
- Deputy Fire Chief position added on July 1st
- Code and Planning technician position added
- Phase I of the 2050 Capital Plan
- Capital Investments will fund infrastructure with \$1Million in reserves
- Debt Service is set at \$776K with the FMP to reduce the debt burden of City

Castellano asked who the Code Enforcement staff would report to. Imihy said Sarah Smith will supervise the new position. Discussion ensued about improving external customer service by creating an in-house position with a set time line of expected engagement with residents. Dickson said the City can explore the City Code which is straight forward in some areas with other areas up for interpretation. Dickson said the Council and staff will hold discussions over the winter to create a robust system for returning calls and have specific performance measures and direction from the Council. Imihy said the City Administrative Assistant, Sarah Lenz, supports five different areas/departments and the new position will take over the planning responsibilities of the current Administrative Assistant position.

Imihy said Sarah Lenz will continue to support the City Clerk which will include Election functions and have increased Finance duties.

Mayor Holt opened the public hearing at 7:39.

No one came forward.

Mayor Holt closed the public hearing at 7:39.

MOTION by McEnaney, seconded by Pugh, to approve the following resolution, No. 25-99. All voted in favor. Motion carried.

Resolution 25-98 Approving the 2026 General Fund Budget in the amount of \$7,223,908; Setting the Final Levy at \$8,701,467; and approval of the Final Overall Budget for 2026

B. Action on Resolution 25-99 Approving the 2025 HRA Levy in the amount of \$250,000 for the purpose of defraying the cost of operation pursuant to the provisions of MSA 469 of the Housing and Redevelopment Authority of, and for, the City of Mound for the year 2026

MOTION by Castellano, seconded by Pugh, to approve the following resolution, No. 25-99. All voted in favor. Motion carried.

Resolution No. 25-99: Resolution 25-99 Approving the 2025 HRA Levy in the amount of \$250,000 for the purpose of defraying the cost of operation pursuant to the provisions of MSA 469 of the Housing and Redevelopment Authority of, and for, the City of Mound for the year 2026

9. Council Discussion and Action of Appointment of City Commission Members

Holt said one of the priorities of the Council is to interview Commission appointments and new members for City Commissions. Holt said there was one Park Commission opening and the Council interviewed two candidates and have agreed to appoint Paula Larson to the position.

Holt said the Council would like to nominate Paula Larson to the position.

MOTION by Holt, seconded by McEnaney, to approve the following resolution, No. 25-99. All voted in favor. Motion carried.

Holt said the Council interviewed four candidates for the open Planning Commission position and decided to re-nominate Kristin Young who is a current Planning Commission member.

MOTION by Holt, seconded by McEnaney, to approve the following resolution, No. 25-99. All voted in favor. Motion carried.

10. Comments/Reports from Council members

Council Member Pugh – No comment

Council Member McEnaney – No comment

Council Member Castellano – Castellano said he wanted to invite a Jaycees member and other service groups to the Council to speak about their activities in the community.

Council Member Herrick – Herrick said there is the Police Commission meeting scheduled for tomorrow. Herrick thanked the City staff for assisting her and encouraged residents to be engaged. Herrick said Minnetrista does a state of the City presentation which is something the Council could start planning for next year. Castellano said he does participate in Wayzata’s State of the City event. Imihy said she ran State of the City events for the City of Hopkins.

Mayor Holt – Holt said he is open to a State of the City presentation. The Council discussed the timeline for a presentation to occur in 2027 to allow for 2026 to plan this special event.

11. Information/Miscellaneous

A. Comments/reports from City Manager: Dickson said a goal setting workshop is scheduled for the first meeting in January. Dickson said there were two workshop meetings reserved for goal setting last year. Dickson said the Council will also interview for an open Docks Commission position. Holt said he would like to schedule a workshop meeting on Monday, January 5, 2026 for goal and priority setting.

B. Reports: Finance – October 2025
Liquor – November 2025

C. Minutes:

D. Correspondence:

15. Adjourn

MOTION by Castellano, seconded by Pugh, to adjourn at: 8:06 p.m. All voted in favor. Motion carried.


Attest: Kevin Kelly, Clerk


Mayor Jason R. Holt