



DOCKS AND COMMONS COMMISSION

AGENDA

Thursday, March 19, 2026

6:00 pm

THIS AGENDA IS SUBJECT TO CHANGE PRIOR TO THE START OF THE CITY COUNCIL MEETING

1. **CALL TO ORDER**
2. **ADOPT AGENDA**
3. **OATH OF OFFICE**
4. **ELECTION OF OFFICERS – CHAIR AND VICE CHAIR**
5. **PUBLIC COMMENTS**
6. **AGENDA**
 - a. Approval of the Minutes of the January 15, 2026 DCC Meeting 1-4
 - b. Wait List Lottery
 - c. 2026 Brighton Commons Rip Rap Project Update 5
 - d. Discussion on increasing non-abutting sites in the Dock Program 6
7. **ANNOUNCEMENTS**
 - a. Comments/Reports from Commission Members
 - b. Comments/Reports from City Staff Liaison
 - c. Next Docks and Commons Commission Meeting: Thursday, September 17, 2026 at 6:00 p.m.
8. **ADJOURN**

City of Mound 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.

MOUND DOCKS AND COMMONS COMMISSION MINUTES
January 15, 2026

The Mound Docks and Commons Commission met on Thursday, January 15, 2026, at 6:00 p.m. in the City Council Chambers of the Centennial Building at 5341 Maywood Road in Mound.

Present: Chair Heidi Peterson, Commissioner Dave Olson and Representative Kevin Castellano.

Absent: Commissioner Jesse Jensen

Others Present: Administrative Services Coordinator/City Clerk Kevin Kelly, James Vettel, Derrick Hentz.

1. **Call to Order**

Heidi Peterson called the meeting to order at 6:04 p.m.

2. **Adopt Agenda**

MOTION, by Olson, seconded by Castellano, to adopt the agenda. All voted in favor. Motion carried.

3. **Oath of Office**

The Oath of Office wasn't administered as there weren't City Council interviews conducted of prospective DCC Members prior to the meeting.

4. **Public Comments**

James Vettel, 4578 Denbigh Road, wanted to thank everyone who he has worked with on the DCC over the past three years. Vettel said he appreciated the experience.

5. **Agenda**

a. Approval of the minutes of the November 20, 2025 DCC Meeting

MOTION by Castellano, seconded by Olson, to approve the November 20, 2025 DCC Meeting Minutes. All voted in favor. Motion carried.

b. 2026 Brighton Commons Rip Rap Cost Share Update

Kelly said he received three bids for the 2026 Brighton Commons Rip Rap project. Kelly said Dock Administration has offered cost shares to abutting properties in past projects. Kelly said there are two separate stretches of shoreline which are slated for the project; 85 feet north of Leslie Road ROW (2945 Cambridge) and the 85 feet just north of the Monmouth Road ROW (2893 & 2885 Cambridge Lane).

Kelly said the property owner of 2945 Cambridge believes he should not be subject to a cost share as he has one non-abutting dock site adjacent to his property. Kelly said the property owner did pay for rip rap at the storm water outlet about 10 years ago and does maintain the Leslie Road ROW access to Brighton Commons.

Kelly noted the two properties adjacent to the commons north of Monmouth are abutting sites without access to the site by non-abutting dock licensees.

Kelly said he is looking for direction from the DCC to work with the three abutters to begin negotiation. Kelly said the dock fund paid for the base fee of the 2025 Brighton project for those three properties as that area had non-abutting docks and two of the abutters paid the difference in order to have fitted rip rap at their adjacent sections of commons.

Kelly listed the three bids:

- The low bid starts at \$151.00 a linear foot for standard rip rap to \$204.00 for fitted
- Another is \$205 for standard and \$295 for fitted
- Third is \$215 for standard and \$285 for fitted

Kelly said the vendors which submitted the bids have completed rip rap projects for the City in the past and are responsible contractors.

The DCC discussed rip rap bids in the past which included a 75% cost share and offering a base fee to the abutters to complete standard rip rap. The DCC offered that the Dock Program provide \$151.00 as a base fee to all three abutting property owners which covers the base cost of the standard rip rap of the lowest bidder. The DCC agreed that if any of the three abutters wanted to have the fitted rip rap at their adjacent commons the abutters will need to cover the remaining cost above the \$151.00 a linear foot.

Derrick Hentz, 4555 Cumberland Road, agreed with the DCC to offer the \$151.00 a linear foot with the option to the abutters to pay extra for the fitted rip rap.

Kelly said he will reach out to the three abutting property owners with the \$151.00 a linear foot of cost share and will allow the abutters to choose the vendor to do the work and pay the extra costs for fitted rip rap.

c. Wait List Applicant Survey

Peterson said she has read through the comments by the Top 15 applicants on the wait list and has sympathy for the reasons some have stayed at the top of the wait list. Peterson said she would be in favor of establishing a time limit for the length they can stay in the Top 40.

The DCC discussed whether having a time limit for being in the Top 40 will spur people to get in the dock program or will they drop off the wait list and open up sites to other wait list applicants. The DCC would like to see wait list applicants at the top to take openings and get into the dock program when they are offered.

Kelly said all the openings in the Dock Program get filled each year so no one is technically missing an opportunity to get on the lake. Kelly said he works his way down the wait list to fill openings each season.

Kelly said four wait list applicants in the Top 40 became primary shares in the Dock Program in 2025 instead of taking an individual dock or slip site.

Kelly said that while he was conducting the survey of the Top 15 he discussed with them their options and explained to those applicants that their ideal spot is almost certainly not going to be open to them from the wait list. Kelly said he explained to those applicants the preference sheet process which is sent to them each year. Kelly said many of this group didn't have a clear understanding of the process. Kelly said after his conversations with the Top 15 applicants may be more willing to take spots in the dock program as they have a better understanding of how the process works.

Hentz, 4555 Cumberland Road, said he thought some of these wait list applicants would have a better chance to get their preferred site by getting into the drop program. Kelly said he spoke to all of the 15 people on the wait list regarding this. Kelly said many of the Top 15 survey respondents didn't understand that licensees in the Dock Program had the first pick of openings before those openings get to the wait list. Kelly said people on the wait list haven't been required to take openings in the past and all of the Top 40 have the responsibility to turn in their preference sheets if they want to get a location on the commons.

d. Annual Dock Report

Kelly said there were a couple more Lost Lake spots open to Mound residents than in 2024 which allowed most of the Mound residents who were license holders in 2024 to stay at Lost Lake.

Kelly added that the first year of Artessa residents taking the 10 Harbor slips went smoothly. Kelly said the 10 applications were submitted at the same time with Artessa staff managing the application process and their own wait list.

Kelly listed the following:

- 51 of 53 possible watercraft openings used in Dreamwood in 2025
- 518 BSU's used out of the 590 LMCD watercraft limit
- 21 Canoe/Kayak racks were rented at the four sites
- Five secondary share dock sites are left
- 237 applicants were on the wait which was an increase over 2024
- 11 wait list applicants took sites in the Dock Program
- Four wait list applicants in the Top 40 became dock program primary license shares
- Only two openings were available in Woodland Point which are the 16' slips
- There were no openings in Dreamwood
- 14 abutting dock sites did not moor a watercraft
- Four abutting dock sites did not put in a dock

Kelly said there were no boats towed in 2025 but there is a vendor ready if needed.

6. **Announcements**

a. Comments/Reports from Commission Members: Castellano said the Finance Director position has been offered and the person hired is expected to start on February 9th.

Castellano said the City has posted a new FT position which will be a Code Enforcement/Planning Technician. Castellano said the position will help with customer service communication with residents on city code violations.

Castellano added that the City has rolled out a new agenda format which will be consistent across all the departments of the City.

Castellano said the main reason for the change to the Commission interview process is to follow what all the other cities do for filling commissions and to hire the best people to these positions.

The DCC discussed the Minnetonka Flats project on Commerce Blvd. on Lost Lake and how the slip structure which was approved. The discussion pertained to the amount of cattails which have been removed as the slip site is being readied along the Lost Lake Channel.

Castellano added the Council will review the City Priorities which were discussed during the Annual Priority Setting Workshop at the January 27 City Council Meeting.

Castellano said the Council is working on the City Water Facility with a letter sent by the Council to ask the legislature for \$15Million of the \$30Million to complete the project.

b. Comments/Reports from City Staff Liaison: Kelly said that DCC Interviews will be conducted by the Council on January 27th.

c. Next Docks and Commons Commission Meeting: Thursday, March 19, 2026 at 6:00 p.m.

7. **Adjourn**

MOTION, by Peterson, seconded by Olson, to adjourn the meeting at 7:37 p.m. All voted in favor. Motion carried.



Docks and Commons Commission Item 5C

To: Docks and Commons Commission Members
From: Kevin Kelly, Administrative Services Coordinator/City Clerk
Date: March 19, 2026
Subject: 2026 Brighton Commons Project

PURPOSE: The 2026 Brighton Rip Rap project is ready to move forward which will be the fourth year of rip rap projects on Brighton Commons.

INFORMATION

Dock Administration did present the \$151.00 a linear foot offer by the DCC to the three Brighton Commons abutting property owners for shoreline restoration adjacent to 2945, 2893 and 2885 Cambridge Lane. The three abutters have decided to go with JK Landscaping which is the contractor that completed the 2025 Brighton rip rap project. The two abutters at 2893 and 2885 Cambridge will take the cost share for fitted rip rap at their adjacent commons area. The Abutter at 2945 Cambridge will take the standard rip rap.

Staff need to work with JK Landscaping and the abutters on the scheduling of the project.

The project area is listed below.

South to North – Linear shoreline lengths of Project Area

- 45’ – 2885 Manchester Road
- 40’ – 2893 Cambridge Lane
- 15’ – Monmouth Road Right of Way
- 85’ – 2945 Cambridge Lane

The RFQ that Dock Administration presented to perspective contractors was for only 170’ of shoreline. Staff would like to add the 15’ of the Monmouth Road Right of Way (ROW) to the project as the work would still be well within the budget for the project. The total cost to the City for 185’ of shoreline restoration would be in the area of \$28,000.00.

FUTURE ACTION: Dock Administration is seeking DCC approval of the addition of the Monmouth ROW to the 2026 Brighton Commons rip rap project.

Dock Administration will request additional funds for shoreline restoration in the Dock Fund budget for 2027.



Docks and Commons Commission Item 6d

To: Docks and Commons Commission Members
From: Kevin Kelly, Administrative Services Coordinator/City Clerk
Date: March 19, 2026
Subject: Discussion on increasing non-abutter sites in Dock Program

PURPOSE: The Dock Program has no non-abutting dock sites available to wait list applicants this year. In 2025, there were only five openings in the general dock program which turned over. The post Covid-19 trend has been fewer openings to become available year to year.

INFORMATION: Up through 2022 there were regularly 8-10 sites which turned over to wait list applicants.

- There were 44 openings from 2017 through 2021 for an average of 8.8 openings a year
- There were 23 openings from 2022 through 2026 for an average of 4.6 openings a year

Dock Administration has been looking for potential sites to add non-abutting dock sites. Those sites include the following:

- Lakeside Access Multiple Slip (Three Points) – Currently a 2-boat multiple slip which had in the past supported four watercraft.

- Crescent Commons (Three Points) – Extensive cattails on west end of commons. There are two abutting properties with docks which are not within the properties extended property lines. These abutting docks are mixed in with the other abutting and non-abutting sites on the commons. If the two abutting docks moved to their extended property lines two non-abutting docks could be added. This area is partially defined as a wildlife area. Extensive invasive cattails in this area.

- End of Three Points Blvd. – There are currently five non-abutter dock sites placed here. There is City property beyond the end of the street which could be utilized as dock sites. Defined as a wildlife area with many dead trees and invasive plants in this area.

- Increase capacity of multiple slips currently in the dock program

- Reclaiming discontinued and other potential sites – There are many issues with starting up these sites such as access, lack of open water and the expense to make sites usable.

- More dock site sharing

The total number of watercraft the City is allowed by the LMCD license is 590 BSU's. The BSU count at the end of 2025 was 518 BSU's. Over the past six years the BSU average has been 517.

FUTURE ACTION:

- DCC discussion of ideas on exploring public shoreline for future non-abutting sites