



## DOCKS AND COMMONS COMMISSION

### AGENDA

Thursday, January 15, 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. **PUBLIC COMMENTS**

5. **AGENDA**

- a. Approval of the Minutes of the November 20, 2025 DCC Meeting
- b. 2026 Brighton Commons Rip Rap Cost Share Update
- c. Wait List Applicant Survey
- d. Annual Dock Report

6. **ANNOUNCEMENTS**

- a. Comments/Reports from Commission Members
- b. Comments/Reports from City Staff Liaison
- c. Next Docks and Commons Commission Meeting: Thursday, March 19, 2026 at 6:00 p.m.

7. **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**  
**November 20, 2025**

The Mound Docks and Commons Commission met on Thursday, November 20, 2025, at 6:00 p.m. in the City Council Chambers of the Centennial Building at 5341 Maywood Road in Mound.

Present: Chair Heidi Peterson, Commissioners Derrick Hentz, James Vettel, Jesse Jensen, and Dave Olson.

Absent: Representative Kevin Castellano

Others Present: Administrative Services Coordinator/City Clerk Kevin Kelly

Heidi Peterson called the meeting to order at 6:01 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 18, 2025**

**MOTION**, by Olson, seconded by Vettel, to approve the September 18, 2025 DCC Meeting Minutes. All voted in favor. Motion carried.

**3. Comments and suggestions from citizens present**

No one came forward.

**4. 2026 Brighton Commons Rip Rap**

Kelly said one of the three abutters who have interest in completing a cost share for the 2026 project is in attendance. Kelly said 2026 will be the fourth year of rip rapping of Brighton Commons and \$35K is set aside for the project.

Kelly said the project is going to be done in two separate areas on the Commons, one adjacent to 2945 Cambridge just north of the Leslie Road Right of Way and the other on the Commons adjacent to the two properties at 2893 and 2885 Cambridge Lanes.

Discussion ensued about the locations of the 2026 project, past rip rap projects and the areas of Brighton Commons which do not have upgraded rip rap. Kelly said he has reached out to the remaining abutting property owners regarding the cost shares for rip rap and has received limited input from these property owners.

Erin Wessling, 2893 Cambridge Lane, introduced herself and said she has seen the work done in the past few projects. Wessling said they are friends with the abutters at 2885 Cambridge and both would like to see a similar project done on the Commons at their properties.

**MOTION** by Olson, seconded by Vettel, to approve the RFQ for the 2026 Brighton Commons Rip Rap Project. All voted in favor. Motion carried.

**5. DCC discussion regarding time limits to length of stay on Wait List**

Kelly said there have not been a lot of openings in the dock program over the past few years which has slowed down the movement of wait list applicants getting into the dock program.

Discussion ensued regarding the number of openings in the dock program each year and how the assignments were completed. Kelly said he provides each of the Top 40 wait list applicants preference sheets which lists all of the openings in the dock program. Kelly said before dock program openings get to the wait list applicants license holders in the dock program can move to sites which open up. Kelly added that dock license holders make specific requests to move to different location if they open up.

Vettel and Peterson discussed how many opportunities the highest of the Top 40 of the wait list had to take openings in the dock program over the years. Peterson said the people at the top of the wait list should move down the wait list if they pass on opportunities year after year.

Kelly said one of the things which could explain some of the top of the wait list not taking an opening in the dock program is that generally the same openings come available year after year as they are lower preference sites. The DCC discussed the need for those high up on the wait list to figure out a way to get into the dock program and request to move to their preferred sites.

The DCC discussed whether there should be a time limit for those at the top of the wait list to get into the dock program. The DCC consensus being that they have had many opportunities to get off the wait list and are limiting the opportunity of other wait list applicants to get into the dock program. Kelly thought the only negative impact of this would be limiting those wait list applicants just outside of the Top 40 from becoming primary shares in the dock program. Kelly said wait list applicants must be in Top 40 of the wait list to be a primary share.

Hentz asked if there is a way to force the top of the wait list to get into the dock program? Hentz added that those wait list applicants can then get in line in the dock program for a more favorable location. Kelly said he advises wait list applicants to take spots in the dock program that will suffice and make a request to move to a preferred location.

Kelly said he will reach out to the top 15 of the wait list to try to understand why those applicants have stayed on the wait list for as long as they have. Kelly said he would bring the results of his survey to the January DCC meeting. Peterson said Kelly should explain to the people surveyed to inform them that the DCC is looking at setting a time limit for their stay in the Top 40.

Peterson said Kelly will bring back his research on the top 15 wait list applicants survey response as an agenda item in January.

## **6. DCC Commission Appointment Procedures**

Kelly said the City Council held a series of discussions and decided going forward that they will interview new applicants. Kelly added the City Council will also interview Commissioners who are reapplying for their positions for the Planning (PC), Parks and Open Spaces (POSC) and Docks and Commons (DCC) Commissions. Kelly said both DCC members Vettel and Hentz have expressed interest in reapplying for another three-year term. Kelly said the Council will most likely interview for the DCC in January as there are quite a few applicants for the other two commissions.

Discussion ensued about the motivation of the Council decision to interview commissioners. Kelly said this is a general practice of Councils of other cities. Kelly added that the PC and POSC are at large positions while the DCC is established as being comprised of two abutting members and three non-abutting members.

## **7. DCC Calendar**

Kelly said the January meeting agenda will have the Brighton Rip Rap bids, survey response of the top 15 of the wait list and the 2025 Annual Report.

March – The Brighton Commons Rip Rap negotiation should be ready for approvals as well as the approval of a contractor.

## **8. Reports**

City Council Representative – Castellano was not present for the meeting.

Staff – Kelly said the City has hired a new Deputy City Manager, Laila Imihy, who has started.

Commissioners - Nothing to report.

## **9. Adjourn**

**MOTION**, by Olson, seconded by Jensen, to adjourn the meeting at 7:14 p.m. All voted in favor. Motion carried.



## DCC Item 5B

To: Docks and Commons Commission Members  
From: Kevin Kelly, Administrative Services Coordinator/City Clerk  
Date: January 15, 2026  
Subject: 2026 Brighton Commons Rip Rap Cost Share Update

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**PURPOSE:** Dock Administration has received one bid from the RFQ sent out in December. The deadline for submittal is Monday, January 12, 2026.

### INFORMATION

All bids received by January 12 will be provided to DCC Members via email prior to the meeting. This will be the fourth consecutive year of rip rap projects on Brighton Commons.

Below is the approximate linear shoreline of the 2026 Brighton Commons property mentioned above:

#### South to North – Linear shoreline lengths of Project Area

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

**FUTURE ACTION:** After the bids are received the DCC and staff can look to set the 2026 cost share with the property owners at 2893, 2885 and 2945 Cambridge Lane.



## DCC Item 5B

To: Docks and Commons Commission Members  
From: Kevin Kelly, Administrative Services Coordinator/City Clerk  
Date: January 15, 2026  
Subject: Survey of the Top 15 of Wait List Applicants

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**PURPOSE:** To gather a better understanding of the rationale of the Top 15 applicants to the Wait List to staying on the wait list for many years.

**INFORMATION:** The following is the list of the responses received from all 15 applicants at the top of the wait list. As you will read, there are a variety of different reasons why locations were not taken. As I conducted the survey with the wait list applicants, I provided information regarding their options and a general background of how the system worked as far as taking a location in the Dock Program. This survey may spur on these individuals to take openings.

- #1. Has experienced a series of financial and other events in recent years since retirement. Income lower and expenses higher.
- #2. Doesn't have a boat currently. Keeping options open/looking for a specific area.
- #3. Is an abutter. Looking for a house/property in Mound to move to. Putting house on the market in 2026.
- #4. The dock site they want is not available to the wait list generally. Need a spot easy to get to due to mobility issues.
- #5. Talking with significant other about taking a spot this year or next. There are physical/mobility issues which have limited suitable locations.
- #6. Haven't completed a wait list preference sheet in the past. Looking for a slip on the Island close to their home.
- #7. Had a spot on Idlewood previously which he didn't use. Went back on wait list and is looking for a dock site in the Highlands area to be able to put in a lift.
- #8. Doesn't own a boat right now. Didn't think there would be an opening at their position. Said they would complete the preference sheet this year.
- #9. On private shoreline. "Leaving options open for the future" for a potential move off of the lake.
- #10. Family situation precluded taking a spot for a few years. Didn't know about the ability to move to a different location once in the dock program.
- #11. Waiting for a spot closer to home. Had a recent addition to the family.

#12. The City has informed wait list applicants that they can defer if they are not ready to take a spot. Doesn't own a boat currently. Financial reasons for not taking a location in the dock program.

#13. Primary reason for not taking an opening is there are a couple of sites which they like which aren't open. Will be looking to take a dock site in the near future. In the process of getting rid of the cabin.

#14. Boat they owned was too large for most openings. Own an 18' foot boat now and is willing to be a primary share if possible.

#15. No boat in the past. Has moved within Mound to a dedicated neighborhood.

**FUTURE ACTION:** The DCC can use the survey results to discuss/take action on the length of time an applicant can stay in the Top 40 of the wait list.



## DCC Item 5D

To: Docks and Commons Commission Members  
From: Kevin Kelly, Administrative Services Coordinator/City Clerk  
Date: January 15, 2026  
Subject: 2025 Annual Report

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**PURPOSE:** The Annual Report lists statistics of the Dock Program, Wait List and the Lost Lake Slips for 2025

### Usage

- All 37 Lost Lake Villa slips were rented: 22 to Villa owners and 15 to Mound residents
- All 10 of the Lost Lake Harbor slips on the floating boardwalk went to Artessa residents
- 51 of 53 BSU's allotted to Dreamwood were utilized by dock license holders
  - One abutting site in Dreamwood did not moor a watercraft
- 518 watercraft were licensed out of 590 watercraft allowed through the LMCD license
- 21 Canoe/Kayak Rack spots at Carlson, Centerview, Avalon and Twin Park were rented - out of a total of 32 spots. Twin Park and Centerview each had four rentals in 2025.
- There are five dock sites which continue to be "grandfathered in" with a secondary shared status in 2025. This feature of the dock program was discontinued in 2021. Last season there were six docks which held a secondary shared watercraft.

### Wait List

- 237 applicants total in 2025 – an increase of nine applicants from 2024
- 11 Wait List (W/L) applicants moved to the dock program which included:
  - Five into the General Dock Program
  - Four as primary dock shares
  - Two in Woodland Point as one-year temporary locations
  - The two 16' openings in Woodland Point (WP) were not taken by WP residents on the W/L
  - There were no openings in Dreamwood in 2025
  - There were four wait list applicants in the top 40 of the Wait List who became Primary License shares in 2025.

### Underutilization of docks

- There were 14 abutter docks which didn't moor a watercraft in 2025
- There were two abutting dock locations which did not put in a dock in 2025

### Dock Inspection Summary

Barry Blievernicht was hired as Dock Inspector in 2021 and has been doing a great job the past three seasons. The expectation is Mr. Blievernicht will continue as Dock Inspector in 2026.

### Violations/Boat Towed

There have been no boats towed from public land in the past five 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.