

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 Parks and Open Space 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 Parks and Open Space 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: 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

6:30 P.M. Regular Meeting
City Council Chambers
5341 Maywood Road, Mound, MN
Thursday, July 10, 2025

Pages

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approve minutes from the 6-12-2025 POSC Meeting **1 – 4**
5. Comments and Suggestions from Citizens Present
(No more than 3 minutes allowed per speaker)
6. Annual Park Visit Discussion – Cont'd
7. Park/Open Space Renaming Policy – DRAFT – For Review **5 – 6**
8. Park Events Programming Agreement – Document Review **7 - 9**
Note: A draft park events policy may be brought to the meeting if staff review is complete by then.
9. Reports:
Staff Updates:
City Council Representative:
Commissioner Comments:
10. Next Meeting: August 7, 2025
11. Adjourn

**PARKS AND OPEN SPACE COMMISSION (POSC) MEETING MINUTES
JUNE 12, 2025**

The Mound Parks and Open Spaces Commission met on Thursday, June 12, 2025, at 6:30 pm in the Council Chambers at the Centennial Building.

Present: Commissioners Travis Mills, Tyler Pieper, Kim Blievernicht, and City Council Representative Sherrie Pugh.
Absent: Chair Joanna Kahn.
Others Present: Deputy City Manager, Maggie Reisdorf and City Engineer, Matt Bauman.
Public Present: NA.

1. **Call to Order**

The meeting was called to order at 6:30 pm.

2. **Roll Call**

Present: Commissioners Pieper, Blievernicht, and City Council Representative Pugh.
Absent: Chair Kahn and Commissioner Mills.

3. **Approval of Agenda**

Reisdorf asked the Commission to consider swapping agenda items 6 and 7, so that the City Engineer could present their item first.

**Motion by Pieper to approve the agenda as amended with the request, seconded by Pugh;
Motion carried 3-0.**

4. **Approve Minutes from 5-6-2025 Joint CC/POSC Meeting & the 5-8-2025 POSC Meeting**

Pieper noted a motion at the end of the 5-6-2025 Joint CC/POSC meeting minutes that showed the wrong vote count for the POSC.

**Motion by Pieper to approve the 5-6-2025 Joint CC/POSC meeting minutes as amended,
and the 5-8-2025 POSC meeting minutes as presented, second by Pugh. Motion carried 3-0.**

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

NA.

6. **Lost Lake Commons: Phase II – Recap & Survey Results (was item 7)**

City Engineer Bauman introduced this item to the POSC. He informed that the engineering staff created an online survey to solicit comments regarding some planning items related to Phase II of Lost Lake Commons Park.

Bauman stated that the first question asked pertained to the Art Walk features of Phase II. He noted that the question asked the public if they desired permanent art structures to be installed or temporary art structures that could be replaced every so often. Bauman explained that out of 180 votes received, that 75% voted for rotating art and 25% for permanent.

Pieper noted that the POSC could discuss the desired timeframe for art installations at a later date before being rotated out.

Bauman noted that Phase II would include installing the concrete bases that would support the eventual art sculptures. He noted that there would still be a period of time in which the city would have to reach out to artist vendors for sculptures and the cost of that art.

Bauman stated that the second question asked pertained to park signage and the community's desire for what information would be included on the signs. He explained that there were four options for the community to vote on and the following was voted on highest votes to lowest:

1. Story of Mound
2. Significant Events
3. Figures and Businesses
4. Other

Bauman stated that the survey overwhelmingly leaned towards signage related to the story/history of Mound. He explained that the goal would be to create about three signs and that the information for the signage would come back to the POSC for comments and review.

Pugh recommended partnering with the local historical society and/or the high school for the signage material.

Bauman explained that there would also be one more sign related to the ecological stormwater pond in the park.

Pieper noted that there are current signs like this in some of the city parks, nonetheless, that they reference plants that are not even present on location. He stressed the importance of having accurate information in the signs. He said that he would be happy to help review the information to ensure accuracy of plantings, etc.

Blievernicht said that there was a resident that recently came to a POSC meeting asking that the park include some sort of recognition to the area's Native American history. She stated that this could be included in the story/history of Mound.

Commissioner Mills joined the meeting at 6:42 PM.

Bauman provided an updated timeline for Phase II of the Lost Lake Commons project. He said that a summary of the project will go to the City Council meeting on June 24, 2025. He noted that the goal is to get additional feedback and comments from the City Council at that time. Bauman explained that the goal would be to bid the project in August 2025 and start construction on September 2025.

Pieper asked if a decision was made regarding the fire pit.

Bauman stated that after a long discussion, staff is recommending a gas fire pit for the project.

7. Park Visits Discussion (was item 6)

Reisdorf introduced this item to the POSC. She noted that on an annual basis, the POSC commissioners split up the parks and open spaces to visit and provide comments back to staff on the state of each location.

Group A – Joanna Kahn

The POSC agreed to have Chair Kahn present her park review information at the next meeting.

Group B – Sherrie Pugh

Alwin Park – NA.

Philbrook Park – Noted that there isn't a curb cut at the street for accessibility. Stated that it is a nice park with trees all over. She said that there are a lot of older trees, as well as about 16+ newly planted trees. Noted that it is a larger park that has potential to add other amenities in the future. She recommended a pickleball court possibly. Said that there are about 4-6 benches on site. Noted a picnic table with a canopy. Noted that there is no seating at the baseball field and that people must bring their own chairs. Porta Potty on site. Spread out picnic tables (4). Trash cans (4).

Recommendations: Power washing the benches. Doggie bag stands.

Sorbo Park – Noted that there isn't a curb cut at the street for accessibility. Informed that this is the proposed location of the new water treatment plant. Said she liked the

infant swings. Noted a fort in the woods that kids made. Said that there were two wooden benches.

Recommendation: Add arms to benches.

Veterans' Park – Noted that the park is accessible from the street. Said that benches are nice. Referenced the granite monument and how it feels like a meditative space.

Weiland Park – Noted that the park is accessible. Said that it has a nice play structure. Stated that she liked the signage and the rubber pads under the swings.

Surfside Park – Noted that the park is accessible. Said that it is a pleasant park to visit. Explained that the signage with the history of Mound is in good shape.

Group C – Tyler Pieper

Bluffs Beach – Noted that picnic table is in good shape. Small park on the beach. Very beautiful park.

Recommendation: Streep stairs. Maybe add a handrail. Manage hillside erosion and plant native plantings to help stop erosion. Weeds on the beach. Add signage about being able to swim and fish there. Clearer signage marking where the park is.

Highland Park – Noted a lot of open space. Playground in good condition. Accessible. Overall in good condition.

Recommendation – Power wash benches and repaint. At least three fruit trees on site have died. Recommend removing and replacing. Bees in the playground structure.

Avon Park – A lot of benches in good condition. Favorite situated park in that the local houses face the park.

Recommendation – Replace playground soon as it is aging.

Carlson Park – Noted that there is not playground on site. Benches are in good condition. The native rain garden looks great, but that invasive species need to be removed. Overall in good condition. Said that this park has a lot of potential with the beach on site and future opportunities.

Recommendation – Remove native species from rain garden (offered to help). Add signage informing that this is a park. Is this a public dock that can be used?

Highland End Park – Noted no playground. Park not easily accessible. No benches. The shoreline is full of invasives.

Recommendation – Add picnic tables. Add gardens on the hillside to help with runoff.

Group D – Kim Blievernicht

Tyrone Park – Looks Great. Gets used a lot. Well maintained.

Veterans' Plaza – Looks great overall.

Recommendation – Fix flags (tattered). Fix flag pole that is bent. Update park signage to include more information on all city parks and/or add the city website information.

Wychwood Park – Green space. Beach looks nice. Public swim beach. Great space.

Recommendation: Fix sink hole on trail.

Zero Gravity – Looks wonderful.

****DUE TO SEVERE WEATHER IN THE AREA, THE POSC RECOMMENDED TO STOP THE MEETING HERE.**

8. **Reports**

Staff Reports: NA.

City Council Representative: NA

Commission Comments: NA.

9. **Next Meeting: July 10, 2025**

Tentative Discussion Items:

Park Event Programming Document Review.

10. **Adjourn**

Blievernicht moved to adjourn the meeting at 7:43 PM. Mills seconded. Motion carried 4-0.



ADMIN POLICY – NAMING OF PARKS

Original Adoption: _____, 2025

Reviewed/Updated: _____

Reference No. ADMIN-0XX

Purpose and Scope

It is the responsibility of the City Council to name parks developed within the City of Mound (the “City”). This policy creates a consistent process for the adoption of an official name for parks throughout the City.

This policy does not apply to working names and, given the need to identify future parks prior to development, the City Council may designate a working name for a park at any time prior to adoption of an official name.

Procedure

The Parks and Open Spaces Commission will receive and consider suggestions for a parks official name from community members and City staff.

A park may be named after an individual, family of historical significance, major financial contributor, or the subdivision in which the park is located or in which it is intended to serve, provided that:

- 1) If the park is to be named after an individual, the individual shall have obtained local or national prominence and shall be of some significance to the City of Mound.
- 2) If the park is to be named after a family, the family shall have some historical significance regarding ownership of the property upon which that park is to be located. For example, the names of pioneering families who have owned the property for more than 100 years.
- 3) If the park is to be named after a major financial contributor, the contributions shall have solely made acquisition and/or development of that park possible. Acknowledgement of contributions for the ongoing upkeep or maintenance of a park facility shall not result in a name change, but signage may be given to indicate that park is “Sponsored by (contributor)”.

Recommendation and Approval

Subject to the aforementioned criteria, the Parks and Open Spaces Commission will recommend to the City Council an official name for a park. The City Council may, in its sole discretion, choose to accept or deny the recommendation or may choose a different name subject to the aforementioned criteria.

When an official name has been accepted or agreed upon by the City Council, adoption of the official name shall be done by a formal motion at a regularly scheduled meeting of the City Council.

CITY OF MOUND

AGREEMENT FOR PARK PROGRAMS

THIS AGREEMENT FOR PARK PROGRAMS ("Agreement") is made as of the _____ day of _____, 20__ ("Effective Date") by and between the City of Mound, Minnesota, a Minnesota municipal corporation ("City"), and _____ ("Provider").

WHEREAS, the City provides for certain events at its parks ("Event"); and

WHEREAS, Provider is willing to provide certain programming at the Event for the benefit of the general public.

NOW, THEREFORE, City and Provider agree as follows:

1. The above recitals and any attached exhibits are a material part of this Agreement and are incorporated herein.
2. The location of the Event will be located at _____ ("Location").
3. The programming to be provided by Provider at the Event by Provider will be _____ ("Program"). The Program shall be open to the public, but may require preregistration as directed by the City.
4. The date and time of the Program will be _____ ("Program Time"). If the Event is cancelled by the City Provider will not provide the Program.
5. The Provider shall provide the Program and all associated materials at no cost to the City and the participants. Said associated materials will remain the property of the Provider.
6. Provider is an independent Provider engaged by City to perform and provide the Program. The City and Provider agree that the Provider shall not at any time or in any manner represent that Provider or any of Provider's agents or employees are in any manner agents or employees of the City. Provider shall be solely responsible under this Agreement for tax calculations or payments including self-employment taxes and any other taxes or payments required to be paid by law or regulation, and the City shall have no obligation to calculate, pay or withhold FICA payments, workers compensation payments, unemployment compensation payments, or other, similar tax payments or withholding amounts.
7. The Provider shall indemnify and hold harmless the City, its elected officials, officers, agents, and employees, of and from any and all claims, demands, actions, causes of action, including costs and attorney's fees, arising out of or by reason of the execution or

performance of the work or services provided herein and further agrees to defend at its sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising hereunder. Nothing herein shall eliminate or limit any immunities, or limitations on, liability available to the City pursuant to applicable laws, including Minnesota Statutes Chapter 466.

8. Unless otherwise waived as provided below, the Provider shall maintain commercial general liability (“CGL”) insurance with a limit of not less than the City’s minimum tort liability under Minn. Stat. § 466.04 on a per occurrence basis. The CGL insurance shall cover, without limitation, liability arising from public liability, personal injury, accidental death, property damage, and contractually assumed liability covering obligations assumed under this Agreement. The City shall be named as an additional insured on the policy and the policy shall contain a waiver of subrogation as to the City. The policy shall be primary and non-contributory as to any policy maintained by the City. Before providing the Program, the City shall be provided with a Certificate of Insurance acceptable to the City. The certificate and the required insurance policy shall contain a provision that the coverage afforded under the contract will not be cancelled or permitted to expire until at least 30 days’ written notice has been given to the City (10 days for non-payment).

The requirement to provide insurance under this Section is waived by the City

Signed by City

9. Neither party shall assign this Agreement, nor any interest arising herein, without the written consent of the other party.
10. This Agreement and any attached exhibits constitute the entire agreement between the City and the Provider and supersede any and all other written or oral agreements between the parties. This Agreement can be modified or amended only by written agreement signed by the City and the Provider.
11. This Agreement will be governed and construed in accordance with the laws of the State of Minnesota. Any action brought to enforce the terms of this Agreement shall be brought in a court of competent jurisdiction in Hennepin County, Minnesota.
12. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.
13. Time is of the essence in the performance of the terms and obligations of this Agreement.

IN WITNESS WHEREOF, the City and the Provider have executed this Agreement as of the Effective Date.

CITY OF MOUND

PROVIDER

Jesse Dickson, City Manager

Signature

Printed Name