



CITY OF MOUND CITY COUNCIL

AGENDA

Tuesday, April 28, 2026

6:00 pm

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

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ADOPT AGENDA**
4. **PUBLIC COMMENTS**
5. **PRESENTATIONS**
 - a. Utility Rate Study – Long Term Financial Management Plan, Imihy 1-7
 - b. Avon Park Survey, Prich 8-18
6. **CONSENT AGENDA**
 - a. Minutes of the April 14, 2026, City Council Regular Meeting, Kelly 19-24
 - b. Check Registry for February & March 2026, Erdmann 25-27
 - c. MCES 2023 I/I Grant Program Reimbursement, Bauman 28-30
7. **PUBLIC HEARINGS**
8. **OLD BUSINESS**
9. **NEW BUSINESS**
 - a. Purchasing Card Program Policy, Erdmann 31-34
 - b. Lost Lake Commons Interpretive and Wayfinding Signs, Bauman 35-42
10. **ANNOUNCEMENTS**
 - a. Comments/Reports from Council Members
 - b. Comment/Report from City Manager
 - c. Next City Council Regular Meeting: Tuesday, May 12, 2026, at 6:00 p.m.
11. **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.



City Council Item 5a

To: Honorable Mayor and Council Members
From: Laila Imihy, AICP, Deputy City Manager
Date: April 23, 2026
Subject: Utility Rate Study and Water Treatment Plant Funding Scenarios Update

PURPOSE

Tonight, Deputy City Manager Imihy and the City's Financial Consultant, Kyle Sawyer of Ehlers, will discuss updates to the Utility Rate Study which supports the Council's decision making as the City continues to evaluate options and assess the financial impact of constructing a potential water treatment plant.

BACKGROUND

In 2023, the City of Mound began a Financial Management Plan (FMP) to plan work on achieving a positive fund balance in the City's utility funds as well as ensure levy increases incorporated funding day-to-day City needs, reduce City debt and reduce the need to bond for major infrastructure projects beyond 2030.

Studying utility rates through a Utility Rate Study (URS) is a component of the FMP and guides decision making within the FMP. Doing a URS was also a request of the Public Facilities Authority (PFA) when the City made a request for funding through them for a water treatment plant. More information about why the City is considering a water treatment plant, and information about this year's water treatment plant infrastructure can be found on the City's website, [here](#).

The URS is being completed in two phases. Phase one which completed at the end of 2025 was inclusive of the City's updated Capital Improvement Plan and the current financial condition of the Water and Sewer Funds and provides recommendations for the 2026 utility rates. Recommendations from Phase one were adopted at the [November 25, 2025, City Council Meeting](#).

URS PHASE TWO

Tonight Staff and Ehlers will report on the findings from Phase 2 of the URS which:

- Analyzes funding scenarios for a water treatment plant
- Reviews the use of franchise fees to support a water treatment plant
- Provides a look at the FMP and URS if a water treatment plant was funded

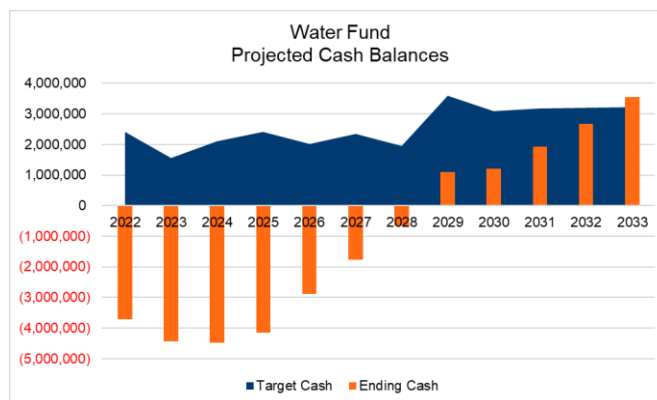
ASSUMPTIONS IN URS MODEL

Phase two of the URS utilizes the following assumptions to develop funding scenarios:

- An estimated total water treatment cost of \$42 million.
 - \$12 million for site preparation which has been funded by State and Federal funds
 - Estimated construction costs of \$30 million dollars. A firm cost will be known following bidding the project.
- That the City would receive \$3 million dollars in grant funding from the PFA
- That the City would increase gas and electric franchise fees every other year from 2027-2031 to generate an additional \$5.4 million to pay for the water treatment plant
 - Currently residents pay \$4 per month per gas and electric utility and a raise in the rates would be on par with other communities.
- That the City would receive a loan from the PFA for a length of 20 years at a 2% interest rate.
 - Based on final water treatment plant costs, the length of the loan may be able to extend to 30 years and/or the interest rate may be able to be reduced. The variables would reduce the cost per month to the water bill.
- That the City does not receive any additional grant funds beyond the PFA, including not receiving funding from the State Bonding Bill.
- The City would utilize a PFA loan rather than bond for the project through the general tax levy and pay the loan back using revenue from the water fund.
 - Payment of the loan through the water fund and increases in water rates ensures that all users pay for this necessary water infrastructure. If the City utilizes property taxes to pay for this improvement, many large water users would not pay for water treatment plant construction as tax-exempt properties do not pay property taxes.
- That by 2029, the City would eliminate the existing cash deficit in the water fund and would not issue any additional debt in future years.

The model provided tonight is a conservative approach and scenarios proposed below are the estimated costs Mound residents would pay for this infrastructure. The City continues to advocate at the State for additional funding to support this project.

WATER RATE IMPACTS



No Water Treatment Plant Scenario:

Should the City choose not to build a water treatment plant, water rates will still need to increase to eliminate the existing short fall within the water fund. Due to no water rate increases from 2018-2022, this fund currently exists in a deficit. To achieve the necessary cash on hand in this fund and to eliminate the deficit the URS plans for water rate increases from 2027 to 2033.

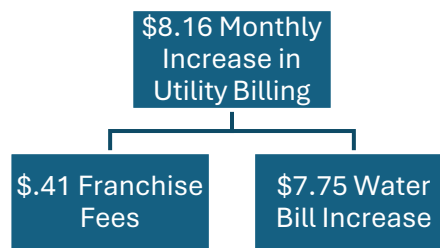
Year	% Increase
2027	13.5
2028	11.5
2029	7.5
2030	3
2031	3
2032	3
2033	3

For each user class, the impact for this scenario in 2027 would be as follows:

Residential, Medium volume user (14,000 gallons)

	2026 Actual	2027, No Water Treatment Plant
Annual Franchise Fees	\$96	\$101
Annual Water Fees	\$695	\$788
Total Annual Cost	\$791	\$889
Total Annual Increase		\$98
Monthly Increase		\$8.16

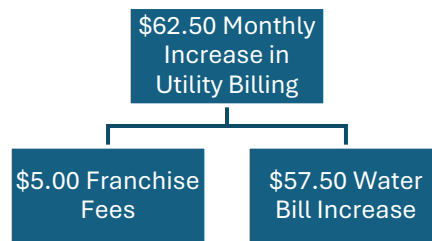
This monthly increase can be broken down further:



Multi-Family, Medium volume user (62,000 gallons, 12 Units billed together)

	2026 Actual	2027, No Water Treatment Plant
Annual Franchise Fees	\$1,152	\$1,212
Annual Water Fees	\$5,118	\$5,808
Total Annual Cost	\$6,270	\$7,020
Total Annual Increase		\$750
Monthly Increase		\$62.50

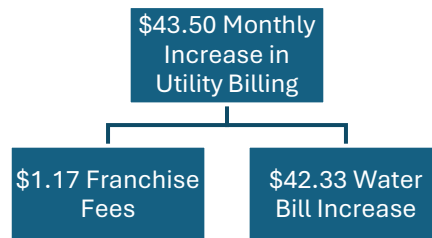
This monthly increase can be broken down further:



Commercial, Medium volume user (31,000 gallons)

	2026 Actual	2027, No Water Treatment Plant
Annual Franchise Fees	\$288	\$302
Annual Water Fees	\$3,764	\$4,272
Total Annual Cost	\$4,052	\$4,574
Total Annual Increase		\$522
Monthly Increase		\$43.50

This monthly increase can be broken down further:



Water Treatment Plant Scenario:

Should the City choose to construct a water treatment plant, using the assumptions above the rate increases would be as follows:

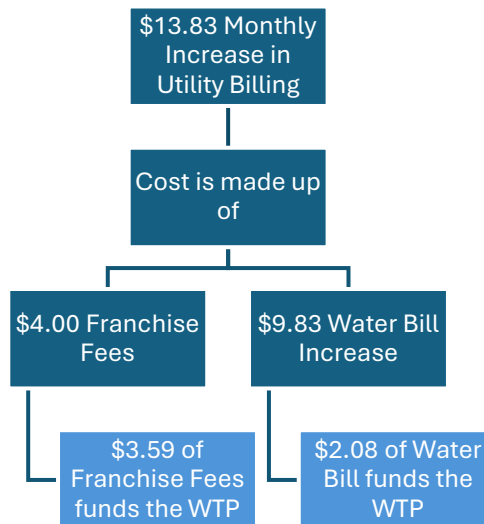
Year	% Increase
2027	17
2028	16
2029	15
2030	10
2031	8
2032	5
2033	3

For each user class the impact for this scenario in 2027 would be as follows:

Residential, Medium volume user (14,000 gallons)

	2026 Actual	2027, Water Treatment Plant
Annual Franchise Fees	\$96	\$144
Annual Water Fees	\$695	\$813
Total Cost	\$791	\$957
Total Annual Increase		\$166
Monthly Increase		\$13.83

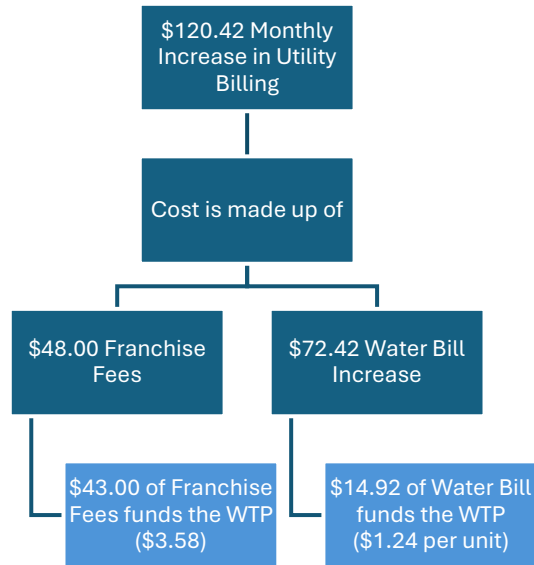
This monthly increase can be broken down further:



Multi-Family, Medium volume user (62,000 gallons, 12 Units billed together)

	2026 Actual	2027, Water Treatment Plant
Annual Franchise Fees	\$1,152	\$1,728
Annual Water Fees	\$5,118	\$5,987
Total Annual Cost	\$6,270	\$7,715
Total Annual Increase		\$1,445
Monthly Increase		\$120.42

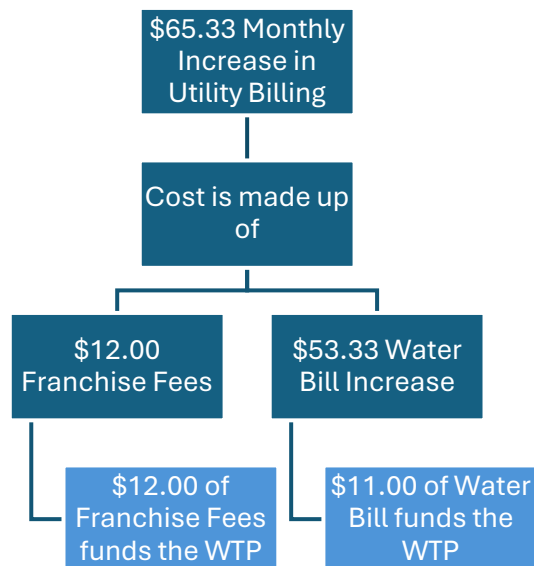
This monthly increase can be broken down further:



Commercial, Medium volume user (31,000 gallons)

	2026 Actual	2027, Water Treatment Plant
Annual Franchise Fees	\$288	\$432
Annual Water Fees	\$3,764	\$4,404
Total Annual Cost	\$4,052	\$4,836
Total Annual Increase		\$784
Monthly Increase		\$65.33

This monthly increase can be broken down further:



SUMMARY

This model of the URS was developed conservatively with assumptions and variables which should they change will impact the monthly cost across all user groups.

In either scenario, water rates will need to increase annually to support moving the fund out of a deficit.

For most residents, the estimated financial impact of a water treatment plant breaks down to just \$5.67 per month, with only \$2.08 added to the water bill each month. Many residents who use water softening, bottled water or other methods to ensure their household has clean water are likely to have household savings and improved water should the City move forward with a water treatment plant.

FUTURE ACTION

The Council will take future action on this item at the end of the summer after more information regarding PFA grants and the State Bonding Bill is known.



Department
Public Works

Memorandum

To: Honorable Mayor and Council Members
Jesse Dickson, City Manager

From: Ryan Prich, Public Works Director

Date: 4-28-2026

Subject: Avon Park Survey

PURPOSE- Review data from the Avon Park survey

INFORMATION- Surveys were distributed to surrounding households to collect data on how frequently the park is used, the age groups of its users, and the community's preferences, needs, and desired improvements for the park.

FUTURE ACTION- Council direction on next steps

Overview

The Avon Park survey shows that there is a strong demand from young families and grandparents with toddler/preschool age children, overwhelming preference for swings/slides/climbing structures, and repeated requests for shade and caregiver seating.

Avon Park Playground Survey

17

Total responses

12

Have children/
grandchildren

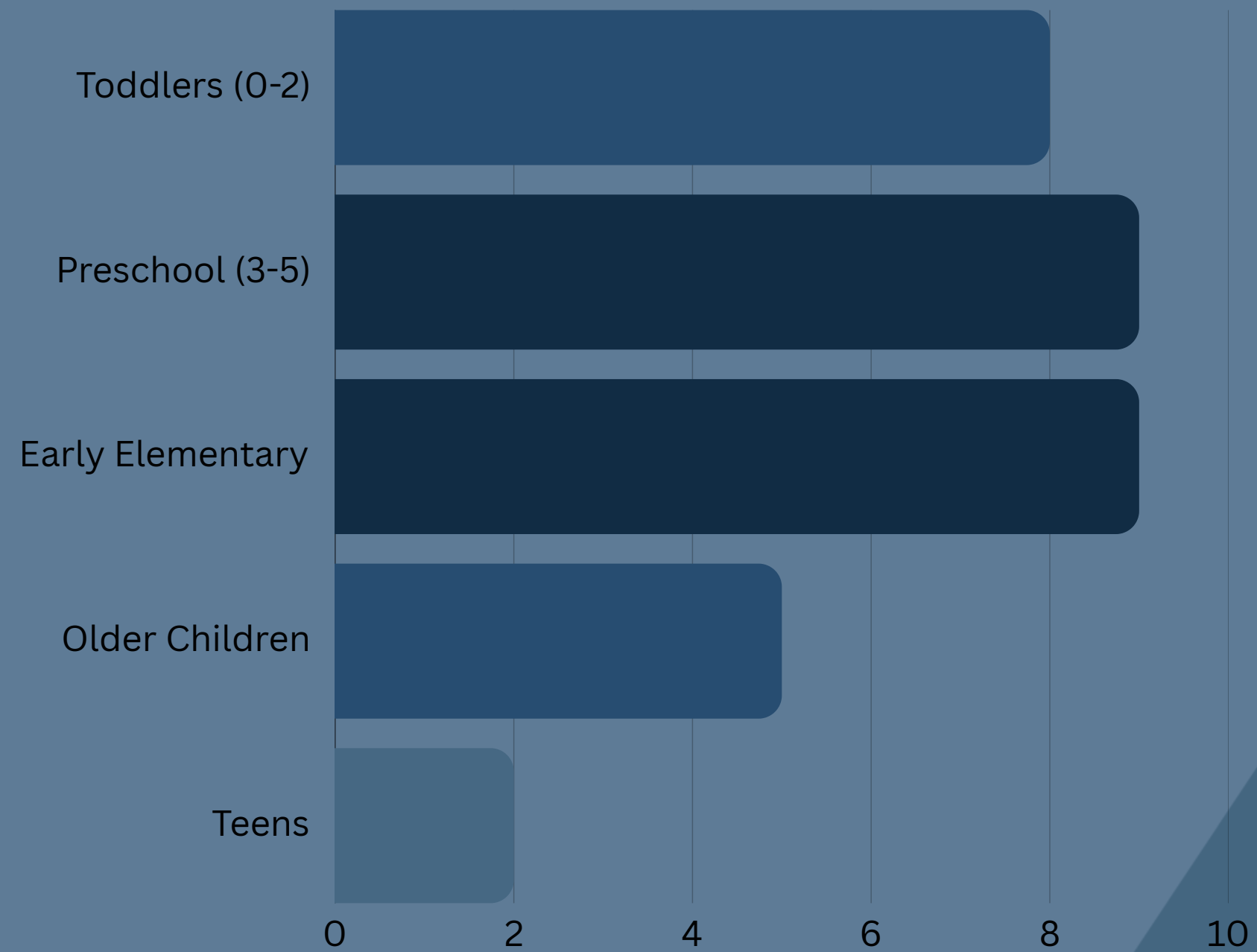
5

Support improvements
(no children)

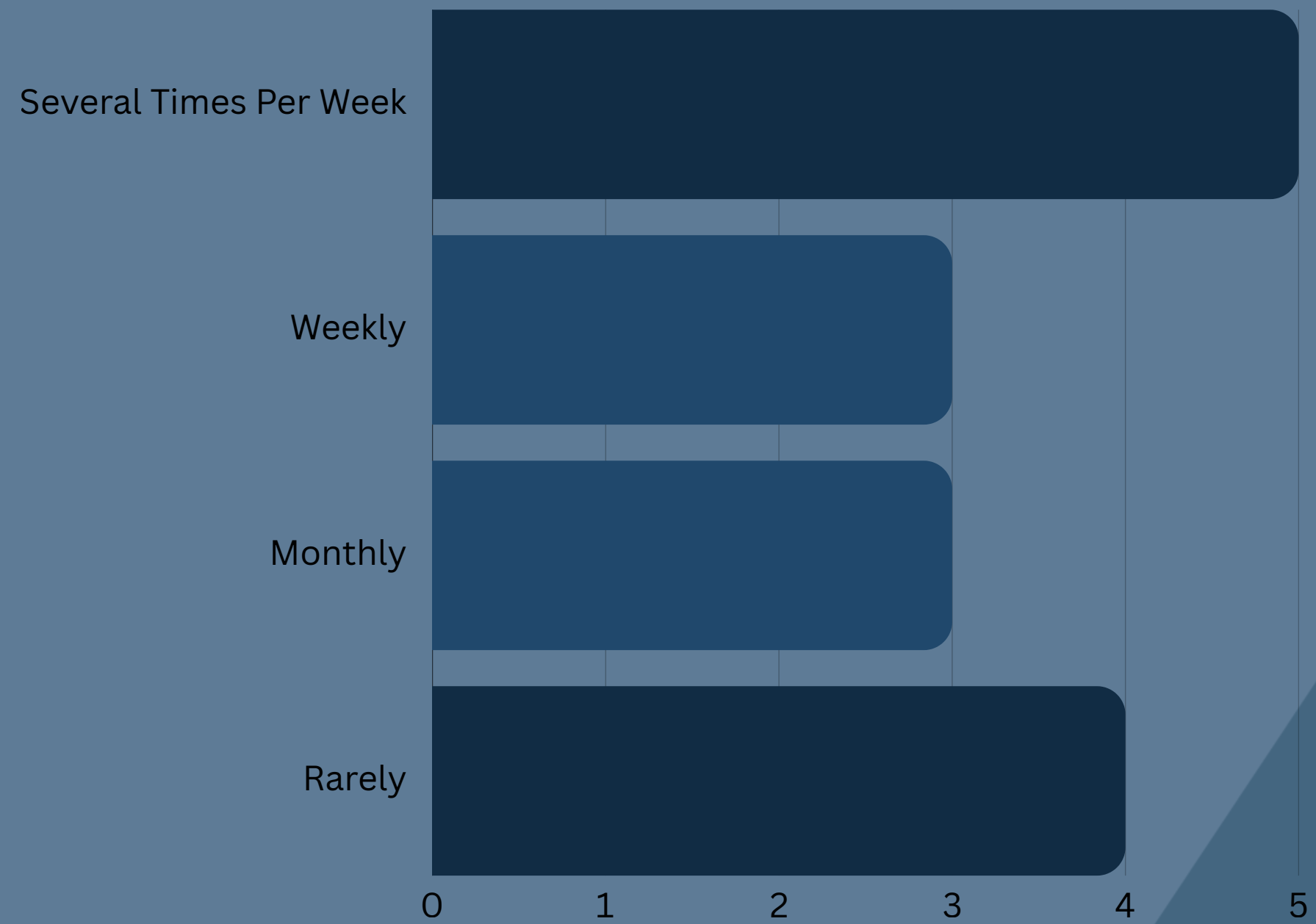
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Would use several
times/week

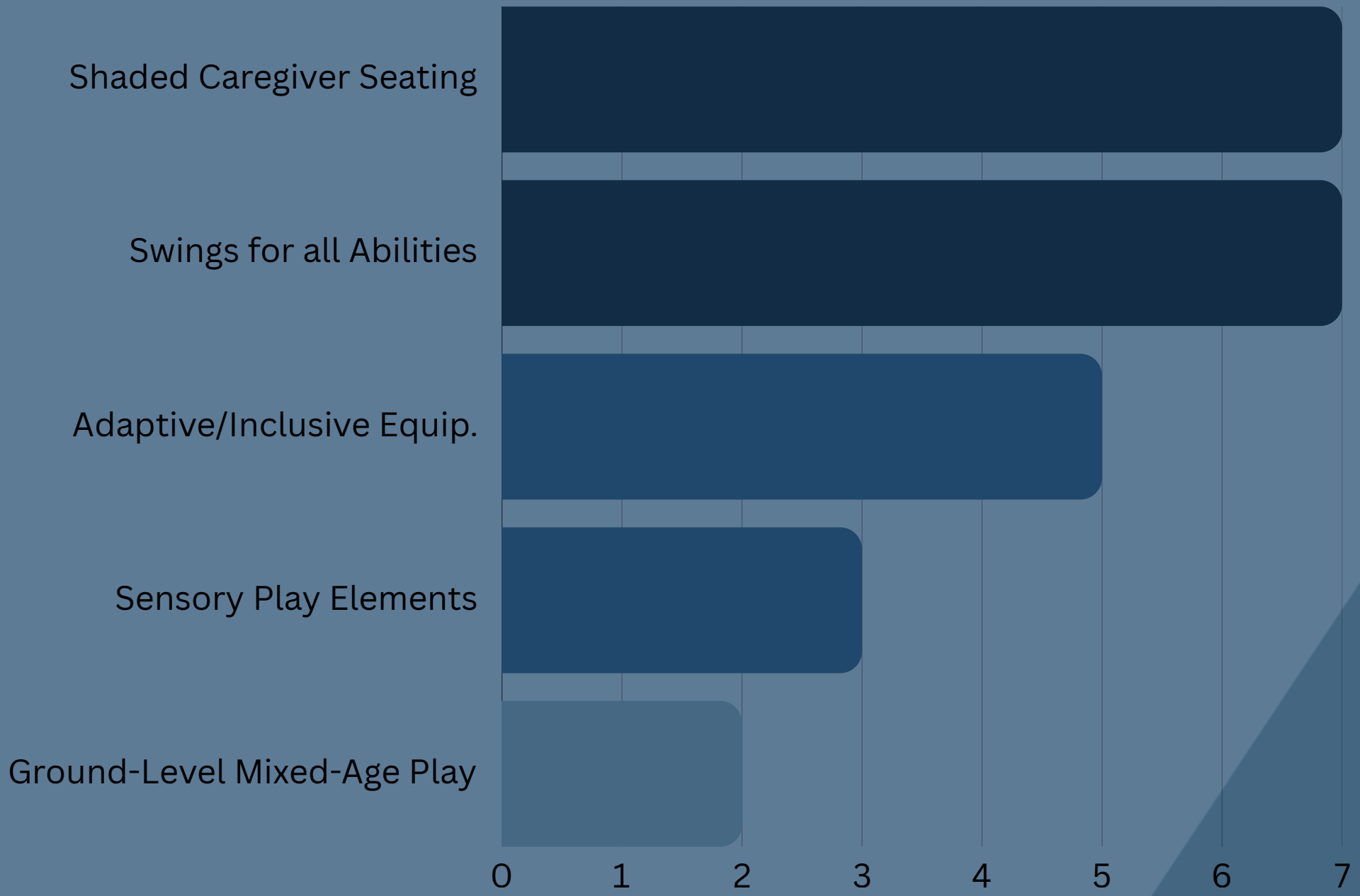
Age Groups



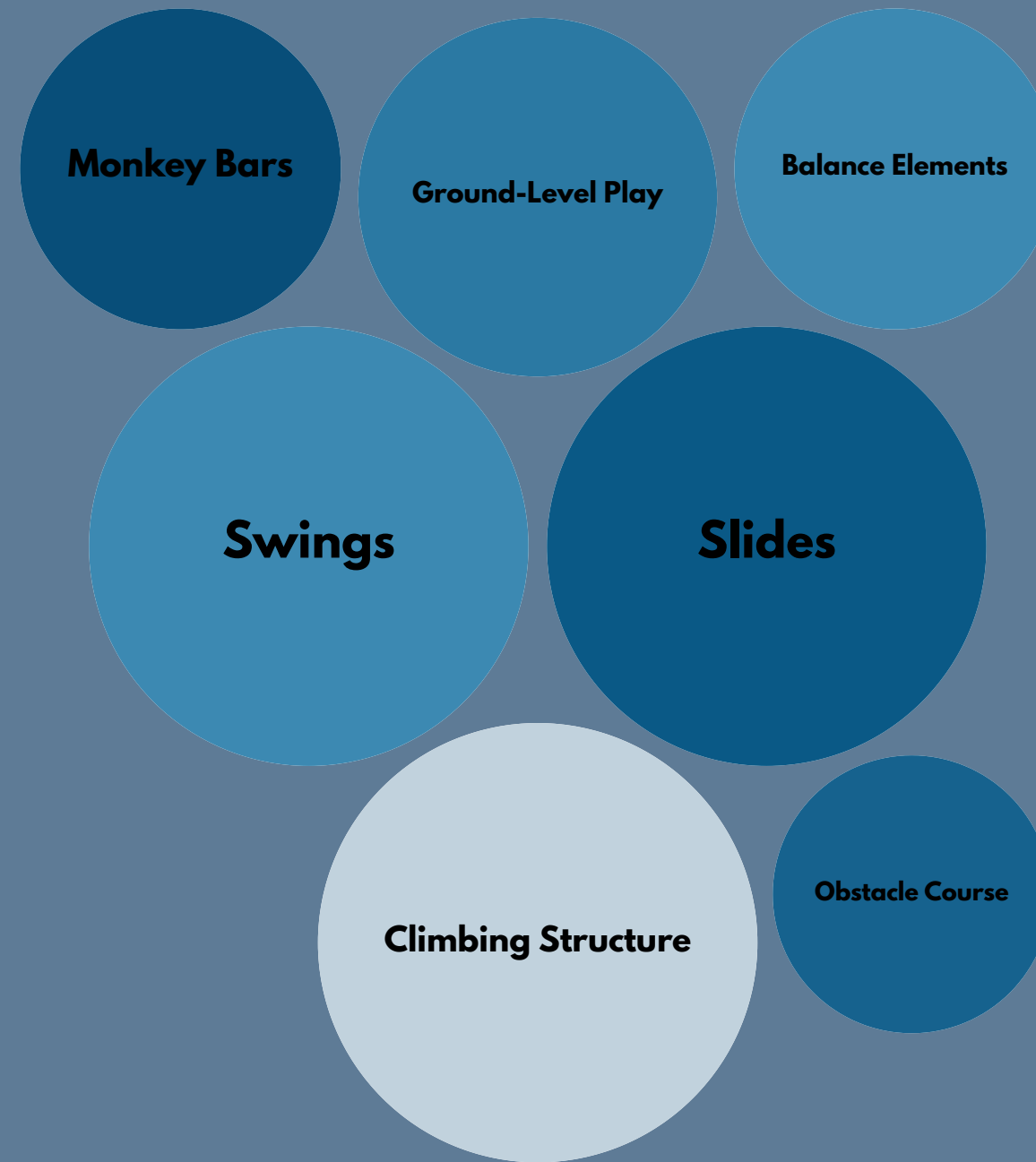
Frequency of Use



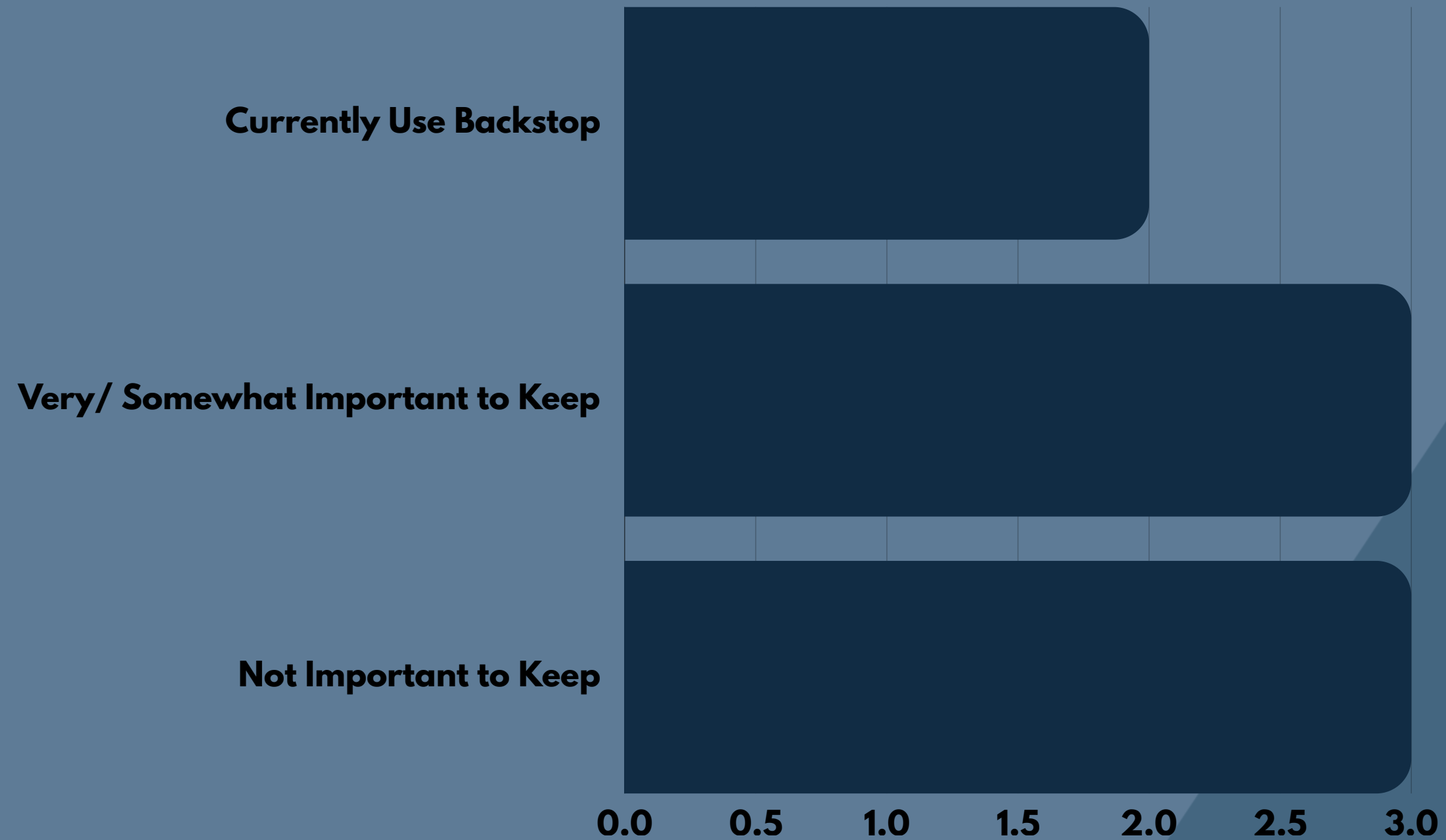
Inclusive Features Requested



Most-Requested Equipment



Backstop/ Open Play Area



Notable Written Comments

“Rubber surface (no sand, no cement). Separate toddler section. Shade would be amazing + benches for parents.”

“I grew up playing at this park and am now a parent who uses it. I value the swings, slide, and green space/ basketball the most.”

“Most kids in the neighborhood are young toddlers! Please keep as much open/grassy space as possible + mature trees.”

“Please, no sand base. It would be great to improve the basketball court and have 2 hoops - game court size. Picnic tables are great to have.”

Equipment

Benches

Grandchildren

Toddlers

Slides

Swings

Climbing

No sand

Rubber surface

Seating

Grassy

Preschool

Safety Trees

Shade

Inclusive

Neighborhood

Picnic tables

Adaptive

Key Highlights

Strong young-family demand. The vast majority of respondents represent households with toddler-to-elementary age children (or grandparents with children in that age range). Preschool (3-5) and early elementary (6-8) tied as the most checked age groups, and when asked for a single top priority, those same two groups split the vote evenly, with a few respondents preferring a balanced all-ages design.

Three pieces of equipment dominate. Across all write-in responses to the question “If only three types of equipment could be installed, which would you choose?” swings, slides, and climbing structures were mentioned by nearly every resident who answered. These should be considered must-haves.

Shade and caregiver seating is the #1 inclusive feature. It ties with accessible swings in the survey questions, and multiple open-ended comments reinforced it. This is a low-cost, high-impact addition worth emphasizing.

Safety surface matters. Respondents requested rubber surfacing and explicitly opposed sand and cement.

The backstop is a low priority. Only two respondents currently use it, and more said it’s “not important” than said it’s important to keep.

Green space and open lawn should be preserved. Multiple comments asked the City to keep as much open, grassy, natural space as possible - the playground footprint shouldn’t crowd out unstructured play areas.

MOUND CITY COUNCIL MINUTES
April 14, 2026

The City Council of the City of Mound, Hennepin County, Minnesota, met in regular session on Tuesday, April 14, 2026, at 6:00 p.m. in the Council Chambers in the Centennial Building.

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

Members absent: Kevin Castellano

Others present: City Manager Jesse Dickson, City Clerk Kevin Kelly, City Attorney Scott Landsman, Community Development Director Sarah Smith, Public Works Director Ryan Prich, Planner Rita Trapp, City Engineer Matt Bauman, Nicholas Petersen, Janet Petersen, Martha Mason, John Petersen and Johann Chemin.

1. Call to Order

2. Pledge of Allegiance

3. Adopt Agenda

Dickson had amendments to the agenda which included Item 6C, the Music in the Park June event will be removed from its schedule and Item 6H, the amount paid to Minger Construction should read \$4,121.34.

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

4. Public Comments

Nick Petersen said he grew up in Mound and attended Mound Westonka Schools. Petersen said his education instilled his love of civics and he said he stood in line for 13 hours to be first in line at the Presidential Inauguration in 2024. Petersen said at an inaugural event that he shouted "We love you Mr. President". Petersen said the President and First Lady pointed, smiled and waved at me. Petersen said this exchange has been recorded and validated and he received two signed plaques from the White House which were signed by the President. Petersen presented the two plaques to the City Council.

Janet Petersen, 3136 Tuxedo Blvd., said a neighbor behind her property put up a new wood fence and left the old fence in place which is falling apart. Petersen asked for a change in city policy or code to make sure the old fence is removed.

5. Presentations

a. Orono Police Department with the March 2026 Activity Report, Raze Josh Raze, OPD Officer, said the OPD Chief interview process is ongoing with two finalists being interviewed this week.

Raze noted the following:

- OLL School DARE Graduation upcoming
- One overweight vehicle sited
- OPD staff went through the 2-day use of force training

- Severe weather sirens will be set off next week

Raze listed the criminal activity in the Mound Crime Summary Report in which activity occurred.

6. Consent Agenda

- Approve Minutes of the March 14, 2026 City Council Regular Meeting
- Approve Resolution No. 26-23 approving the Liquor License for Lovy Thai Restaurant, Kelly
- Approve Resolution No. 26-24 approving permits for 2026 Music in the Park summer concert series at Surfside Park and Beach and waiving fees due to public purpose of gathering, Smith
- Approve Resolution No. 26-25 approving permit for 2026 Mound Fire Department Relief Association Fish Fry and Dance on Saturday, June 6, 2026 and waiving fees due to public purpose of gathering, Smith
- Approve Resolution No. 26-26 approving permit for seasonal use of City property for 2026 Mound Farmers Market & More on Saturdays from May 23, 2026 to October 10, 2026 with reduced fee due to public purpose of gathering, Smith
- Approve 2026 Planning Commission Work Plan and Staff Project, Smith
- Approve Resolution No. 26-27 approving 2026-2029 Residential Waste Reduction and Recycling and Grant Agreement with Hennepin County, Imihy
- Pay Request No. 2 in the amount of \$4,121.34 to Minger Construction for Water Treatment Infrastructure Improvements -Phase 2, PW-25-12, Bauman

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

7. Public Hearings

Planning Commission Recommendation – Planning Case No. 26-01

Public Hearing – Consideration/action on Conditional Use Permit

Conditional Use Permit for Essential Service Building on City Parcel with

PID No. 23-117-24-31-0077 for New Water Treatment Facility

Applicant: City Engineer Bolton & Menk on behalf of City of Mound

Trapp presented the Conditional Use Permit (CUP) request by Bolton and Menk for the proposed Water Treatment Plant (WTP) with vehicle access being allowed through an existing easement. Trapp said the WTP is considered an Essential Service Building which is a conditional use in all zoning districts. Trapp said this project site doesn't require any additional zoning.

Trapp said adjacent to the proposed site is the School District owned undeveloped property, Sorbo Park and residential use properties.

Trapp said another existing site condition is the topography which slopes from the wooded lot to Evergreen Toad.

Trapp listed the following regarding Access:

- There is a dedicated ROW from the north side of the property to Evergreen Road just north of Sorbo Park
- There is green space between the water tower and WTP building

- Width of driveway is designed to meet Fire Department regulations and to accommodate utility vehicles
- Lot and site dimensions are not subject to lot requirements but are located at least 50 feet from school district property
- Building height is less than 35 feet
- Exterior is brick
- Impervious surface under 30% and MCWD stormwater requirements met
- Filtration basin proposed near to Sorbo Park playground
-

Screening and Landscaping:

- Landscaping plan has been completed
- 28 new evergreen trees proposed on the residential side of the WTP building
- Tree locations limited by underground utility located on site

Other potential impacts:

- Limited traffic on site as there will be only be one worker typically present per day
- Noise – the generator is a quieter type and will be in use during power failures and will be exercised once or twice per month to maintain the system
- Lighting plan is under development

Public Review:

- MCES had no comments
- One neighbor had comments at the PC meeting

Planning Commission (PC):

- Landscaping and Lighting concerns of the PC are being considered
- Question about connecting the two buildings not answered yet
- Filtration Basin discussion regarding moving the basin as the PC was concerned about it being close to the Sorbo Park playground.

Council discussed fencing around the filtration basin and the style of fence around the basin.

Mayor Holt opened the public hearing at 6:30

Johan Chemin, 6039 Beachwood Road, came forward.

Chemin said he was opposed to the project and listed the following:

- Looking for a change to reduce size of project to decrease the cost of the project
- The Utility Garage and office add to the cost of the project
- Huge driveway adds to the cost
- Disagreed with the Tree Buffering Plan as he thinks there should be more especially on the west side of the project area and around the filtration basin.
- Noise – he said the fan from a lift station is loud and asked if the WTP will be loud when the generator is being used on the site
- Light pollution – not good for people and animals and he would prefer motion detector lighting instead of constant light
- Would like to see landscaping changes made by the Council

Mayor Holt closed the public hearing at 6:36.

Bauman said the filtration basin is in its proposed area to catch and treat as much stormwater as possible. Bauman said the water in the basin during a two-year storm event would cause standing to be present for 16 hours and during a 100-year storm event there would be 26 hours of standing water.

Discussion ensued regarding stormwater regulations and catching run off most efficiently, the width of the driveway access which is 26 feet wide due to fire regulations. Bauman said the standard road width in Mound is 28 feet.

Holt asked about the existing water tower light and security of the site and if there was a way to regulate the rate of light pollution. Bauman said staff will look into possible motion lighting.

Discussion ensued about potential generator noise with the particular generator at the site being hospital grade with muffled noise. Bauman said the generator needs to be exercised once a month and won't be in constant use.

Dickson said there is a need for an office at the WTP as testing will be occurring daily and staff will need space to take readings and do general office work. Dickson said the garage added to the project will not increase cost and there are requirements which have to be met to secure funding. Dickson said this location was preferable to the Chateau water tower location which is in a residential area and property would need to be purchased. Bauman said the storage in the building would be water treatment related.

Prich said the building will allow PW staff to put the right equipment in the building which will be readily accessible in an emergency. Prich added there will be 3 or 4 trucks starting or leaving the site each day.

Herrick said she has been a Sorbo Park cleanup volunteer. Herrick said Sorbo Park is used quite a bit and would like the filtration basin placed away from the playground. Holt said there is a fence requirement to the filtration basin added by the PC.

Discussion ensued in which the Council would like to see more trees planted at the site. Dickson said the project hasn't been bid out yet and the Council can add to the project going forward.

Pugh said she is also concerned about safety and would like to redirect kids to other parks while the project is ongoing. Holt said his kids played in the park and isn't too concerned about the filtration basin.

MOTION by McEnaney, seconded by Pugh, to approve the following Resolution. All voted in favor. Motion carried

**Resolution No. 26-28 Resolution Approving a Conditional Use Permit for a Water Treatment Plant in the R-1 District for Property with PID 23-117-24-31-0077
Planning Case No. 26-01
PID NO. 23-117-24-31-0077**

8. Old Business
9. New Business
 - a. Approve Resolution 26-29 Approve cost participation in the Westedge Blvd. Mill

and Overlay project led by the City of Minnetrista

Bauman said two years ago Minnetrista reached out to the City regarding the Westedge Mill and Overlay project. Bauman said the City portion of the project was in the City Capital Improvement Plan. Bauman said Minnetrista bid out the project and the cost share for the City of Mound came in at \$57K which is lower than the \$67K engineer's estimate.

Bauman said the project will start after the school year is over. Holt said he wanted to make sure it is done quickly and not impact the City water treatment infrastructure. Bauman said the project should only take a couple of big days of activity.

MOTION by McEnaney, seconded by Pugh, to approve the following Resolution. All voted in favor. Motion carried

Resolution No. 26-29 Approve cost participation in the Westedge Blvd. Mill and Overlay project led by the City of Minnetrista

- b. Approve Resolution 26-30 Receive Plans and Authorize bidding for the 2026 Street Reconstruction Project, Bauman

Bauman said the 2026 Street Reconstruction project will affect many different areas of the City. Bauman said the bidding process is the next step in the project.

MOTION by McEnaney, seconded by Pugh, to approve the following Resolution. All voted in favor. Motion carried.

Resolution No. 26-30 Receive Plans and Authorize bidding for the 2026 Street Reconstruction Project, Bauman

- c. Approve Resolution 26-31 Awarding Evergreen Water Tower Painting Project to Minger Construction for Water Treatment Infrastructure Improvements Phase 2; PW-25-12, Prich

Prich said he recommends the approval of the bid from Tanksco. Prich said this will include the cleaning repairing and painting of the Evergreen Water Tower. The Council briefly discussed the design of the Water Tower.

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

Resolution No. 26-31 Awarding Evergreen Water Tower Painting Project to Tanksco, Inc., PW-26-10, Prich

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

10. Announcements

- a. Comments/Reports from Council Members:

Council Member Pugh – Pugh said the Gillespie Center has hired a new Executive Director. Pugh added that the Parks Commission looked at the Surfside Depot and its condition was good and City staff are working on some items to bring them up to code.

Pugh added that a new Fire Chief, Andy Drilling, has been hired by the City.

Council Member McEnaney – Nothing.

Council Member Castellano – Absent

Council Member Herrick – Herrick asked about the use of Sorbo Park with all the projects scheduled. Prich said there will be very limited use of the park for a minimum of two summers. Holt asked Prich for signage while the projects are in progress in order to direct residents to other City parks.

Mayor Holt – Holt said he is going to take part in the Orono Police Chief interview on Thursday. Holt mentioned the City Open House in the Mound Fire Department Fire Bay on April 23rd at 6:00 p.m.

Pugh said she had an idea for a City-wide National Night Out model instead of individual neighborhood events for people whose neighborhoods aren't holding events. Pugh said the City could partner with Civic Groups on this idea.

b. Comments/Reports from City Manager:

c. Next City Council Regular Meeting: Tuesday, April 28, 2026 at 6:00 p.m.

11. Adjourn

MOTION by Pugh, seconded by McEnaney, to adjourn the meeting at 7:29. All voted in favor. Meeting adjourned.

***Check List**

February, March 2026

Check #	Search Name	Invoice	Amount	Act Typ	FUND Descr	Last Dim Descr
080410	3/20/2026 GREAT LAKES SALT COMPANY	2024208	\$6,954.22	E	GENERAL FUND	Street Maint Materials
080417	3/20/2026 LEAGUE OF MINNESOTA CITIES		\$8,084.45	E	SEWER FUND	General Liability Ins
080417	3/20/2026 LEAGUE OF MINNESOTA CITIES		\$4,717.69	E	MUNICIPAL LIQUOR F	General Liability Ins
080417	3/20/2026 LEAGUE OF MINNESOTA CITIES		\$3,988.71	E	WATER FUND	General Liability Ins
080417	3/20/2026 LEAGUE OF MINNESOTA CITIES		\$4,115.65	E	AREA FIRE SERVICE	General Liability Ins
080427	3/20/2026 EGAN COMPANIES	JC363884N002	\$7,097.43	E	GENERAL FUND	Other Contractual Servic
080428	3/20/2026 EHLERS AND ASSOCIATES, INC.	105292	\$16,297.50	E	GENERAL FUND	Professional Srvs
080439	3/20/2026 SILTON, KURT		\$13,768.65	R	GENERAL FUND	Grants from other Govt.
080453	3/25/2026 BREAKTHRU BEVERAGE MN BE	125877393	\$4,351.97	E	MUNICIPAL LIQUOR F	Beer For Resale
080454	3/25/2026 BREAKTHRU BEVERAGE MN WI	125903290	\$4,262.22	E	MUNICIPAL LIQUOR F	Liquor For Resale
080455	3/25/2026 CAPITOL BEVERAGE SALES, L.P	3260791	\$5,265.15	E	MUNICIPAL LIQUOR F	Beer For Resale
080458	3/25/2026 DAHLHEIMER BEVERAGE LLC	2711980	\$4,166.23	E	MUNICIPAL LIQUOR F	Beer For Resale
080467	3/25/2026 PHILLIPS WINE AND SPIRITS, IN	5136544	\$3,825.15	E	MUNICIPAL LIQUOR F	Wine For Resale
080489	3/26/2026 MET COUNCIL WASTEWATER M	0001202640	\$86,297.26	E	SEWER FUND	Waste Disposal-MCIS
080495	3/26/2026 HOFF BARRY P.A.	19312	\$3,992.00	E	GENERAL FUND	Legal Council
080505	3/26/2026 COMPASS MINERALS AMERICA	1633919	\$6,035.29	E	GENERAL FUND	Street Maint Materials
080508	3/26/2026 CAMPBELL KNUTSON, P.A. ATTY		\$6,226.35	E	GENERAL FUND	Legal Fees
080511	3/26/2026 BOLTON AND MENK, INCORPOR	0389152	\$335,598.50	E	WATER FUND	Capital Outlay FA
080511	3/26/2026 BOLTON AND MENK, INCORPOR	0388176	\$8,481.06	E	GENERAL FUND	Professional Srvs
080511	3/26/2026 BOLTON AND MENK, INCORPOR	0388172	\$4,153.78	E	SEWER FUND	Professional Srvs
080511	3/26/2026 BOLTON AND MENK, INCORPOR	0388175	\$25,124.80	E	GENERAL CAPITAL P	Engineering Fees
080511	3/26/2026 BOLTON AND MENK, INCORPOR	0388182	\$9,417.96	E	WATER FUND	Capital Outlay FA
080513	3/26/2026 BLACKSTONE GREENWORKS, L		\$17,564.00	E	GENERAL FUND	Other Contractual Servic
080515	3/26/2026 BENIEK PROPERTY SVCS INC.	166935	\$9,855.52	E	GENERAL FUND	Other Contractual Servic
080524	3/26/2026 CENTERPOINT ENERGY	3/11/26	\$6,503.30	E	WATER FUND	Gas Utilities
080524	3/26/2026 CENTERPOINT ENERGY	3/11/26	\$10,112.63	E	GENERAL FUND	Gas Utilities
080524	3/26/2026 CENTERPOINT ENERGY	3/11/26	\$6,083.84	E	AREA FIRE SERVICE	Gas Utilities
080526	3/26/2026 XCEL ENERGY	986051815	\$18,471.39	E	GENERAL FUND	Electric Utilities
080526	3/26/2026 XCEL ENERGY	986051815	\$10,054.75	E	HRA/HARBOR DISTRI	Electric Utilities
080526	3/26/2026 XCEL ENERGY	986051815	\$13,786.83	E	WATER FUND	Electric Utilities
080526	3/26/2026 XCEL ENERGY	967484713	\$5,251.87	E	GENERAL FUND	Electric Utilities
080526	3/26/2026 XCEL ENERGY	967484713	\$3,919.93	E	SEWER FUND	Electric Utilities
081001	3/16/2026 HOISINGTON KOEGLER GROUP,	020-002-82	\$4,882.26	G	GENERAL FUND	6639 BARTLETT DEVEL
081005	3/19/2026 COPPIN SEWER & WATER	2781	\$5,800.00	E	SEWER FUND	Other Contractual Servic
081011	3/19/2026 GILLESPIE CENTER	031026	\$10,000.00	E	GENERAL FUND	Miscellaneous
081020	3/19/2026 MET COUNCIL WASTEWATER M	0001199782	\$86,297.26	E	SEWER FUND	Waste Disposal-MCIS
081021	3/19/2026 MOUND FIRE RELIEF ASSOCIATI	030126	\$13,983.33	E	AREA FIRE SERVICE	Fire Pens Contrib
081032	3/16/2026 BOLTON AND MENK, INCORPOR	0385114	\$4,207.78	G	WATER FUND	Accounts Payable
081032	3/16/2026 BOLTON AND MENK, INCORPOR	0385126	\$4,481.95	G	SEWER FUND	Accounts Payable
081032	3/16/2026 BOLTON AND MENK, INCORPOR	0385113	\$9,216.96	G	GENERAL CAPITAL P	Accounts Payable
081032	3/16/2026 BOLTON AND MENK, INCORPOR	0385115	\$5,159.20	G	SEWER FUND	Accounts Payable
081032	3/16/2026 BOLTON AND MENK, INCORPOR	0385123	\$4,242.53	G	COMMUNITY INVEST	Accounts Payable
081032	3/16/2026 BOLTON AND MENK, INCORPOR	0385113	\$28,908.50	G	GENERAL CAPITAL P	Accounts Payable
081036	3/19/2026 BREAKTHRU BEVERAGE MN BE	125665738	\$5,901.07	E	MUNICIPAL LIQUOR F	Beer For Resale
081037	3/19/2026 CAPITOL BEVERAGE SALES, L.P	3254680	\$3,723.40	E	MUNICIPAL LIQUOR F	Beer For Resale
081060	3/20/2026 BREAKTHRU BEVERAGE MN BE	125767534	\$7,268.13	E	MUNICIPAL LIQUOR F	Beer For Resale
081066	3/20/2026 JOHNSON BROTHERS LIQUOR	2998454	\$7,424.48	E	MUNICIPAL LIQUOR F	Liquor For Resale
081078	3/20/2026 AMERICAN LIBERTY, INC.	030529	\$13,718.19	E	WATER FUND	Capital Outlay FA
081080	3/20/2026 HEATH ALLEN HOMES	031926	\$5,000.00	G	GENERAL FUND	New Construction Escrow
081081	3/20/2026 MINGER CONSTRUCTION, INC.	031926	\$61,692.89	E	WATER FUND	Capital Outlay FA
081082	3/20/2026 REPUBLIC SERVICES, INC.	1894-007432164	\$18,788.40	E	RECYCLING FUND	Other Contractual Servic
081083	3/23/2026 MEDICA	128656251494	\$20,452.92	G	GENERAL FUND	Health Insurance
082715	2/4/2026 MEDICA	128653054203	\$19,818.22	G	GENERAL FUND	Health Insurance
082717	2/4/2026 HOISINGTON KOEGLER GROUP,	020-002-81	\$4,839.35	G	GENERAL FUND	Accounts Payable

*Check List

February, March 2026

Check #	Search Name	Invoice	Amount	Act Typ	FUND Descr	Last Dim Descr
082719	2/5/2026	CAPITOL BEVERAGE SALES, L.P	3235217	\$4,523.80	E	MUNICIPAL LIQUOR FBeer For Resale
082721	2/5/2026	BENIEK PROPERTY SVCS INC.	166669	\$9,640.00	G	GENERAL FUND Accounts Payable
082736	2/5/2026	TRAUT COMPANIES, INC.	385942	\$17,107.00	G	SEWER FUND Accounts Payable
082741	2/6/2026	GOVERNMENTJOBS.COM, INC	149776	\$7,588.70	G	GENERAL FUND Accounts Payable
082742	2/6/2026	C.J. HOMES LLC	020626	\$5,000.00	G	GENERAL FUND New Construction Escrow
082743	2/6/2026	CONNOY, TIM	020626	\$5,000.00	G	GENERAL FUND New Construction Escrow
082756	2/9/2026	LEAGUE OF MINNESOTA CITIES	441438	\$11,405.00	E	GENERAL FUND Dues and Subscriptions
082757	2/9/2026	LEXIPOL, LLC	11261090	\$4,016.02	E	AREA FIRE SERVICE Dues and Subscriptions
082760	2/9/2026	MET COUNCIL WASTEWATER M	0001197843	\$86,297.26	E	SEWER FUND Waste Disposal-MCIS
082760	2/9/2026	MET COUNCIL WASTEWATER M	0001199387	\$86,297.26	E	SEWER FUND Waste Disposal-MCIS
082768	2/9/2026	REPUBLIC SERVICES, INC.	894-007398616	\$18,788.40	E	RECYCLING FUND Other Contractual Servic
082772	2/9/2026	BELLBOY CORPORATION	0210196700	\$4,714.75	E	MUNICIPAL LIQUOR FLiquor For Resale
082772	2/9/2026	BELLBOY CORPORATION	0210104300	\$4,973.35	E	MUNICIPAL LIQUOR FLiquor For Resale
082775	2/9/2026	BREAKTHRU BEVERAGE MN BE	125059996	\$11,468.63	E	MUNICIPAL LIQUOR FBeer For Resale
082775	2/9/2026	BREAKTHRU BEVERAGE MN BE	125162816	\$6,318.67	E	MUNICIPAL LIQUOR FBeer For Resale
082775	2/9/2026	BREAKTHRU BEVERAGE MN BE	125263289	\$12,494.10	E	MUNICIPAL LIQUOR FBeer For Resale
082776	2/9/2026	BREAKTHRU BEVERAGE MN WI	125090202	\$4,540.50	E	MUNICIPAL LIQUOR FLiquor For Resale
082785	2/9/2026	JOHNSON BROTHERS LIQUOR	2970269	\$4,722.07	E	MUNICIPAL LIQUOR FWine For Resale
082785	2/9/2026	JOHNSON BROTHERS LIQUOR	2974044	\$5,714.80	E	MUNICIPAL LIQUOR FLiquor For Resale
082793	2/9/2026	PHILLIPS WINE AND SPIRITS, IN	5111565	\$3,970.75	E	MUNICIPAL LIQUOR FLiquor For Resale
082797	2/9/2026	SOUTHERN GLAZERS OF MN WI	2712310	\$3,946.77	E	MUNICIPAL LIQUOR FLiquor For Resale
082797	2/9/2026	SOUTHERN GLAZERS OF MN WI	2717211	\$4,507.13	E	MUNICIPAL LIQUOR FWine For Resale
082797	2/9/2026	SOUTHERN GLAZERS OF MN WI	2714650	\$6,851.48	E	MUNICIPAL LIQUOR FLiquor For Resale
082798	2/9/2026	STAN MORGAN & ASSOC. INC.	62865	\$7,035.58	E	MUNICIPAL LIQUOR FRepairs & Maintenance-B
082813	2/12/2026	MOUND FIRE RELIEF ASSOCIATI	011526	\$13,983.33	E	AREA FIRE SERVICE Fire Pens Contrib
082813	2/12/2026	MOUND FIRE RELIEF ASSOCIATI	021526	\$13,983.33	E	AREA FIRE SERVICE Fire Pens Contrib
082814	2/12/2026	ORONO, CITY OF	20142738	\$1,085,510.00	E	GENERAL FUND Other Contractual Servic
082822	2/17/2026	FLYNN CONSTRUCTION, INC	013126	\$5,000.00	G	GENERAL FUND New Construction Escrow
082829	2/16/2026	COMPASS MINERALS AMERICA	1598909	\$5,323.73	E	GENERAL FUND Street Maint Materials
082835	2/16/2026	FIVE TECHNOLOGY	P237-80	\$4,800.00	E	GENERAL FUND Other Contractual Servic
082837	2/16/2026	GREAT LAKES SALT COMPANY	180691	\$6,298.17	E	GENERAL FUND Street Maint Materials
082844	2/16/2026	LAKE MINNETONKA CONSERVA	2026Q1Mound	\$6,385.25	E	GENERAL FUND Dues and Subscriptions
082860	2/16/2026	WIDMER CONSTRUCTION, LLC	5487	\$5,315.00	E	WATER FUND Other Contractual Servic
082874	2/25/2026	CAMPBELL KNUTSON, P.A. ATTY	022626	\$6,687.58	E	GENERAL FUND Legal Fees
082875	2/25/2026	CARLSON PRINTING COMPANY	00215036	\$4,079.17	E	GENERAL FUND Other Contractual Servic
082878	2/25/2026	COMPASS MINERALS AMERICA	1612096	\$5,360.50	E	GENERAL FUND Street Maint Materials
082892	2/25/2026	MAYER LUMBER COMPANY, INC	691701	\$6,693.94	E	GENERAL FUND Repair Supplies & Equip
082895	2/25/2026	MNSPECT	3315373	\$9,438.71	E	GENERAL FUND Building Inspection Fees
082904	2/25/2026	WIDMER CONSTRUCTION, LLC	5490	\$5,120.00	E	WATER FUND Other Contractual Servic
082910	2/27/2026	JOHNSON BROTHERS LIQUOR	2979461	\$3,821.21	E	MUNICIPAL LIQUOR FLiquor For Resale
082910	2/27/2026	JOHNSON BROTHERS LIQUOR	2979462	\$15,630.23	E	MUNICIPAL LIQUOR FWine For Resale
082924	3/5/2026	MEDICA	030126	\$20,452.92	G	GENERAL FUND Health Insurance
082928	3/5/2026	BREAKTHRU BEVERAGE MN BE	125458737	\$5,726.90	E	MUNICIPAL LIQUOR FBeer For Resale
082933	3/5/2026	JOHNSON BROTHERS LIQUOR	2984459	\$4,048.60	E	MUNICIPAL LIQUOR FLiquor For Resale
082933	3/5/2026	JOHNSON BROTHERS LIQUOR	2984461	\$11,047.04	E	MUNICIPAL LIQUOR FLiquor For Resale
082933	3/5/2026	JOHNSON BROTHERS LIQUOR	2984460	\$5,029.90	E	MUNICIPAL LIQUOR FWine For Resale
082937	3/5/2026	SOUTHERN GLAZERS OF MN WI	2721662	\$4,251.96	E	MUNICIPAL LIQUOR FLiquor For Resale
082941	3/5/2026	WINE MERCHANTS	7552758	\$4,022.50	E	MUNICIPAL LIQUOR FWine For Resale
082962	3/5/2026	RAY'S SERVICES	020626	\$5,500.00	E	GENERAL FUND Other Contractual Servic
082963	3/5/2026	XCEL ENERGY	959834579-2	\$4,117.29	E	SEWER FUND Electric Utilities
082963	3/5/2026	XCEL ENERGY	959834579-2	\$3,765.00	E	WATER FUND Electric Utilities
082964	3/5/2026	XCEL ENERGY	964233727	\$4,823.23	E	WATER FUND Electric Utilities
082964	3/5/2026	XCEL ENERGY	964233727	\$4,811.63	E	SEWER FUND Electric Utilities
082965	3/5/2026	XCEL ENERGY	963649206	\$6,022.36	E	GENERAL FUND Electric Utilities

***Check List**

February, March 2026

Check #	Search Name	Invoice	Amount	Act Typ	FUND Descr	Last Dim Descr
082975	3/13/2026 BELLBOY CORPORATION	0210447100	\$4,304.03	E	MUNICIPAL LIQUOR FLiquor For Resale	
082976	3/13/2026 BREAKTHRU BEVERAGE MN BE	125562965	\$5,632.20	E	MUNICIPAL LIQUOR FBeer For Resale	
082977	3/13/2026 BREAKTHRU BEVERAGE MN WI	125590710	\$4,217.08	E	MUNICIPAL LIQUOR FWine For Resale	
082985	3/13/2026 JOHNSON BROTHERS LIQUOR	2989201	\$4,675.01	E	MUNICIPAL LIQUOR FLiquor For Resale	
082995	3/13/2026 SOUTHERN GLAZERS OF MN WI	2724226	\$4,093.35	E	MUNICIPAL LIQUOR FWine For Resale	
082995	3/13/2026 SOUTHERN GLAZERS OF MN WI	2724225	\$10,273.02	E	MUNICIPAL LIQUOR FLiquor For Resale	
823076	2/6/2026 FEDERAL WITHHOLDING	020526	\$9,286.43	G	GENERAL FUND	Federal Withholding
823076	2/6/2026 FEDERAL WITHHOLDING	020526	\$7,503.11	G	GENERAL FUND	FICA Tax Withholding
823076	2/6/2026 FEDERAL WITHHOLDING	020526	\$7,503.11	G	GENERAL FUND	FICA Tax Withholding
823080	2/6/2026 PUBLIC EMPLOYEES RETIREME	020526	\$6,955.16	G	GENERAL FUND	PERA
823080	2/6/2026 PUBLIC EMPLOYEES RETIREME	020526	\$8,258.07	G	GENERAL FUND	PERA
823081	2/6/2026 STATE WITHHOLDING	020526	\$4,746.16	G	GENERAL FUND	State Withholding
823083	2/23/2026 FEDERAL WITHHOLDING	021926	\$7,582.00	G	GENERAL FUND	FICA Tax Withholding
823083	2/23/2026 FEDERAL WITHHOLDING	021926	\$7,582.00	G	GENERAL FUND	FICA Tax Withholding
823083	2/23/2026 FEDERAL WITHHOLDING	021926	\$10,059.10	G	GENERAL FUND	Federal Withholding
823084	2/19/2026 STATE WITHHOLDING	021926	\$5,052.92	G	GENERAL FUND	State Withholding
823088	2/24/2026 PUBLIC EMPLOYEES RETIREME	021926	\$7,377.56	G	GENERAL FUND	PERA
823088	2/24/2026 PUBLIC EMPLOYEES RETIREME	021926	\$8,745.47	G	GENERAL FUND	PERA
823094	3/5/2026 STATE WITHHOLDING	030526	\$4,944.90	G	GENERAL FUND	State Withholding
823096	3/5/2026 FEDERAL WITHHOLDING	030526	\$7,821.78	G	GENERAL FUND	FICA Tax Withholding
823096	3/5/2026 FEDERAL WITHHOLDING	030526	\$9,896.69	G	GENERAL FUND	Federal Withholding
823096	3/5/2026 FEDERAL WITHHOLDING	030526	\$7,821.78	G	GENERAL FUND	FICA Tax Withholding
823100	3/5/2026 PUBLIC EMPLOYEES RETIREME	030526	\$7,246.10	G	GENERAL FUND	PERA
823100	3/5/2026 PUBLIC EMPLOYEES RETIREME	030526	\$8,593.79	G	GENERAL FUND	PERA
823104	3/20/2026 FEDERAL WITHHOLDING	031926	\$9,725.69	G	GENERAL FUND	Federal Withholding
823104	3/20/2026 FEDERAL WITHHOLDING	031926	\$5,954.86	G	GENERAL FUND	FICA Tax Withholding
823104	3/20/2026 FEDERAL WITHHOLDING	031926	\$5,954.86	G	GENERAL FUND	FICA Tax Withholding
823109	3/19/2026 PUBLIC EMPLOYEES RETIREME	031926	\$7,241.70	G	GENERAL FUND	PERA
823109	3/19/2026 PUBLIC EMPLOYEES RETIREME	031926	\$8,588.74	G	GENERAL FUND	PERA
823110	3/20/2026 STATE WITHHOLDING	031926	\$4,882.83	G	GENERAL FUND	State Withholding
Grand Total			<u>\$2,856,123.90</u>			



Engineering

City Council Item 6c.

To: Honorable Mayor and Council Members
Jesse Dickson, City Manager

From: Matt Bauman, PE, City Engineer

Date: 4/28/2026

Subject: MCES 2023 Municipal I/I Grant Reimbursement

RECOMMENDED ACTION:

MOTION TO approve Resolution No. 26-32 approving 2023 II Grant Program funds reimbursement participation from Metropolitan Council Environmental Services regarding the 2024 Manhole Rehabilitation, 2025 Street Reconstruction, and Lift Station projects.

OVERVIEW

The attached resolution authorizes staff to submit documentation to Metropolitan Council Environmental Services for qualifying funds that help mitigate Inflow and Infiltration (II). This grant cycle was for work completed in 2024 and 2025. The 2025 Street Reconstruction, 2024 Manhole Rehabilitation and 2024 and 2025 Lift Station projects had eligible work and will be the basis for grant reimbursement.

Funds will be allocated based on an initial \$50,000 expenditure, with any additional eligible costs prorated among all communities that completed and submitted qualifying work.

Disbursements are expected in July of this year once the paperwork is finalized.

SUPPORTING INFORMATION

- MCES I&I Grant Program Eligible Expense Breakdown
- Resolution 26-32

MCES 2023 I/I Grant Program Submittal

City: Mound

Type of Work	PROJECT COSTS (rounded to nearest \$)					TOTAL PROJECT COSTS	Percent Covered	PROJECT COST COVERED	Percent Eligible	GRANT ELIGIBLE
	2024 MH Rehabilitation	2025 MH Rehab (Streets)	CSAH 15 Sidewalks	2024 LS Improvements	2025 LS Improvements					
Pipe Lining and Replacement	\$0	\$0	\$0	\$15,937	\$25,753	\$41,690	75%	\$31,267.77	50%	\$15,633.88
Pipe Joint Sealing and Chimney Seals	\$0	\$0	\$0	\$0	\$0	\$0	75%	\$0.00	100%	\$0.00
Manholes - Lining and Replacement	\$31,311	\$4,195	\$0	\$38,657	\$45,464	\$119,627	75%	\$89,720.47	50%	\$44,860.23
Manhole Sealing Joints, Castings, Covers	\$42,074	\$100,416	\$19,280	\$7,574	\$4,546	\$173,890	75%	\$130,417.83	100%	\$130,417.83
Tee, Wye, or Tap Connections	\$0	\$0	\$0	\$6,091	\$18,948	\$25,039	75%	\$18,779.55	100%	\$18,779.55
Flood Mitigation	\$0	\$0	\$0	\$0	\$0	\$0	75%	\$0.00	10%	\$0.00
Cross Connection Elimination	\$0	\$0	\$0	\$0	\$0	\$0	75%	\$0.00	100%	\$0.00
	\$73,385	\$104,612	\$19,280	\$68,259	\$94,712				Total:	\$209,691.49

**CITY OF MOUND
RESOLUTION NO. 26-32**

**RESOLUTION APPROVING 2023 I/I GRANT PROGRAM FUNDS REIMBURSEMENT
PARTICIPATION FROM METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES
REGARDING THE 2024 MANHOLE REHABILITATION, 2025 STREET
RECONSTRUCTION, AND LIFT STATION PROJECTS**

WHEREAS, the Metropolitan Council Environmental Services (MCES) has identified the City as one of the many metro cities having excessive stormwater and groundwater, commonly referred to as Inflow and Infiltration (I&I), entering the public sanitary sewer system; and

WHEREAS, to facilitate the reduction of I&I, MCES is offering a grant program with provisions for future distribution of available funding until the total of \$12,000,000.00 for the State of Minnesota has been expended on I&I reduction measures with a base maximum allocation of \$50,000 per city, plus prorated remainder of unspent funds; and

WHEREAS, the City completed improvements as part of the 2024 Manhole Rehabilitation, 2025 Street Reconstruction, 2024 and 2025 Lift Station Reconstruction Projects that rehabilitated the public sewer system and are qualifying reduction measures.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Mound, Minnesota as follows:

1. The city clerk with the assistance of the city engineer (consulting engineer), shall forthwith calculate eligible reimbursement funding amounts, prepare the final grant agreement and provide any other project related expenses and receipts as required to participate in the grant funding with MCES.

Adopted by the City Council this 28th day of April 2026.

Jason R. Holt, Mayor

ATTEST: _____
Kevin Kelly, City Clerk



**Department:
Finance**

City Council Item 9a.

To: Honorable Mayor and Council Members
Jesse Dickson, City Manager

From: Lindsey Erdmann, Finance Director

Date: April 28, 2026

Subject: FIN 005 – Credit Card Purchasing Policy Update

RECOMMENDED ACTION:

MOTION TO approve changes to FIN 005 – Purchasing Card Program Policy (formerly known as Credit Card Purchasing Policy).

OVERVIEW

The Finance department seeks approval to update FIN 005 – Credit Card Purchasing Policy to FIN 005 – Purchasing Card Program Policy. Other substantive changes include specifying underlying state statute, allowable and non-allowable purchases, and roles and responsibilities. Additionally, the updated policy removes the corresponding procedure. An updated procedure will be developed upon policy approval and will be stored electronically within the department’s SharePoint filing system. FIN 005 – Purchasing Card Program Policy has been reviewed by the city’s legal counsel.

SUPPORTING INFORMATION

- FIN 005 – Purchasing Card Program Policy red-lined to show changes



POLICY: Purchasing Card Program Policy ~~CREDIT CARD PURCHASING POLICY~~

ORIGINAL ADOPTION: ~~06-23-15~~ June 2016

REFERENCE NO. FIN-005

Updated: April 2026

REVIEWED/UPDATED: NA

PURPOSE Policy Statement

To prescribe the policies and procedures for procuring commodities and services using a credit card. The Purchasing Card (P-Card) Program strives to improve the business-related purchasing process and to make payments to vendors in an efficient, cost-effective manner. This policy is pursuant to Minn. Stat. § 471.382 under which the City Council may authorize the use of a P-Card by City officers or employees.

Authorized employees whose duties, responsibilities, and purchasing practices warrant the use of a P-Card may participate in the Purchasing Card Program. The P-Card must only be used for city business-related, allowable goods, and services purchases and authorized travel expenses. The P-Card shall only be used sparingly and when the situation warrants (e.g., online purchases). Authorized employees shall be responsible for complying with this policy.

SUMMARY Policy Overview

Credit cards provide City of Mound Department Heads and Supervisors, with purchasing authority, the ability to effectively and efficiently make small, delegated purchases. The City of Mound utilizes Wells Fargo Elan Credit Card. Any other type of store, business, individual liability, or corporate credit card account is not allowed.

The City of Mound utilizes U.S. Bank to facilitate its Purchasing Card Program. Any other type of store, business, individual liability, or corporate credit or purchase card account is not allowed. P- Card purchases must be made in accordance with the Procurement Policy (FIN-003) and must be less than \$5,000.

The Elan Credit Card may be used for any single purchase that is \$5,000 or less and is made in accordance with standard procurement practices (see Procurement Policy FIN-003). The Elan Credit Card should only be used sparingly and when the situation warrants it (ex: online purchases).

Allowable purchases include goods and services, travel, advertising, subscriptions and publications, association memberships, and conference and seminar registration fees.

Non-allowable purchases include contracted goods and services including professional services, gift cards, personal expenses including personal travel related expenses, cash advances, entertainment goods and services, betting, fines, and travel per diem items.

Roles and Responsibilities

- A. **City Council:** Set the P-Card Program Policy for employees.
- B. **City Manager:**

1. Direct the appropriate staff to establish, implement, support, manage, and modify the P-Card Program procedures necessary to carry out and comply with the Procurement Policy (FIN-003).
2. Direct the appropriate staff to implement internal controls and compliance monitoring.

C. **Department Head:**

1. Ensure that P-Card usage is consistent with City Policies and Procedures, Administrative Code, and Public Purpose Doctrine.
2. Authorize permanent employees of the department to act as approvers and cardholders of the program.
3. Notify the Finance Department of any staff changes that affect the program and/or approval within the department.

D. **P-Card Users (employees):** Comply with City Policies and Procedures, , Administrative Code, and the Public Purpose Doctrine.

The credit card must not be used for:

- ~~Personal use~~
- ~~Contracted items~~
- ~~Splitting orders (multiple transactions to same vendor for one purchase)~~
- ~~Health, legal, and/or medical services~~
- ~~Cash advances~~
- ~~Personal travel related expenses~~
- ~~Services from a 1099 reportable vendor~~

Related Procedure:

Purchasing Card Program Procedure

PROCEDURES

Department Head/Supervisor Cardholder:

The procurement card is to be used for City of Mound purchases. Personal use is strictly prohibited.

Cardholders are required to do the following:

- ~~Ensure all purchases comply with City policies and procedures~~
- ~~Ensure that any other individuals do not use your card~~
- ~~Verify that the vendor is not 1099 reportable~~
- ~~When purchasing meals or catering for group meetings, obtain a list of attendees, document the business purpose of the meeting, and ensure that the cost per meal does not exceed the applicable travel rates.~~

- ~~Request tax exemption providing a copy of the tax-exempt letter as requested, with the exemption of the Liquor Store, of which is only exempt from Hennepin County Stadium Tax.~~
- ~~Obtain all receipts and related documents~~
 - ~~All claims presented for payment must be in writing and itemized. The original invoices or receipts, and a signed purchase order (P.O.), if applicable, must be submitted to Accounts Payable (A/P) by the THIRD Wednesday of the following month (Example: Transaction Date 1/22/XX, receipt and P.O. due to A/P by 2/21/XX). Receipts must contain relevant details for each item purchased including quantities, description of the item(s) purchased, the price of each item, total charge amount, and the vendor's name.~~
 - ~~When making a purchase by phone or fax, the vendor will request your credit card account number and expiration date (some vendors may require you give them the three digit security code number located on the back of the card). Request that the vendor mail, or include with the order, a paid invoice/receipt for your documentation.~~
 - ~~When making a purchase via the internet, you will need to document the item(s) purchased and the final cost. You may print the screen at the end of the transaction or if the vendor sends you a detailed confirmation email, you may use it in lieu of a receipt or invoice for documentation purposes.~~
 - ~~It is the cardholder's responsibility to ensure that they have a receipt or paid invoice for each transaction on their credit card.~~
- ~~Ensure each transaction on the monthly statement received from Elan is accurate. The Finance Department submits a monthly payment report itemizing the charges and where they were coded to for the City Council's approval.~~
- ~~Report lost or stolen cards immediately to the credit card service provider and the Finance Director.~~



City Council Item 9b.

To: Honorable Mayor and Council Members
Jesse Dickson, City Manager

From: Matt Bauman, PE, City Engineer

Date: 4/28/2026

Subject: Lost Lake Commons Park Interpretive and Wayfinding Signs

RECOMMENDED ACTION:

MOTION TO approve the proposed interpretive and wayfinding sign layouts for Lost Lake Commons Park project for production.

OVERVIEW

As part of the approved plans for Phase 2 of Lost Lake Commons, updates to the current wayfinding signage and the addition of four 24" x 36" interpretive signs throughout the park are scheduled. Attached are the revised wayfinding and interpretive sign designs intended for installation.

The objective of the wayfinding signs is to direct visitors to notable areas within the City. The proposed designs update the signage introduced in 2008, with several enhancements:

- Greater emphasis on parks and open spaces within the mapped area.
- Public spaces and recreational activities are clearly indicated.
- Private businesses such as restaurants and gas stations have been removed from the map; instead, a QR code has been incorporated to link users to the city website.

Three new interpretive signs will present information on the history of Mound, created in partnership with the Lake Minnetonka Historical Society and the City. One sign addresses stormwater treatment. The Parks and Open Spaces Commission reviewed and provided comments at their meeting on November 13, 2025. Additional comments were also received from the Historical Society and both were summarized in green in the attachments.

Comments were mainly directed at readability and legibility. Some items required clarification based on names of boats, etc. and have been modified to be italicized.

Each interpretive sign design underwent thorough review to ensure compliance with American Disabilities Act (ADA) standards regarding both visual and reading accessibility. For optimal readability, a minimum contrast ratio of 3:1 was maintained to accommodate individuals with low vision, color blindness, and varying light conditions.

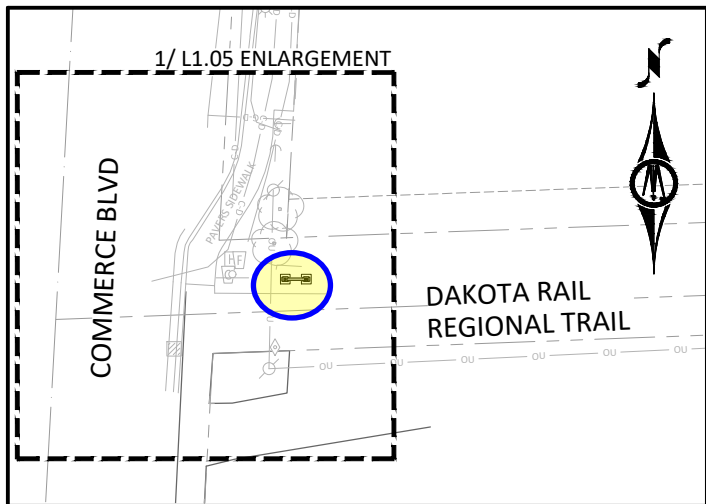
Additionally, the signs were crafted to meet public reading level requirements. The interpretive signage was developed targeting a sixth-grade reading level, featuring concise sentences and commonly used vocabulary to ensure clarity and accessibility for a wider audience.

The four wayfinding signs will replace existing panels around the Lost Lake Commons area and the four interpretive signs will be placed around the Lost Lake Commons park area. Locations of the signs are shown on the map in the supporting information.

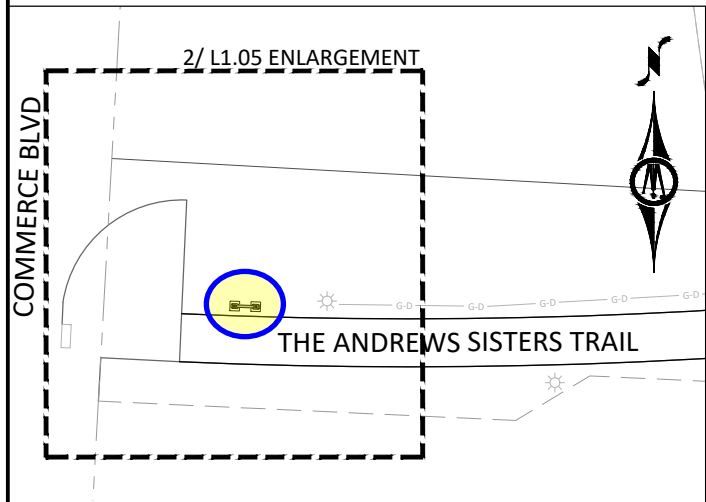
Signs are scheduled to be installed this spring, shortly after approval.

SUPPORTING INFORMATION

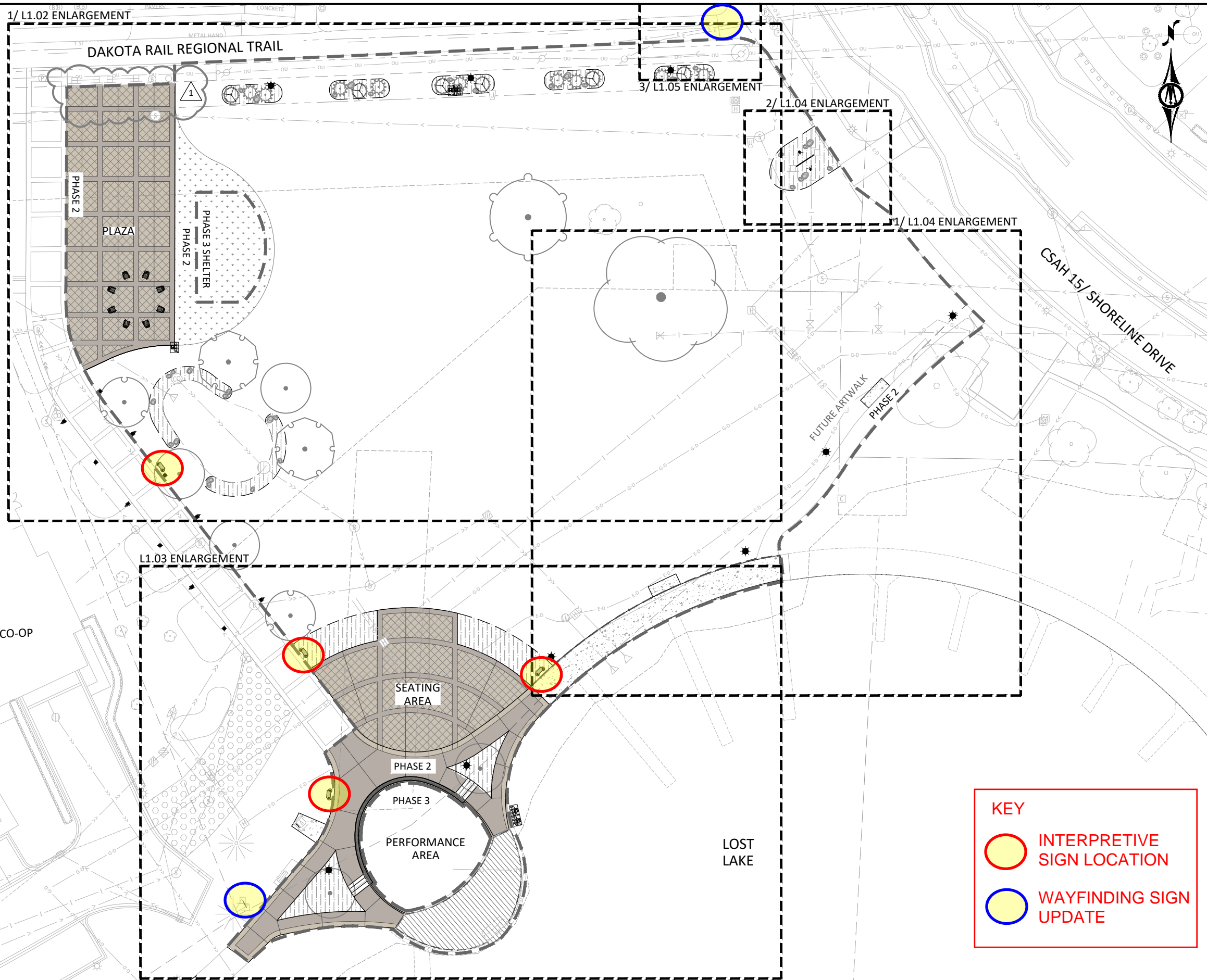
- Final version of signs (reduced graphics)
- Link to high resolution graphics of signs: [Lost Lake Commons Park - Signs](#)
 - Final version of all signs
 - Original Parks Commission version with comments
- Location Map
- Link to Parks Commission Packet: [November 13, 2025 POSC Agenda Packet.pdf](#)



1 WAYFINDING SIGN AT COMMERCE BLVD AND DAKOTA TRAIL



2 WAYFINDING SIGN AT COMMERCE BLVD AND SISTERS TRAIL



LEGEND

- PHASE BOUNDARY
- LIGHT POLE
- LANDSCAPE BED W/ ROCK MULCH
- TURF
- COLORED CONCRETE 1 (COLOR TO MATCH EXISTING PROMENADE - CPC-111L DANDELION)
- COLORED CONCRETE 2 (COLOR TO MATCH EXISTING PROMENADE - CPC-127L WOODLAND BARK)
- STAMPED COLORED CONCRETE 1 (COLOR TO MATCH EXISTING PROMENADE - CPC-111L DANDELION)
- STANDARD CONCRETE
- ADD ALTERNATE: COMPOSITE DECKING

KEY

- INTERPRETIVE SIGN LOCATION
- WAYFINDING SIGN UPDATE



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Matthew S. Bauman
 MATTHEW S. BAUMAN
 LIC. NO. 51323 DATE 07/23/2025



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 www.bolton-menk.com

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CITY OF MOUND, MINNESOTA
 LOST LAKE COMMONS PHASE 2
 OVERALL LAYOUT PLAN

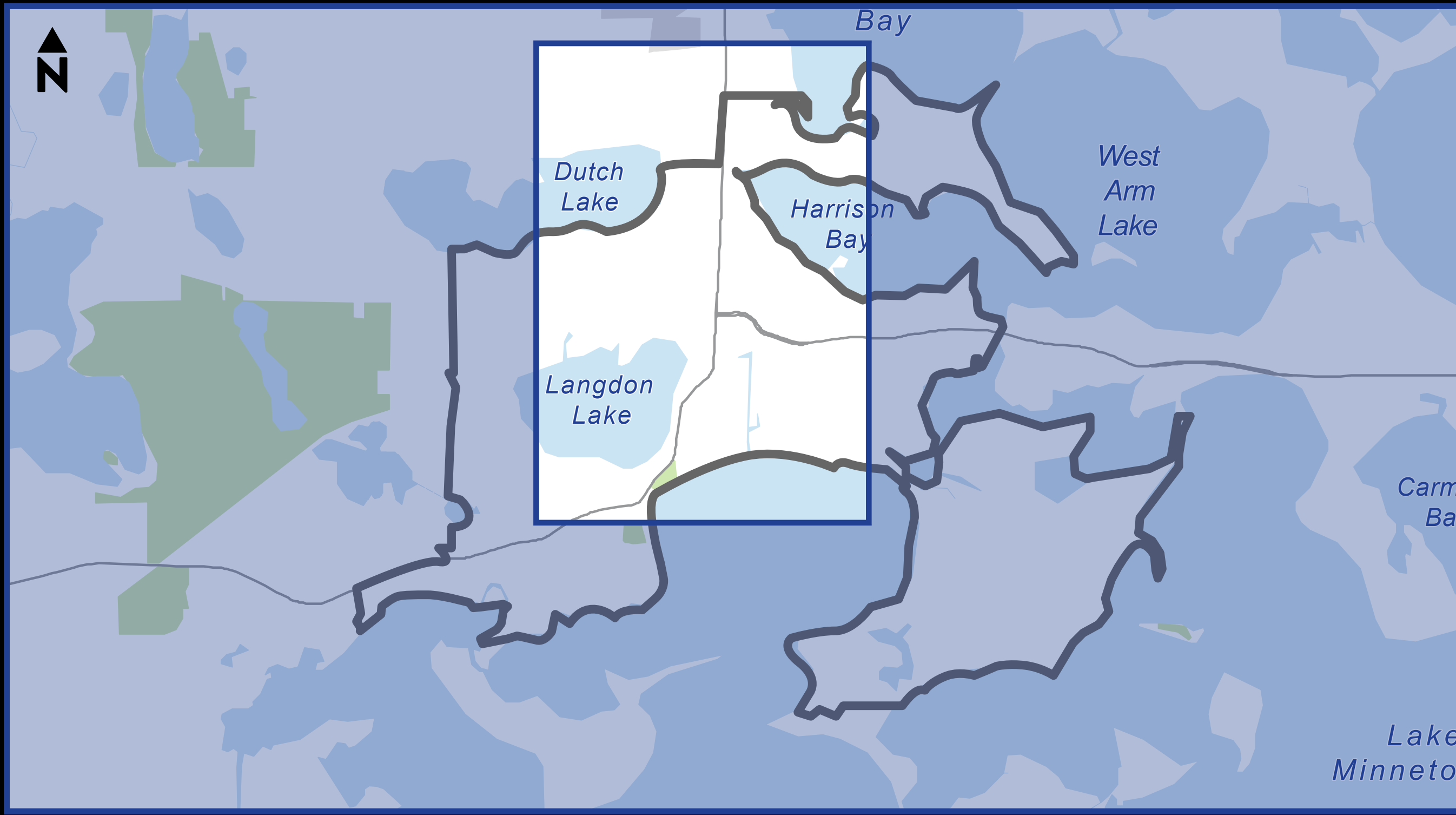
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Independence

Orono

Minnetrista



Victoria

Shorewood

Minnetonka Beach

Directory



Points of Interest

- 1 Andrews Sisters Trail
- 2 Centerview Beach
- 3 Dakota Rail Regional Trail
- 4 Lost Lake Commons
- 5 Surfside Park

★ YOU ARE HERE

- Athletic Fields
- Bike Path
- Public Boat Launch
- Fishing Pier
- Public Boat Docking
- Fire Station
- Historic Wellhouse - Restroom
- Ice Arena
- Library
- City Hall
- Parking - Parking Ramp
- Parks
- Picnic
- Playground
- Post Office
- School
- Skate Park
- Walking Path / Trails
- Wine & Spirits

Welcome to Downtown Mound



Scan the QR code to visit
the City of Mound website!

HISTORY OF MOUND



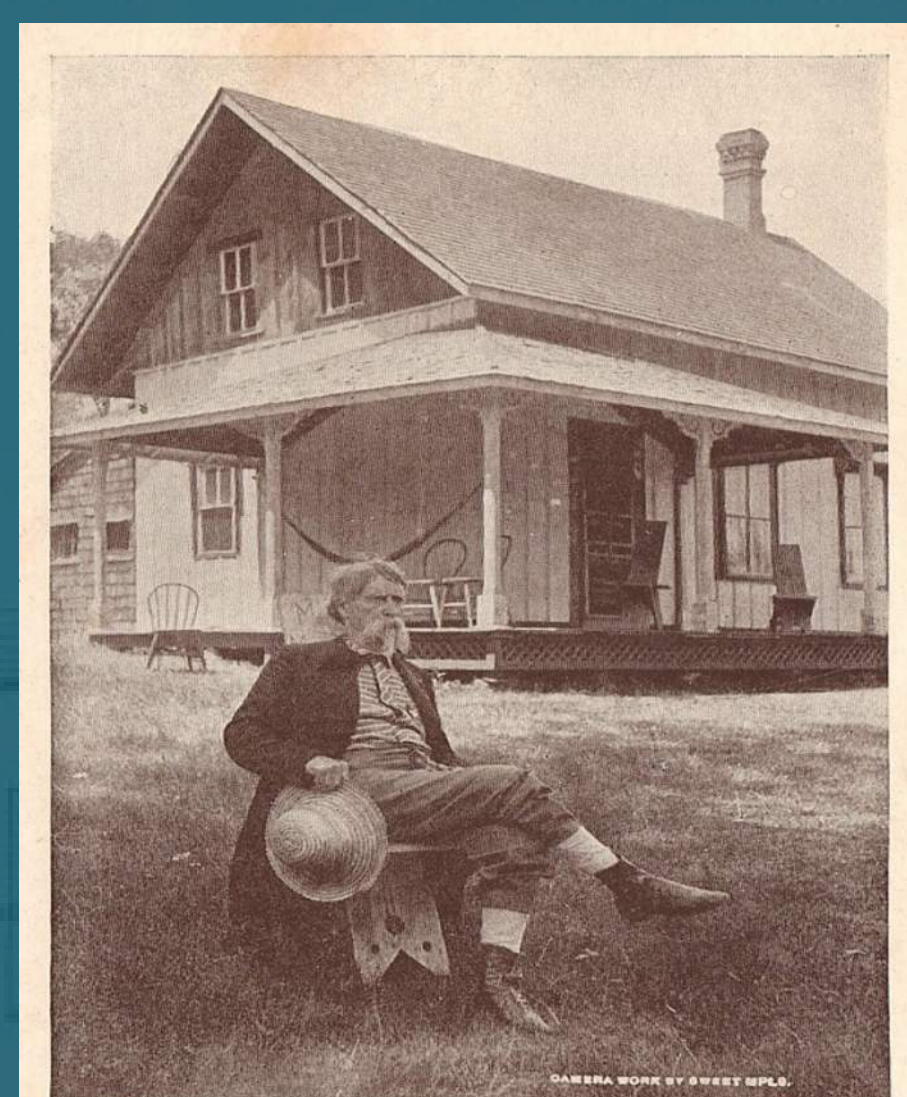
Intersection of Shoreline Dr. & Commerce Blvd., 1910.

PIONEERS

The City of Mound sits on land once inhabited by the Mdewakanton (Dakota). The Lake Minnetonka area was an important place where Native people fished, hunted, gathered food, and held ceremonies. This land is still special to the Dakota, who saw it as a sacred place for both life and death traditions.

Civil War veteran Major Anton Koehler moved to Mound in 1880 with his wife, Sophia, and their four children. That same year, he gave land to start Mound Union Cemetery. His sons, Edward and William, helped build Mound's businesses, schools, and community.

Levi and Christine Bowers came to Mound in 1867. Their son Elijah was the town blacksmith and was called Mound's oldest businessman by the 1950s. Their daughters, Hortense and Ellen, married the Koehler brothers—William and Edward.



No. 19. Pub. by S. E. Ellis. Maj. Geo. Blight Halsted, The Hermit. Died Sept. 6, 1901, Lake Minnetonka.

WESTONKA BAYS & THEIR PIONEER NAMESAKES

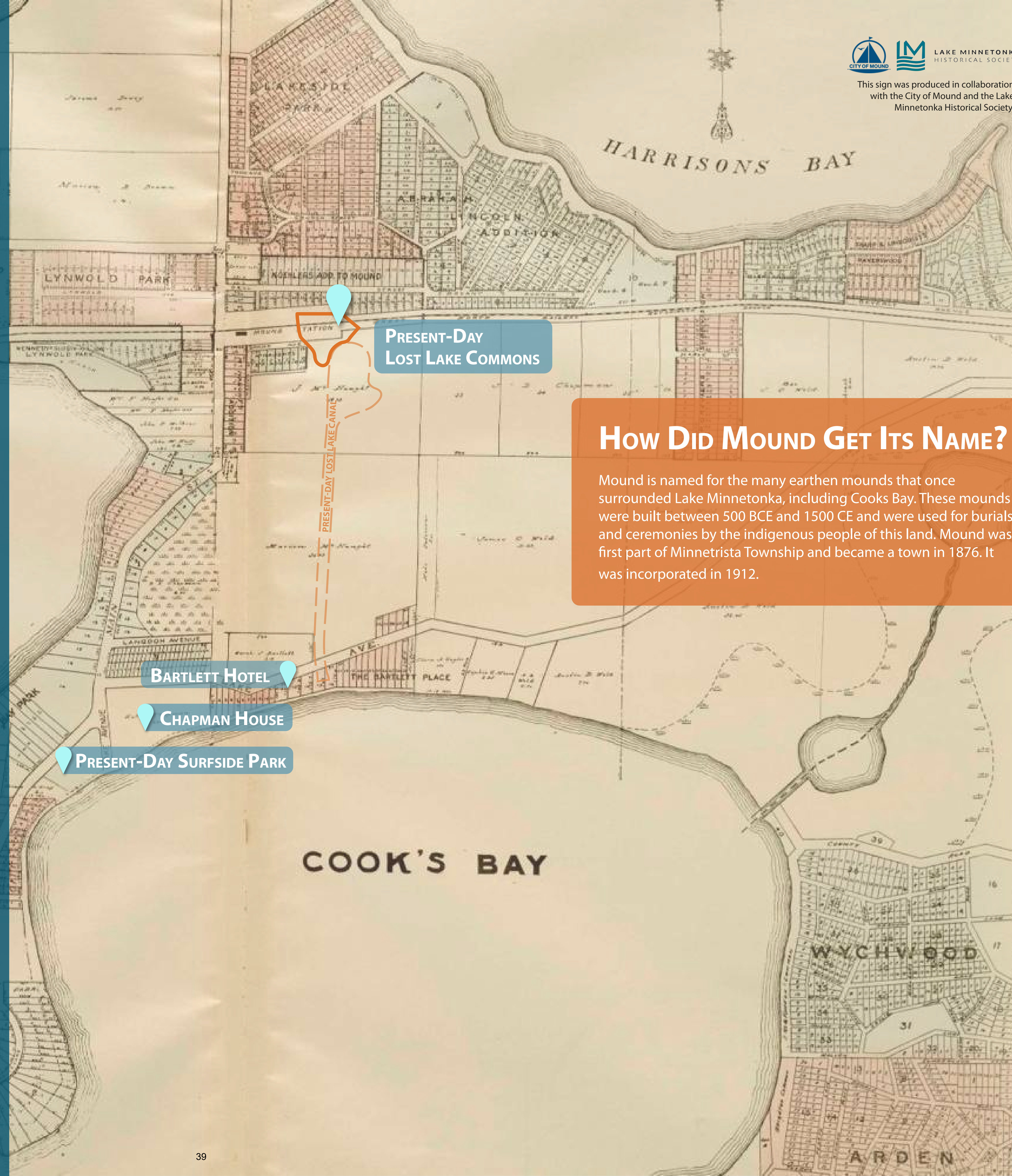
COOKS BAY is named after Mathias and Anna Carman Cook. They built a cabin there in 1854 and the Lake View House hotel in 1867. Mathias helped start the local government in 1859 and served as the Justice of the Peace.

CARMANS BAY is named after John Carman, Mathias Cook's father-in-law. John worked as a surveyor and claimed land in 1853, and helped Mathias get his land at Cooks Bay. John was elected head of the township board and later became the area's second school leader. His sons, Frank and Benton, started the first boat freight business between Mound and Wayzata in 1869.

HALSTED BAY is named for Frank Halsted, who settled there in 1855. He was the first Justice of the Peace in Minnetrista Township and conducted its first marriage ceremony.

JENNINGS, HARRISON AND PRIEST BAYS are named after early settlers: Frederick Jennings (1855), shipbuilder Nathaniel Harrison (1856), and Darwin Priest (1878).

LAKE LANGDON, is on Mound's west side. It is named for Civil War veteran Robert Langdon and his wife, Harriet. They came from England in 1857 and farmed in Minnetrista.



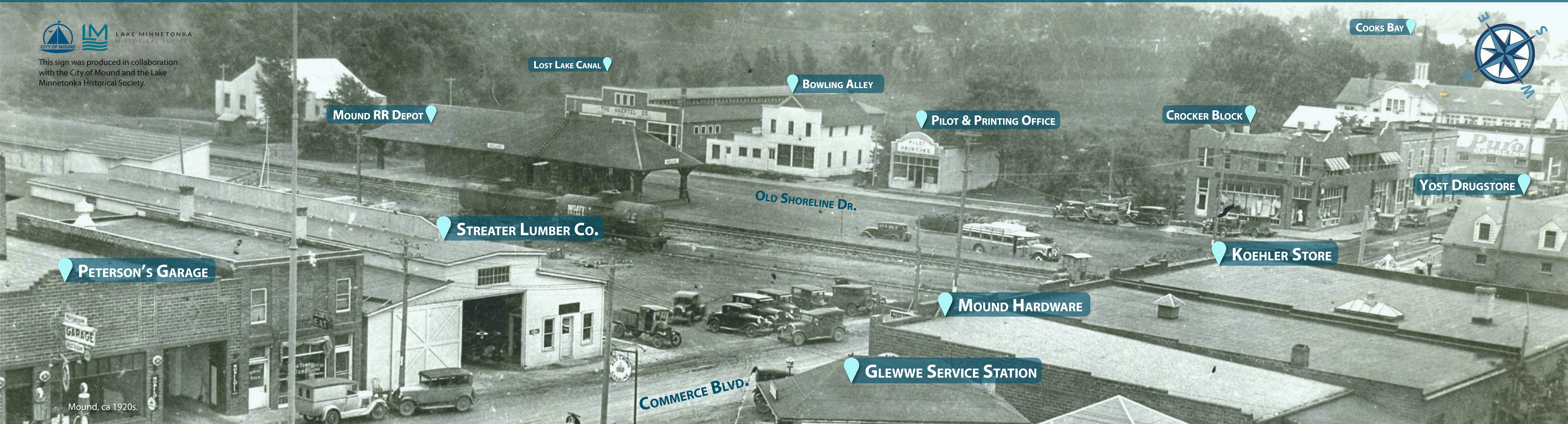
How Did Mound Get Its Name?

Mound is named for the many earthen mounds that once surrounded Lake Minnetonka, including Cooks Bay. These mounds were built between 500 BCE and 1500 CE and were used for burials and ceremonies by the indigenous people of this land. Mound was first part of Minnetrista Township and became a town in 1876. It was incorporated in 1912.

MOUND BUSINESSES IN HISTORY



This sign was produced in collaboration with the City of Mound and the Lake Minnetonka Historical Society.



MOUND PUBLIC SCHOOL BUILDING AND THE BEGINNING OF TONKA TOYS

The Mound Public School was built in 1908 at Shoreline Drive and Commerce Boulevard. In 1917, a new high school opened across Commerce Boulevard. It was expanded in 1938.

In 1946, Lynn Baker, Avery Crouse, and Alvin Tesch started Mound Metalcraft in the old school building, which made stamped metal parts. The company's first product was a tie rack. In 1947, they began making metal toys using designs from Streater Industries. They improved the designs and showed them at the New York Toy Fair. The toys became popular around the world. In 1955, the company moved to a new building and changed its name to Tonka Toys, Inc. The factory grew for many years before closing in Mound in 1983.



Mound Public School, 1908.

HOTELS

By the early 1900s, many hotels were built around Cooks Bay. Some well-known ones were Lake View House (built in 1867), Chapman House (1875), Bartlett Hotel (1883), and Buena Vista Hotel (1902). Sunset View Hotel, built in 1912, looked out over Lake Langdon and Cooks Bay. It is the only one still standing today and is now a private home.



Chapman House, 1910.

MOUND CITY'S FIRST GENERAL STORE AT BUSY CORNERS, 1875

In 1875, Hill, Griggs & Company of St. Paul opened the first general store in Mound, and it was managed by Henry C. Carlisle. It served the firewood business at Lake Minnetonka and supplied goods to workers at Northwestern Fuel & Lumber Company. Two more general stores opened in 1876 and 1880.



Early commercial business at Busy Corners near Cooks Bay, ca 1900.

HISTORY OF LOST LAKE



RAILWAYS IN MOUND

In the late 1900s, the Great Northern Railway started train service to Mound, and by the summer of 1922, eight passenger trains ran each day from Minneapolis, bringing tourists to the Lake Minnetonka communities. A ticket cost just 80 cents! In 1961, passenger trains stopped coming through Mound. Freight trains kept running and carried goods, such as Tonka Toys, until 2001.

HOW DID THE DAKOTA RAIL REGIONAL TRAIL GET ITS NAME?

After the closure of the railways in the early 2000s, several counties began working together to turn portions into trails. Officially opening in 2009, The Dakota Rail Regional Trail is 13.5-mile trail which utilizes the former rail line and is operated by Three Rivers Park District. It connects to another 12.5 miles of paved trail that extends west of St. Bonifacius to Mayer.

THE MOUND DEPOT

In 1902, the Great Northern Railway built a small depot east of Commerce Boulevard. A 54-foot hand-operated turntable was added in 1903. A fire destroyed the depot in 1914, and a new one was built in 1915 for \$3,398. In 1967, the depot was moved to Surfside Park on Cooks Bay. It is now used for community events.

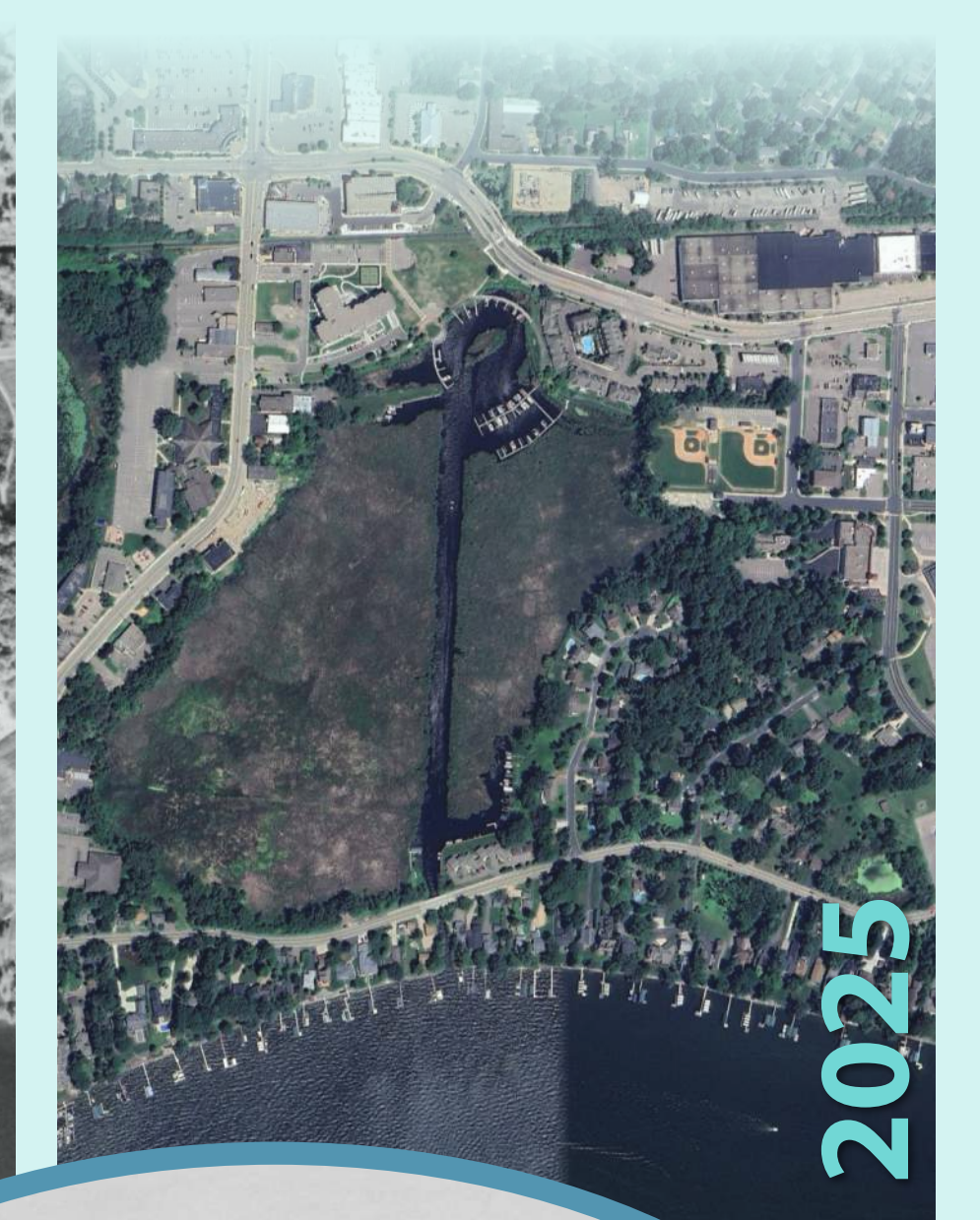
Despite the loss of train travel, Mound remains a transportation hub. Located in the exact spot of the train depot is now the Mound Transit Center, where residents can take limited and express buses to and from Downtown Minneapolis.



Mound Depot looking east, 1960.

HOW WAS THE LOST LAKE CANAL CREATED?

Lost Lake Canal opened in 1906 so steamboats could reach the railway station. The first trip through the 30-ft-wide canal was by Fred Bartlett in his steamboat named *Mound*. Despite planting willow trees along the banks in 1909, the canal filled with soil and was abandoned a few years later. The canal was restored in 1999 as part of the Mound Harbor District.



TRAVEL BY STREETCAR BOATS

In 1906, the Twin City Rapid Transit Company launched six *Express Boats* on Lake Minnetonka. By 1908, they served 19 docks around the lake. As cars became common, fewer people used the *Express Boats*. Service ended in 1926.



BELLE OF MINNETONKA was the largest steamboat on the lake. She was 285 feet long, 56 feet wide, and could carry 2,500 people. James J. Hill commissioned the boat, launching on the July 4, 1882. *Belle* brought visitors to Mound's Chapman Hotel at its dock near today's Surfside Park. She often raced the steamer *City of St. Louis*, which was 160 feet long. Lake Minnetonka's Golden Years of tourism was short, and both *Belle* and *City* ran only until the late 1890s.

This sign was produced in collaboration with the City of Mound and the Lake Minnetonka Historical Society.



PROTECTING THE LAKES WITH STORMWATER BASINS

MANAGING STORMWATER RUNOFF

Stormwater runoff can carry pollutants into local lakes and streams if not properly managed. The City of Mound helps manage flood risk and protect freshwater by implementing various strategies to remove sediments and nutrients, including:



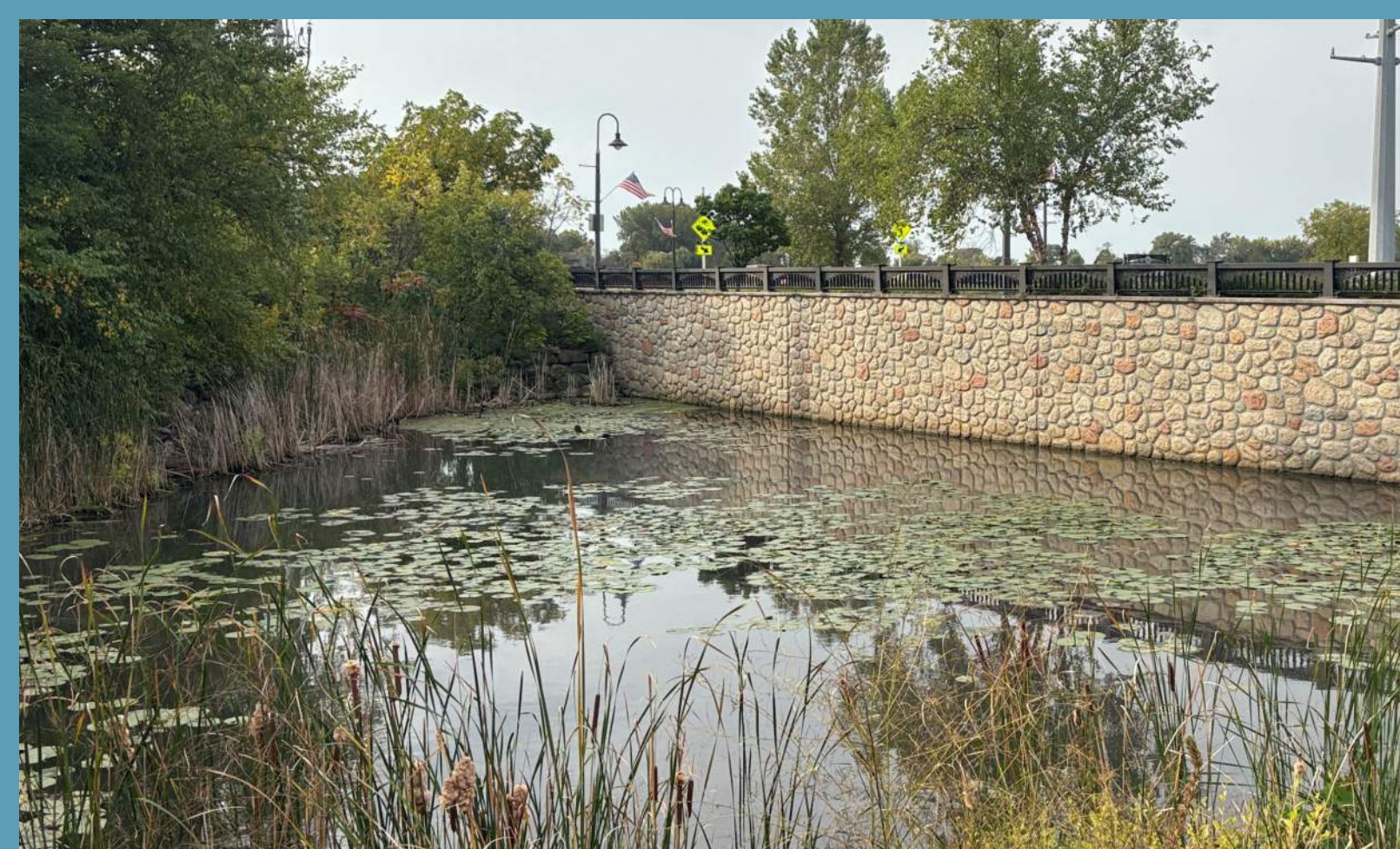
CATCH BASINS & STORM STRUCTURES

Catch basins and storm structures intake the storm water from the street or surrounding area. They are the first defense in keeping out larger pollutants, such as trash, leaves and sediments. These are maintained and cleaned by public works staff on a routine basis.



RAIN GARDENS

Rain garden is a common term used to treat stormwater and manage flood risk with the use of soils, and sometimes draitiles, to allow the basins to fill up and then slowly soak into the ground. The water and nutrients are typically used in conjunction with native moisture tolerant plants to create a "garden". They differ from wet ponds since the basin will be dry within a few days of filling up after a rain.

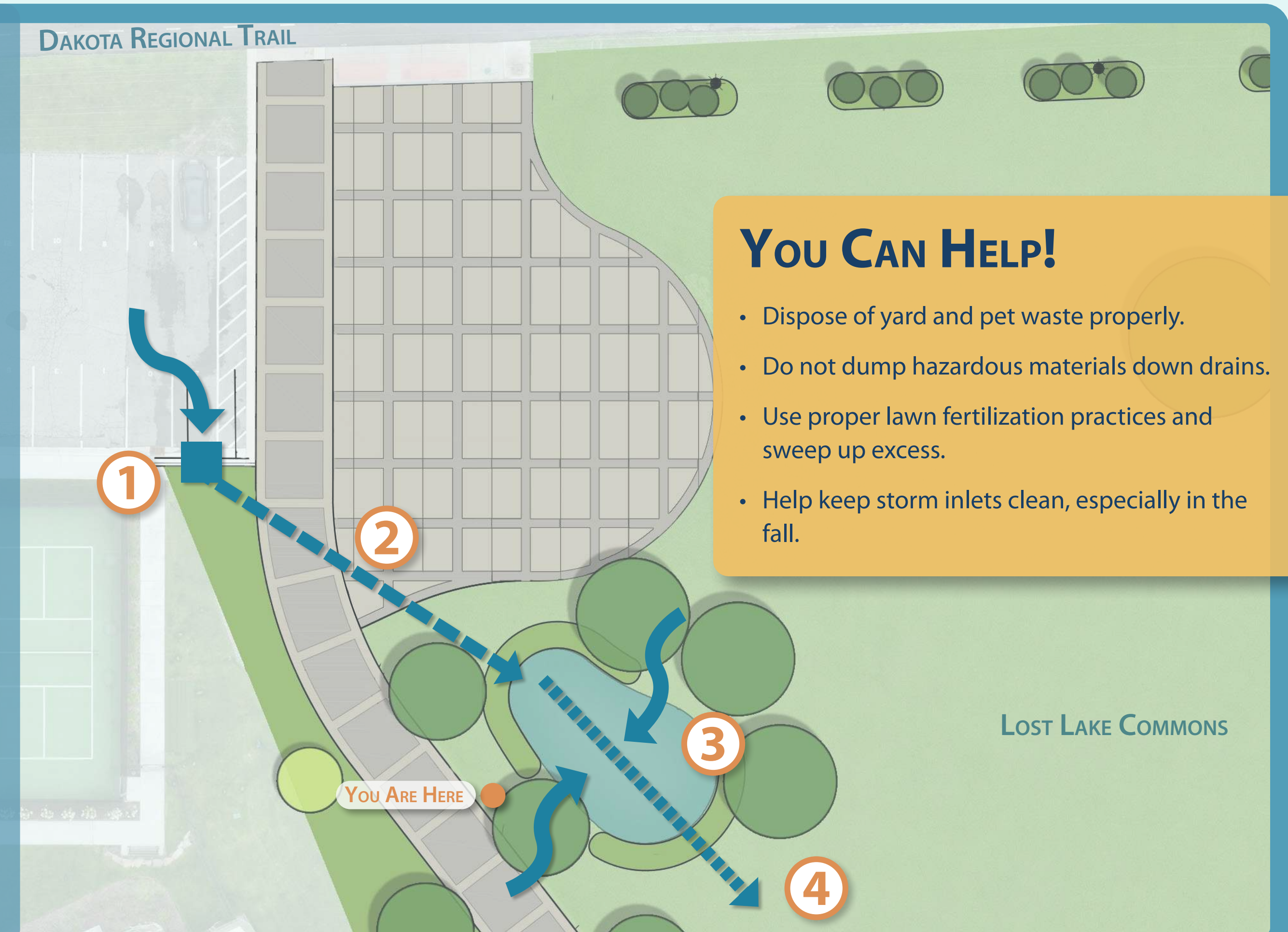


WET PONDS

Manage the flow of water and allow nutrients and sediments to drop out of the water prior to washing into the lakes and streams. When water enters the pond, it slows down and the ponds are built to allow them to rise and fall a few feet. This reduces the total amount and slows the speed of water as it continues downstream, reducing flood risks.

LOST LAKE COMMONS RAIN GARDEN

- 1 CATCH BASIN**
Water runoff from the impervious parking lot flows into the catch basin.
- 2 CULVERT**
An underground culvert sends the water to the rain garden.
- 3 RAIN GARDEN**
Plants & soil filter the water. Water is absorbed into the ground.
- 4 DRAIN TILE**
The remaining clean water is captured by drain tile and directed to Lost Lake.



YOU CAN HELP!

- Dispose of yard and pet waste properly.
- Do not dump hazardous materials down drains.
- Use proper lawn fertilization practices and sweep up excess.
- Help keep storm inlets clean, especially in the fall.

