

**CITY OF WACONIA
SEPTEMBER 16, 2024**

1) [**CALL MEETING TO ORDER AND ROLL CALL**](#)

Pursuant to due call and notice thereof, the regular meeting of the Waconia City Council was called to order by Mayor Waldron at 6:00 p.m.

The following Council Members were present: Nicole Waldron, Nick Gleason, Randy Sorensen, Jeff Grengs, and Jacob Coleman

The following staff were present: Shane Fineran, Jackie Schulze, Nicole Meyer, Nevin Waldron, Jon Haukaas, Lane Braaten, and City Attorney Mike Melchert

2) [**PLEDGE OF ALLEGIANCE**](#)

3) [**ADOPT AGENDA**](#)

Motion by Sorensen second by Grengs to adopt the agenda as published.

MOTION CARRIED

4) [**VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE**](#)

Jennifer Ray of Chanhassen addressed the Council regarding absentee ballot election integrity in Minnesota. Ray gave a detailed explanation of the process regarding how absentee and mail-in ballots have the most potential for fraud. Ray is requesting the City's support an action item for changes in the Carver County Process.

5) [**ADOPT CONSENT AGENDA**](#)

5.1 [**Approve City Council Minutes September 3, 2024**](#)

[**Cover Page**](#)

[**September 3, 2024 City Council Minutes**](#)

5.2 [**Approve September 16, 2024 Expenditures**](#)

[**Cover Page**](#)

[**Council Listing Purchasing Card 09-16-2024**](#)

[**Council Listing Expenditures 09-16-2024**](#)

[**Council Listing Expenditures Regular 09-16-2024**](#)

- 5.3 Approve Rink Management Services Corporation Safari Island Community Center Expenditures Incurred August 2024

[Cover Page](#)

[08-24-24 Safari Island - Applied Payments](#)

- 5.4 Approve Rink Management Services Corporation Waconia Ice Arena Expenditures Incurred August 2024

[Cover Page](#)

[08-24-24 Ice Arena - Applied Payments](#)

- 5.5 Approve Kraus-Anderson Construction Pay Request #24 for the New Fire Station

[Cover Page](#)

[Pay Request #24 Fire Station with Kraus Anderson Construction](#)

- 5.6 Approve Kraus-Anderson Contractor Pay Request for the New Fire Station

[Cover Page](#)

[Pay Application #16 Fire Department Construction Management Services Kraus Anderson](#)

- 5.7 Request for Qualifications for City Insurance Agent for Property/Liability and Workers' Compensation

[Cover Page](#)

[Resolution No. 2024-192 Authorizing Staff Obtain Quotes for Insurance Agent](#)

[RFQ Insurance Broker Services](#)

[Broker Information Proposal Response Form](#)

- 5.8 Contract with Suburban Waste Services for Garbage and Recycling Services

[Cover Page](#)

[Resolution No. 2024-193 Authorizing Contract with Suburban Waste for Garbage and Recycling](#)

[Library Quote](#)

[City Hall Quote](#)

[Public Services Quote](#)

[Fire Station Quote](#)

5.9 Authorize Contract for Fuel Island Concrete Pavement Replacement

[Cover Page](#)

[Resolution No. 2024-194 Contract Replacement of Fuel Island Concrete Pavement](#)

[Pump and Meter Service Inc. Proposal](#)

[Public Services Facility Fuel Island Concrete Slab](#)

5.10 Authorize Acquisition of Tire Changer Machine

[Cover Page](#)

[Resolution No. 2024-195 Authorizing Contract for Tire Replacement Machine](#)

[Mohawk Lifts Quote 08-15-24](#)

5.11 Approve Contract of the 2024 Storm Catch Basin & Storm Manhole Rehabilitation

[Cover Page](#)

[Resolution No. 2024-196 Authorizing Contract for 2024 Storm Sewer Structure Rehabilitation](#)

[09-10-2024 Storm Sewer Lining Project Quotes](#)

5.12 Approve Purchase of a Crash Attenuator

[Cover Page](#)

[Resolution No. 2024-197 Authorizing Acquisition of Crash Attenuator](#)

[Street Smart Quote 09-06-2024](#)

[TraFFix Devices Inc. Scorpion Fact Sheet](#)

5.13 Certification for Payment with Taxes - Payable 2025

[Cover Page](#)

[Resolution No. 2024-198 Calling for a Public Hearing for Delinquent Utility and Other Charges](#)

- 5.14 Accepting Cash Donations for Operations of the Fire Department

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[Resolution No. 2024-199 Accepting Cash Donation for Fire Department](#)

- 5.15 Authorize Hire for Finance Clerk

[Cover Page](#)

[Resolution No. 2024-200 Authorizing Finance Clerk Hire](#)

- 5.16 Approve Temporary On-Sale Liquor Licenses for the Waconia Brewing Company

[Cover Page](#)

[Resolution No. 2024-201 Approving Temporary Liquor License](#)

- 5.17 Approve Temporary On-Sale Liquor Licenses for the Waconia Legion Post 150

[Cover Page](#)

[Resolution No. 2024-202 Approving Temporary On-Sale Liquor License](#)

Motion by Sorensen second by Coleman to adopt the Consent Agenda as published.

MOTION CARRIED

6) **COUNCIL BUSINESS**

- 6.1 [Waconia High School Homecoming Parade](#)

[Cover Page](#)

[Resolution No. 2024-203 Approving Special Event Permit Waconia High School Homing Parade](#)

[2024 Homecoming Parade Route.png](#)

[Homecoming Parade App 2024](#)

Shane Fineran, City Administrator stated the Waconia High School Student Council submitted a Special Event Permit for the annual homecoming parade. Under City policy

this is a City supported event. The parade will be on Friday, October 4, 2024, from 5:00 p.m. to 5:45 p.m. and will require street closure at Oak Avenue, traveling west to the high school from the middle school; then back east to the parade staging area at the middle school.

The leadership team for the Waconia High School Student Council provided a description of the Homecoming Events included the parade route and spirit week which includes:

Monday is comfy day

Tuesday is tacky day

Wednesday is county vs country club day

Thursday is BBQ dad and soccer mom day

Friday is game day with the spirit wear

Motion by Coleman second by Gleason to adopt Resolution No. 2024-203 Approving a Special Event Permit for the Waconia High School Homecoming Parade.

MOTION CARRIED

6.2 [Amend Section 900.04 Definitions and Section 900.05.7 B-1 Highway Business District - Rural Retail Use](#)

[Cover Page](#)

[Ordinance No. 773 Amending Section 900.04 and Section 900.05.7](#)

[Narrative for Text Amending Section 900.04 and Section 900.05.7](#)

[Proposed Text Amending Section 900.04 and Section 900.05.7](#)

[Site Plan Tractor Supply Company](#)

[Tractor Supply Company Typical Building Elevations](#)

[Tractor Supply Company Mobile Loading Ramp](#)

[Tractor Supply Company Typical Site Examples](#)

[Redline Proposed Attorney Revision Section 900.04 and 900.05.7](#)

[Resolution No. 2024-204 Approving Summary Publication of Ordinance No. 775](#)

Lane Braaten, Community Development Director stated that David Soto submitted an Ordinance Amendment application proposed to amend Sections 900.04, Definitions and 900.05.7, B-1, Highway Business District. The applicant is proposed to define rural lifestyle retail which would allow outdoor storage and display within designated areas without screening, allowing a moveable loading dock, and fencing to exceed the 8-foot height maximum allowed. The Ordinance Amendment is in response to conversations

with the applicant related to the possible future location and construction of a Tractor Supply Company building on Marketplace Drive.

The Planning Commission reviewed the information, made some recommended revisions based on the attorney's language, held a public hearing, and recommends approval with specific conditions as Ordinance No. 775.

Jacob Sauflley of Larkin Hoffman on behalf of the applicant responded to numerous questions from the Council regarding fence height. He indicated fences provide security and brand esthetic, and a better tapered down of the building height. The height is a discussion at the next phase of the project.

David Soto working with the Atwater Group explained the height escalation of the fence going to 12 feet.

Motion by Gleason second by Grengs to Approve Ordinance No. 775 Amending Section 900.04 and Section 900.05.7 of the Waconia City Code to Allow Rural Retail Use as a Permitted Use with Special Restriction in the B-1, Highway Business District.

MOTION CARRIED

Motion by Gleason second by Coleman to Adopt Resolution No. 2024-204 Approving Summary Publication of Ordinance No 775.

MOTION CARRIED

6.3 2025 Budget & Preliminary Levy

Cover Page

Resolution No. 2024-205 Approving Preliminary Tax Levy Collectible 2024

Financial Model Updated 08-29-2024

Nicole Meyer, Finance Director stated that staff has prepared the preliminary 2025 budgets for all City departments in the General Fund. The City is required to set a preliminary levy by September 30th of each year and this levy may not be increased. Budgets are still being reviewed in work sessions this fall include the PIR Capital Project, Capital Equipment, Safari Island, Ice Arena, Water, Sewer, Storm Water, and Street Light utility budgets. Final General fund budget reviews will be scheduled for work sessions in October and November with the Council and the Council will establish a final budge and levy for 2025. For the preliminary levy, staff is recommending a 13.8% increase from 2024 to the general property tax levy for operations of the City. Staff will be working to finalize contracts and budgeted line items to see if this increase can be adjusted down before the final levy is approved. The current operating levy plan brings the City's General Fund balance to 40%. The special debt levy increased 7.1% from the 2024 levy. This is due to the City issuing bonds related to street, sidewalk, and utility improvements that are budgeted 2024 infrastructure projects. The overall net levy to taxpayers is preliminarily increasing from 2024 levels by 10.86%. With this tax rate, the

average valued home in Waconia will see a 1.09% increase in their home's market value and 5.99% or \$114.21 in the City portion of their annual tax bill.

Motion by Sorensen second by Grengs to adopt Resolution No. 2024-205 Approving a Preliminary Tax Levy Collectible in 2025

MOTION CARRIED

7) **ITEMS REMOVED FROM CONSENT AGENDA**

NONE

8) **STAFF REPORTS**

NONE

9) **BOARD REPORTS**

Sorensen: On 09-16-24 attended CIP Meeting at City Hall. More information to follow as discussion progresses.

Coleman: Nothing to report

Gleason: On 09-16-24 attended CIP Meeting at City Hall. More information to follow as discussion progresses.

Grengs: Nothing to report.

Waldron: Nothing to report.

10) **ANNOUNCEMENTS**

Jackie Schulze, Assistant City Administrator reminded Council and residents that the Teddy Bear Band will be performing at the Waterford Park this Thursday, September 19, 2024.

Early/Absentee Voting starts on Friday, September 20, 2024. at 7:30 at City Hall and more information can be found on the City website.

11) **ADJOURN REGULAR MEETING**

Motion by second Grengs by Gleason to adjourn the September 16, 2024, City Council Meeting at 7:00 p.m.

MOTION CARRIED

Nicole Waldron, Mayor

ATTEST: _____

Sue Schwalbe, Office Specialist