

CITY OF WACONIA
AUGUST 4, 2025

1. CALL MEETING TO ORDER AND ROLL CALL

Mayor Litfin called the August 4, 2025, City Council Meeting to order at 6:00 p.m.
Mayor Litfin noted that Council Member Coleman is absent.

2. PLEDGE OF ALLEGIANCE

Mayor Litfin led all in the Pledge of Allegiance.

3. PROCLAMATIONS

None

4. ADOPT AGENDA

Motion to Adopt the Agenda as published made by Siddons seconded by Grengs
MOTION CARRIED.

5. PUBLIC HEARING

None

6. OPEN FORUM

Ann Maria Stolp and Howard Stolp, 516 Ravencroft Road, along with Christine Matthis of 510 Ravencroft Road addressed the Council requesting a 4-way stop at Sparrow Road and Ravencroft Road. Ms. Stolp provided the Council with a list of Waterford Community signatures supporting this request. Stating they have lived in Waconia for 11 years and pass through this intersection numerous times per day, both on foot and in vehicles. The traffic at this intersection has increased dramatically due to development and the inclusive playground. While collecting signatures for this request, Ms Stolp heard from neighbors stating they avoid this intersection due to speeds on Sparrow, concerns about safety due to speed and the curves along Sparrow Road, and a utility box obstructing views to the west.

Mayor Litfin thanked Ms. Stolp for the information and explained that the City Administrator and the City Public Services Director will review this request and bring their findings to the Council at a future date.

7. COMMUNITY INTEREST PRESENTATIONS

None

8. ADOPT CONSENT AGENDA

- 1) City Council Minutes July 21, 2025**
- 2) Approve August 4, 2025 Expenditures**
- 3) Contractor Pay Request - CSAH 10 & Waconia Parkway North Improvements to Minger Construction #2**
- 4) Contractor Pay Request - Downtown Reconstruction Phase 3 to GMH Asphalt Corporation #3**
- 5) 2025 2nd Quarter Budget Amendments**
- 6) Approve Exempt Gambling Raffle Application - Church of St. Joseph**

Motion to Adopt the Consent Agenda made by Siddons, seconded by Grengs
MOTION CARRIED.

9. COUNCIL BUSINESS

1) Safari Island Community Needs Assessment

Shane stated that in 2000, the City entered into a Lease and Shared Use Agreement for the construction and use of the community center space, Safari Island Community Center. The facility was constructed with the City's contribution of \$8.8M in funds and a lease term of 30 years for the use and operation of the facility. Previous councils have expressed interest in the future of community recreation services and to direct services through the year 2030. The Capital Investment Plan identified \$15,000 for consultant work to help begin the process with the goal of understanding and gathering data around the market, reviewing the level of services the City provides, and providing community input. This effort was also identified as a priority for the current City Council in the Strategic Plan adopted for the period of 2025-2029. This is the first step to determine future community recreation needs and recreation services within the facility. In the spring, the Council reviewed proposals from various consultants as well as the current management organization. The current management company, Sports Facilities Company, provided a proposal at a significant discount as the City is a current customer and this is the proposal recommended by Staff. One of the features of this proposal is a dedicated website for community input.

Motion to Approve the Safari Island Community Needs Assessment made by Grengs seconded by Gleason
MOTION CARRIED.

2) Wildcat Way Reconstruction Project CIP Project No 131-G

Jon Haukaas, Public Services Director, stated that at the Council's March 3, 2025, meeting, staff were directed to prepare plans and specifications and then subsequently

advertise for bids for the reconstruction of Wildcat Way. Four bids were received and opened electronically on Tuesday, July 29th. The low bid was received from GMH Asphalt with a bid of \$593,799.42. This bid is 10.4% below the engineer's estimate and 36.3% below the highest bid. GMH Asphalt is the contractor on the 2025 Downtown Reconstruction Phase 3 Project. Wildcat Way was added to the City's Municipal State Aid System as directed by Council on February 3, 2025, and staff were able to use MSA funding for the majority of the project. This project will add approximately 11 additional parking stalls.

Motion to Adopt Resolution No. 2025-194 Authorizing the Award of Construction Contract for the Wildcat Way Reconstruction Project made by Gleason, seconded by Siddons
MOTION CARRIED.

3) City of Waconia Benchmark Cities

Jackie Schulze, Assistant City Administrator, stated the City conducts a market analysis study every year which is a part of the annual budget process using peer and benchmark cities. In 2023, the City contracted with David Drown and Associates as it is best practice to conduct a study once every five to seven years. The contractor provided a list of benchmark cities that were approved by Council in 2023. The classification study was completed in mid 2023, which resulted in a change in the City's pay grade, the creation of pay grades, job description updates/rewritten and a pay grade scale. This assures compliance with pay equity and that the City is paying staff according to market. Approximately once a year, the personnel committee meets and discusses market analysis information and the list of peer cities. At that time, Mayor Litfin requested the council consider editing the list of benchmark cities. He said cities like Monticello, Buffalo, Chaska, Chanhassen, and Rogers make sense. He recommended keeping most of the cities, but to drop a few of the current benchmark cities that are first ring suburbs and really have little in common with Waconia. Those cities he recommended dropping are: Hopkins, Crystal, New Brighton, Robbinsdale, Vadnais Heights and West St. Paul. Mayor Litfin recommended replacing the dropped cities with the following cities, which are more regional to Waconia: St. Michael, Delano, Jordan, and New Prague. This action requires Council approval as the benchmark cities were previously approved.

Motion to Adopt Resolution No. 2025-195 Updating Benchmark Cities for the City of Waconia's Annual Market Analysis made by Mayor Litfin, seconded by None.
MOTION FAILED DUE TO LACK OF A SECOND

10. ITEMS REMOVED FROM CONSENT AGENDA

None.

11. REPORTS/EMERGING ISSUES

1) Staff Reports

Jackie Schulze provided the Council an update of the annual employee recognition event. The following staff received awards:

Hans Rowe - 30 Years of Service Award

Nicole Meyer - 20 Years of Service Award

Eric Geyen - 15 Years of Service Award

Jake Kemnitz - 10 Years of Service Award

Brad Pierson - 5 Years of Service Award

Jen Friesen - 5 Years of Service Award

Also, there were four new employee-nominated awards:

John Wagner receiving the Emerging Leader Award

Jason Clark receiving the Innovation and Excellence Award

Brenda Stein receiving the Waconia Values Award

Marie Lucas receiving the Community Impact Award.

A reminder that National Night Out is scheduled for August 5, 2025, at City Square Park from 5:30 to 7:00 pm,. There will be a band, six food trucks, and the fire department will have a pop-up splash-pad with their ladder truck along with much more.

The next music event is scheduled for August 14th on First Street between Olive and Vine with Mike Buston performing at 6:30 p.m. with the road closing around 4:30 p.m.

2) Councilmember Grengs

Attended the Employee Recognition Event and enjoyed spending time with staff.

3) Councilmember Coleman

Absent

4) Councilmember Gleason

Attended the Employee Recognition Event and thanked staff for a great event.

5) Councilmember Siddons

Nothing to report.

6) Mayor Litfin

Mayor Litfin:

- Met with Minger Construction regarding the new roundabout on Highway 10

and Waconia Parkway North. Stating the project is moving forward on schedule.

- Met with Steve Yetzer for an update on the complex at Second and Olive Streets. This is a multidimensional residential facility complete with a restaurant on Olive Street yet to be determined. This project is also on schedule.

12. ANNOUNCEMENTS

13. ADJOURN REGULAR MEETING

Motion to Adjourn the August 4, 2025, City Council Meeting at 6:45 p.m. made by Grengs, seconded by Siddons

MOTION CARRIED.

WORK SESSION: HIGHWAY 5 PHASE 2 GATEWAY SIGNAGE AND STRATEGIC PLAN INITIATIVE ACTION PLANS, DOG PARKS

UPCOMING CALENDAR OF EVENTS/MEETINGS:

Tim Litfin, Mayor

ATTEST: _____
Sue Schwalbe, Administrative Specialist