

## WACONIA PARK BOARD MEETING AGENDA



Thursday, May 21, 2026  
6:30 PM

### VISION STATEMENT

**A thriving, connected community with deep roots: a great place to live for a lifetime.**

### MISSION STATEMENT

**A city that leads, serves, and governs to enhance the quality of life for all community members.**

MEMBER: LEAH SOLTIS

MEMBER: BEN STRASHEIM

MEMBER: TAMI PETERSON

MEMBER: LUCAS REINERS

MEMBER: ELIZABETH DeMEYERE

ALTERNATE: DAN O'BRIEN

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**NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST,  
PLEASE BE PRESENT AT 6:30 P.M.**

Those with items on the agenda should reach out to their staff contact. Others who wish to participate in the meeting, please contact the City Administrator, Shane Fineran, at 952-442-3100 or [sfineran@waconiamn.gov](mailto:sfineran@waconiamn.gov) to make certain that you are called upon during the meeting.

- 1. CALL MEETING TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
  - 1) Approve March 19, 2026 Park Board Meeting Minutes**
- 4. REGULAR BUSINESS**
  - 1) Park Maintenance Operations Overview**  
Discussion & Direction
- 5. STAFF PARK ITEMS UPDATE**
- 6. BOARD UPDATES & QUESTIONS**
- 7. ADJOURN**

## **UPCOMING MEETINGS**



**REQUEST FOR PARK BOARD ACTION**

<b>Meeting Date:</b> May 21, 2026	
<b>Item Name:</b> 3.1. Approve March 19, 2026 Park Board Meeting Minutes	
<b>Originating Dept:</b>	
<b>Presented By:</b>	
<b>Previous Council Action:</b>	
<b>Item Type:</b>	
<b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b>	
<b>EXPLANATION OF AGENDA ITEM:</b>	
<b>ATTACHMENTS:</b> 1. Park Board Minutes 3-19-26	
<b>FINANCIAL IMPLICATIONS:</b>	<b>ADVISORY BOARD RECOMMENDATIONS:</b>
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other:
_____ Amendment Required	

**CITY OF WACONIA  
MARCH 19, 2026**

**1. CALL MEETING TO ORDER**

Pursuant to due call and notice thereof, the Regular Meeting of the Waconia Parks & Recreation Board in the City of Waconia Maple Conference room was called to order at 6:30 p.m. by Reiners.

Park Board Members Present: Ben Strasheim, Dan O'Brien, Elizabeth DeMeyere, Lucas Reiners, Tami Peterson,

Park Board Members Absent: Leah Soltis

Council Liaison: None

Staff Present: Shane Fineran, Mike Mawdsley

Guests: None

**2. APPROVAL OF AGENDA**

Motion to Approve made by Park Board Member Peterson, seconded by Park Board Member O'Brien.

**MOTION CARRIED.**

**3. APPROVAL OF MINUTES**

Motion to Approve made by Park Board Member Strasheim, seconded by Park Board Member Peterson.

**MOTION CARRIED.**

**1) Approve January 18, 2026 Park Board Meeting Minutes**

**4. REGULAR BUSINESS**

**1) Resident Request - Goldenrod Land Parcel**

**Parcel Discussion – 1016 Goldenrod**

Kathleen attended the meeting and shared information about a 1/3-acre parcel located at 1016 Goldenrod. The lot is too small for development but contains several mature, high-quality trees. It is not needed for a park parcel or stormwater management.

The City has already completed some native and prairie restoration on the site, and Prairie Restorations currently has a contract for additional work. It was noted that native restoration sites can take several years for flowers to establish and out compete invasive species like thistle.

Kathleen proposed the idea of installing a peace labyrinth using river rocks, which would require minimal maintenance and could allow for community participation by adding rocks. However, there are several types of labyrinth designs to consider.

Concerns were raised about the site's accessibility and usability:

- There are no dedicated paths leading to the parcel.
- A steep embankment exists between the path and the garden area.
- ADA-compliant access would be required for any seating or features.
- Tami noted potential parking concerns in the area.

Leah, who was not present, provided input in support of a meditation garden concept but expressed that this location may not be ideal. She suggested Sudheimer Park as a better alternative.

Board feedback included:

- Tami would prefer to enhance the area with additional wildflowers and benches while locating a meditation garden elsewhere.
- Ben supported maintaining the natural character of the space.
- Lucas agreed, emphasizing a natural look with proper maintenance and some seating.

It was also noted that the developer remains responsible for tree replacement until the development is complete.

The Park Board supported the labyrinth concept but recommended pursuing it at a different location. The consensus was to maintain this parcel as a natural area with ongoing upkeep. The idea will be added to the CIP for future discussion.

## **5. STAFF PARK ITEMS UPDATE**

Mike provided the following updates:

- Ongoing snow removal efforts.
- Tree trimming throughout the city, including removal of ash trees.
- Fence repairs at Brook Petersen Park.
- Seasonal hiring is underway; 6 of 10 staff from last season are returning.
- A new lead position is being added to the parks team.

- Ball field maintenance will begin as weather allows.
- Electrical upgrades at City Square Park are planned for fall or next spring.
- Work on Pine Hill will begin soon, followed by Island View.
- The City will no longer handle county trail cleanup but will focus on more local areas.

**6. BOARD UPDATES & QUESTIONS**

The April Meeting will be held on April 23, 2026, and will be the arbor day event with tree planting and a cleanup in local parks.

**7. ADJOURN**

Motion to Adjourn at 7:52 made by Park Board Member Strasheim, seconded by Park Board Member O'Brien.

**MOTION CARRIED.**

**UPCOMING MEETINGS**

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Lucas Reiners, Chair

ATTEST: 

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Brenda Jurek, Administrative Specialist



## REQUEST FOR PARK BOARD ACTION

<b>Meeting Date:</b> May 21, 2026	
<b>Item Name:</b> 4.1. Park Maintenance Operations Overview	
<b>Originating Dept:</b> Administration	
<b>Presented By:</b> Shane Fineran	
<b>Previous Council Action:</b>	
<b>Item Type:</b>	Regular Session
<b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Discussion & Direction	
<b>EXPLANATION OF AGENDA ITEM:</b> Mike Mawdsley, Park Maintenance Supervisor will give a presentation on parks & trails operations and maintenance activities as well as a review of operating budget impacts.	
<b>ATTACHMENTS:</b> 1. Parks Operations Budget 2026	
<b>FINANCIAL IMPLICATIONS:</b>	<b>ADVISORY BOARD RECOMMENDATIONS:</b>
Funding Sources & Uses:	Planning Commission:
Budget Information:	Park Board:
_____ Budgeted	Personnel Committee:
_____ Non-Budgeted	Other:
_____ Amendment Required	

# Costing Center Summary

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Costing Center: 101-441 Parks

**Previous Costing Center:** 101-441 Parks

**Department:** Public Services

**Division:** Public Services-Parks

**Stage:** Approved

**Budget Year:** 2026

**Accounting Reference:** 101441

**Approved:** Yes

**Manager:** Jon Haukaas

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## **Purpose:**

To provide quality maintenance and safe operational amenities within the City's 20 neighborhood and 4 community parks. Maintain 26.0 miles of trails that are designed to ensure that citizens are able to walk and bicycle throughout the community. The Waconia Park Board reviews current and future community park and recreation needs, programs and facilities and recommends action to promote the implementation of the City's park, trail, and recreation plans.

## **Profile:**

The Parks department consists of the Public Services Director (.12 FTE), Assistant Public Services Director (.12 FTE), Maintenance Supervisor (1.0 FTE), Maintenance Workers (4.5 FTE), Mechanic (.30 FTE), and Seasonal Maintenance Workers (1.85 FTE). A Maintenance Worker Lead Position (1.0 FTE) has been budgeted for 2026 and is slated to start in May 2026.

# Costing Center Summary

Costing Center: 101-441 Parks

Object Code	Changes	Percent Change	2025 Amount	2026 Amount
<b>Revenues</b>				
4073 - Maintenance Chargebacks	Increased	60.00 %	5,000	8,000
4075 - Rental Fees	Unchanged	0.00 %	7,200	7,200
<b>Total Revenues</b>		<b>24.59 %</b>	<b>12,200</b>	<b>15,200</b>
<b>Expenses</b>				
6003 - Full Time Salary & Wages	Increased	14.60 %	559,309	640,993
6004 - Part Time Wages	Increased	5.56 %	69,120	72,960
6021 - PERA Contributions	Increased	14.60 %	41,948	48,074
6023 - FICA/Medicare	Increased	14.10 %	48,994	55,901
6025 - Worker's Comp	Increased	7.69 %	32,500	35,000
6026 - Employee Benefit Costs	Increased	20.09 %	121,950	146,445
6028 - Paid Family Medical Leave	New this year		-	3,141
6042 - Operating Supplies	Increased	20.00 %	25,000	30,000
6044 - Fees & License	Decreased	1.08 %	2,604	2,576
6045 - Maintenance & Repairs	Increased	10.00 %	50,000	55,000
6049 - Communications	Increased	8.62 %	3,664	3,980
6051 - Equipment	Increased	50.00 %	15,000	22,500
6052 - Motor Fuels & Lubricants	Increased	5.00 %	20,000	21,000
6053 - Training & Education	Unchanged	0.00 %	8,000	8,000
6054 - Travel & Mileage	Unchanged	0.00 %	600	600
6059 - Liability Insurance	Increased	4.99 %	38,100	40,000
6067 - Rental/Leasing Cost	Unchanged	0.00 %	26,000	26,000
6073 - Medical Testing	Unchanged	0.00 %	1,190	1,190
6079 - Uniforms	Increased	20.85 %	6,144	7,425
6102 - Engineering Services	Unchanged	0.00 %	10,000	10,000
6108 - Contract Services	Decreased	8.59 %	128,000	117,000
<b>Total Expenses</b>		<b>11.56 %</b>	<b>1,208,123</b>	<b>1,347,785</b>

# Costing Center Summary

Costing Center: 101-441 Parks

## 2026 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2026 Budget
<b>Revenues</b>			
<b>031 - Charges for Services</b>			
4073 - Maintenance Chargebacks	Staff and Equipment Billing		8,000
4075 - Rental Fees	Community Garden Rental	1,200	
4075 - Rental Fees	Field & Park Amenities Rentals	6,000	
			7,200
<b>Total</b>			<b>15,200</b>
<b>Total Revenues</b>			<b>15,200</b>
<b>Expenses</b>			
<b>100 - Salaries and Wages</b>			
6003 - Full Time Salary & Wages	Parks Wages		640,993
6004 - Part Time Wages	Seasonal Parks Maintenance Worker Wages		72,960
<b>Total</b>			<b>713,953</b>
<b>110 - Benefits</b>			
6021 - PERA Contributions	Parks PERA		48,074
6023 - FICA/Medicare	Parks FICA		55,901
6025 - Worker's Comp	Parks Workers Comp		35,000
6026 - Employee Benefit Costs	Parks Health Benefits		146,445
6028 - Paid Family Medical Leave	Parks Paid Family Medical Leave		3,141
<b>Total</b>			<b>288,561</b>
<b>120 - Operating Expenses</b>			
6042 - Operating Supplies	Downtown Plants	8,000	
6042 - Operating Supplies	Fertilizer & Pesticides	10,000	
6042 - Operating Supplies	General	12,000	
			30,000
6044 - Fees & License	AVL Network Access Fee - Annual (20% Parks Allocation)	1,120	
6044 - Fees & License	AVL Vehicle and Equipment Tracking - Monthly (20% Parks Allocation)	1,296	
6044 - Fees & License	Vehicle Plate/Tab Renewal	160	
			2,576
6045 - Maintenance & Repairs	General Equipment Repairs	50,000	
6045 - Maintenance & Repairs	Insurance Related Claims	5,000	
			55,000
6049 - Communications	EE Cellphone Stipend	2,980	
6049 - Communications	Verizon Service - Cellphones & Aircards	1,000	
			3,980
6051 - Equipment	Park maintenance and equipment repair/replacement	10,000	
6051 - Equipment	Playground replacement parts	3,000	
6051 - Equipment	PROJECT: Tandem Axel Mower Trailer (Replacement)	9,500	
			22,500
6052 - Motor Fuels & Lubricants	Apparatus Fuel & Additives		21,000

# Costing Center Summary

Costing Center: 101-441 Parks

## 2026 Budget Detailed:

Object Codes	Comments	Object Code Subtotals	2026 Budget
6053 - Training & Education	Pesticide Recertification, MPRA, Tree Inspector, Playground Inspection, Snow Conference		8,000
6054 - Travel & Mileage	EE Mileage Reimbursement		600
6059 - Liability Insurance	Insurance - Trucks & Equipment & Park Facilities		40,000
6067 - Rental/Leasing Cost	Equipment Rental	6,000	
6067 - Rental/Leasing Cost	Portable Sanitation, Brook Peterson/Cedar Point/Waterford/Reitz Lake/Interlaken Parks	20,000	
			26,000
6073 - Medical Testing	Driving and Drug Screening	500	
6073 - Medical Testing	Hearing/Respiratory/Fit EE Testing (6 EEs)	690	
			1,190
6079 - Uniforms	Employee Seasonal Shirts	600	
6079 - Uniforms	Employee Uniform Store or Huebsch Weekly Rental & Laundry Service & Boot Reimbursement	5,955	
6079 - Uniforms	Employee Winter/Rain Gear Sets/Vests	870	
			7,425
<b>Total</b>			<b>218,271</b>
<b>130 - Contracted Services</b>			
6102 - Engineering Services	Future Park Planning		10,000
6108 - Contract Services	Athletic Fields Maintenance - laser grading	15,000	
6108 - Contract Services	Lighting/Plumbing Maintenance	10,000	
6108 - Contract Services	Native Restoration Project Maintenance - Goldenrod/Community Drive/Engler/Interlaken, PW, Cedar Point, Reitz	12,000	
6108 - Contract Services	Park Amenities - Mulch Delivery/Fence Repair	25,000	
6108 - Contract Services	Trail Sealing	25,000	
6108 - Contract Services	Tree & Ash Removal/Waste Disposal	30,000	
			117,000
<b>Total</b>			<b>127,000</b>
<b>Total Expenses</b>			<b>1,347,785</b>
<b>Net Total</b>			<b>(1,332,585)</b>