

# WACONIA CITY COUNCIL REGULAR MEETING AGENDA



**Monday, April 20, 2026  
6:00 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.**

**MAYOR: TIM LITFIN  
COUNCIL MEMBER: NICK GLEASON  
COUNCIL MEMBER: JEFF GRENGS  
COUNCIL MEMBER: JACOB COLEMAN  
COUNCIL MEMBER: DEREK SIDONS**

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**NOTE: TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST,  
PLEASE BE PRESENT AT 6:00 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 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 AND ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
  - 1) Rylie Kelzer will lead all in the Pledge of Allegiance**
- 3. PROCLAMATIONS**
  - 1) Arbor Day Proclamation**

Mayor Litfin to read the Arbor Day Proclamation into the record.
- 4. ADOPT AGENDA**
- 5. PUBLIC HEARING**
- 6. OPEN FORUM**
- 7. COMMUNITY INTEREST PRESENTATIONS**

## 8. **ADOPT CONSENT AGENDA**

The items listed on the Consent Agenda are considered routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember, City Staff, or Citizen so requests; in which case, the item will be removed from the Consent Agenda and considered at the end of the Regular Agenda.

- 1) Approve City Council Minutes 04-02-2026
- 2) Approve April 20, 2026 Expenditures
- 3) **Safari Island Community Center Expenditures from Sports Facilities Companies Incurred March 2026**  
Motion to Approve Safari Island Community Center Expenditures from Sports Facilities Companies Incurred March 2026
- 4) **Ice Arena Expenditures from Sports Facilities Companies Incurred March 2026**  
Motion to Approve Ice Arena Expenditures from Sports Facilities Companies Incurred March 2026
- 5) **Donation and Approve Pass Thru Recommendation - Waconia Fire Relief Association**  
Adopt Resolution No. 2026-106 Accepting Donation and Approving Pass Through Recommendation from Waconia Fire Relief Association
- 6) **Cash Donations for Fire Safety and Prevention Efforts and Approving Pass Thru to the National Fire Safety Council**  
Adopt Resolution No. 2026-107 Accepting Cash Donations Fire Safety and Prevention Efforts
- 7) **Hire of Park Maintenance Lead**  
Adopt Resolution No. 2026-108 Authorizing Hire of Park Maintenance Lead
- 8) **Facade Improvement & Start-Up Grant - 136 Main Street West, Coney's**  
Adopt Resolution No. 2026-109 Approving Facade Improvement and Start-Up Grant 136 Main Street West, Coney's
- 9) **2026 2nd Quarter Budget Amendments**  
Adopt Resolution No. 2026-110 Approving 2026 2nd Quarter Budget Amendments
- 10) **Election Write-In Candidates**  
Adopt Resolution 2026-111 requiring the tally of write-in votes only if write-in votes are greater than a ballot candidate's total votes

## 9. **COUNCIL BUSINESS**

- 1) **Woodland Trail Preliminary Plat, & PUD Zoning Request– 9350 Airport Road**  
Adopt Resolution No. 2026-112 approving the Preliminary Plat Application titled Woodland Trail, 350 Airport Road
- 2) **Annexation Petition – Wolter and Klingelhutz - WITHDRAWN**  
Adopt Resolution No. 2026-060 denying the Annexation Petition submitted by Eugene E & Carol Wolter Trust and Klingelhutz Farms LLC.--WITHDRAWN

**10. ITEMS REMOVED FROM CONSENT AGENDA**

**11. BOARD REPORTS**

- 1) **Staff Reports**
- 2) **Councilmember Siddons**
- 3) **Councilmember Coleman**
- 4) **Councilmember Gleason**
- 5) **Councilmember Grengs**
- 6) **Mayor Litfin**

**12. ANNOUNCEMENTS**

**13. ADJOURN REGULAR MEETING**

**OFFICE OF THE CITY ADMINISTRATOR**  
**Shane Fineran**

**WORK SESSION:** CIP PROJECT PRIORITIZATION, PAY PLAN POLICY, 250TH ANNIVERSARY

UPCOMING CALENDAR OF EVENTS/MEETINGS:



## REQUEST FOR CITY COUNCIL ACTION

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                             |                                        |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------------------------|--|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | April 20, 2026              |                                        |  |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 3.1. Arbor Day Proclamation |                                        |  |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Administration              |                                        |  |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Shane Fineran               |                                        |  |
| <b>Previous Council Action:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | None                        |                                        |  |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Regular Session             |                                        |  |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Mayor Litfin to read the Arbor Day Proclamation into the record.                                                                                                                                                                                                                                                                                                                                                                                         |                             |                                        |  |
| <b>EXPLANATION OF AGENDA ITEM:</b><br><br>The City of Waconia annually celebrates Arbor Day and its designation as a Tree City USA community by issuing an official Arbor Day proclamation. This year, Arbor Day will be observed on April 23, 2026. The Park Board invites all community members to participate in a tree planting event at Brook Peterson Park beginning at 6:30 p.m. Residents of all ages are encouraged to attend and help support the community's commitment to environmental stewardship. |                             |                                        |  |
| <b>ATTACHMENTS:</b><br>1. Proclamation Arbor Day                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                             |                                        |  |
| <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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                             |                                        |  |





## PROCLAMATION

**Declaring April 23, 2026 as Arbor Day**

**WHEREAS:** Arbor Day provides an opportunity to celebrate the importance of trees and forests to our economy, culture, history, and future of the City of Waconia; and

**WHEREAS:** Trees are of great value as they provide clean air and water, shade and energy savings, wildlife habitat, recreational opportunities, wood products, and jobs while capturing and storing carbon from the atmosphere, thereby offsetting greenhouse gas emissions; and

**WHEREAS:** Properly planted and caring for a diverse mix of trees makes community forests more resilient by minimizing the impacts of disease, insects, and other stressors such as climate change and providing long-term community and environmental benefits; and

**WHEREAS:** Thoughtfully choosing, planting, and caring for a diverse mix of trees now supports resilient communities into the future.

**WHEREAS:** The citizens of our City are encouraged to help protect source waters from pollution, practice water conservation, and become more informed about their water systems;

**NOW, THEREOFRE, I, Tim Litfin, Mayor of Waconia, do hereby proclaim Thursday, April 23, 2026 as ARBOR DAY in the City of Waconia.**

20th Day of April of 2026

\_\_\_\_\_

Tim Litfin, Mayor

Attest: \_\_\_\_\_

Jackie Schulze, Assistant City Administrator



### REQUEST FOR CITY COUNCIL ACTION

|                                                                                                          |                                        |
|----------------------------------------------------------------------------------------------------------|----------------------------------------|
| <b>Meeting Date:</b> April 20, 2026                                                                      |                                        |
| <b>Item Name:</b> 8.1. Approve City Council Minutes 04-02-2026                                           |                                        |
| <b>Originating Dept:</b> Administration                                                                  |                                        |
| <b>Presented By:</b> Sue Schwalbe                                                                        |                                        |
| <b>Previous Council Action:</b> None                                                                     |                                        |
| <b>Item Type:</b>                                                                                        | Consent                                |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Approve the April 6, 2026, City Council Minutes. |                                        |
| <b>EXPLANATION OF AGENDA ITEM:</b><br>Approve the April 6, 2026, City Council Minutes                    |                                        |
| <b>ATTACHMENTS:</b><br>1. City Council Minutes 04-02-2026                                                |                                        |
| <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                                                                                 |                                        |

**CITY OF WACONIA  
APRIL 6, 2026**

**1. CALL MEETING TO ORDER AND ROLL CALL**

Mayor Litfin called the April 6, 2026, Waconia City Council meeting to order at 6:00 p.m. with Council Member Coleman absent.

**2. PLEDGE OF ALLEGIANCE**

Andrew Jantzen, second-grader from St. Joseph's Catholic Church, led all in the Pledge of Allegiance.

**3. PROCLAMATIONS**

**1) Proclamation Declaring April 30, 2026, Therapy Animal Day**

Mayor Litfin read the Proclamation Declaring April 30, 2026, as Therapy Animal Day into the record.

**4. ADOPT AGENDA**

Shane Fineran, City Administrator, requested that Agenda Item 9.6, *Provide for the Issuance and Sale of General Obligation Bonds, Series 2026A and 2026B and Call a Public Hearing for Issuance* be moved to agenda Item 9.2 with the remaining agenda items renumbered consecutively.

Motion to adopt the agenda as published with renumbering as indicated above was made by Council Member Gleason, seconded by Council Member Siddons.

**MOTION CARRIED.**

**5. PUBLIC HEARING**

None.

**6. OPEN FORUM**

None.

**7. COMMUNITY INTEREST PRESENTATIONS**

None.

**8. ADOPT CONSENT AGENDA**

- 1) **Approve the March 16, 2026, Council Minutes**
- 2) **Approve April 6, 2026 Expenditures**
- 3) **Direct the Preparation of Plans and Specs and Authorize Ad for Bids of the 2026 PMP Mill & Overlay Project CIP No. 132-A**
- 4) **Authorize Execution of JPA for CSAH 10 Regional Trail Connector Project**
- 5) **Accept Proposal for Phase 2 Environmental Site Assessment for TH 5 Phase 2 Corridor Improvements**
- 6) **Accept Proposal for Geotechnical Services for the Downtown Phase 4 Reconstruction project**
- 7) **2026 Capital Equipment**
- 8) **Lodging Tax Fund Request - Waconia Convention & Visitors Bureau (CVB)**
- 9) **Cash Donations for Fire Safety and Prevention Efforts and Approving Pass Thru to the National Fire Safety Council**
- 10) **Donation and Approve Pass Thru Recommendation - Waconia Fire Relief Association**
- 11) **Sale or Disposal of Surplus Equipment**
- 12) **Waconia Works Loan, 125 1st Street West, Bakery Off Main**

Motion to adopt the Consent Agenda as published was made by Council Member Grengs, seconded by Council Member Gleason.  
**MOTION CARRIED.**

## 9. **COUNCIL BUSINESS**

### 1) **Special Event Permit - Farmers Market**

Shane Fineran stated that the City received a Special Event Permit application to return the weekly Farmers Market event to Lot 1 for the 2026 season. The market is scheduled for Thursdays, beginning June 4 through October 15, from 4:00 p.m. to 7:00 p.m. The applicant is requesting the event be considered City-sponsored under the Special Event Policy, including a waiver of the \$350 permit application fee and the \$250 fee for encumbered stalls in a public parking lot. Organizers noted that these fee savings would help support a Food Rescue Coordinator and SNAP Market Match programming.

Applicant Nicole Waldron addressed the Council, stating that 2025 was the first year of the Waconia Farmers Market. She highlighted the introduction of a children's program, *Power of Produce*, which provides children ages 4–12 with a \$2 token each week to purchase fresh produce. The program has grown significantly. For the 2026 season, six produce vendors are expected to participate throughout the season.

Regarding the request for partnership, Ms. Waldron expressed that the Farmers Market, along with the *Music in the Streets* — both held on Thursdays — will both

continue to grow throughout the summer and in future years. She noted the potential to expand live music offerings to every Thursday. Attendance averaged approximately 300 visitors per week last year, with the largest market featuring 26 booths. The 2026 season is projected to include 33 booths. Most vendors are local to Carver County, generally within a 15-mile radius.

Motion to adopt Resolution No. 2026-098 approving the Special Event Permit for the Waconia Farmers Market was made by Council Member Siddons, seconded by Council Member Grengs.

**MOTION CARRIED.**

**2) Order Feasibility Report and Assessment Benefit Evaluation for 5th Street Reconstruction**

Jon Haukaas, Director of Public Services, stated that this action represents an opportunity project to reconstruct a portion of 5th Street from Olive Street to Oak Street in coordination with the Highway 5 project. The project includes assessing a portion of the costs to adjacent benefit properties. The design of the Highway 5 project necessitates relocation of the watermain outside the highway corridor. The preferred alignment has been identified along 5th Street to the north. Portions of Elm Street and Pine Street will also be impacted by the highway project, including watermain connections, sanitary sewer reconstruction, and storm sewer extensions. As the Highway 5 project is scheduled to be bid in 2026 with the construction in 2027, the timeline differs from the City's typical Chapter 429 assessment process. As a result, the assessment process for this project will be completed in conjunction with the 2027 neighborhood street reconstruction project. Since these utility relocations are required for the Highway 5 project, they are eligible for federal funding and may be covered by grant funds. Grant funding may also be applied to a portion of the adjacent street and storm sewer improvements, generally limited to the equivalent cost of pavement patching associated with the utility work.

The process begins with the completion of a Feasibility Study followed by a Public Hearing. By authorizing the Feasibility Study in April and holding the public hearing in June, the timeline for this local project will align with the larger Highway 5 project.

Motion to adopt Resolution No. 2026-099 ordering preparation of a Feasibility Study and Assessment Benefit Evaluation for the Highway 5 Area Reconstruction Project was made by Council Member Gleason, seconded by Council Member Grengs.

**MOTION CARRIED.**

**3) Authorize Feasibility Study for a Public Services Office Expansion**

Mr. Haukaas stated that the next two agenda items would be considered together due to their related nature. A space needs study for the Public Services campus was completed in 2023, identifying key deficiencies as the City of Waconia continues to grow and service demands increase. The study highlighted primary needs in office

space, crew locker rooms, meeting space, and equipment storage. The study evaluated a phased expansion approach, including either significant expansion at the existing site or a complete relocation of the Public Services campus. The estimated cost for an initial phase was incorporated into the Capital Improvement Plan (CIP) at \$20,000,000. A follow-up space needs assessment conducted in 2024 further identified equipment storage as a major deficiency. Currently, Public Services utilizes multiple locations for equipment storage, including the former Public Works building near Highway 284 and County Road 10 and the former Fire Station at 1st Street and Walnut Street. Both facilities require significant upgrades and are better suited for potential future redevelopment.

The study presented several options to address these deficiencies, including constructing additional space at the current site or developing a new campus. However, the existing site is significantly constrained by adjacent businesses, Water Treatment Plant No. 3, Water Tower No. 3, and a major natural gas pipeline. While the CIP includes \$20,000,000 for a future expansion project, it is recognized that this amount may not be sufficient for a full relocation or comprehensive redevelopment.

The advancement of the Water Treatment Plant No. 4 (WTP4) project and associated land acquisition has created an opportunity to reevaluate how best to meet the department's needs. Staff met with the original consultant, Oertel Architects, to explore alternative solutions. These discussions led to consideration of an approach that would address equipment storage needs through the construction of a new cold storage building in conjunction with WTP4, while addressing staff space needs through an internal office mezzanine expansion. Preliminary cost estimates for this approach are approximately \$6,000,000.

As part of the WTP4 design, site planning has already reserved space for a future 20,000-square-foot cold storage building. The project consultant estimated construction costs for this building at approximately \$4,000,000. To advance this concept, the City requested an addendum proposal to include full architectural, structural, mechanical, electrical, and fire protection design services. SEH, Inc. submitted a proposal to provide these services for a contract amendment in the amount of \$118,750.

Motion to adopt Resolution No. 2026-100 authorizing a feasibility study for the Public Services Office Expansion project was made by Council member Siddons, seconded by Council Member Grengs.

**MOTION CARRIED.**

#### **4) Cold Storage Building Design - Professional Services Agreement Addendum**

Motion to adopt Resolution No. 2026-101 authorizing approval of an addendum to the Water Treatment Plant No. 4 design professional services agreement with Short Elliot Hendrickson, Inc. made by Council Member Grengs, seconded by Council Member Gleason.

**MOTION CARRIED.**

**5) Award CSAH 10 Regional Trail Connector Project**

Jon Haukaas stated that the goal of the City has been to connect the City's trails system to the Sterling Hill neighborhood and also provide a safe alternative to walking/biking on the shoulder of CSAH 10. A trail along CSAH 10 to the north of Sterling Road was originally included in the recent CSAH 10/Waconia Parkway North roundabout project later removed due to overall budget concerns. Staff has worked with Carver County on commitments for a portion of the construction costs and to develop a Joint Powers Agreement (JPA) detailing the duties and commitments of each party related to this project. This JPA is a separate action. The Minnesota Department of Natural Resources (DNR) Local Trails Connections Program grant funds obtained in 2024 will be expiring on June 30, 2026. Seven bids were opened on March 31, 2026, with the low bid submitted by GMH Asphalt. As per the JPA approved earlier, the project cost less the \$175,000 DNR grant and the remainder will be split between the City and County. The goal has been to complete the trail project from Sterling Road to Waconia Parkway North this spring.

Motion to adopt Resolution No. 2026-102 authorizing award of a construction contract for the Highway 10 Regional Trail Connection project was made by Council Member Gleason, seconded by Council Member Grengs.

**MOTION CARRIED.**

**6) Provide for the Issuance and Sale of General Obligation Bonds, Series 2026A and 2026B and Call a Public Hearing for Issuance**

Nicole Meyer, Finance Director, stated that there are three resolutions before the Council: two for the issuance and sale of bonds and one calling for a public hearing on an additional bond issue. In the current Capital Improvement Plan (CIP), three projects were identified for debt issuance, which will be funded through the 2026A bonds. The 2026B bonds are designated for temporary street reconstruction. The third bond relates to cash flow for the Highway 5 Phase 2 project, which is fully funded through aid and grants committed by the State of Minnesota and Carver County. These funds cover pre-planned project items and will be reimbursed at 100 percent.

Todd Hagen of Ehlers and Associates, presented the pre-sale reports to the Council. Mr. Hagen stated that the bonds will not be sold until June 15, 2026, as the public hearing is scheduled for May 4, 2026. While these are separate bond issues, there is a cost savings associated with bundling them together. The 2026A bonds represent the annual 10-year bond issue for street, water, storm sewer, and sanitary sewer projects. The Council has been provided with a pre-sale report outlining the terms and conditions, including the option to prepay the bonds without penalty.

Motion to adopt Resolution No. 2026-103 providing for the issuance and sale of \$9,520,000 General Obligation Bonds, Series 2026A was made by Council Member Grengs, seconded by Council Member Gleason.

**MOTION CARRIED.**

Motion to adopt Resolution No.2026-104 providing for the issuance and sale of \$3,265,000 General Obligation Temporary Street Reconstruction Bonds, Series 2026B was made by Council Member Siddons seconded by Council Member Gleason.  
**MOTION CARRIED.**

Motion to adopt Resolution No. 2026-105 calling for a Public Hearing on the proposal to adopt a street reconstruction plan and the intent to issue General Obligation Street Reconstruction Bonds was made by Council Member Grengs, seconded by Council Member Gleason.  
**MOTION CARRIED.**

## **10. ITEMS REMOVED FROM CONSENT AGENDA**

None.

## **11. STAFF REPORTS**

### **1) Law Enforcement Update - Sgt. Jon Howard**

Sgt. Jon Howard provided the Council with the quarterly update. He reminded the Council that “A offenses” are considered major offenses, while “B offenses” are minor infractions.

In the first quarter, A offenses totaled 58, compared to 51 during the same period last year, indicating overall consistency in major offenses. However, fraud cases are increasing, and the department is actively working to raise public awareness.

B offenses totaled 15 in the first quarter, down from 24 during the same quarter last year. Non-criminal offenses were 75, compared to 78 last year.

Traffic stops decreased slightly from 78 to 71. Sgt. Howard noted that the distinction between incidents often depends on whether a deputy must make an arrest or can resolve the situation with a report. The department continues to prioritize de-escalation to minimize the need for further action.

Out of approximately 1,700 calls for service, 217 required additional action. Of those, 197 resulted in reports, with the remainder leading to arrests.

Sgt. Howard also noted that April will include increased enforcement focused on distracted driving, which has become a significant issue in recent years. He reminded residents that e-bike operators must be at least 15 years old and that vehicles may not be parked on city streets for more than 24 hours.

## **12. BOARD REPORTS**

### **1) Staff Reports**



**2) Councilmember Siddons**

Nothing to report.

**3) Councilmember Coleman**

Absent

**4) Councilmember Gleason**

Nothing to report.

**5) Councilmember Grengs**

Nothing to report.

**6) Mayor Litfin**

Mayor Litfin provided the following report:

The Mayor thanked staff for securing favorable bids for geotechnical services for the Downtown Phase 4 Reconstruction Project, noting that great pricing for an important project.

On March 19, the Mayor met the Carver County Commissioner, John Fahey (District 5), to discuss construction projects and recreational amenities.

On March 24, the Mayor met with Tim Lynch.

The Mayor also expressed appreciation to Jody from Paws Inn, Mike Lieberman from Bob's Barbershop, and Mike Pelps from Ridgeview for participating in the *Mayors Minute*.

On March 25, the Mayor attended a bi-monthly meeting with City Administrator Shane Fineran, Waconia School Superintendent Brian Gersich, School Board Chair Kelly Amott, and Christine Fenner from the Chamber of Commerce.

On March 26, the Mayor met with the Mayor's Youth Advisory Council to discuss upcoming Earth Day events.

On March 26, the Mayor noted that Waconia Senior Center honored the passing of longtime member Shirley Heinin.

Also on March 26, the Mayor attended the Waconia Chamber Luncheon and, along with Shane Finernan, Lane Braaten, and Jon Haukaas, presented the State of the City Address.

**13. ANNOUNCEMENTS**

On Saturday, April 11th, is the Annual Chamber of Commerce Community Expo.  
The Waconia Park Board Meeting is rescheduled for April 23, 2026, at 6:30 with the public encouraged to attend the annual tree planting.

#### **14. ADJOURN REGULAR MEETING**

Motion to adjourn the April 4, 2026, City Council Meeting was made by Council Member Gleason seconded by Council Member Grents at 7:15 p.m.

**MOTION CARRIED.**

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Tim Litfin, Mayor

ATTEST: \_\_\_\_\_  
Sue Schwalbe, Administrative Specialist



## REQUEST FOR CITY COUNCIL ACTION

|                                                                                                                                                                                                             |         |                                          |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------------------------------------|--|
| <b>Meeting Date:</b>                                                                                                                                                                                        |         | April 20, 2026                           |  |
| <b>Item Name:</b>                                                                                                                                                                                           |         | 8.2. Approve April 20, 2026 Expenditures |  |
| <b>Originating Dept:</b>                                                                                                                                                                                    |         | Finance                                  |  |
| <b>Presented By:</b>                                                                                                                                                                                        |         | Nicole Meyer                             |  |
| <b>Previous Council Action:</b> None                                                                                                                                                                        |         |                                          |  |
| <b>Item Type:</b>                                                                                                                                                                                           | Consent |                                          |  |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Approve April 20, 2026, Expenditures                                                                                                                |         |                                          |  |
| <b>EXPLANATION OF AGENDA ITEM:</b>                                                                                                                                                                          |         |                                          |  |
| Attached are the claim and disbursement registers for the City of Waconia as of April 20, 2026. Payments are made to vendors via check, electronic payment, and through the City's purchasing card program. |         |                                          |  |
| <b>ATTACHMENTS:</b>                                                                                                                                                                                         |         |                                          |  |
| None                                                                                                                                                                                                        |         |                                          |  |
| <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                                                                                                                                                                                    |         |                                          |  |



## REQUEST FOR CITY COUNCIL ACTION

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |                                                                                                       |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------------------------------------------------------------------------------------------------|--|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |         | April 20, 2026                                                                                        |  |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |         | 8.3. Safari Island Community Center Expenditures from Sports Facilities Companies Incurred March 2026 |  |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         | Finance                                                                                               |  |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |         | Amanda Ortloff                                                                                        |  |
| <b>Previous Council Action:</b> None                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |         |                                                                                                       |  |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Consent |                                                                                                       |  |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Motion to Approve Safari Island Community Center Expenditures from Sports Facilities Companies Incurred March 2026<br><br><b>EXPLANATION OF AGENDA ITEM:</b><br><br>Sports Facilities Companies has provided the attached report for expenditures paid in March 2026. Per the City's contract with Sports Facilities Companies, these expenditures are paid by Sports Facilities Companies for the City's operation of the Safari Island Community Center. |         |                                                                                                       |  |
| <b>ATTACHMENTS:</b><br>None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |         |                                                                                                       |  |
| <b>FINANCIAL IMPLICATIONS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |         | <b>ADVISORY BOARD RECOMMENDATIONS:</b>                                                                |  |
| Funding Sources & Uses: Safari Island                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |         | Planning Commission:                                                                                  |  |
| Budget Information:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |         | Park Board:                                                                                           |  |
| <input checked="checked" type="checkbox"/> Budgeted<br><input type="checkbox"/> Non-Budgeted<br><input type="checkbox"/> Amendment Required                                                                                                                                                                                                                                                                                                                                                                        |         | Personnel Committee:                                                                                  |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         | Other:                                                                                                |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |         |                                                                                                       |  |



## REQUEST FOR CITY COUNCIL ACTION

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |         |                                                                                     |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------------------------------------------------------------------------------|--|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |         | April 20, 2026                                                                      |  |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |         | 8.4. Ice Arena Expenditures from Sports Facilities Companies<br>Incurred March 2026 |  |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |         | Finance                                                                             |  |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |         | Amanda Ortloff                                                                      |  |
| <b>Previous Council Action:</b> None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |         |                                                                                     |  |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Consent |                                                                                     |  |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Motion to Approve Ice Arena Expenditures from Sports Facilities Companies Incurred March 2026<br><br><b>EXPLANATION OF AGENDA ITEM:</b><br><br>Sports Facilities Companies has provided the attached report for expenditures paid in March 2026. Per the City's contract with Sports Facilities Companies, these expenditures are paid by Sports Facilities Companies for the City's operation of the Waconia Ice Arena.<br><br><b>ATTACHMENTS:</b><br>None |         |                                                                                     |  |
| <b>FINANCIAL IMPLICATIONS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |         | <b>ADVISORY BOARD RECOMMENDATIONS:</b>                                              |  |
| Funding Sources & Uses: Ice Arena                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |         | Planning Commission:                                                                |  |
| Budget Information:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |         | Park Board:                                                                         |  |
| <input checked="checked" type="checkbox"/> Budgeted<br><input type="checkbox"/> Non-Budgeted<br><input type="checkbox"/> Amendment Required                                                                                                                                                                                                                                                                                                                                                                         |         | Personnel Committee:                                                                |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |         | Other:                                                                              |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |         |                                                                                     |  |



## REQUEST FOR CITY COUNCIL ACTION

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                      |                                        |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|----------------------------------------|--|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | April 20, 2026                                                                       |                                        |  |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 8.5. Donation and Approve Pass Thru Recommendation - Waconia Fire Relief Association |                                        |  |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Finance                                                                              |                                        |  |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Nicole Meyer                                                                         |                                        |  |
| <b>Previous Council Action:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | None                                                                                 |                                        |  |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Consent                                                                              |                                        |  |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Adopt Resolution No. 2026-106 Accepting Donation and Approving Pass Through Recommendation from Waconia Fire Relief Association<br><br><b>EXPLANATION OF AGENDA ITEM:</b><br><br><p>The City received a donation from the Waconia Fire Department Gambling Board totaling \$5,000. The gambling board approved this donation as a pass-through for the following purposes:</p> <ul style="list-style-type: none"> <li>• \$5,000 – Safety equipment for new fire apparatus - Roto Ray - Installed on the front of the engine for increased visibility in traffic during emergency response</li> </ul> <p>With the Council’s acceptance of the donation and recommended purpose for pass through by the gambling board, City staff will recognize the donation revenue and off-setting expenditures in the General Fund - Fire budget (101).</p> |                                                                                      |                                        |  |
| <b>ATTACHMENTS:</b><br>1. Resolution No. 2026-106 Donation Pass Thru Waconia Fire Relief                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                      |                                        |  |
| <b>FINANCIAL IMPLICATIONS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                      | <b>ADVISORY BOARD RECOMMENDATIONS:</b> |  |
| Funding Sources & Uses: General Fund - Fire (101)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                      | Planning Commission:                   |  |
| Budget Information:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                      | Park Board:                            |  |
| <input type="checkbox"/> Budgeted<br><input checked="" type="checkbox"/> Non-Budgeted<br><input type="checkbox"/> Amendment Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                      | Personnel Committee:                   |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                      | Other:                                 |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                      |                                        |  |

**CITY OF WACONIA**  
**RESOLUTION NO. 2026-106**  
**RESOLUTION ACCEPTING DONATION AND PASS THRU RECOMMENDATION FROM**  
**WACONIA FIRE RELIEF ASSOCIATION**

**WHEREAS**, the City of Waconia is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Sections 412.21 and 465.03 for the benefit of its citizens and is specifically authorized to accept gifts and requests for the benefit of recreational facilities, services and the development of programs to benefit residents pursuant to Minnesota Statutes Section 471.17; and

**WHEREAS**, the following persons and/or entities have offered to contribute the items set forth below to the City:

| <u>Name of Donor</u>        | <u>Item</u> | <u>Value</u> | <u>Department/Fund</u> |
|-----------------------------|-------------|--------------|------------------------|
| Waconia Fire Gambling Board | Check       | \$5,000      | General Fund - Fire    |

**WHEREAS**, these donations have been contributed for the benefit of residents within the City's corporate limits either alone or in cooperation with others, as allowed by law; and

**WHEREAS**, the City Council hereby finds that it is appropriate to accept the contributions offered.

**WHEREAS**, the Waconia Fire Department Gambling Board wishes to enhance the donation by passing the funds thru for the following purpose:

- \$5,000 – Safety equipment for new fire apparatus - Roto Ray - Installed on the front of the engine for increased visibility in traffic during emergency response

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WACONIA, MINNESOTA, AS FOLLOWS:**

1. The contribution described above is hereby accepted and acknowledged with gratitude.
2. Said contribution shall be deposited to the appropriate funds and used for the designated purposes.
3. That the Finance Director is hereby directed to issue receipts to the donor acknowledging the City's receipt of the donor's contribution.

Adopted by the City Council of the City of Waconia this 20<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Tim Litfin, Mayor

ATTEST: \_\_\_\_\_  
Jackie Schulze, Assistant City Administrator



## REQUEST FOR CITY COUNCIL ACTION

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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|----------------------------------------|--|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | April 20, 2026                                                                                                         |                                        |  |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 8.6. Cash Donations for Fire Safety and Prevention Efforts and Approving Pass Thru to the National Fire Safety Council |                                        |  |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Finance                                                                                                                |                                        |  |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Nicole Meyer                                                                                                           |                                        |  |
| <b>Previous Council Action:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | None                                                                                                                   |                                        |  |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Consent                                                                                                                |                                        |  |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Adopt Resolution No. 2026-107 Accepting Cash Donations Fire Safety and Prevention Efforts                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                        |                                        |  |
| <b>EXPLANATION OF AGENDA ITEM:</b><br><br>The City of Waconia received the following cash donation for fire safety and prevention efforts. The following parties donated to the City's Fire Department for these efforts:<br><br><div style="margin-left: 40px;">BCS, Inc. - \$225</div><br><br>With the Council's acceptance of this donation, Staff will recognize the donation as revenue in the Fire Department's 2026 budget. The City works with the National Fire Safety Council for fire prevention materials and information. The donation received will be passed on to them so they can assist the department in future efforts. |                                                                                                                        |                                        |  |
| <b>ATTACHMENTS:</b><br>1. Resolution No. 2026-107 Donation Pass Thru National Fire Safety                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                        |                                        |  |
| <b>FINANCIAL IMPLICATIONS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                        | <b>ADVISORY BOARD RECOMMENDATIONS:</b> |  |
| Funding Sources & Uses: General Fund - Fire<br>Budget Information:<br><div style="margin-left: 20px;"> <input type="checkbox"/> Budgeted<br/> <input type="checkbox"/> Non-Budgeted<br/> <input type="checkbox"/> Amendment Required         </div>                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                        | Planning Commission:                   |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                        | Park Board:                            |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                        | Personnel Committee:                   |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                        | Other:                                 |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                        |                                        |  |



**CITY OF WACONIA  
RESOLUTION NO. 2026-107**

**RESOLUTION ACCEPTING CASH DONATIONS FOR FIRE SAFETY AND PREVENTION  
EFFORTS AND APPROVING PASS THRU TO THE NATIONAL FIRE SAFETY COUNCIL**

**WHEREAS**, the City of Waconia is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Sections 412.21 and 465.03 for the benefit of its citizens and is specifically authorized to accept gifts and requests for the benefit of facilities, services and the development of programs to benefit residents pursuant to Minnesota Statutes Section 471.17; and

**WHEREAS**, the following persons and/or entities have offered to contribute the items set forth below to the City:

| <u>Name of Donor</u> | <u>Item</u>                              | <u>Value</u> |
|----------------------|------------------------------------------|--------------|
| BCS, Inc.            | Cash Donation for Fire Safety/Prevention | \$225        |

**WHEREAS**, these donations have been contributed for the benefit of residents within the City's corporate limits either alone or in cooperation with others, as allowed by law; and

**WHEREAS**, donations will be passed thru to the National Fire Safety Council for their efforts in providing the City with fire safety and prevention materials; and

**WHEREAS**, the City Council hereby finds that it is appropriate to accept the contributions offered.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WACONIA, MINNESOTA, AS FOLLOWS:**

1. The contribution described above is hereby accepted and acknowledged with gratitude.
2. Said contribution shall be used for the designated purposes.
3. That the Finance Director is hereby directed to issue receipts to the donor acknowledging the City's receipt of the donor's contribution.

Adopted by the City Council of the City of Waconia this 20<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Tim Litfin, Mayor

ATTEST: \_\_\_\_\_  
Jackie Schulze, Assistant City Administrator



## REQUEST FOR CITY COUNCIL ACTION

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | April 20, 2026                                                                                                            |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 8.7. Hire of Park Maintenance Lead                                                                                        |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Administration                                                                                                            |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Jackie Schulze                                                                                                            |
| <b>Previous Council Action:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Resolution No. 2025-308: 2026 Budget Adoption<br>Resolution No. 2026-070: Authorize Recruitment for Park Maintenance Lead |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Consent                                                                                                                   |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Adopt Resolution No. 2026-108 Authorizing Hire of Park Maintenance Lead                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                           |
| <b>EXPLANATION OF AGENDA ITEM:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                           |
| <b>Background</b> <p>In March, the City Council authorized recruitment for the new Park Maintenance Lead position with the City of Waconia. Following an extensive review of candidates, staff selected six candidates to interview in late March. One candidate withdrew prior to the interviews.</p> <p>Following completion of the interview process, staff recommend the appointment of Jake Hannes to the Park Maintenance Lead position.</p>                                                                                                                                                                                                                                                                                |                                                                                                                           |
| <b>Candidate Qualifications</b> <p>Mr. Hannes brings a degree in turf management and seven years turf maintenance, grounds, and supervisory experience with professional level baseball teams. Most recently, he has spent the last eight years with Waconia Public Schools as the Grounds and Athletic Facilities Coordinator, managing and maintaining all district athletic facilities and buildings and grounds vehicles and equipment. Part of his role also includes management of the school district's irrigation systems.</p> <p>Staff believe his breadth of experience, knowledge of the City, community partnerships, and certifications will be a strong asset to the Public Services and Park Maintenance team.</p> |                                                                                                                           |
| <b>Compensation Recommendation</b> <p>Based on his years of relevant experience and qualifications, we recommend:</p> <ul style="list-style-type: none"><li>-Placement at Step 6 of the Maintenance Worker pay scale (Grade 7)</li><li>-A 60-hour PTO bank upon hire, consistent with what we have done for other mid-level positions at the City</li><li>-Crediting five years of service for PTO accrual purposes</li></ul>                                                                                                                                                                                                                                                                                                     |                                                                                                                           |
| <b>Pre-Employment Contingencies</b> <p>The appointment is contingent upon successful completion and the City's evaluation of standard pre-employment requirements, including:</p> <ul style="list-style-type: none"><li>- Background check</li><li>- Physical examination</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                           |

- Drug screening
- Driver's license verification

These processes are currently underway. Mr. Hannes' anticipated start date is March 12, 2026.

**ATTACHMENTS:**

1. Resolution No. 2026-108 Park Maintenance Lead Hire

| <b>FINANCIAL IMPLICATIONS:</b>               | <b>ADVISORY BOARD RECOMMENDATIONS:</b> |
|----------------------------------------------|----------------------------------------|
| Funding Sources & Uses:                      | Planning Commission:                   |
| Budget Information:                          | Park Board:                            |
| <input checked="" type="checkbox"/> Budgeted | Personnel Committee:                   |
| <input type="checkbox"/> Non-Budgeted        | Other:                                 |
| <input type="checkbox"/> Amendment Required  |                                        |

**CITY OF WACONIA  
RESOLUTION NO. 2026 – 108**

**RESOLUTION AUTHORIZING  
HIRE OF PARK MAINTENANCE LEAD**

**WHEREAS**, the City of Waconia recently recruited for a new Park Maintenance Lead position; and

**WHEREAS**, following a comprehensive candidate review and interview process, staff recommend the hiring of Jake Hannes to this position; and

**WHEREAS**, Jake will start at Step Six on the Park Maintenance Lead pay scale, with a 60-hour PTO bank, and be credited with five-years of service for PTO accrual purposes; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Waconia authorizes the hire of Jake Hannes for the Park Maintenance Lead position, effective May 12, 2026 and contingent upon the successful completion and City's evaluation of the pre-employment contingencies.

Adopted by the City Council of the City of Waconia this 20<sup>th</sup> day of April, 2026.

\_\_\_\_\_  
Tim Litfin, Mayor

ATTEST: \_\_\_\_\_  
Jackie Schulze, Assistant City Administrator



## REQUEST FOR CITY COUNCIL ACTION

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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|----------------------------------------|--|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | April 20, 2026                                                           |                                        |  |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 8.8. Facade Improvement & Start-Up Grant - 136 Main Street West, Coney's |                                        |  |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Administration                                                           |                                        |  |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Shane Fineran                                                            |                                        |  |
| <b>Previous Council Action:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | None                                                                     |                                        |  |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Consent                                                                  |                                        |  |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Adopt Resolution No. 2026-109 Approving Facade Improvement and Start-Up Grant 136 Main Street West, Coney's<br><br><b>EXPLANATION OF AGENDA ITEM:</b><br><br><p>Crystal Jensen, Coney's has submitted a Facade Improvement Grant and Start Up Grant application for eligible improvements related to the build-out of a new retail store featuring treats, beverages, candy, and made onsite boutique cotton candy to be located in the downtown business core at 136 W Main St (former Bakery on Main location). Eligible improvements include painting, electrical, and signage. The total project is \$14,999 and, once completed, will be eligible for grant funds of \$5,000.</p> <p>Start-Up grant for supplies, equipment, and IT costs estimate a total of \$58,702 and will be eligible for reimbursement after opening and operation after 3 months. Eligible grant funds will total \$5,000</p> <p>Staff reviewed the application materials and eligibility and recommends approval of the grant application.</p> |                                                                          |                                        |  |
| <b>ATTACHMENTS:</b><br>1. Resolution No. 2026-109 Facade Improvement 136 Main Street W Coneys                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                          |                                        |  |
| <b>FINANCIAL IMPLICATIONS:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                          | <b>ADVISORY BOARD RECOMMENDATIONS:</b> |  |
| Funding Sources & Uses: Economic Development>Grant Programs<br><br>Budget Information:<br><input checked="" type="checkbox"/> Budgeted<br>_____ Non-Budgeted<br>_____ Amendment Required                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                          | Planning Commission:                   |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                          | Park Board:                            |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                          | Personnel Committee:                   |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                          | Other:                                 |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                          |                                        |  |

**CITY OF WACONIA**

**RESOLUTION 2026-109**

**RESOLUTION APPROVING FAÇADE IMPROVEMENT GRANT  
FOR 136 W MAIN ST AND START-UP GRANT FOR CONEY’S**

**WHEREAS**, the City has approved three economic development programs to support the downtown commercial core, commercial and industrial sectors, and small business start-ups; and

**WHEREAS**, the City has received a Façade Improvement and Start-Up grant application from Coney’s.; and

**WHEREAS**, proposed work includes painting, electrical, signage; and

**WHEREAS**, the proposed work is consistent with the goals of the Façade Improvement Grant and Economic Development Programs; and

**WHEREAS**, the proposed start up costs include equipment, furnishings, supplies, and IT; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Waconia approves the \$5,000 façade improvement grant for 136 W Main St. and the \$5,000 start-up grant for Coney’s once eligible expenses are incurred.

Adopted by the Waconia City Council this 20<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Tim Litfin, Mayor

ATTEST: \_\_\_\_\_  
Jackie Schulze, Assistant City Administrator



## REQUEST FOR CITY COUNCIL ACTION

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | April 20, 2026                          |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 8.9. 2026 2nd Quarter Budget Amendments |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Finance                                 |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Nicole Meyer                            |
| <b>Previous Council Action:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | None                                    |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Consent                                 |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Adopt Resolution No. 2026-110 Approving 2026 2nd Quarter Budget Amendments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                         |
| <b>EXPLANATION OF AGENDA ITEM:</b><br><br>Staff reviewed the 2026 operating and capital budgets and recommends budget amendments as outlined in the attached "Exhibit A." An explanation is provided for each of the amendments. Staff reviewed these adjustments based on how future budgets may be considered, so changes can be carried over, and year-to-year review is easier to understand. Also, staff monitor the budget to actuals each month. Some of the amendments are recommended as updates to ensure accuracy as transactions have been posted throughout the course of the budget year.<br><br>These budget amendments will be posted as of April 30, 2026, and will be reflected in the April 2026 budget to actual reports presented to the City Council on or after May 18, 2026.<br><br><b>ATTACHMENTS:</b><br>1. Resolution No. 2026-110 Budget Amendments<br>2. Budget Amendments Exhibit A |                                         |
| <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  
RESOLUTION NO 2026-110**

**RESOLUTION APPROVING 2026 2<sup>nd</sup> QUARTER BUDGET AMENDMENTS**

**WHEREAS**, the City Council of the City of Waconia, Minnesota adopted the 2026 General, Enterprise, Special Revenue, Capital Projects, and Debt Service Fund budgets on December 22, 2025; and

**WHEREAS**, changes are recommended to expenditure line items in the General, PIR Capital Project, Water Utility, and Storm Water Utility Funds; and

**WHEREAS**, changes are recommended to revenue line items in the General Fund for refunds & reimbursements; and

**WHEREAS**, the budget amendments will be posted in the City’s financial systems as of April 30, 2026 to be incorporated with budget to actual month end reporting; and

**WHEREAS**, City staff recommends budget amendments as identified in the attached document known as “EXHIBIT A”.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Waconia hereby approves the 2026 2<sup>nd</sup> Quarter Budget Amendments as proposed.

Adopted by the City Council of the City of Waconia this 20<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Tim Litfin, Mayor

ATTEST: \_\_\_\_\_  
Jackie Schulze, Assistant City Administrator



2026 - 2nd Quarter Budget Amendments

Amendment Amount/Current Budget/New Budget

| "EXHIBIT A"              |                          |                 |                 |                 |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|--------------------------|--------------------------|-----------------|-----------------|-----------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Department               | Line Item                | Amount          | Current Budget  | New Budget      | Revenue Expense | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| General Fund - Finance   | Auditing Services        | \$ 7,500.00     | \$ 57,100.00    | \$ 64,600.00    | Expense         | During the 2025 audit process, it was found that the City will be subject to a single audit due to federal funds received through the State of Minnesota for the CSAH 10 Roundabout Project that was completed in 2025.                                                                                                                                                                                                                                                                                           |
| General Fund             | Fund Balance             | \$ (7,500.00)   |                 | \$ (7,500.00)   | Fund Balance    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| General Fund - Streets   | Contract Services        | \$ 36,365.00    | \$ 380,000.00   | \$ 416,365.00   | Expense         | Project approved via resolution 2025-295 for retrofit lighting at Public Services facility was approved on December 22, 2025. Because of the timing of approval, the project was not fully completed and paid for until January 2026. Per audit standards, the City expensed the project in 2026 and must move the budget from 2025 to 2026. Fund balance increased for 2025 because this project was left open and unpaid at year end.                                                                           |
| General Fund             | Fund Balance             | \$ (36,365.00)  |                 | \$ (36,365.00)  | Fund Balance    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| General Fund - Fire      | Training & Education     | \$ 1,400.00     | \$ 30,900.00    | \$ 32,300.00    | Expense         | The department purchased training software that will be used by all staff. The SIMS U Share Training Software will be tested in 2026 and could be continued in future years if it is successful in the department. Staff will submit a reimbursement from MN Fire Training Board for the cost of the software in 2026.                                                                                                                                                                                            |
| General Fund - Fire      | Refunds & Reimbursements | \$ (1,400.00)   | \$ (15,000.00)  | \$ (16,400.00)  | Revenue         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| PIR Capital Project Fund | Contract Services        | \$ 42,250.00    | \$ 1,847,100.00 | \$ 1,889,350.00 | Expense         | Project approved via resolution 2025-295 for retrofit lighting at City Hall facility was approved on December 22, 2025. Because of the timing of approval, the project was not fully completed and paid for until January 2026. Per audit standards, the City expensed the project in 2026 and must move the budget from 2025 to 2026. Fund balance increased for 2025 because this project was left open and unpaid at year end.                                                                                 |
| PIR Capital Project Fund | Fund Balance             | \$ (42,250.00)  |                 | \$ (42,250.00)  | Fund Balance    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| PIR Capital Project Fund | Contract Services        | \$ 17,050.00    | \$ 1,889,350.00 | \$ 1,906,400.00 | Expense         | The City Council approved a motion on August 4, 2025 for a space needs study for recreation. Some work was completed in 2025, but the final report will be issued by Sports Facilities in 2026. Because of this, expenses will be recognized in 2026. Fund balance increased for 2025 because this project was left open and unpaid at the City's fiscal year end.                                                                                                                                                |
| PIR Capital Project Fund | Fund Balance             | \$ (17,050.00)  |                 | \$ (17,050.00)  | Fund Balance    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Water Utility Fund       | Contract Services        | \$ 19,000.00    | \$ 234,450.00   | \$ 253,450.00   | Expense         | Staff incorrectly budgeted for the fire panel replacement at the water treatment plant and tower in capital projects. The total of each panel replacement will be under the \$10,000 capital threshold so they will not be capitalized. Moving expense to non-capital line item for tracking purposes.                                                                                                                                                                                                            |
| Water Utility Fund       | Cost of Construction     | \$ (19,000.00)  | \$ 9,644,500.00 | \$ 9,625,500.00 | Expense         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Storm Water Utility Fund | Contract Services        | \$ 195,000.00   | \$ 366,250.00   | \$ 561,250.00   | Expense         | As part of the budget for 2025, the City Council approved \$340,000 for pond cleaning in the community. One project was approved and completed in 2025 for the Sudheimer Industrial Park pond. This project's costs were approximately \$145,000. Due to this lower cost, staff did have the City Council authorize a second project on January 5, 2026 via resolution 2026-015 for pond cleaning near Provence Creek and Mill Lane. The budget for this project was not moved prior to the 2026 budget approval. |
| Storm Water Utility Fund | Fund Balance             | \$ (195,000.00) |                 | \$ (195,000.00) | Fund Balance    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |



## REQUEST FOR CITY COUNCIL ACTION

|                                 |                                    |
|---------------------------------|------------------------------------|
| <b>Meeting Date:</b>            | April 20, 2026                     |
| <b>Item Name:</b>               | 8.10. Election Write-In Candidates |
| <b>Originating Dept:</b>        | Administration                     |
| <b>Presented By:</b>            | Jackie Schulze                     |
| <b>Previous Council Action:</b> | None                               |
| <b>Item Type:</b>               | Consent                            |

**RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:** Adopt Resolution 2026-111 requiring the tally of write-in votes only if write-in votes are greater than a ballot candidate's total votes

### EXPLANATION OF AGENDA ITEM:

In May 2023, the Minnesota House and Senate passed an elections bill that included several policy provisions affecting local election administration. One provision allows cities to adopt a resolution establishing how write-in votes are tallied in local elections.

Under the traditional process, all write-in votes are individually reviewed and tallied after the polls close. This process can be time-consuming and often does not impact election outcomes. Election judges are required to go through each ballot and count all write-in names, whether for actual individuals or fictional characters. Common examples of write-in entries include names such as “Mickey Mouse” and “Santa Claus.” In practice, write-in votes do not affect results unless a single write-in candidate receives the highest number of votes for an office.

The updated statute provides cities with the option to implement a more efficient process. Under this approach, write-in votes are only individually recorded if the total number of write-in votes for an office is equal to or greater than the lowest number of votes received by a ballot-listed candidate. The total number of write-in votes will still be reported as part of the official results, but this change eliminates unnecessary ballot handling and reduces time spent on election night for a task that rarely affects the final outcome.

Staff recommends that the City Council adopt Resolution No. 2026-111 to implement this approach, improving efficiency while maintaining the integrity and accuracy of election results.

### ATTACHMENTS:

1. Resolution No. 2026-111 Election Write In Votes

|                                |                                        |
|--------------------------------|----------------------------------------|
| <b>FINANCIAL IMPLICATIONS:</b> | <b>ADVISORY BOARD RECOMMENDATIONS:</b> |
| Funding Sources & Uses:        | Planning Commission:                   |
| Budget Information:            | Park Board:                            |
| _____ Budgeted                 | Personnel Committee:                   |
| _____ Non-Budgeted             |                                        |



**CITY OF WACONIA  
RESOLUTION 2026-111**

**RESOLUTION REQUIRING THE TALLY OF  
WRITE-IN VOTES ONLY IF WRITE-IN VOTES  
ARE GREATER THAN A BALLOT CANDIDATE'S TOTAL VOTES**

**WHEREAS**, Minnesota Statute § 204B.09, subd. 3 authorizes a city to adopt a resolution governing the tallying of write-in votes; and

**WHEREAS**, a city that adopts a resolution must do so before the first day of filing for office and must notify the county auditor; and

**WHEREAS**, city election officials spend considerable time and resources to count and individually record write-in votes cast, many of which are frivolous; and

**WHEREAS**, in order to save city time and resources, it is in the best interest of the City of Waconia, to enforce restrictions on the manual tallying of write-in votes consistent with the provisions of Minnesota Statute § 204B.09, subd. 3.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF WACONIA THAT**, votes for write-in candidates will only be individually recorded if the total number of write-in votes for an office is equal to or greater than the fewest number of non-write-in votes for a ballot candidate for that office.

**BE IT FURTHER RESOLVED**, that pursuant to Minnesota Statute § 204B.09, subd. 3, the city clerk is hereby directed to notify the county auditor before the first day of filing for office of the adoption of this resolution.

Adopted by the City Council of the City of Waconia this 20<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Tim Litfin, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Schulze, Assistant City Administrator



## REQUEST FOR CITY COUNCIL ACTION

|                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                                                                                                          | April 20, 2026                                                                |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                                                                                                             | 9.1. Woodland Trail Preliminary Plat, & PUD Zoning Request– 9350 Airport Road |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                                                                                                      | Community Development                                                         |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                                                                                                          | Lane Braaten                                                                  |
| <b>Previous Council Action:</b>                                                                                                                                                                                                                                                                                                                                                                                                               | Extension of subdivision regulations via Resolution 2022-87 on March 21, 2022 |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                                                                                                             | Regular Session                                                               |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Adopt Resolution No. 2026-112 approving the Preliminary Plat Application titled Woodland Trail, 350 Airport Road                                                                                                                                                                                                                                                                      |                                                                               |
| <b>EXPLANATION OF AGENDA ITEM:</b>                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                               |
| <b><u>BACKGROUND:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                               |
| <b>Applicant(s):</b> Tamarack Land/Reid Schulz                                                                                                                                                                                                                                                                                                                                                                                                |                                                                               |
| <b>Address</b> 9350 Airport Road                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                               |
| :                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                               |
| <b>PID#:</b> 070191700                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                               |
| <b>Property</b> Catherine A Seck Revoc                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                               |
| <b>Owner</b> Trust                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                               |
| <b>Existing Comprehensive Plan Guidance(s):</b>                                                                                                                                                                                                                                                                                                                                                                                               |                                                                               |
| 1. L. Low Density Residential                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                               |
| 2. M, Medium Density Residential                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                               |
| <b>Extension of Subdivision Regulations</b>                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                               |
| Pursuant to Minnesota Statutes, Section 462.358, Subd.1. a., the City Council approved the extension of subdivision regulations to the afore-mentioned property via Resolution 2022-87 on March 21st, 2022. Therefore, the application is being reviewed prior to the annexation of the property. If the development is ultimately approved by the City Council, the property will be required to be annexed prior submittal of a final plat. |                                                                               |
| <b><u>REQUESTS:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                               |
| 1. The City has received a Preliminary Plat application titled Woodland Trail, which proposes to plat the subject property identified above into 127 single-family home parcels and 4 outlots.                                                                                                                                                                                                                                                |                                                                               |
| 2. The City has received an application to zone the subject property PUD, Planned Unit Development District, which would allow a mix of 65-foot wide and 40-foot wide single-family home parcels.                                                                                                                                                                                                                                             |                                                                               |

**APPLICABLE ORDINANCE PROVISIONS:**

1. Section 900.05, Subd. 2.A – R-1, Single-Family Residential District
2. Section 900.05, Subd. 2.B – R-2, Single-Family Residential District
3. Section 900.05, Subd. 2.C – R-3, Medium Density Residential District
4. Section 900.05, Subd. 2.O – PUD, Planned Unit Development District
5. Section 900.06, Subd. 8 – Environmental Protection Regulations
6. Section 900.07 – Landscaping and Fencing
7. Section 900.08 – Performance Standards
8. Section 900.09 – Off-Street Parking, Loading, and Access Regulations
9. Section 900.10 – Sign Regulations
10. Section 900.12 – Administration, Enforcement and Procedures
11. Section 1000 – Subdivision Ordinance

**EXISTING CONDITIONS:**

The subject parcel, which includes just over 61 acres, includes an old farm site and remains primarily agricultural in nature. The northern 1/3 of the property is a wetland area and the property is bordered to the east by the road right-of-way for the future extension of County Road 92. The western boundary is shared with the Laketown Elementary School property.

**PRELIMINARY PLAT REVIEW:****SUBDIVISION DESIGN FEATURES**

The City of Waconia staff have reviewed the proposed Preliminary Plat application for the Woodland Trail residential development drafted by Campion Engineering Services, Inc. dated December 20th, 2025, and provide the following review and comments:

**Streets/Access**

A section of Airport Road will be realigned as part of this project to be consistent with the planned County Road 92 corridor. This results in a slight curve to the north to provide for a future roundabout that will be constructed at a later date and as part of future development. The realignment of Airport Road allows for two accesses into the proposed neighborhood. The first access, identified as Street 1, is proposed as the primary and permanent access to the neighborhood. The second access, identified as Street 2, is planned to be a temporary access, which would be converted into a cul-de-sac when the County Road 92 project is constructed.

The northerly terminus of Street 2 will be a cul-de-sac until such time as County Road 92 is constructed and then access will be provided from the neighborhood at this access point. At the same time, or at a similar time, the southerly access of Street 2 will be converted into a cul-de-sac.

All the streets are proposed to be public, and the street and right-of-way widths appear to be consistent with City standards.

**Easements**

Section 1000.06, Subd. 4 of the City Ordinance requires drainage and utility easements at least 10 feet wide, centered on the rear and side lot lines of abutting lots and shall have continuity from block to block and lot to lot. The applicant is proposing drainage and utility easements which conform to City standards.

There is an existing gas line easement that bisects the property. The applicant shall coordinate with and comply with the gas line owner requirements and restrictions regarding working over, under, and around the gas main facilities.

### **Blocks**

The blocks proposed in the Woodland Trail development are in conformance with the standards set forth in City Ordinance.

### **Lots**

The subject property is guided L, Low Density Residential and M, Medium Density Residential. City Ordinance indicates that areas annexed into the City Limits shall be placed in a zoning district consistent with the Comprehensive Plan. The Low-Density Residential designation will result in property being placed in the R-1, Single Family Residential District or R-2, Single-Family Residential District when annexed into the City Limits and the medium density guidance will result in R-2 or R-3 zoning. The typical lot sizing required for the R-1, R-2 and R-3 districts are listed below for review.

|                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b><u>R-1, Single-Family Residential – Lot Requirements:</u></b><br/> Lot Area = 10,500 sq. ft. minimum<br/> Lot Width = 75 ft.<br/> Maximum Hardcover Surface = 35%<br/> Setbacks – Principal Structure<br/> - Front = 25 ft.<br/> - Side (street) = 25 ft.<br/> - Side (interior) = 10 ft.<br/> - Rear = 30 ft.</p> | <p><b><u>R-2, Single-Family Residential – Lot Requirements:</u></b><br/> Lot Area = 7,850 sq. ft. minimum<br/> Lot Width = 50 ft.<br/> Maximum Hardcover Surface = 35%<br/> Setbacks – Principal Structure<br/> - Front = 25 ft.<br/> - Side (street) = 15 ft.<br/> - Side (interior) = 10 ft.<br/> - Rear = 30 ft.</p> | <p><b><u>R-3, Medium Density Residential – Lot Requirements:</u></b><br/> The standards in the R-3, Medium Density Residential District are dependent on the type of medium density residential proposed.</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

The applicant is requesting the property be zoned PUD, Planned Unit Development District to allow for two (2) different sized single-family parcels. The proposed PUD details are discussed later in this document and compared to the typical zoning required by the Comprehensive Plan.

### **Outlots**

Below is a listing of the proposed outlots, the intended use/designation of each, the size, and the proposed ownership.

| Outlot | Use/Designation         | Gross Area | Proposed Ownership |
|--------|-------------------------|------------|--------------------|
| A      | Park/Ponding            | 2.6 Acres  | City               |
| B      | Wetland/Open Space      | 0.8 Acres  | City               |
| C      | Wetland/Pond/Open Space | 8.9 Acres  | City               |
| D      | Wetland/Open Space      | 17.3 Acres | City               |

### **Signs**

The applicant has not proposed any signage as part of this application. If the applicant is requesting signage that varies from what the Ordinance typically allows the sign plan should be reviewed and approved as part of the PUD process. Additionally, any future neighborhood monument signage should be placed in an outlot, which would be owned and maintained by the neighborhood homeowners association (if applicable).

### **Public Land Dedication, Open Space**

The City Ordinance requires that at least 10% of the gross land in a subdivision shall be dedicated for parks, schools, playgrounds and open space. The City, upon consideration of the particular type of development proposed in the subdivision, may require larger or lesser amounts of land for such purposes or payment in lieu of land if deemed appropriate.

The Park & Recreation Board initially reviewed the Kirsch/Woodland Trail Sketch Plan at their regular meeting on October 26th, 2023. The Board reviewed the information provided below and the sketch plan and recommended a small park area for the neighborhood be included in the preliminary plat plans and the rest of the park dedication shall be paid cash-in-lieu.

#### **Site Area Calculations (updated with Woodland Trail details):**

Net Developable Area: 41.64 acres

Typical Park Dedication: (10%) = 4.164 acres

Park Land Proposed to be Dedicated: 1 acre park area

Cash in Lieu Portions = \$70,000/acre (fair market value) x 3.164 acres = \$221,480

In response to the Park Board recommendation, the applicant has included a 1-acre park area as part of the dedication of Outlot A. Payment of the outstanding fee shall be required.

Additionally, City staff and the applicant are discussing the possibility of the applicant installing the playground equipment in association with the project to meet the cash-in-lieu portion of the dedication requirements so that the neighboring residents can enjoy the use of the park when they move to the neighborhood. Any future park equipment improvements will require the review and approval of the Park Board.



## **Pedestrian Ways and Trails**

The City Ordinance states, “Subdividers shall define and construct a meaningful pedestrian circulation system subject to City approval, which connects to the major trail system and to schools, parks and shopping areas and shall provide easements to accommodate such movement. Said pedestrian routes shall be coordinated with those of adjacent subdivisions and the Comprehensive Plan.”

### **Sidewalks**

The applicant is proposing sidewalks on one side of each street throughout the development. All sidewalks within the development shall be a minimum of 6 feet wide.

### **Trails**

#### **Existing**

There are no existing trails near the proposed development, but there are a number of planned trails that require coordination and planning.

#### **Proposed**

The applicant is proposing the following 10-foot-wide trail connections/installations:

- Trail extending along the north side of the realigned Airport Road segment.
- Trailhead extension near the cul-de-sac on the north side of Street 3
- Trail connection from Laketown Elementary school site across the north wetland area to an identified location on the Carver County property to the north.

#### **Planned/Constructed/Approved**

The City’s Comp Plan identifies future trail in the following locations:

- Regional Trail Search Corridor along the future County Road 92 extension.
- Extension of trail through the subject parcel linking the Airport Road trail segment to the north and ultimately to Lake Waconia Regional Park.
- Highway 5, between what is now County Road 92 and Main Street East, was realigned in the early 2000s. The City installed a pedestrian underpass as part of this realignment project which is located approximately 200 yards east/northeast of Paradise Lane. To date, the pedestrian underpass has not been connected to the City trail network, and the approval of this project could be a catalyst in finally providing trail access from Airport Road, under Hwy 5, to Lake Waconia Regional Park, which has been part of the City’s trail plan for a significant period of time.
- The City Council, in June of 2015, approved the Site Plan approval for Laketown Elementary School. One of the conditions of approval required the installation of trail from Airport Road to the northeast (i.e Kirsch property). The development agreement for the project allowed the construction of this trail segment to be deferred until such time as the Kirsch parcel was developed. So, staff continues to coordinate trail installation and expectations with ISD110, the Woodland Trail project and Carver County/Carver County Parks.

### **Preservation of Natural Features and Amenities**

Section 1000.06, Subd. 7.G states “Existing features which would add value to residential development or to the local government as a whole, such as trees, as herein defined, watercourses and falls, beaches, historic spots, and similar irreplaceable assets, shall be preserved in the design of the subdivision.”

The subject parcel generally includes agricultural uses along with a single-family home and/or appropriate agricultural accessory buildings. There are a number of wetland areas identified in the plan set, the largest of which extends along the entire northern boundary of the site. The majority of the wetland areas are protected in outlots which are planned to be dedicated to the city. Additionally, the plan identifies wetland buffers and wetland buffer setbacks. These areas will also be required to be signed to insure property owners are aware of the protected areas. Finally, there are a number of significant pockets of trees throughout the property.

### **Landscaping and Tree Preservation**

#### **Landscaping**

City Ordinance requires the following landscaping for properties zoned R-1, Single-Family Residential, R-2, Single-Family Residential and R-3, Medium Density Residential:

1. A planting strip and/or earth berm, not exceeding a slope of 3:1, shall be placed in all newly platted residential developments that abut an arterial road as identified in the City's Comprehensive Plan.
2. Each newly platted lot in the R-1 and R-2 zoning districts shall have two (2) trees.
3. Landscaping for PUD districts shall be consistent with the landscaping requirements applicable to the R-1, R-2, and possibly the R-3 districts.
4. Lights from automobiles shall be screened whenever it may be directed onto residential windows to the extent that it will cause an unreasonable disturbance.
5. Shade trees shall be planted every forty (40) feet to sixty (60) feet within the right-of-way on both sides of any portion of road within the subdivision.
6. Unless otherwise directed by the Planning Commission, all plantings shall be placed on the private property on which the development is taking place.
7. All areas not otherwise improved in accordance with approved site plans or subdivisions shall be sodded, seeded, or otherwise established with vegetation approved by the City, and maintained in accordance with this subdivision. All grass and vegetative plantings shall occur over a minimum of six (6) inches of topsoil borrow meeting Minnesota Department of Transportation Specification 3877, Table 3877-1. 100% of the material including soil clumps must pass a 1" sieve. Prior to sod installation, all topsoil borrow material must be approved by the City. The grading shall consist of a uniform and smooth surface. Any sags or rises shall be corrected prior to the placement of sod or seed. Further, all grass and vegetative plantings shall be completed no later than six (6) months from the date of issuance of a Certificate of Occupancy. Grass shall be clean and free of noxious weeds and pests or diseases and shall be of a species normally grown as permanent lawns and suitable to this climate.
8. The owner shall provide the City with cash, corporate surety bond, approved letter of credit or other surety satisfactory to the City to guarantee the proper installation and

growth of the approved landscape plan.

9. The landscape plantings shall be consistent with the minimum planting size stated in Section 900.07, Subd. 2.F, which are identified below.

- Deciduous trees = 2.5 inches in diameter as measured six inches above the ground.

- Coniferous = 6 feet in height

10. All trees used in site development shall be indigenous to the appropriate hardiness zone and physical characteristics of the site.

11. The deciduous trees proposed to satisfy the minimum requirements of this policy shall be not less than 25% deciduous and not less than 33% coniferous.

#### Minimum Size of Plantings

Planting strips and/or earth berms shall be included in the landscape plan set along the future County Road 92 corridor and on private property along Airport Road screening the residential home sites from the road right of way.

The proposed landscape plan generally conforms to City Ordinance requirements.

### **Environmental Protection Regulations**

#### **Tree Preservation**

City Ordinance allows developments in residential districts to remove or disturb up to thirty (30) percent of the total tree inches of significant trees. Any removal or disturbance beyond this threshold shall require reforestation or restitution.

*Reforestation/Restitution Requirement. – If a development exceeds the allowable removal or disturbance threshold specified above, the subdivider shall either reforest appropriate areas within the site (or outside the site if appropriate locations within the site are not available) or pay restitution, or provide a combination thereof. For each one (1.0) tree inch that is removed or disturbed beyond the threshold, the subdivider shall replant one and one-quarter (1.25) inches of new trees or provide the City with one hundred and twenty five dollars (\$125.00) in restitution, per inch removed beyond the threshold.*

*Tree Survey/Preservation Plan. – A tree survey and tree preservation plan shall be submitted with all preliminary plat applications, and with all lot division applications involving the creation of one or more new development parcels. The tree survey and tree preservation plan shall be prepared and signed by a registered surveyor or forester at the developers expense.....*

The applicant has provided an Overall Tree Preservation Plan consistent with City Ordinance requirements. The applicant and City staff have been working on identifying the application of the tree replacement rule in relation to the existing significant trees on site. The planned removal exceeds the 30% allowance by City Code and staff intends to work with the applicant as part of the PUD request to apply the applicable tree restitution fee to other improvements to the public good, which may include additional trail work, construction of portions of Airport Road, etc. The final tree restitution amount will not be calculated until staff can get on site and determine which trees can be removed from the count and which trees are required to be replaced. As such,

staff is recommending a condition of approval requiring verification of significant tree exceptions in the tree restitution plan, which will inform the final restitution amount required by City Code. Additionally, the applicant shall work with City staff to apply all, or a portion of, the tree restitution fee to other applicable improvements in and around the project that would provide public benefit.

#### Wetland Protection

The City Code identifies wetlands as a valuable resource that receive surface water runoff and provide possible contact with ground water. Further, it is the intent of the City Code to establish a program of sound management through regulations that strive toward zero degradation of the wetlands by conserving, protecting and enhancing these environmentally sensitive resources.

#### Wetland Protection Analysis

1. A significant portion of the wetland areas will be located within outlots to be dedicated to the City and they will not be altered.
2. The wetland buffer area and wetland buffer setbacks have been identified on the plan set and the areas will be signed to ensure property owners are aware of the sensitive areas.
3. There are a number of impacted properties identified in Block 2 of the proposed development that will be limited by wetland buffers and wetland buffer setbacks. The applicant may consider alternate property lines located to limit these impacts to future private property owners.

#### Grading, Drainage & Utilities

The City Engineer and Public Services Director have conducted an initial review of the grading, drainage and utility plans. Any approvals by the City Council should include a condition requiring the applicant to work with the City Engineer to revise the utility, grading, drainage, plans to the satisfaction of the City Engineer and Public Services Director.

The proposed development will be required to be built in conjunction with the City's lift station project located on the property to the south of Airport Road. The City's lift station project cannot commence until Airport Road is realigned and rough grading is completed. The recommended approach is to have the development project complete the road realignment and the rough grading of the lift station site. Additional coordination is needed between the City lift station project and the proposed development project.

#### Stormwater Management

An initial review of the site's stormwater management has been completed by the Public Services Director and City Engineer. Any approvals should include a condition requiring the applicant revise the stormwater plans to the satisfaction of the City Engineer and Public Services Director.

#### **ZONING REQUEST – PUD, PLANNED UNIT DEVELOPMENT DISTRICT:**

The 2040 Comprehensive Plan identifies portions of the subject property as the categories shown in the table below. The lot requirements for each of the residential districts were

described earlier in this report.

| Category                   | Land Uses                                                                                                                                                                                           | Zoning Districts                                                                               |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Low-Density Residential    | Single-family, detached housing on parcels with a minimum size of 10,500 square feet. The density range should be from 2 to 4 units per acre.                                                       | R-1, Single-Family District<br>R-2, Single-Family District                                     |
| Medium-Density Residential | Single-family and two-family dwellings, townhouses and other forms of housing having an individual outdoor entrance for each housing unit. The density range should be from 4 to 10 units per acre. | R-2, Single Family District<br>R-3, Medium Density District<br>R-4, Mixed Residential District |
| Wetland/Open Space         | Includes wetlands and floodplains                                                                                                                                                                   | C, Conservation District<br>Any other zoning district                                          |

City Ordinance states a PUD is intended to be used to achieve the following as summarized by staff:

1. Protection of natural and historic resources,
2. Flexibility in site planning,
3. Mixing and clustering of land uses and housing types,
4. Higher level of amenity,
5. Affordable housing,
6. A more efficient use of land,
7. Conservation of energy resources,
8. Creation of a sense of community.

Required Development Standards: A PUD shall comply with all of the requirements of this ordinance except for Sections 900.05, District Regulations. In addition, the following shall apply:

- a. The minimum building and parking setback from any exterior PUD property line or abutting street shall be 40 feet. Refer to Section 900.06, Subd. 3 for required yard expansion adjacent to arterial streets.
- b. The maximum height of structures shall not exceed 45 feet except as provided for by Section 900.06, Subd. 2 of this ordinance.
- c. Overall gross residential PUD densities shall be in the range specified for the site by the Comprehensive Plan.
- d. Maximum hardcover surface shall be as follows for the following classes of use:
  - e. 1. Low and Low/Medium Density Residential 0-4 U/A 50%
  2. Medium Density Residential 5-12 U/A 60%
- f. Where the PUD site is designated by the Comprehensive Plan for more than one land

use, the approximate same ratio of land area shall be reflected in the PUD for each use as exists in the Comprehensive Plan.

- g. Signage variances may be approved by PUD provided a sign plan is approved with the Development Plan. Generally, Section 900.10, Sign Regulations, will be used as a guide in evaluating the signage plan.
- h. Subdivision review shall be carried out simultaneously with the review of the PUD. The plans required by this Section shall be submitted in a form which will satisfy the requirements of the Subdivision Ordinance for the preliminary and final plat.

**Findings.** The Planning Commission and City Council shall not approve a PUD unless they shall find as follows:

- a) The proposed development is not inconsistent with the City's Comprehensive Plan,
- b) The development satisfies most, if not all, of the objectives of this District, and
- c) The PUD will not be detrimental to surrounding neighborhoods.

The applicant is requesting two (2) different parcel types and lot requirements for Woodland Trail, which staff has compared to the typical lot requirements for the R-1 and R-2 zoning Districts:

| <b>Lot Requirements</b> | <b>R-1</b>          | <b>R-2</b>         | <b>40' Single-Family</b> | <b>65' Single-Family</b> |
|-------------------------|---------------------|--------------------|--------------------------|--------------------------|
| Lot Area                | 10,500 sq. ft. min. | 7,850 sq. ft. min. | 4,600 sq. ft. min.       | 8,125 sq. ft. min.       |
| Lot Width               | 75 ft. min.         | 50 ft. min.        | 40 ft. min.              | 65 ft. min.              |
| Max. Hardcover          | 35% max.            | 35% max.           | 50%                      | 50%                      |
| Front Yard Setback      | 25 ft. min.         | 25 ft. min.        | 25 ft. min.              | 25 ft. min.              |
| Side Street Setback     | 25 ft. min.         | 15 ft. min.        | 20 ft. min.              | 20 ft. min.              |
| Side Interior Setback   | 10 ft. min.         | 10 ft. min.        | 7.5 ft. min.             | 7.5 ft. min.             |
| Rear Yard Setback       | 30 ft. min.         | 30 ft. min.        | 20 ft. min.              | 20 ft. min.              |
| Building Height         | 35 ft. max.         | 35 ft. max.        | 35 ft. max.              | 35 ft. max.              |

Note: Decks attached to the principal structure are considered part of the principal structure and shall be required to meet all principal structure setbacks indicated in the table above. Additionally, driveways are required to meet all side yard setbacks indicated in the underlying zoning district.

The Planning Commission, upon taking public comment, recommended a condition of approval requiring a 30 ft rear yard setback for the properties located directly adjacent to the property located at 9430 Airport Road. The applicant has adjusted the plan set to include this setback and therefore, it has not been included in the conditions stated in the draft resolution of approval.

#### **PUD, Planned Unit Development Review**

1. The City Council should determine if the proposed development is consistent with the City's Comprehensive Plan; if it satisfies most, if not all, of the objectives of the Districts (summarized above); and the PUD will not be detrimental to surrounding neighborhoods.
2. The development data indicates an overall net density of 3.05 units per acre. The comprehensive plan indicates a density range of 2 to 4 units per acre for low density residential and 4 to 10 units for medium density. An overall density of 3.05 appears to be generally consistent with the guidance for the property.
3. The Comprehensive Plan considers housing goals and needs that discuss housing diversity, life-cycle housing and allowing the market to build a wide variety of housing types. The Planning Commission and Council should consider if the proposed Planned Unit Development is consistent with these goals and the stated vision of the community.
4. The development summary indicates the 40 ft. single family home parcels (50 lots), and 65 ft. single family parcels (77 lots). The setbacks, while slightly altered, appear to be generally consistent with the underlying zoning districts. The requested additional hardcover will allow for larger homes to be constructed on the subject parcels and the request is consistent with the maximum hardcover identified in the City's PUD ordinance.

#### **PUBLIC NOTICE/COMMENT**

The notices were published in the WACONIA PATRIOT on March 26th, 2026, and posted at Waconia City Hall. Individual notices were mailed to all property owners within 350 feet of the subject parcel. The only written comment received has been attached to this report for review and consideration.

#### **CONCLUSION/RECOMMENDATION**

The Planning Commission, at their regular meeting on April 9th, 2026, held the required public hearing, took all public comment, and reviewed all pertinent information related to the Preliminary Plat application, and the Rezoning request for the Woodland Trail residential development. The Planning Commission recommended approval via a 5-0 vote.

If the City Council approves the Woodland Trail Preliminary Plat, the Planning Commission and staff would recommend the approval with the following conditions:

1. The Woodland Trail Preliminary Plat shall be completed as approved and as conditionally revised by the Planning Commission and the City Council.

2. All applicable permits are applied for by the applicant with all supporting documentation and issued prior to the start of construction.
3. The applicant shall obtain Carver County Watershed Management Organization (CCWMO) approval and permitting for erosion control and stormwater management. A copy of any approvals or permits shall be submitted prior to any land disturbing activities.
4. The applicant shall obtain a General Construction Stormwater Permit (NPDES) from the Minnesota Pollution Control Agency and submit a copy to the City prior to any land disturbing activities.
5. All indirect costs related to the permitting, review, and plans associated with engineering and administrative costs shall be paid by the applicant/owner.
6. The City shall provide the necessary street signage. The applicant shall provide the necessary escrow funds to cover all street signage and installation costs.
7. The applicant shall be responsible for the section of trail extending from the Laketown Elementary school property, across the north wetland area, to the Carver County property to the north. This is in addition to the trail segments shown within the neighborhood and along Airport Road.
8. A planting strip and/or earth berm, not exceeding a slope of 3:1, shall be placed along the future County Road 92 corridor and between the proposed home sites and Airport Road. City staff shall review and approve the final plantings strip or earth berm for consistency with this standard.
9. The landscape plan indicates numerous tree plantings within the gas line easement. The applicant shall provide additional documentation that the proposed plantings are allowed within the easement area.
10. Lots 13-21 and Lots 23 and 24, Block 2, of the preliminary plat will be impacted by wetland buffer requirements and/or wetland buffer setbacks. The applicant should consider revising the property lines to limit these impacts to future individual property owners.
11. The watermain, sanitary sewer, grading, and stormwater issues shall be resolved to the satisfaction of the City Engineer and Public Services Director prior to commencement of construction activities for the Woodland Trail residential development.
12. Compliance with applicable items contained in Chapter 1000 of the City of Waconia Subdivision Ordinance.
13. Compliance with applicable items contained in Section 900.06, Subd. 6. Flood Plain Overlay Regulations.
14. Execution of a Developer's Agreement prior to execution of the Final Plat.
15. The sidewalk and trails shall be constructed as proposed and as conditionally revised by the City Council. All sidewalks within the development shall be 6 feet wide.
16. Staff shall review the tree preservation and tree restitution requirements in association with an onsite inspection to determine whether the applicable amount of trees and or cash-in-lieu payment is appropriate. Any cash payment in lieu, by review and approval of city staff, may be applied to other applicable improvements in and around the project that would provide public benefit.
17. The property shall be annexed into the City Limits prior to the review of a final plat.
18. The applicant shall dedicate a one-acre portion of Outlot A as a future park area and



pay \$221,480 in cash-in-lieu. Additionally, the city and applicant shall have the option by agreement to allow the outstanding cash-in-lieu payment to be used for park improvements within the Woodland Trail development. Any proposed park improvements will require review and approval by the Park Board.

19. The applicant shall file an application of final plat approval within six (6) months following the approval of the Woodland Trail Preliminary Plat, unless an extension of time is requested in writing by the subdivider and granted by the Council prior to the six (6) month expiration date.

**ATTACHMENTS:**

1. Resolution No. 2026-112 Preliminary Plat Woodland Trail
2. Location Map Woodland Trail
3. Preliminary Plat - Woodland Trail Narrative
4. Woodland Trail Plan Set REV
5. Woodland Trail Landscape Plan
6. Tree Preservation Plan Woodland Trail
7. Phasing Plan Woodland Trail
8. Public Hearing Comments Opposition J W Sabol

| <b>FINANCIAL IMPLICATIONS:</b> | <b>ADVISORY BOARD RECOMMENDATIONS:</b> |
|--------------------------------|----------------------------------------|
| Funding Sources & Uses:        | Planning Commission:                   |
| Budget Information:            | Park Board:                            |
| _____ Budgeted                 | Personnel Committee:                   |
| _____ Non-Budgeted             | Other: More sample text.               |
| _____ Amendment Required       |                                        |

**CITY OF WACONIA  
RESOLUTION 2026-112**

**RESOLUTION APPROVING THE WOODLAND TRAIL PRELIMINARY PLAT  
AND PUD, PLANNED UNIT DEVELOPMENT**

**WHEREAS**, Tamarack Land (the “Applicant”) has submitted a preliminary plat application titled Woodland Trail pursuant to Section 1000.04 of the City Code; and

**WHEREAS**, the proposed Woodland Trail preliminary plat consists of one hundred and twenty-seven (127) single-family lots and four (4) outlots; and

**WHEREAS**, the subject parcel is identified as PID# 070191700 and addressed as 9350 Airport Road; and

**WHEREAS**, the Applicant has also submitted a request to zone the subject parcels PUD, Planned Unit Development to allow alternative lot requirements; and

**WHEREAS**, the preliminary plat and zoning request public hearing was conducted by the Planning Commission at their regular meeting on April 9<sup>th</sup>, 2026; and

**WHEREAS**, the Planning Commission, via a 5-0 vote, recommended approval of the Woodland Trail preliminary plat application and PUD zoning request based on the following findings of fact:

1. The proposed preliminary plat is compatible with the City of Waconia Comprehensive Plan in that the proposed plan identifies both a low and medium density housing option on the subject property that allows for different housing types to be constructed.
2. The proposed development satisfies most of the objectives of the PUD, Planned Unit Development District including flexibility in site planning, and an alternate housing type and lot size.
3. The proposed preliminary plat is in conformance with the design standards stated in Section 1000 of the Waconia City Ordinance.
4. The proposed planned unit development will not be detrimental to the surrounding neighborhoods.

**WHEREAS**, the Planning Commission recommends approval of the preliminary plat and PUD application with the following conditions:

1. The Woodland Trail Preliminary Plat shall be completed as approved and as conditionally revised by the Planning Commission and the City Council.
2. All applicable permits are applied for by the applicant with all supporting documentation and issued prior to the start of construction.
3. The applicant shall obtain Carver County Watershed Management Organization (CCWMO) approval and permitting for erosion control and stormwater management. A copy of any approvals or permits shall be submitted prior to any land disturbing activities.
4. The applicant shall obtain a General Construction Stormwater Permit (NPDES) from the Minnesota Pollution Control Agency and submit a copy to the City prior to any land disturbing activities.
5. All indirect costs related to the permitting, review, and plans associated with engineering and administrative costs shall be paid by the applicant/owner.
6. The City shall provide the necessary street signage. The applicant shall provide the necessary escrow funds to cover all street signage and installation costs.

7. The applicant shall be responsible for the section of trail extending from the Laketown Elementary school property, across the north wetland area, to the Carver County property to the north. This is in addition to the trail segments shown within the neighborhood and along Airport Road.
8. A planting strip and/or earth berm, not exceeding a slope of 3:1, shall be placed along the future County Road 92 corridor and between the proposed home sites and Airport Road. City staff shall review and approve the final plantings strip or earth berm for consistency with this standard.
9. The landscape plan indicates numerous tree plantings within the gas line easement. The applicant shall provide additional documentation that the proposed plantings are allowed within the easement area.
10. Lots 13-21 and Lots 23 and 24, Block 2, of the preliminary plat will be impacted by wetland buffer requirements and/or wetland buffer setbacks. The applicant should consider revising the property lines to limit these impacts to future individual property owners.
11. The watermain, sanitary sewer, grading, and stormwater issues shall be resolved to the satisfaction of the City Engineer and Public Services Director prior to commencement of construction activities for the Woodland Trail residential development.
12. Compliance with applicable items contained in Chapter 1000 of the City of Waconia Subdivision Ordinance.
13. Compliance with applicable items contained in Section 900.06, Subd. 6. Flood Plain Overlay Regulations.
14. Execution of a Developer's Agreement prior to execution of the Final Plat.
15. The sidewalk and trails shall be constructed as proposed and as conditionally revised by the City Council. All sidewalks within the development shall be 6 feet wide.
16. Staff shall review the tree preservation and tree restitution requirements in association with an onsite inspection to determine whether the applicable amount of trees and or cash-in-lieu payment is appropriate. Any cash payment in lieu, by review and approval of city staff, may be applied to other applicable improvements in and around the project that would provide public benefit.
17. The property shall be annexed into the City Limits prior to the review of a final plat.
18. The applicant shall dedicate a one-acre portion of Outlot A as a future park area and pay \$221,480 in cash-in-lieu. Additionally, the city and applicant shall have the option by agreement to allow the outstanding cash-in-lieu payment to be used for park improvements within the Woodland Trail development. Any proposed park improvements will require review and approval by the Park Board.
19. The applicant shall file an application of final plat approval within six (6) months following the approval of the Woodland Trail Preliminary Plat, unless an extension of time is requested in writing by the subdivider and granted by the Council prior to the six (6) month expiration date.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Waconia hereby approves The Woodland Trail Preliminary Plat and PUD, Planned Unit Development zoning request subject to the findings, conditions and recommendation of the Waconia Planning Commission stated above.

Adopted by the City Council of the City of Waconia this 20<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Tim Litfin, Mayor

ATTEST: \_\_\_\_\_  
Jackie Schulze, Assistant City Administrator



## LOCATION MAP—9350 AIRPORT ROAD





## Woodland Trail

Tamarack Land Development is excited to submit our Preliminary Plat for our proposed Woodland Trail single-family subdivision located on the Kirsch property on Airport Road, just west of the future County Road 92, comprising of around 61 acres. This wonderful new community is proposed adjacent to Laketown Elementary School in an expansion area of the City with many amenities in place to support this community including nearby shopping, schools, and parks that will make this a great place to call home for many.

### **Existing Site**

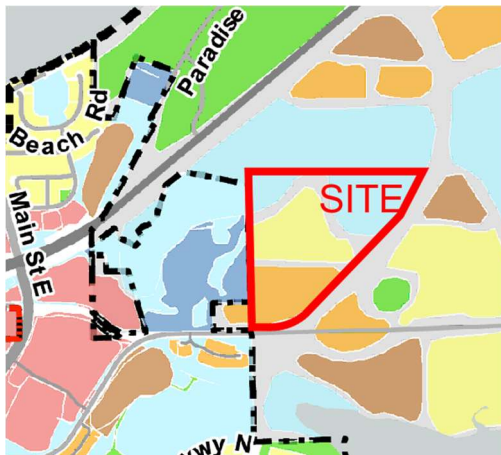
Nestled in the southwest part of Waconia, currently within Laketown Township, sits the 61-acre farm fields of the Kirsch property. In 2022, the site was subdivided and platted as part of the Airport Road Addition, dedicating the future County Road 92 and setting the way for development in this area with future roadway planning. Public improvements including Sanitary Sewer and Watermain were extended to the Laketown Elementary School and in 2024 & 2025, the City performed an area study for the availability and capacity of utilities and roadways with development growth. The area is within the MUSA and City's 2040 Comprehensive Plan Transition Area 2 (2020-2030) growth area, including an ordinary annexation area of the City expansion. Surrounding properties and uses include the Laketown Elementary to the West, Agricultural to the East and North and estate single family to the South.

### **Proposed Site Design**

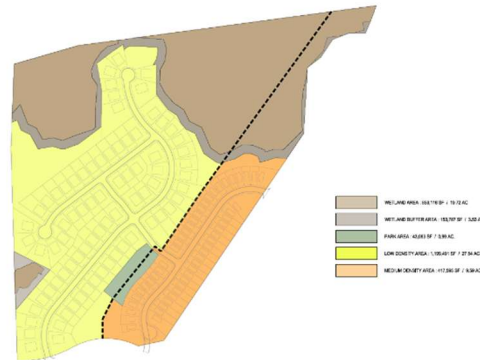
Careful consideration of site topography and lowland areas were accounted for when the conceptual site plan was designed, ensuring the site designed maximized the use of the site, while balancing with the natural features of the site. The concept plan was presented to Planning Commission, Park Board and City Council in a workshop in late 2023. Feedback from those meetings were incorporated into the site plan.

### Land Use:

The 2040 Comprehensive plan identified this site as both Low Density and Medium Density Land Uses, with a medium density being along the south end and low density along the wetlands to the north. The proposed site plan incorporates traditional single-family lots (65' wide) in the low-density area and smaller detached single-family lots (40' wide) in the medium density lots.



2040 Comp Plan Land Use



Proposed Land Use

### Street Layouts:

Neighborhood street ingress/egress connections include both a primary entrance connection and a secondary temporary connection on Airport Road. With the future construction of C.R. 92, a permanent connection would be installed from the neighborhood onto C.R. 92 and the temporary access on Airport road is proposed to be removed at that time. This allows two ingress/egress points in the development for public safety and traffic for the development before and after the construction of C.R. 92. Internal roadways are designed to meet City of Waconia standards for local roadways including dedicating of public right-of-ways.

### Stormwater:

Stormwater ponding is proposed strategically in areas that can sufficiently and effectively treat and store stormwater prior to discharging to local watercourses and offsite discharges. The proposed development ponding will be sized appropriately to meet all local and state regulations including accounting for storage of large rain events. The ponds are proposed to become public after completion and acceptance.

### Parks and Trails:

A proposed neighborhood park area is proposed to be dedicated as part of this development. A 1-acre open space park area was designed in the center of this development with direct access from the public right-of-ways.

A trail network is proposed for the development as part of the proposed PUD and public benefit. This trail network was identified by City staff as an important amenity for the area, connecting this area to the Lake Waconia Regional Park in the future. The proposed trail alignment includes a connection from the neighborhood across the wetland in a location best suited for the neighborhood and City. The exact location of this crossing will be coordinated with City Staff and the LGU as wetland impacts may be needed. Staff have also identified a possible trail connection from Laketown Elementary School as well.

## **Natural Features**

### Wetlands:

A wetland delineation was completed on the site in 2016 and again in 2023, identifying several wetlands on the site in various sizes and qualities. The site layout was designed around to protect a larger wetland complex on the north and a medium sized wetland on the west – no impacts to that wetland for the development of the lots are proposed. The site also includes smaller isolated pockets of wetlands with low-quality features. These wetlands rely on the stormwater runoff which is difficult to remain in their current state with development through grading and drainage changes and are proposed to be mitigated through a wetland replacement plan that will be coordinated with the appropriate LGU for permitting.

### Trees:

An existing tree inventory survey was conducted onsite. The site has been used for farming but does have pockets of tree masses on site with a variety of tree sizes and species present. Preservation of these tree masses were evaluated, however with access points for the development and changes to topography, tree removal and mitigation will be required.

## **Proposed Planned Unit Development (PUD)**

The proposed PUD will provide the area with a variety of housing types with flexibility in lot sizes for different styles of homes to meet the land use density requirements of the City's land use plan. The proposed plan proposes approximately (76) 65-foot wide lots for

traditional single family detached homes and (50) 40-foot wide lots for small lot single family detached homes. Flexibility in lot sizes is important for this development by allowing more density in medium density areas while providing traditional single family lots in the low density areas. Proposed lot standards including lot sizes and setbacks are proposed in the table below.

### Proposed Lot Standards

| <b>65' WIDE SINGLE FAMILY LOTS</b> |                                                                   |                                                                    |
|------------------------------------|-------------------------------------------------------------------|--------------------------------------------------------------------|
|                                    | <b>R1 Base Standards</b>                                          | <b>Woodland Trail PUD</b>                                          |
| Min. Lot Size                      | 10,500 S.F.                                                       | 8,125 S.F.                                                         |
| Lot Width                          | 75'                                                               | 65'                                                                |
| Lot Depth                          | Not specified                                                     | 125'                                                               |
| Setbacks                           | Front: 25'<br>Rear: 30'<br>Interior Side: 10'<br>Corner Side: 25' | Front: 25'<br>Rear: 20'<br>Interior Side: 7.5'<br>Corner Side: 20' |
| Max. Height                        | 35'                                                               | 35'                                                                |
| Max. Impervious                    | 35%                                                               | 50%                                                                |

| <b>40' WIDE SINGLE FAMILY LOTS</b> |                                                                  |                                                                                    |
|------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------------------------|
|                                    | <b>R2 Base Standards</b>                                         | <b>Woodland Trail PUD</b>                                                          |
| Min. Lot Size                      | 7,850 S.F.                                                       | 4,600 S.F.                                                                         |
| Lot Width                          | 50'                                                              | 40'                                                                                |
| Lot Depth                          | Not specified                                                    | 115'                                                                               |
| Setbacks                           | Front: 25'<br>Rear: 30'<br>Interior Side: 5'<br>Corner Side: 15' | Front: 25'<br>Rear: 20'<br>Interior Side: 7.5'<br>Corner Side: 20'<br>C.R. 92: 40' |
| Max. Height                        | 35'                                                              | 35'                                                                                |
| Max. Impervious                    | 35%                                                              | 50%                                                                                |



### **Phasing and Anticipated Construction Schedule**

The site would be developed in two (2) phases. The first phase consisting of about half the lots would be developed in 2026 and the second phase in 2027. With the approval of the preliminary plat in Spring 2026, the anticipated plan is to start removals and grading the in May of 2026. Full build out completed around 2028-2029. Home construction could start as early as November 2026 with model homes. An anticipated phasing plan is included.

### **Conclusion**

We are excited to bring a new beautiful woodland trail neighborhood to Waconia. This site offers many amenities, such as trails, parks, open spaces and expansive natural views paired with the area amenities like shopping, schools, and recreational activities, this this is a wonderful neighborhood and a great place to call home and raise a family. We believe the development meets the City's 2040 Comp Plan including land use and densities in an area identified as development ready. The proposed PUD offers a mix of housing styles while providing public amenities and public benefits that can be shared by the whole community. Tamarack is excited to bring this beautiful neighborhood to Waconia and we look forward to breaking ground this Spring.

Thank you,

A handwritten signature in black ink, appearing to read 'Reid Schulz', with a stylized flourish extending to the right.

Reid Schulz, Development Manager

Plot Date & Time:

880

900

WET

STORM SEWER

SANITARY SEWER

WATERMAIN

FENCE

OVERHEAD POWER LINE

UNDERGROUND ELECTRIC

CULVERT

SOIL BORING

SANITARY SEWER MANHOLE

SANITARY CLEANOUT

STORM SEWER MANHOLE

STORM SEWER CATCH BASIN

WATER GATE VALVE

HYDRANT

EXISTING TREE LINE

INLET PROTECTION

SILT FENCE

PROPERTY LINE

EXISTING CONTOURS

PROPOSED CONTOURS

EASEMENT LINE

SETBACKS

DELINEATED WETLAND EDGE

DELINATED WETLAND EDGE

STORM SEWER

SANITARY SEWER

WATERMAIN

FENCE

OVERHEAD POWER LINE

UNDERGROUND ELECTRIC

CULVERT

SOIL BORING

SANITARY SEWER MANHOLE

SANITARY CLEANOUT

STORM SEWER MANHOLE

STORM SEWER CATCH BASIN

WATER GATE VALVE

HYDRANT

EXISTING TREE LINE

INLET PROTECTION

SILT FENCE

ELEVATIONS AND GROUND CONTOURS SHOWN HEREON FOR AIRPORT ROAD WAS BASED ON NAVD88, VERTICAL DATUM RELATIVE TO MNDT BENCHMARK: REITZ, WHICH HAS AN ELEVATION OF 978.66 FEET. ELEVATION AND GROUND CONTOURS SHOWN HEREON PER PUBLIC LIDAR

|     |           |                            |
|-----|-----------|----------------------------|
| 1   | 3-13-2026 | PER 3/3/2026 CITY REVIEW   |
| 2   | 4-13-2026 | PLANNING COMMISSION REVIEW |
| NO. | DATE      | DESCRIPTION                |
|     |           | REVISIONS                  |

N

CAMPION  
ENGINEERING  
SERVICES, INC.

PO BOX 41486  
PLYMOUTH, MN 55441  
PHONE: (763)486.3799  
EMAIL: MCAMPION@CAMPIONENG.COM

Civil Engineering

Land Planning

I hereby certify that this plan, specification or report has been 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.

Martin P. Campion -Lic. # 19901 Date:

WOODLAND TRAIL  
TAMARACK LAND  
WACONIA, MN

EXISTING CONDITIONS AND BOUNDARY  
PER ALTA/NSPS SURVEY PREPARED BY  
WESTWOOD DATED 11/16/2023

0

150

300

GRAPHIC SCALE IN FEET

PROJECT NO:  
25-019

DATE:  
12/20/2025

SHEET NO. 2 OF 28 SHEETS

Page 54 of 57



LEGEND

- PROPERTY LINE  
EXISTING CONTOURS  
PROPOSED CONTOURS  
EASEMENT LINE  
SETBACKS  
WET  
DELINEATED WETLAND EDGE  
STORM SEWER  
SANITARY SEWER  
WATERMAIN  
FENCE  
OVERHEAD POWER LINE  
UNDERGROUND ELECTRIC  
CULVERT  
SOIL BORING  
SANITARY SEWER MANHOLE  
SANITARY CLEANOUT  
STORM SEWER MANHOLE  
STORM SEWER CATCH BASIN  
WATER GATE VALVE  
HYDRANT  
EXISTING TREE LINE  
INLET PROTECTION  
ROCK CONSTRUCTION ENTRANCE  
SILT FENCE

LEGAL DESCRIPTION:  
OUTLOT K, AIRPORT ROAD ADDITION,  
ACCORDING TO THE  
RECORDED PLAT THEREOF, CARVER COUNTY,  
MINNESOTA

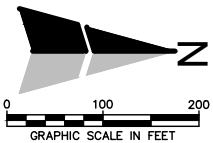
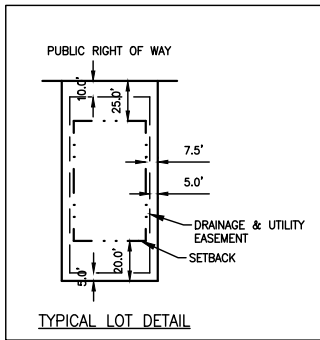
| PLAT DATA                         |                                                       |
|-----------------------------------|-------------------------------------------------------|
| PROPERTY OWNER                    | NTHONY A. KIRSCH, NICHOL E. KIRSCH & CATHERINE S. SEC |
| PROPERTY ADDRESS                  | 9350 AIRPORT ROAD, WACONIA, MN 55387                  |
| PID                               | 070191700                                             |
| EXISTING ZONING                   | GUIDED SINGLE FAMILY RESIDENTIAL                      |
| PROPOSED ZONING                   | PUD                                                   |
| TOTAL AREA                        | 61.38 AC                                              |
| EXISTING WETLAND AREA             | 20.15 AC                                              |
| EXISTING WETLAND AREA - TO REMAIN | 19.74 AC                                              |
| NET DEVELOPABLE AREA              | 41.64 AC                                              |
| GROSS DENSITY                     | 2.04 U/A                                              |
| NET DENSITY                       | 3.00 U/A                                              |

| LOT AREAS                                                             |  | MINIMUM | MAXIMUM |
|-----------------------------------------------------------------------|--|---------|---------|
| LOT TYPE                                                              |  | 4,601   | 15,786  |
| 40' VILLA                                                             |  |         |         |
| 65' STANDARD                                                          |  | 8,247   | 27,566  |
| LOT STANDARDS - PUD ZONING                                            |  |         |         |
| PROPOSED SETBACK:                                                     |  |         |         |
| FRONT                                                                 |  | 25'     |         |
| REAR                                                                  |  | 20' *   |         |
| SIDE                                                                  |  | 7.5'    |         |
| SIDE - STREET                                                         |  | 20'     |         |
| COUNTY ROAD 92                                                        |  | 40'     |         |
| WETLAND                                                               |  | 50'     |         |
| *LOTS 1 - 4, BLOCK 1 SHALL HAVE A 30' SETBACK FROM THE WEST PLAT LINE |  |         |         |

| LOT TABULATION |            |           |
|----------------|------------|-----------|
| BLOCK NO.      | TOTAL LOTS | LOT WIDTH |
| 1              | 25         | 25        |
| 2              | 48         | 31        |
| 3              | 12         | 12        |
| 4              | 8          | 8         |
| 5              | 11         | 11        |
| 6              | 21         | 21        |
| TOTAL          | 125        | 76        |

| OUTLOT | AREA (AC) | USE                      |
|--------|-----------|--------------------------|
| A      | 2.6       | PARK/POND                |
| B      | 0.8       | WETLAND/ OPEN SPACE      |
| C      | 8.9       | WETLAND/POND/ OPEN SPACE |
| D      | 17.3      | WETLAND/ OPEN SPACE      |
| TOTAL  | 29.6      |                          |

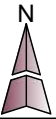
PAD WIDTHS:  
65' LOTS - 50'X65'  
40' LOTS - 25'X65'



| Parcel Table |           |           | Parcel Table |           |           | Parcel Table |           |           | Parcel Table |           |           | Parcel Table |           |           | Parcel Table |           |           |
|--------------|-----------|-----------|--------------|-----------|-----------|--------------|-----------|-----------|--------------|-----------|-----------|--------------|-----------|-----------|--------------|-----------|-----------|
| LOT NO.      | BLOCK NO. | Area (SF) | LOT NO.      | BLOCK NO. | Area (SF) | LOT NO.      | BLOCK NO. | Area (SF) | LOT NO.      | BLOCK NO. | Area (SF) | LOT NO.      | BLOCK NO. | Area (SF) | LOT NO.      | BLOCK NO. | Area (SF) |
| 1            | BLOCK 1   | 17904     | 1            | BLOCK 2   | 12800     | 38           | BLOCK 2   | 4821      | 1            | BLOCK 3   | 16463     | 1            | BLOCK 5   | 5329      | 1            | BLOCK 6   | 15786     |
| 2            | BLOCK 1   | 9534      | 2            | BLOCK 2   | 11389     | 39           | BLOCK 2   | 4753      | 2            | BLOCK 3   | 11901     | 2            | BLOCK 5   | 5155      | 2            | BLOCK 6   | 6597      |
| 3            | BLOCK 1   | 10887     | 6            | BLOCK 2   | 9748      | 40           | BLOCK 2   | 5093      | 3            | BLOCK 3   | 10836     | 3            | BLOCK 5   | 5662      | 3            | BLOCK 6   | 5909      |
| 4            | BLOCK 1   | 12534     | 7            | BLOCK 2   | 9728      | 41           | BLOCK 2   | 5354      | 4            | BLOCK 3   | 9250      | 4            | BLOCK 5   | 5225      | 4            | BLOCK 6   | 5910      |
| 5            | BLOCK 1   | 10000     | 8            | BLOCK 2   | 9785      | 42           | BLOCK 2   | 5070      | 5            | BLOCK 3   | 8717      | 5            | BLOCK 5   | 5225      | 5            | BLOCK 6   | 5910      |
| 6            | BLOCK 1   | 9006      | 9            | BLOCK 2   | 9751      | 43           | BLOCK 2   | 5133      | 6            | BLOCK 3   | 8736      | 6            | BLOCK 5   | 5141      | 6            | BLOCK 6   | 5911      |
| 7            | BLOCK 1   | 8900      | 10           | BLOCK 2   | 9773      | 44           | BLOCK 2   | 5133      | 7            | BLOCK 3   | 8755      | 7            | BLOCK 5   | 4601      | 7            | BLOCK 6   | 5911      |
| 8            | BLOCK 1   | 8736      | 11           | BLOCK 2   | 9750      | 45           | BLOCK 2   | 5072      | 8            | BLOCK 3   | 8774      | 8            | BLOCK 5   | 4602      | 8            | BLOCK 6   | 5912      |
| 9            | BLOCK 1   | 8411      | 21           | BLOCK 2   | 9456      | 46           | BLOCK 2   | 5107      | 9            | BLOCK 3   | 8793      | 9            | BLOCK 5   | 4767      | 9            | BLOCK 6   | 5912      |
| 10           | BLOCK 1   | 8247      | 22           | BLOCK 2   | 9456      | 47           | BLOCK 2   | 5129      | 10           | BLOCK 3   | 8807      | 10           | BLOCK 5   | 5031      | 10           | BLOCK 6   | 5913      |
| 11           | BLOCK 1   | 8857      | 23           | BLOCK 2   | 9456      | 48           | BLOCK 2   | 10317     | 11           | BLOCK 3   | 9042      | 11           | BLOCK 5   | 6038      | 11           | BLOCK 6   | 5914      |
| 12           | BLOCK 1   | 10106     | 24           | BLOCK 2   | 9437      |              |           |           | 12           | BLOCK 3   | 11250     |              |           |           | 12           | BLOCK 6   | 5914      |
| 13           | BLOCK 1   | 9264      | 25           | BLOCK 2   | 9475      |              |           |           |              |           |           |              |           |           | 13           | BLOCK 6   | 5915      |
| 14           | BLOCK 1   | 9388      | 26           | BLOCK 2   | 12064     |              |           |           |              |           |           |              |           |           | 14           | BLOCK 6   | 5915      |
| 15           | BLOCK 1   | 10310     | 27           | BLOCK 2   | 10455     |              |           |           |              |           |           |              |           |           | 15           | BLOCK 6   | 5922      |
| 16           | BLOCK 1   | 9914      | 28           | BLOCK 2   | 10424     |              |           |           |              |           |           |              |           |           | 16           | BLOCK 6   | 6025      |
| 17           | BLOCK 1   | 8473      | 29           | BLOCK 2   | 10231     |              |           |           |              |           |           |              |           |           | 17           | BLOCK 6   | 6263      |
| 18           | BLOCK 1   | 8647      | 30           | BLOCK 2   | 13249     |              |           |           |              |           |           |              |           |           | 18           | BLOCK 6   | 6528      |
| 19           | BLOCK 1   | 9430      | 31           | BLOCK 2   | 7642      |              |           |           |              |           |           |              |           |           | 19           | BLOCK 6   | 6802      |
| 20           | BLOCK 1   | 10324     | 32           | BLOCK 2   | 9641      |              |           |           |              |           |           |              |           |           | 20           | BLOCK 6   | 6906      |
| 21           | BLOCK 1   | 9380      | 33           | BLOCK 2   | 5486      |              |           |           |              |           |           |              |           |           | 21           | BLOCK 6   | 6990      |
| 22           | BLOCK 1   | 13080     | 34           | BLOCK 2   | 5330      |              |           |           |              |           |           |              |           |           |              |           |           |
| 23           | BLOCK 1   | 14971     | 35           | BLOCK 2   | 5175      |              |           |           |              |           |           |              |           |           |              |           |           |
| 24           | BLOCK 1   | 15277     | 36           | BLOCK 2   | 5022      |              |           |           |              |           |           |              |           |           |              |           |           |
| 25           | BLOCK 1   | 15065     | 37           | BLOCK 2   | 4913      |              |           |           |              |           |           |              |           |           |              |           |           |

ELEVATIONS AND GROUND CONTOURS SHOWN HEREON FOR AIRPORT ROAD WAS BASED ON NAVD88, VERTICAL DATUM RELATIVE TO MNDT BENCHMARK: REITZ, WHICH HAS AN ELEVATION OF 978.66 FEET. ELEVATION AND GROUND CONTOURS SHOWN HEREON PER PUBLIC LIDAR

| 1         | 3-13-2026 | PER 3/3/2026 CITY REVIEW   |
|-----------|-----------|----------------------------|
| 2         | 4-13-2026 | PLANNING COMMISSION REVIEW |
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Martin P. Campion -Lic. # 19901 Date:

WOODLAND TRAIL  
TAMARACK LAND  
WACONIA, MN

PRELIMINARY PLAT  
OVERALL

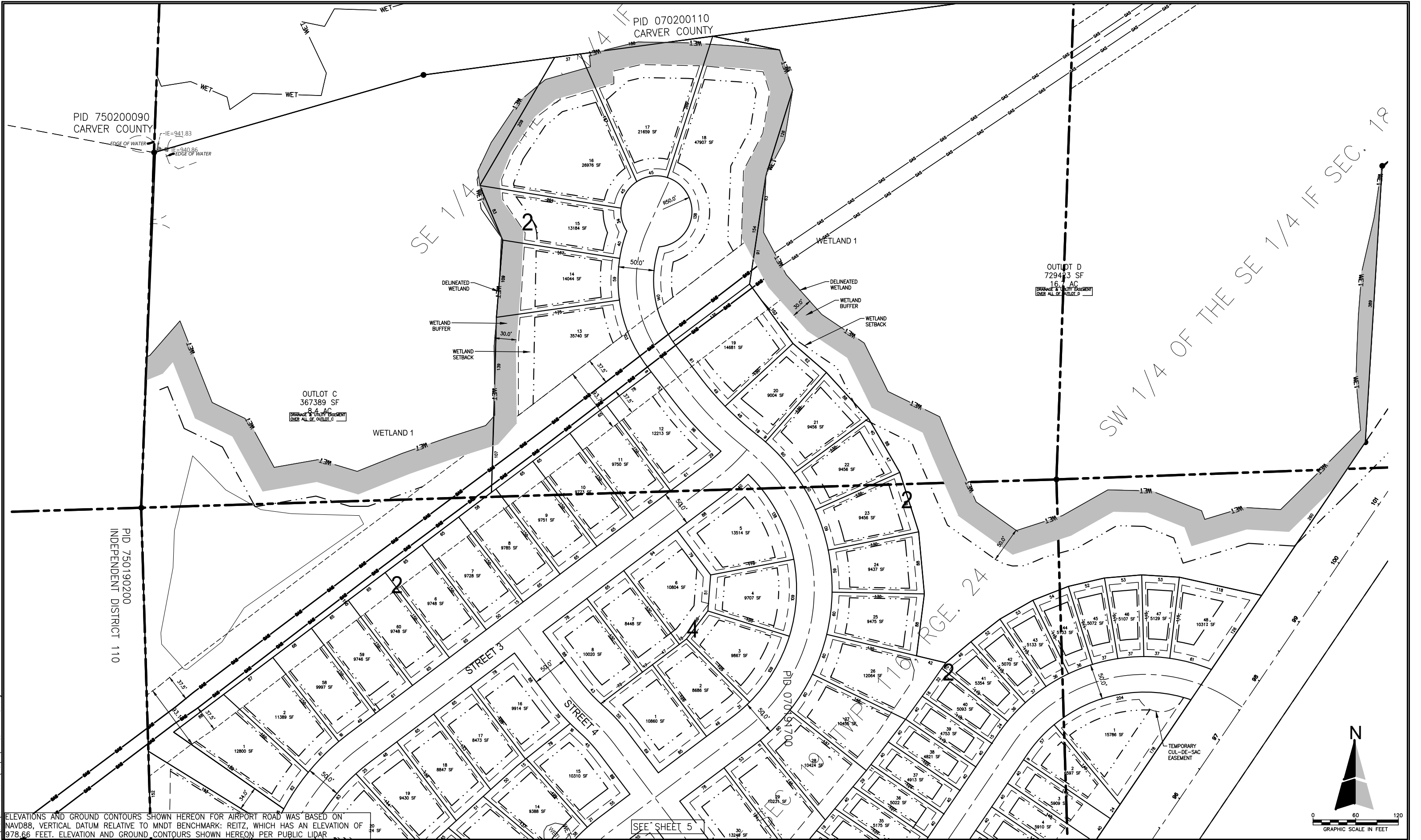
SHEET NO. 3 OF 28 SHEETS

PROJECT NO:  
25-019

DATE: 12/20/2025  
PAGE 35 OF 37

Plot Date & Time:

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ELEVATIONS AND GROUND CONTOURS SHOWN HEREON FOR AIRPORT ROAD WAS BASED ON NAVD88, VERTICAL DATUM RELATIVE TO MNDT BENCHMARK: REITZ, WHICH HAS AN ELEVATION OF 978.66 FEET. ELEVATION AND GROUND CONTOURS SHOWN HEREON PER PUBLIC LIDAR

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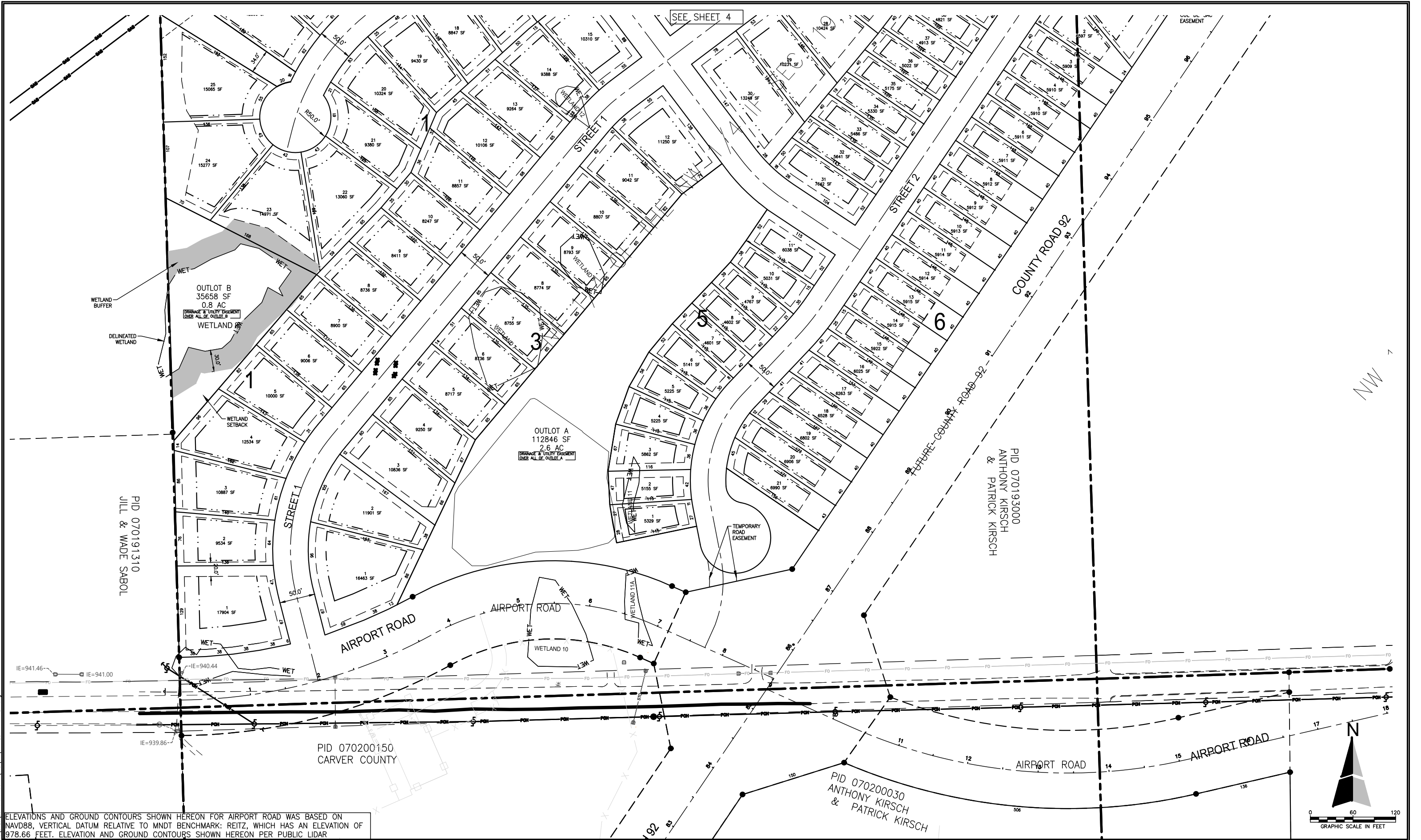
Martin P. Campion —Lic. # 19901 Date:

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WACONIA, MN**

|                           |  |                                   |
|---------------------------|--|-----------------------------------|
| PRELIMINARY PLAT<br>NORTH |  | PROJECT NO:<br><b>25-019</b>      |
| SHEET NO. 4 OF 28 SHEETS  |  | DATE: 12/20/2025<br>Page 36 of 37 |



Plot Date & Time:



ELEVATIONS AND GROUND CONTOURS SHOWN HEREON FOR AIRPORT ROAD WAS BASED ON NAVD88, VERTICAL DATUM RELATIVE TO MNDT BENCHMARK: REITZ, WHICH HAS AN ELEVATION OF 978.66 FEET. ELEVATION AND GROUND CONTOURS SHOWN HEREON PER PUBLIC LIDAR

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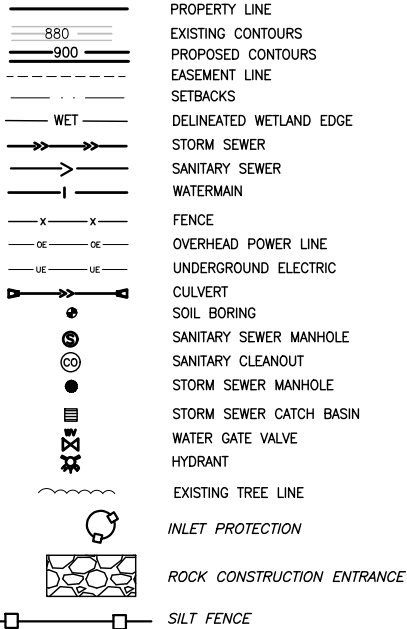
Martin P. Campion -Lic. # 19901 Date:

**WOODLAND TRAIL  
TAMARACK LAND  
WACONIA, MN**

|                           |  |                                   |
|---------------------------|--|-----------------------------------|
| PRELIMINARY PLAT<br>SOUTH |  | PROJECT NO:<br><b>25-019</b>      |
| SHEET NO. 5 OF 28 SHEETS  |  | DATE: 12/20/2025<br>Page 57 of 57 |



LEGEND



THE REALIGNMENT OF AIRPORT ROAD ALONG WITH THE INSTALLATION OF UTILITIES, WILL REQUIRE A FULL ROAD CLOSURE WITH A DETOUR. COORDINATION WITH LAKETOWN TOWNSHIP IS REQUIRED FOR THIS REALIGNMENT WORK ALONG WITH THE TRAFFIC CONTROL / DETOUR PLAN

NOTES:

1. ALL WATERMAIN SHALL BE PVC C-900 DR 18.
2. ALL WATERMAIN SHALL HAVE 7.5' FEET MINIMUM COVER.
3. ALL HYDRANTS SHALL BE INSTALLED WITH 7.5' BURY.
4. WATERMAIN NUTS AND BOLTS SHALL BE COR-BLU.
5. EXPOSED BOLTS ON HYDRANTS AND GATE VALVES SHALL BE STAINLESS STEEL.
6. DIP HYDRANT LEADS SHALL REQUIRE CATHODIC PROTECTION.
7. ALL PVC SANITARY SEWER SHALL BE THE SDR 35 OR AS NOTED ON THE PLANS.
8. INSTALL 20 LF OF 8" DIP OUT OF MANHOLES AT DROP LOCATIONS.
9. SANITARY SEWER SERVICES SHALL BE 4" PVC SDR 26.
10. TRACER WIRE ACCESS BOXES (VALVCO) SHALL BE REQUIRED AT THE RIGHT OF WAY. TRACER WIRE SHALL BE LOOPED FROM THE MAIN TO THE BOX. BOX SHALL BE INCIDENTAL TO THE SERVICE WYE.
11. WATER SERVICES SHALL BE 1" HDPE DR 11.
12. TRACER WIRE ACCESS BOXES AND GROUNDING ANODE RODS SHALL BE INSTALLED AT ALL CURB BOXES. BOXES AND RODS SHALL BE CONSIDERED INCIDENTAL TO THE CURB BOX.
13. PROVIDE TEMPORARY TRAFFIC CONTROL IN COMPLIANCE WITH MNDOT "TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS - FIELD MANUAL" LATEST REVISION.
14. EXISTING UTILITY LOCATIONS AND ELEVATIONS SHALL BE VERIFIED IN FIELD PRIOR TO CONSTRUCTION.
15. SANITARY SEWER SERVICE SHALL BE EXTENDED 9' BEYOND THE RIGHT OF WAY.
16. CURB STOP FOR ALL SERVICES SHALL BE INSTALLED AT THE RIGHT OF WAY LINE. A 10' TAIL BEYOND THE RIGHT OF WAY SHALL BE INSTALLED FOR SERVICES ON THE SIDEWALK SIDE. THE END SHALL BE TAPED OFF/SEALED AND THERE WILL BE NO JOINTS WITHIN 10' OF A STRUCTURE OR FOOTING.
17. CONTRACTOR SHALL MARK END OF SANITARY SERVICE WITH 2"x4" WOOD MARKER, 4' ABOVE GRADE PER DETAIL 10-102.
18. CONTRACTOR SHALL JET AND VACUUM (IF REQUIRED BY CITY) AND TELEVIEW ALL SANITARY MAINS AFTER MANHOLES HAVE BEEN ADJUSTED TO BASE COURSE AND PRIOR TO ACCEPTANCE BY THE CITY. THE CITY ENGINEER SHALL BE PROVIDED WITH 2 COPIES OF THE TELEVIEWING DVD'S.
19. CURB BOXES SHALL BE MARKED WITH A 6" STEEL "T" POST, WITH UPPER 12" PAINTED BLUE.
20. THE LOCATION AND ELEVATION OF ALL EXISTING UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY OF ANY CONFLICTS.
21. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND FACILITIES TO ALLOW PROPER FUNCTIONING DURING AND AFTER CONSTRUCTION. SUPPORTING STRUCTURES, IF REQUIRED, SHALL BE SUPPLIED BY THE CONTRACTOR AS WORK INCIDENTAL TO THE CONTRACT.
22. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF ANY CONFLICTS BETWEEN EXISTING UTILITIES AND THE PROPOSED CONSTRUCTION. THE ENGINEER WILL COORDINATE WITH UTILITY COMPANY IN QUESTION TO DETERMINE THE NEED FOR RELOCATION OF THE EXISTING UTILITY.
23. EXISTING CONDITIONS SUCH AS SAND IN MANHOLES OR VALVE BOXES SHALL BE IDENTIFIED BY THE CONTRACTOR AND THESE SHALL BE REPORTED TO THE ENGINEER PRIOR TO EXCAVATION BY THE CONTRACTOR. ONCE CONSTRUCTION HAS BEGUN, ALL DAMAGE TO UNDERGROUND UTILITIES WILL BE ASSUMED TO HAVE BEEN CAUSED BY THE CONTRACTOR, AND REPAIRS NECESSARY SHALL BE PERFORMED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE.
24. THE CONTRACTOR SHALL NOTIFY THE CITY ENGINEER AND THE PROJECT ENGINEER 48 HOURS PRIOR TO STARTING WORK IN PUBLIC RIGHT OF WAY OR CONNECTING TO SANITARY SEWER AND WATERMAIN.
25. THE CONTRACTOR SHALL KEEP ACCESS ROADS CLEAR OF SOIL OR OTHER DEBRIS, AND PERFORM DAILY STREET CLEANING AS REQUIRED. POSITIVE DRAINAGE, CONTROLLED WITH EROSION CONTROL AND EROSION PREVENTION MEASURES AS REQUIRED SHALL BE PERFORMED.
26. THE OWNER SHALL PAY FOR ALL COMPACTION TESTING. ANY AREAS WHICH FAIL TO MEET THE ABOVE STANDARDS SHALL BE CORRECTED AND RE-TESTED BY THE OWNER'S TESTING AGENT AT THE CONTRACTOR'S EXPENSE.

ELEVATIONS AND GROUND CONTOURS SHOWN HEREON FOR AIRPORT ROAD WAS BASED ON NAVD88, VERTICAL DATUM RELATIVE TO MNDT BENCHMARK: REITZ, WHICH HAS AN ELEVATION OF 978.66 FEET. ELEVATION AND GROUND CONTOURS SHOWN HEREON PER PUBLIC LIDAR

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Martin P. Campion -Lic. # 19901    Date:

WOODLAND TRAIL  
TAMARACK LAND  
WACONIA, MN

PRELIMINARY SANITARY SEWER &  
WATERMAIN PLAN - OVERALL

SHEET NO. 6 OF 28 SHEETS

PROJECT NO:  
25-019

DATE: 12/20/2025  
Page 58 of 57



## LEGEND

- |  |                            |
|--|----------------------------|
|  | PROPERTY LINE              |
|  | EXISTING CONTOURS          |
|  | PROPOSED CONTOURS          |
|  | EASEMENT LINE              |
|  | SETBACKS                   |
|  | DELINEATED WETLAND EDGE    |
|  | STORM SEWER                |
|  | SANITARY SEWER             |
|  | WATERMAIN                  |
|  | FENCE                      |
|  | OVERHEAD POWER LINE        |
|  | UNDERGROUND ELECTRIC       |
|  | CULVERT                    |
|  | SOIL BORING                |
|  | SANITARY SEWER MANHOLE     |
|  | SANITARY CLEANOUT          |
|  | STORM SEWER MANHOLE        |
|  | STORM SEWER CATCH BASIN    |
|  | WATER GATE VALVE           |
|  | HYDRANT                    |
|  | EXISTING TREE LINE         |
|  | INLET PROTECTION           |
|  | ROCK CONSTRUCTION ENTRANCE |
|  | SILT FENCE                 |
|  | STREET & STOP SIGN         |
|  | STREET LIGHT               |
|  | STOP SIGN                  |

THE REALIGNMENT OF AIRPORT ROAD ALONG WITH THE  
INSTALLATION OF UTILITIES, WILL REQUIRE A FULL ROAD CLOSURE  
WITH A DETOUR. COORDINATION WITH LAKETOWN TOWNSHIP IS  
REQUIRED FOR THIS REALIGNMENT WORK ALONG WITH THE  
TRAFFIC CONTROL / DETOUR PLAN

STORM SEWER NOTES:

1. ALL STORM SEWER SHALL BE RCP OR HDPE AS NOTED ON PLAN. HDPE SHALL BE DUAL WALL CORRUGATED WITH SMOOTH INTERIOR.
2. EDGE DRAIN SHALL BE 4" PERFORATED PVC SDR 26 OR DUAL WALL HDPE ADS N12.
3. INSTALL EDGE DRAIN PER DETAIL 7-302 100' EACH DIRECTION AT LOW POINTS AND 50' UP GRADIENT AT OTHER CATCH BASINS.
4. INSTALL SUMP PUMP SERVICE LINE CONNECTION (PER DETAIL 7-308) TO EACH LOT. IF SERVICE CONNECTION IS EXTENDED FROM DRAINTILE IN STREET, SERVICE SHALL BE EXTENDED TO 3' BEHIND CURB OR SIDEWALK ON SIDE OF STREET WITH SIDEWALK.
5. INSTALL SILT FENCE AT BACK OF CURB IMMEDIATELY AFTER BACKFILLING.
6. ALL CATCH BASIN CASTINGS IN CURB SHALL BE SUMPED 0.15'. ALL MANHOLE CASTINGS IN PAVED AREAS SHALL BE SUMPED 0.05'. RIM ELEVATIONS SHOWN ON PLAN REPRESENT SUMPED ELEVATIONS.
7. RIPRAP SHALL BE CLASS III (MINIMUM) AND UNDERLAYED WITH GEOTEXTILE FABRIC. WHEN INSTALL AT PIPE OUTLET ON SLOPE, RIPRAP SHALL THE FULL LENGTH OF THE SLOPE TO THE BOTTOM OF THE POND.
8. EXTENTS OF DRAINTILE SHALL BE VERIFIED IN THE FIELD BY THE CITY ENGINEER BASED UPON SITE CONDITIONS.

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WOODLAND TRAIL  
TAMARACK LAND  
WACONIA, MN

SEE SHEETS 18-20 FOR STREET PROFILES

## PRELIMINARY STREET AND STORM SEWER - OVERALL

SHEET NO. 9 OF 28 SHEETS

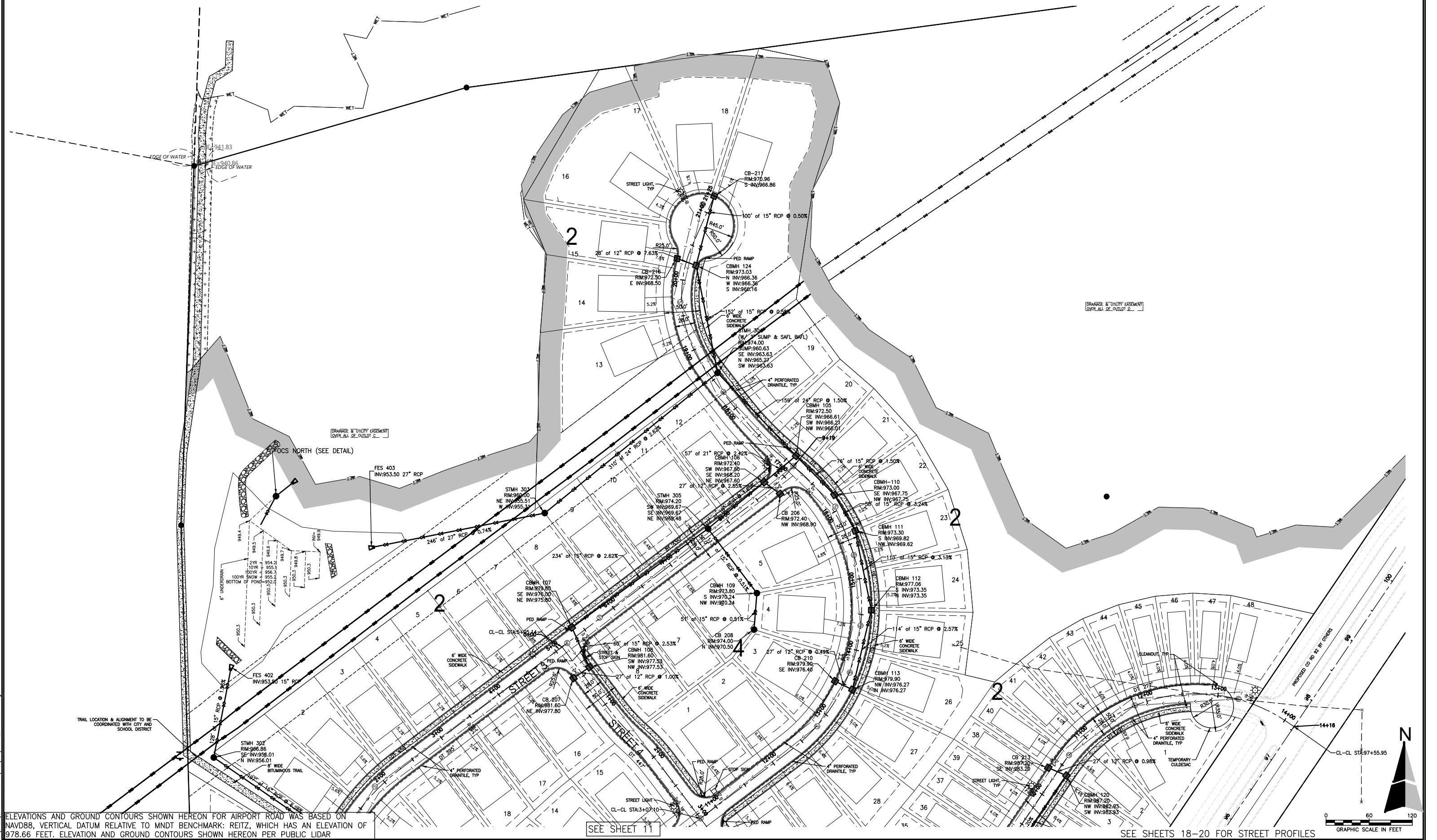
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| PROJECT NO: | 25-019 |
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Page 59 of 57



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**WOODLAND TRAIL  
TAMARACK LAND  
WACONIA, MN**

**PRELIMINARY STREET AND STORM  
SEWER PLAN - NORTH**

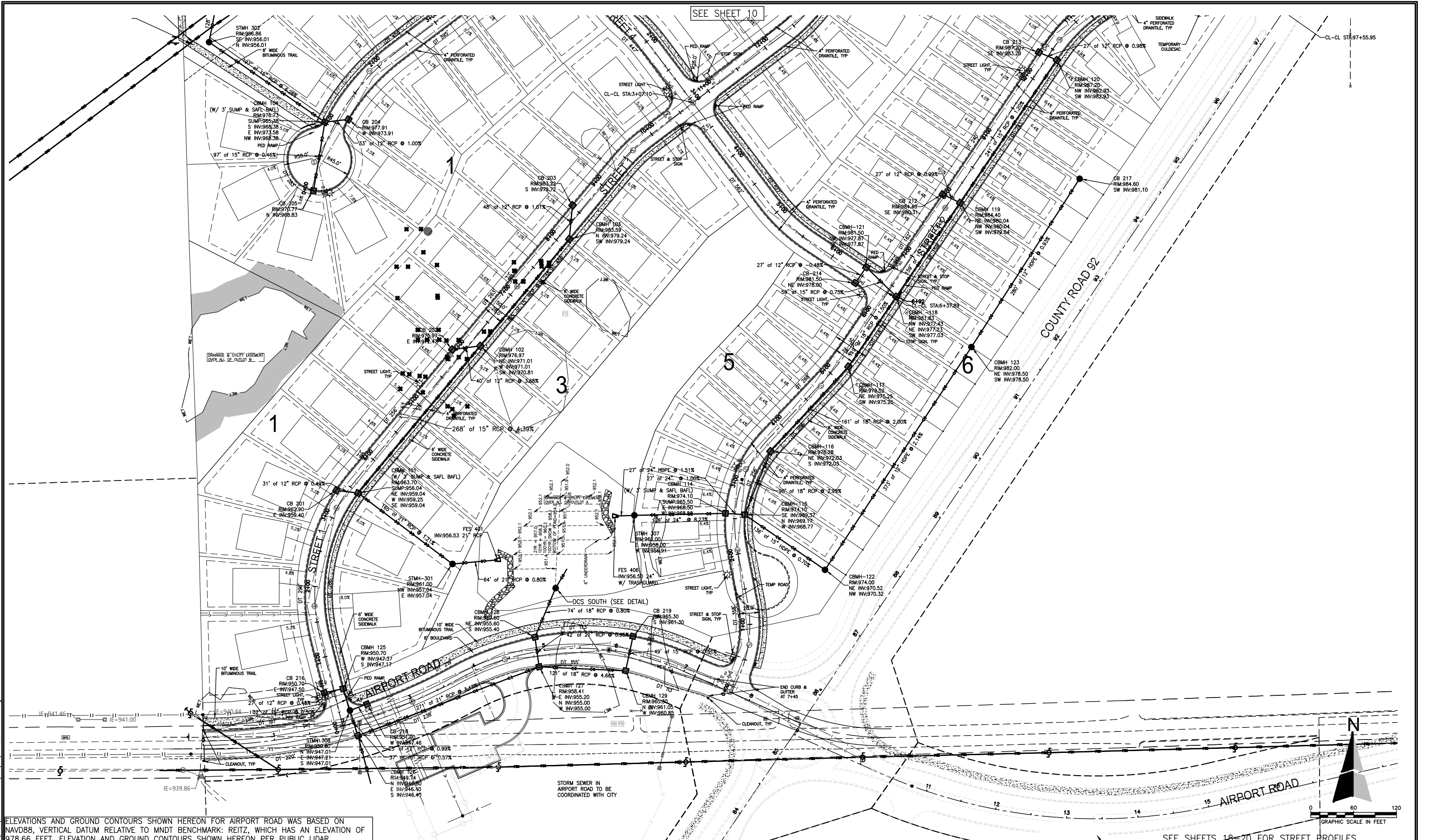
SHEET NO. 10 OF 28 SHEETS

PROJECT NO:  
**25-019**

DATE:  
**12/20/2025**



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**WOODLAND TRAIL  
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WACONIA, MN**

**PRELIMINARY STREET AND STORM  
SEWER PLAN - SOUTH**

**SHEET NO. 11 OF 28 SHEETS**

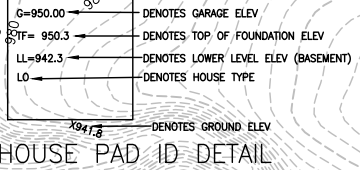
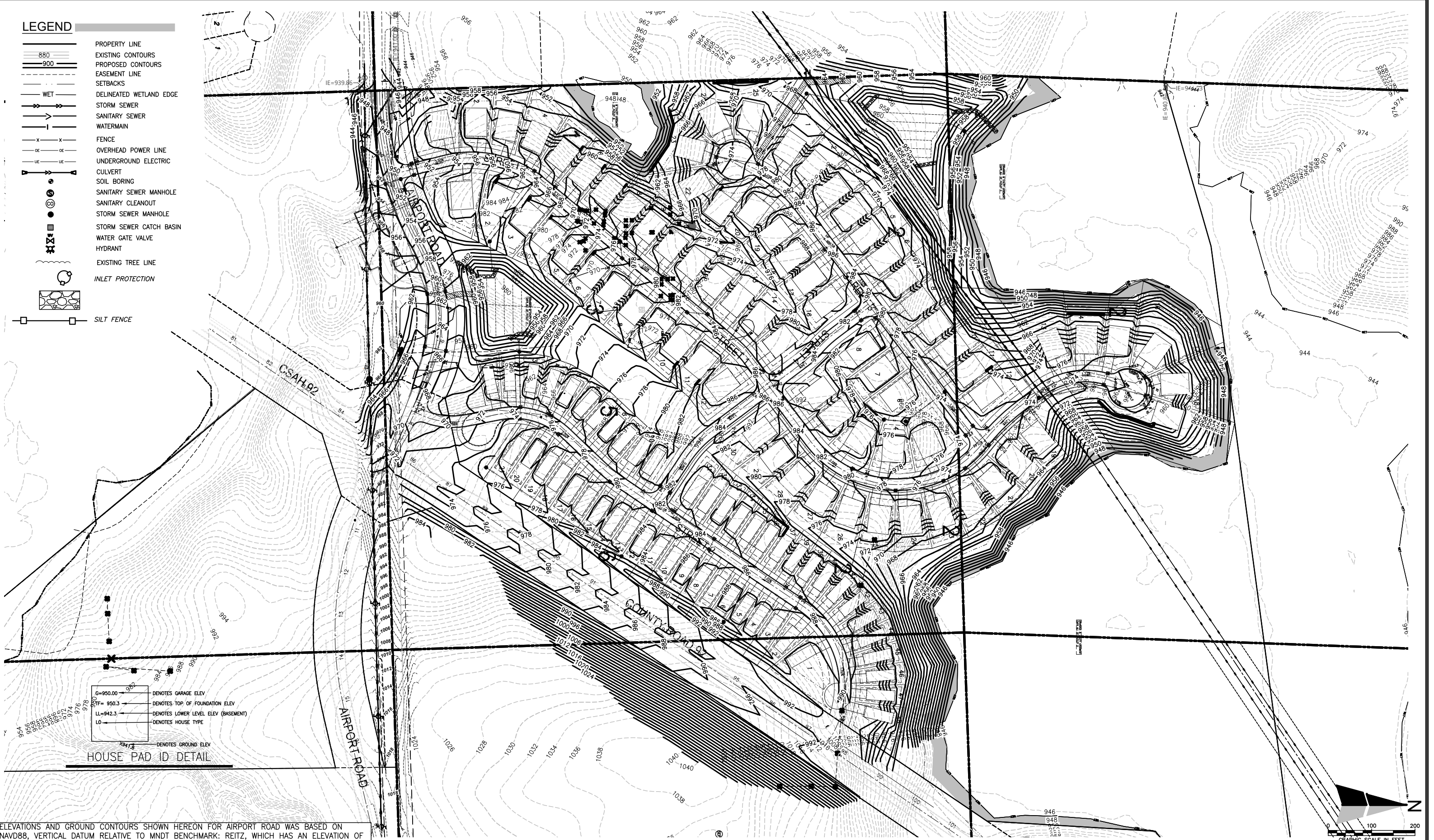
PROJECT NO:  
**25-019**

DATE:  
**12/20/2025**



LEGEND

- PROPERTY LINE
- EXISTING CONTOURS
- PROPOSED CONTOURS
- EASEMENT LINE
- SETBACKS
- WET
- DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CULVERT
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- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- SILT FENCE



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| 1   | 3-13-2026 | PER 3/3/2026 CITY REVIEW   |
| 2   | 4-13-2026 | PLANNING COMMISSION REVIEW |
| NO. | DATE      | DESCRIPTION                |
|     |           | REVISIONS                  |

**CAMPION ENGINEERING SERVICES, INC.**

Civil Engineering Land Planning  
PO BOX 41486  
PLYMOUTH, MN 55441  
PHONE: (763)486.3799  
EMAIL: MCAMPION@CAMPIONENG.COM

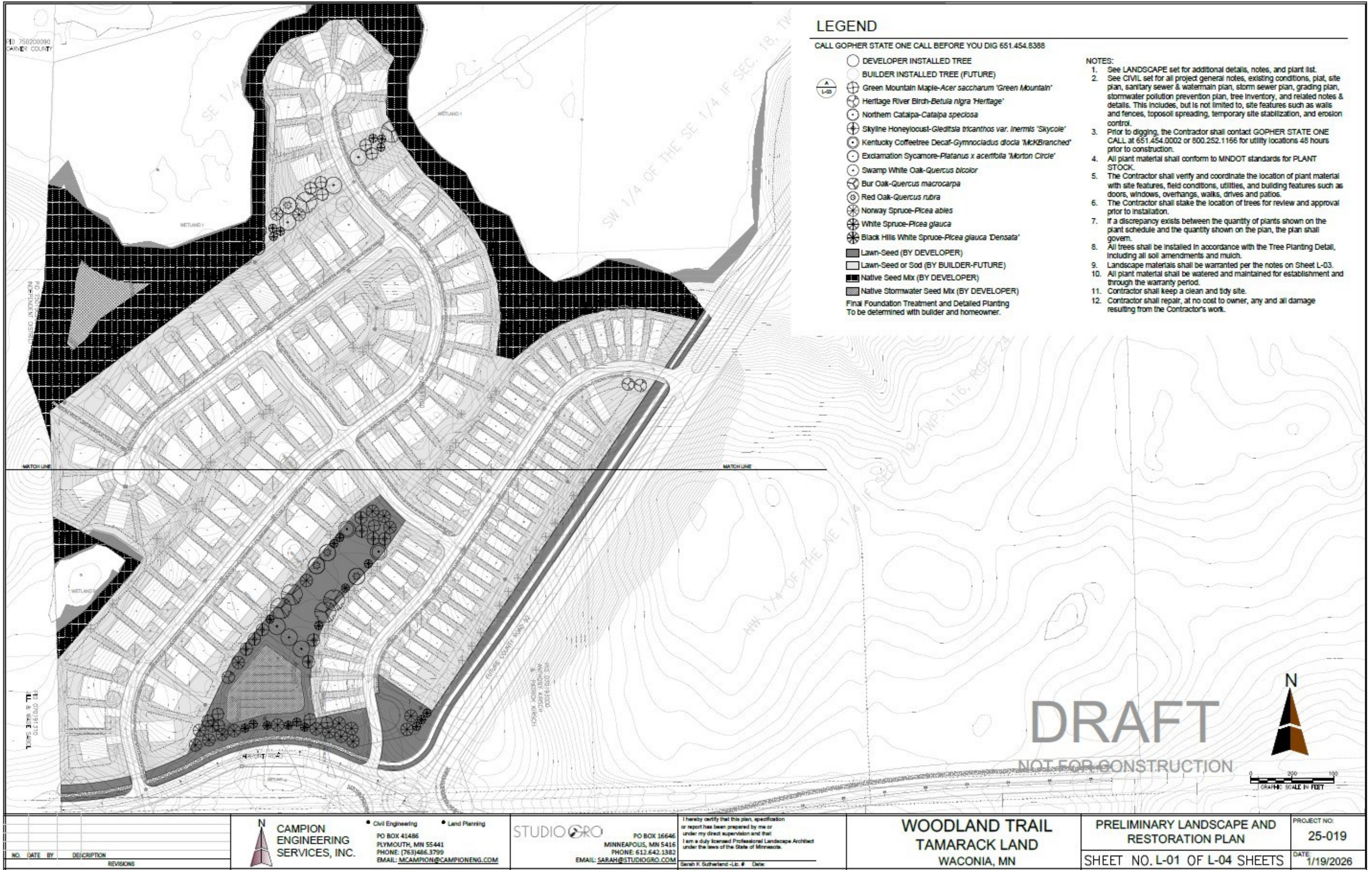
I hereby certify that this plan, specification or report has been prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.  
Martin P. Campion -Lic. # 19901 Date:

**WOODLAND TRAIL  
TAMARACK LAND  
WACONIA, MN**

SEE SHEET 21 FOR GRADING NOTES

|                                    |                       |
|------------------------------------|-----------------------|
| PRELIMINARY GRADING PLAN - OVERALL | PROJECT NO:<br>25-019 |
| SHEET NO. 12 OF 28 SHEETS          | DATE:<br>12/20/2025   |







750200090  
ER COUNTY

**DRAFT**  
NOT FOR CONSTRUCTION

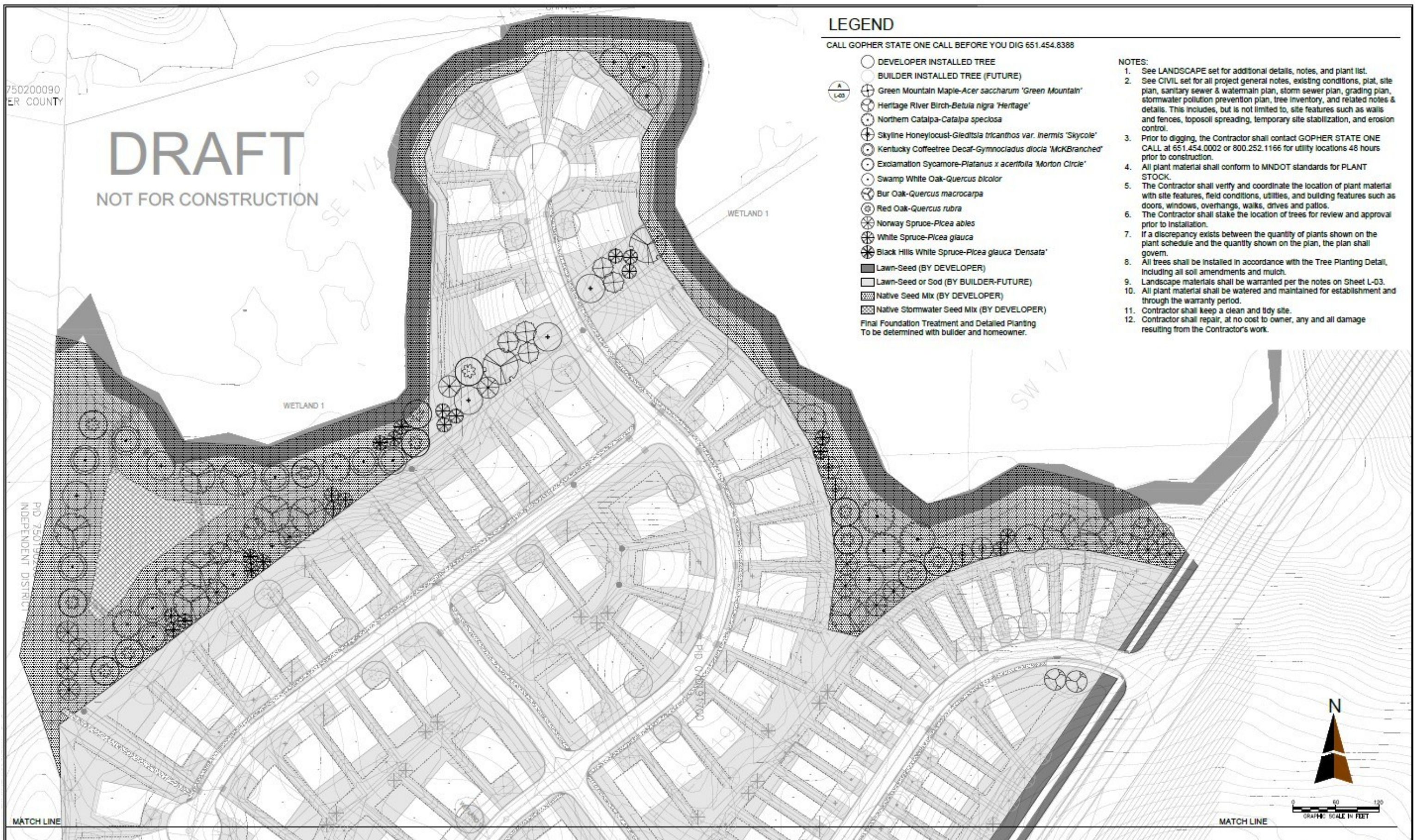
## LEGEND

CALL GOPHER STATE ONE CALL BEFORE YOU DIG 651.454.8388

- DEVELOPER INSTALLED TREE
  - BUILDER INSTALLED TREE (FUTURE)
  - ⊕ Green Mountain Maple-Acer saccharum 'Green Mountain'
  - ⊕ Heritage River Birch-Betula nigra 'Heritage'
  - ⊕ Northern Catalpa-Catalpa speciosa
  - ⊕ Skyline Honeylocust-Gleditsia tricanthos var. inermis 'Skycole'
  - ⊕ Kentucky Coffeetree-DeCAT-Gymnocladus dioica 'McKBranded'
  - ⊕ Exclamation Sycamore-Platanus x acerifolia 'Morton Circle'
  - ⊕ Swamp White Oak-Quercus bicolor
  - ⊕ Bur Oak-Quercus macrocarpa
  - ⊕ Red Oak-Quercus rubra
  - ⊕ Norway Spruce-Picea abies
  - ⊕ White Spruce-Picea glauca
  - ⊕ Black Hills White Spruce-Picea glauca 'Densata'
  - Lawn-Seed (BY DEVELOPER)
  - Lawn-Seed or Sod (BY BUILDER-FUTURE)
  - Native Seed Mix (BY DEVELOPER)
  - Native Stormwater Seed Mix (BY DEVELOPER)
- Final Foundation Treatment and Detailed Planting  
To be determined with builder and homeowner.

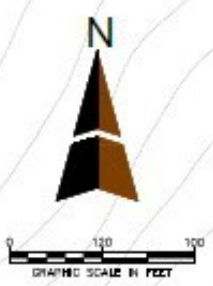
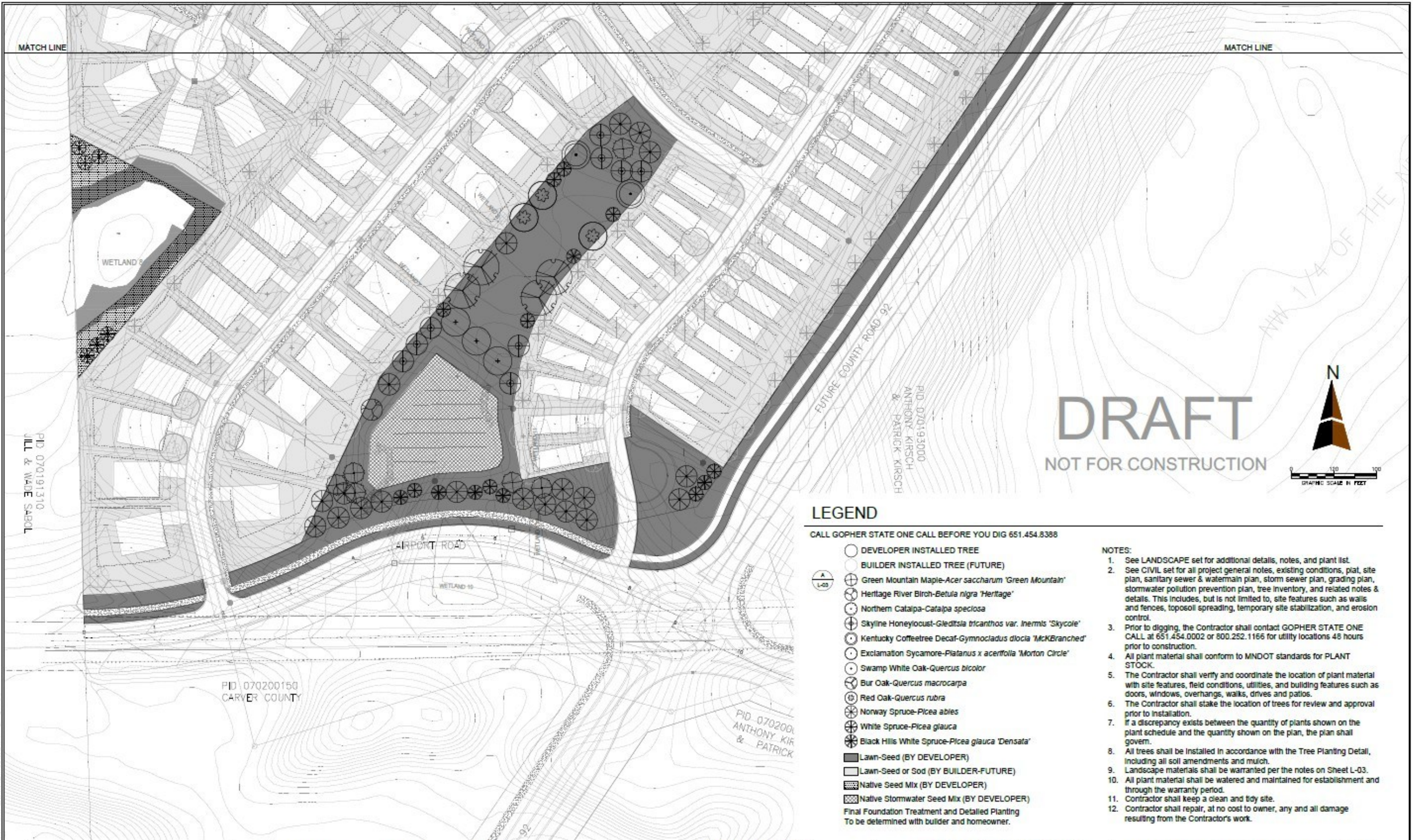
## NOTES:

1. See LANDSCAPE set for additional details, notes, and plant list.
2. See CIVIL set for all project general notes, existing conditions, plat, site plan, sanitary sewer & watermain plan, storm sewer plan, grading plan, stormwater pollution prevention plan, tree inventory, and related notes & details. This includes, but is not limited to, site features such as walls and fences, topsoil spreading, temporary site stabilization, and erosion control.
3. Prior to digging, the Contractor shall contact GOPHER STATE ONE CALL at 651.454.0002 or 800.252.1166 for utility locations 48 hours prior to construction.
4. All plant material shall conform to MNDOT standards for PLANT STOCK.
5. The Contractor shall verify and coordinate the location of plant material with site features, field conditions, utilities, and building features such as doors, windows, overhangs, walks, drives and patios.
6. The Contractor shall stake the location of trees for review and approval prior to installation.
7. If a discrepancy exists between the quantity of plants shown on the plant schedule and the quantity shown on the plan, the plan shall govern.
8. All trees shall be installed in accordance with the Tree Planting Detail, including all soil amendments and mulch.
9. Landscape materials shall be warranted per the notes on Sheet L-03.
10. All plant material shall be watered and maintained for establishment and through the warranty period.
11. Contractor shall keep a clean and tidy site.
12. Contractor shall repair, at no cost to owner, any and all damage resulting from the Contractor's work.



| <table><tr><th>NO.</th><th>DATE</th><th>BY</th><th>DESCRIPTION</th></tr><tr><td colspan="4">REVISIONS</td></tr></table> |      |    |             | NO. | DATE | BY | DESCRIPTION | REVISIONS |  |  |  | <div><div><div>N</div><div>CAMPION<br/>ENGINEERING<br/>SERVICES, INC.</div></div><div><div>• Civil Engineering • Land Planning</div><div>PO BOX 41486<br/>PLYMOUTH, MN 55441<br/>PHONE: (763)486.3799<br/>EMAIL: MCAMPION@CAMPIONENG.COM</div></div></div> | <div><div>STUDIO GRO</div><div>PO BOX 16646<br/>MINNEAPOLIS, MN 5416<br/>PHONE: 612.642.1382<br/>EMAIL: SARAH@STUDIOGRO.COM</div></div> <div>I hereby certify that this plan, specification or report has been prepared by me or under my direct supervision and that I am a duly licensed Professional Landscape Architect under the laws of the State of Minnesota.</div> <div>Sarah K. Sutherland - L.E. # _____ Date: _____</div> | <div>WOODLAND TRAIL<br/>TAMARACK LAND<br/>WACONIA, MN</div> | <div>PRELIMINARY LANDSCAPE AND<br/>RESTORATION PLAN - NORTH</div> <div>SHEET NO. L-02 OF L-04 SHEETS</div> | <div>PROJECT NO:<br/>25-019</div> <div>DATE:<br/>1/19/2026</div> |
|-------------------------------------------------------------------------------------------------------------------------|------|----|-------------|-----|------|----|-------------|-----------|--|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| NO.                                                                                                                     | DATE | BY | DESCRIPTION |     |      |    |             |           |  |  |  |                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                             |                                                                                                            |                                                                  |
| REVISIONS                                                                                                               |      |    |             |     |      |    |             |           |  |  |  |                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                             |                                                                                                            |                                                                  |





LEGEND

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|                                                                                                                                                                  | NO.                                  | DATE | BY | DESCRIPTION |           |  |  |  |                                                                                                                                                                                             |                                                                                                                            |                                                                                                                                                                                                                                                                                    |                                                            |                           |
| REVISIONS                                                                                                                                                        |                                      |      |    |             |           |  |  |  |                                                                                                                                                                                             |                                                                                                                            |                                                                                                                                                                                                                                                                                    |                                                            |                           |
| <p>PRELIMINARY LANDSCAPE AND RESTORATION PLAN - SOUTH</p>                                                                                                        | <p>SHEET NO. L-03 OF L-04 SHEETS</p> |      |    |             |           |  |  |  |                                                                                                                                                                                             |                                                                                                                            |                                                                                                                                                                                                                                                                                    |                                                            |                           |







Plot Date & Time:

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**WOODLAND TRAIL  
TAMARACK LAND  
WACONIA, MN**

**TREE PRESERVATION PLAN**  
SHEET NO. 1 OF 28 SHEETS

PROJECT NO:  
**25-019**  
DATE: 12/20/2025  
Page 67 of 73



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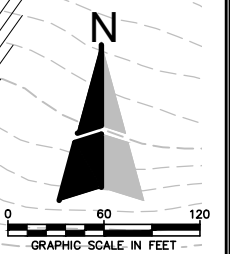
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SHEET NO. 1 OF 28 SHEETS

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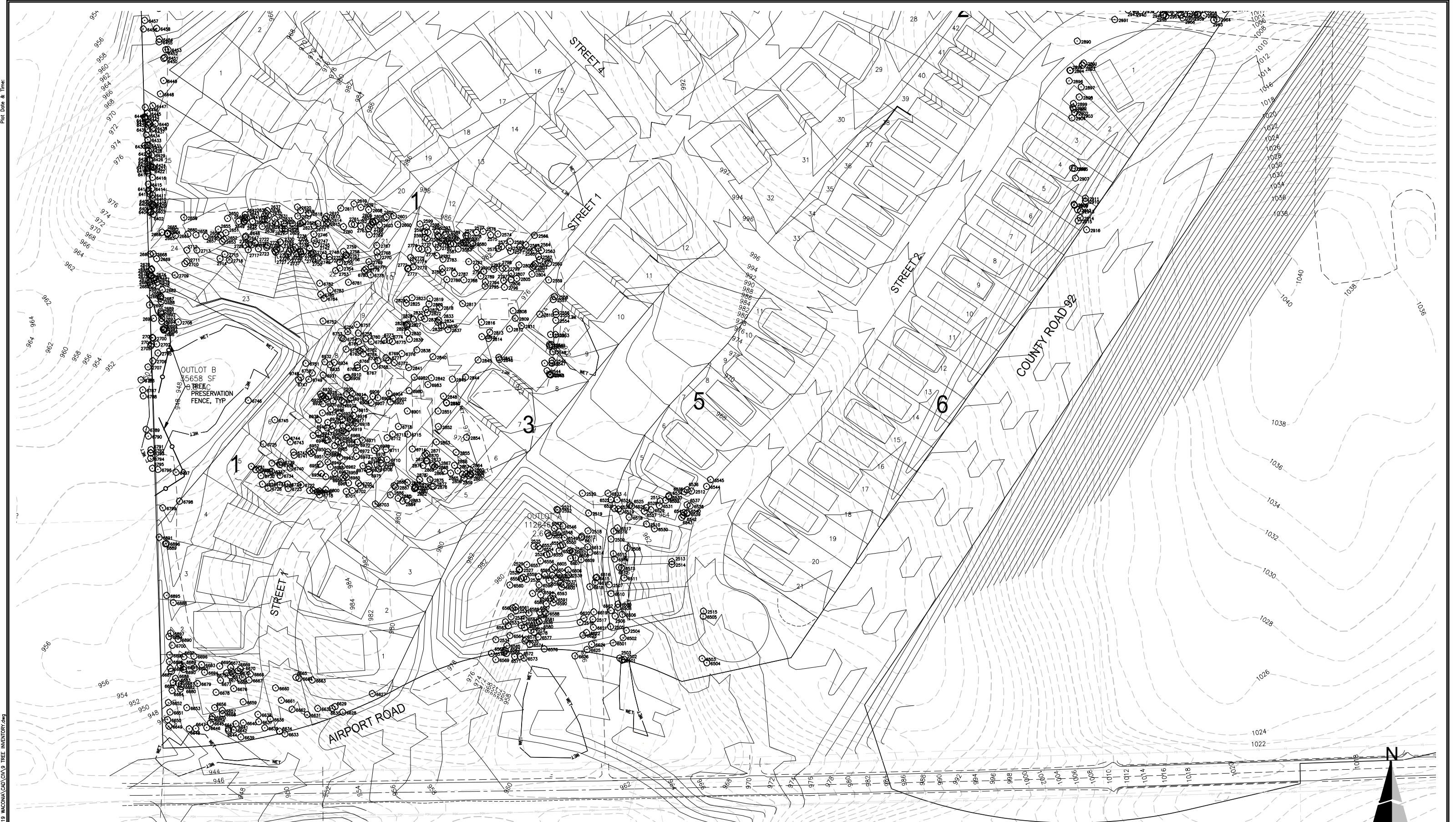
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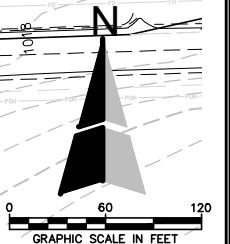
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| TREE PRESERVATION PLAN   |  | PROJECT NO:<br>25-019 |
| SHEET NO. 1 OF 28 SHEETS |  | DATE: 12/20/2025      |







## WOODLAND TRAIL PHASING PLAN

**From:** [Jill Sabol](#)  
**To:** [Lane Braaten](#)  
**Subject:** comments on the Tamarack Land request  
**Date:** Thursday, April 9, 2026 9:47:41 AM

---

Dear Members of the Planning Commission and City Council,

Our names are Wade and Jill Sabol, and we live at 9430 Airport Road. Our property sits directly adjacent to the proposed development site at 9350 Airport Road.

We are writing to express our **firm opposition** to Tamarack Land's request for variances regarding setback and hardcover requirements. As a neighbor who will be most personally and permanently impacted by this decision, we are deeply concerned by the request to bypass the standard rules that every other homeowner in this city is required to follow.

The current zoning ordinances were put in place to protect residents. By granting these exceptions, the City would be prioritizing a developer's density goals over the established rights of existing taxpayers. Specifically, we are concerned about:

- **Infringement on Privacy and Loss of Greenspace and Trees:** The setback requirements exist to ensure a "buffer" between properties. Allowing this developer to build closer to our property line than what is legally permitted for a standard home significantly encroaches on our privacy and the loss of many of the trees along the property lines. By increasing the hardcover limits, you are reducing the amount of trees that the developer will need to plant or green space they need to keep. Which also leads into our next concern.
- **Stormwater and Runoff Risks:** Hardcover (impervious surface) limits are critical for drainage. By exceeding these limits, the developer increases the risk of water runoff being diverted directly onto our property, potentially leading to basement flooding or soil erosion that I will be forced to manage. Our property sits at a lower elevation than the property that is being developed so this is highly concerning for us.
- **A Double Standard in Enforcement:** It is fundamentally unfair for a commercial developer to receive a "pass" on the very same regulations that every other Waconia resident must strictly adhere to for any home improvement or build.

Zoning laws should provide a predictable environment for homeowners. If these variances are granted, it sets a precedent that the city's rules are negotiable for the right price or project size, while remaining rigid for the individual citizen.

We request that the City of Waconia deny these requests and require the developer to



scale their project to fit within the same legal footprint required of the rest of us.

We look forward to attending the upcoming public hearing for more information about this proposed development.

Sincerely,

Wade and Jill Sabol

## REQUEST FOR CITY COUNCIL ACTION

|                                                                                                                                                                                                                                                                                                                                                           |  |                                                               |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------|--|
| <b>Meeting Date:</b>                                                                                                                                                                                                                                                                                                                                      |  | April 20, 2026                                                |  |
| <b>Item Name:</b>                                                                                                                                                                                                                                                                                                                                         |  | 9.2. Annexation Petition – Wolter and Klingelhutz - WITHDRAWN |  |
| <b>Originating Dept:</b>                                                                                                                                                                                                                                                                                                                                  |  | Community Development                                         |  |
| <b>Presented By:</b>                                                                                                                                                                                                                                                                                                                                      |  | Lane Braaten                                                  |  |
| <b>Previous Council Action:</b> None                                                                                                                                                                                                                                                                                                                      |  |                                                               |  |
| <b>Item Type:</b>                                                                                                                                                                                                                                                                                                                                         |  | Regular Session                                               |  |
| <b>RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED:</b> Adopt Resolution No. 2026-060 denying the Annexation Petition submitted by Eugene E & Carol Wolter Trust and Klingelhutz Farms LLC.--WITHDRAWN<br><br><b>EXPLANATION OF AGENDA ITEM:</b><br><br>APPLICANT WITHDREW APPLICATION<br><br><br><br><br><br><br><br><br><br><b>ATTACHMENTS:</b><br>None |  |                                                               |  |
| <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                                                                                                                                                                                                                                                                                                                                  |  |                                                               |  |