

**CITY OF WACONIA
MARCH 21, 2022**

1) CALL MEETING TO ORDER AND ROLL CALL

Pursuant to due call and notice thereof, the regular meeting of the City Council of the City of Waconia was called to order by Mayor Bloudek at 6:00 p.m. The following members were present:
Kent Bloudek, Nicole Waldron, Randy Sorensen, Pete Leo

Staff Present: Shane Fineran, Lane Braaten, Craig Eldred, Ann Meyerhoff, Mike Melchert

2) PLEDGE OF ALLEGIANCE

3) ADOPT AGENDA

Motion by Nicole Waldron , seconded by Randy Sorensen

MOTION carried

4) VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE

41. [Christine Fenner - Waconia Chamber of Commerce](#)

Christine Fenner of the Waconia Chamber of Commerce gave a tourism presentation and share what is to come in 2022.

5) ADOPT CONSENT AGENDA

1. March 7, 2022 City Council Meeting Minutes

[Minutes 3-7-22.pdf](#)

2.) March 21, 2022 Expenditures

[Council List-Expenditures 03.21.2022_P-Card.pdf](#)

[Council List-Expenditures 03.21.2022_Immediate-Pay.pdf](#)

[Council List-Expenditures 03.21.2022_Check-EFT.pdf](#)

3.) Lodging Tax Funds Request - Waconia CVB

4.) Rink Management Services Corporation Waconia Ice Arena Expenditures Incurred February 2022

[Waconia Ice Arena Bills & Applied Payments Feb 02.2022.pdf](#)

5. Rink Management Services Corporation Safari Island Community Center Expenditures Incurred February 2022
[Safari Island Bills & Applied Payments 02.2022.pdf](#)
- 6.) Donation Acceptance - Cash Donations for Adaptive Playground Equipment
[2281res Donations_Received_Donations_for_Playground_03.21.22_Res.doc](#)
- 7.) Accepting Donation and Pass Thru Recommendation
[2282res Gambling_Donation_Resolution \(1\).doc](#)
- 8.) Authorize Sale of Surplus Equipment
[2283res 2022_Resolution_Surplus_Equipment.doc](#)
- 9.) Authorize Chassis Acquisition for Unit 36 Replacement
[2284res Award_Chassis_Purchase_Memo.doc](#)
[Nuss Equipment Sheet.pdf](#)
[2-28-22 Mack Granite 42FR price quote.pdf](#)
[Boyer Equipment Sheet.pdf](#)
[Boyer Trade Sheet.pdf](#)
10. Comprehensive Plan Amendment for 1330 Waconia Parkway South, 10250 10th Street East & 10350 102nd Street
[2285res COMPPLANAMENDRES.docx](#)
[Public Hearing Notice.pdf](#)
[Location Maps.pdf](#)
11. Orchard Park 2nd Addition - Development Agreement - M/I Homes
[2286res Resolution_Approving_the_Dev._Agreement_Draft.docx](#)
[Exhibit 1 Orchard Park 2nd Addition Dev. Agreement Draft.docx](#)
- 12.) Zoning Authority Request - Carver County and Kirsch Family

[2287res_Extending_Subdivision_Authority_to_Kirsch_Property.docx](#)

[Location Map and Zoning Authority Request Letter.pdf](#)

13.) Sign Plan Amendment - Interlaken Village Commercial Development - Target

[Waconia Site Improvements Narrative.pdf](#)

[Overall Site Plan.pdf](#)

[Improvement Plan.pdf](#)

[DriveUp Sign Details.pdf](#)

[Site Lighting Plan.pdf](#)

[Existing Exterior Elevations.pdf](#)

Motion by Sorensen, seconded by Leo to Adopt the Consent Agenda. **MOTION carried.**

6) COUNCIL BUSINESS

1. [Utility Bill Dispute - 1371 Creekside Drive](#)

[2 Daily_Consumption.Jan.1371_Creekside.pdf](#)

Shane Fineran stated that during the months of January and February billing, the property at 1371 Creekside Drive experienced a plumbing leak in the home that resulted in abnormally high usage for the property. The average monthly usage for this property is 4,000 to 5,000 gallons per month. The leak resulted in usage for January 2022 of 29,000 gallons and in February of 2022 of 14,000 gallons. The leak occurred during the read period, resulting in a portion of the leak usage being charged on two separate bills. Staff communicated with the property owner, Suzette Baumann regarding this as well as other items of interest such as automatic alerts to users when high usage occurs and softened municipal water.

Currently the city's utility billing software does not have the capabilities to alert users of high usage, but this is something that staff monitors during business hours.

Suzette Baumann, 1371 Creekside Drive, approached the Council and stated that they never had used that much water in 20 years of living at this address. She asked why there isn't there an app if they are using a large amount of water to notify residents.

Mayor Bloudek explained that the utility department will notify residents after reading the meters and if they see high usage they contact them to let them know so that they may try to figure out what is causing it.

Fineran pointed out that the high usage happened over a weekend so it isn't being monitored. It is a manual process not automated. Automation may be something to look into in the future.

Mayor Bloudek stated that when the leak is on your property it is your responsibility.

2. Office Cubicle & Office Addition

[2288res_Office_Remodel_res.doc](#)

[2 Standard Product_Design Proposal Template.pdf](#)

[Rak Construction Bid](#)

[Atmosphere City Hall Quote](#)

[Atmosphere Public Services Quote](#)

[KI City Hall Quote](#)

Shane Fineran reminded Council that in October of 2021 staff presented a potential project utilizing American Rescue Plan funds that sought to make improvements to customer counter areas, office work space and cubicle areas that were eligible for the use of these recovery funds. At the time, the direction of the majority of the Council was to not use these funds for this purpose but rather break project components down into smaller pieces and fund through the capital and operating budget.

In 2022 smaller project components identified for office space addition for the new Park Superintendent position, office furniture, and new cubicle set were identified as well as a portion of the new cubicle workspaces for city hall were budgeted for replacement or addition. Currently public services staff are working in a temporary walled office space with salvaged furniture items and new city hall staff are working from cobbled together cubicle space and conference room task tables.

For the office space construction, staff worked through the cooperative purchasing program Sourcewell, which is the format that the city utilized for the senior center buildout. Rak Construction has submitted a bid for addition of a new 10 x 14 office space to include painting, mechanical, and electrical work in the amount of \$24,424.00.

Staff worked with two vendors to provide office furnishings for the new office space and replace two cubicle sets at Public Services and provide 8 new cubicle sets for City Hall. All cubicle sets will allow for matching additions in the future as staff levels demand.

KI submitted a quote of \$61,225.55 for City Hall cubicle spaces only, no office furniture, no chairs or demo and installation.

Atmosphere submitted a quote for \$55,050.02 for cubicle spaces at city hall, public services, office furniture, chairs, including demo and installation.

In the early stages of working with these two vendors it became apparent that KI was not going to be competitive with their pricing in comparison to Atmosphere and thus additional quotes for public services furniture needs or installation were not pursued. Staff is recommending that the furniture and cubicle sets be acquired from Atmosphere for the price noted. Atmosphere representatives have indicated that Steelcase will be pursuing a price increase in mid to late April on the quoted items so it will be the city's advantage to order these items now.

Mayor Bloudek asked if the other departments are sufficient.

Fineran said they should start looking at different departments to know when and what is needed.

Council Member Sorensen asked who is responsible for the disposal of old cubicles.

Fineran responded that they will work with the supplier how to best dispose.

Council Member Leo asked how we chose these vendors.

Fineran explained that they were used on the senior space.

Council Member Waldron stated that in October she was in favor of this improvement. The number 1 priority is residents, and we have to take care of staff and not have to share workspace for good customer service. There has been a need for additional staff members, and they deserve a place to work.

Mayor Bloudek asked if approved what is the time frame? Fineran responded possibly 8 weeks.

Motion by Waldron, seconded by Leo to Adopt Resolution 2022-88, Approving Office Addition and Remodel. **MOTION carried.**

3. [SITE PLAN & DESIGN REVIEW - Darabi Dermatology - submitted by Stephen Paetzel, Mohagen Hansen Architectural Group](#)

[2289res Draft_Resolution__2_Pages_.docx](#)

[Location Map \(1 Page\).pdf](#)

[Site Plan \(13 Pages\).pdf](#)

[Staff Review Comments \(2 Pages\).pdf](#)

Lane Braaten shared that Stephen Paetzel, Mohagen Hansen Architectural Group, has submitted an application for Site Plan and Design Review for the property located at 839 Vista Blvd. The applicant is proposing to construct a new freestanding 6,437 sq. ft. Dermatology Clinic and site improvements in the B-1, Highway Business District.

Braaten briefly reviewed all applicable ordinance provisions. He added that the applicant has also included a Future Addition and other future site improvements. All future improvements shall conform to City Code requirements and the general lot requirements. Any addition/future improvements will require review by the Planning Commission and City Council.

The Planning Commission, at their regular meeting on March 3, 2022, reviewed the pertinent information and recommended approval of the proposed Site Plan & Design Review application via 4-0 vote with 7 conditions.

Dr Darabi spoke to Council saying they are hoping to break ground this year and finish the first part of next year.

Motion by Leo, seconded by Waldron to Adopt Resolution No. 2022-89 approving the Site Plan & Design Review application for the proposed Darabi Dermatology Clinic for the property located at 839 Vista Boulevard

MOTION carried

4. [DESIGN REVIEW - 125 1st Street West](#)

[2290res _Resolution _Approving _Design _Review _for _1251st _St _West.docx](#)

[Location Map.pdf](#)

[Existing Conditions.pdf](#)

[Proposed Improvements.pdf](#)

Lane Braaten shared a rendering of Bode Grays formerly the VFW. The applicant, Bia James, on behalf of the property owner JD Rentals LLP, has submitted a Design Review application for the property located at 125 1st Street West. The applicant is proposing to remodel the existing building into a restaurant. The project includes interior improvements and updates to the façade of the building.

Braaten went through the Design Review Analysis and Staff Comments:

1. The proposed improvements appear to conform to the applicable design standards. The City Council should discuss if any of the afore-mentioned standards require revisions to the application.
2. The improvements include painting the brick and the stucco gray, removal of the existing false front, and installation of a horizontal wood siding material. One elevation shows vertical siding which is not allowed in the downtown district, but the applicant has

provided an additional image with horizontal wood siding, and this is the option they are planning for with improvement of the front façade, which conforms to City Code.

3. The improvement also includes additional windows/glazing along the front façade, which is a drastic improvement from the existing condition and the installation of a black or dark bronze awning which is consistent with the entry and architectural details section of the design standards.

4. The proposed signage requires some modification to be compliant with City Code requirements. City Code allows one wall sign per building face not to exceed 10% of said building face. The front façade indicates two signs, which requires revision, as does the east side of the building. The sign details provided appear to be consistent with location, color, etc. The final sign plan shall be reviewed and approved by staff upon submittal of a sign permit application. FINANCIAL IMPLICATIONS: Funding Sources & Uses: ADVISORY BOARD RECOMMENDATIONS: Planning Commission recommendation of approval on March 3, 2022 via 4-0 vote. Budgeted Non Budgeted Amendment Required Budget Information: Planning Commission Parks and Recreation Board Safari Island Advisory Board Other

5. Any recommendation of approval should require the trash enclosure building materials and details to be provided for review and approval prior to work commencing on site. The applicant indicated that the trash enclosure would include the horizontal wood siding included on the front façade.

6. The application does not include any details regarding outdoor equipment. Any future outdoor or rooftop mechanical requires screening.

7. Based on a review of aerial imagery it appears the rear parking lot striping is deteriorating. Some consideration for restriping the parking area should be made to insure the existing parking functions properly.

8. The rear elevation indicates a rear parking lot flood light and an additional light on the east side of the building. The exterior lighting should be the minimum necessary for safety and security. All light fixtures should be shielded or other directed to ensure that light is not directed onto adjacent properties.

9. The plan identifies outdoor seating. If installed the outdoor seating should be consistent with the seating being installed throughout the downtown for consistency in streetscape elements.

The planning Commission, at their regular meeting on March 3, 2022, reviewed the pertinent information and recommended approval of the Design Review application via a 4-0 vote with 9 conditions.

Council Member Sorensen asked about the timeframe.

Greg James answered that they are about a month away from starting construction and hope to open in August.

Motion by Randy Sorensen, seconded by Nicole Waldron Adopt Resolution 2022-90 approving Design Review for the proposed restaurant at 125 1st Street West.

MOTION carried

5. Sidewalk Cafe License and Encroachment Agreement - Waconia Brewing

[2291res_ Approving Sidewalk Cafe License_ Waconia Brewing.docx](#)

[Outdoor Patio Plan.pdf](#)

Lane Braaten stated that the Waconia Brewing Company, consistent with City Ordinance 570, has submitted an application for a Sidewalk Café License. Specifically, the applicant is requesting the use of four parking spaces in front of their location at 255 Main Street West to be used as outdoor patio space. Pre-COVID, and since 2016, the Waconia Brewing Company has received approval to install an outdoor patio space consisting of wood decking. With the limitation of indoor seating as a result of COVID the City allowed what was deemed a temporary outdoor patio space where no decking has been installed and the brewery was allowed to place seating areas directly on the improved parking lot surface.

The applicant has requested to continue to use the outdoor patio space as they have during COVID. They indicated that they did not intend to install the decking, rather they would put up barriers to the existing parking and use the space as they have for the past two years.

City Ordinance states that no license for sidewalk café shall be issued or renewed until “The Council has found that the sidewalk café will not unduly restrict the safe usage of the public sidewalk or municipal parking lot, as applicable, after taking into consideration the location of the proposed sidewalk café, pedestrian traffic and vehicular traffic.”

Lane indicated that City staff is recommending the Council review the proposed outdoor patio space and determine if the proposed use which was intended originally to be temporary, is acceptable. If the patio plan is approved by the Council it will become more of a permanent condition moving forward. It would remain seasonal, but it can be expected that the brewery would no longer be placing decking on the parking lot in the future.

Council Member Sorensen asked if there has been any damage to parking lot. Craig Eldred responded that there has not.

Mayor Bloudek shared that in 2016 there was a lot of hesitation to use the public parking lot for outdoor dining. That is where the decking came in and it makes it safer. The request is proposing to take up a big part of the parking lot. Why do they want to do it?

Dee Delang, 255 West Main Street, indicated that the decking is expensive, and they have to store it as well. They do not plan on using ropes but wood beams to partition it off. Picnic tables have been purchased. It will allow fitting a lot more people. Everyone wants to be outside when it is nice out.

Council Member Waldron thinks that offering this will bring more people to Waconia and other restaurants.

Council Member Leo is 100% behind this. Waconia needs more outdoor dining.

Motion by Leo, seconded by Waldron Adopt Resolution 2022-91 approving the Sidewalk Café License and Encroachment Agreement for Waconia Brewing Company.

MOTION carried

6. [Sandy Shores Preliminary Plat - CONTINUED](#)

[2292res Sandy_Shores_Preliminary_Plat_Resolution.doc](#)

[Sandy Shores Applicant Narrative.pdf](#)

[Sandy Shores Preliminary Plat Information.pdf](#)

Lane Braaten reminded Council that at their regular meeting on December 6, 2021, tabled the consideration of the Sandy Shores Preliminary Plat requesting additional information from the applicant regarding the existing shed structure on the subject parcel.

Staff reached out to Mr. Helstrom and he is proposing to add some screening and keep the shed in its current location. Access would just be off 92 not the development. Legal notices would be provided to future home owners on the developed lots about the shed remaining.

There are 22 recommended conditions of approval. 4-0 vote from planning commission. This would be an addition to what is required for the development with landscaping.

Council had a discussion about the pros and cons of the shed being removed.

Mike Melchert added that he went through subdivision ordinance and there is nothing for removal. If the application is denied it would have to go by design standards and if they don't meet the requirements.

Council Member Sorensen stated that if we don't approve this the shed will still stay. He would like to table to get more information from owner.

Braaten asked what information he would like

Council Member Sorensen responded, drain field issue, screening, what is the shed going to be used for personal or business.

Council Member Leo asked for more info about developing in the future.

Motion by Sorensen, seconded by Waldron Table Resolution 2022-92 approving the proposed Sandy Shores Preliminary Plat Application, which proposes the development of the property located at 7860 Laketown Parkway into 3 single family parcels and one outlot.

MOTION carried

7) ITEMS REMOVED FROM CONSENT AGENDA

8) STAFF REPORTS

9) BOARD REPORTS

Nothing to report

10) ANNOUNCEMENTS

Winter Parking still in effect.

Community Expo coming up. The City will participate and talk to students about local government.

11) RECESS TO CLOSED SESSION

Motion by Waldron, seconded by Leo to Recess to Closed Session.

12) ADJOURN REGULAR MEETING

Motion by Sorensen, seconded by Leo to adjourn the meeting at 8:15 p.m. **MOTION carried.**

Work Session: Metronet Update, Lead Service Line Update

UPCOMING CALENDAR OF EVENTS/MEETINGS:City Council - April 4Planning Commission - April 7Community Expo - April 9

Kent Bloudek, Mayor

ATTEST: _____

Ann Meyerhoff, Office Assistant